COMMUNITY ENGAGEMENT COMMISSION MEETING AGENDA
WEDNESDAY, SEPT. 16, 2026 – 6:00 P.M.
22710 E. COUNTRY VISTA DRIVE

The purpose of the Community Engagement Commission is to serve in an advisory capacity to the mayor and City Council. The Commission's role is to gather ideas, input, and feedback from community members, and to advise and guide city leadership.

- Sign up to provide public comment at the meeting via calling in.
- Submit written public comment prior to 4:00 p.m. on the date of the meeting.

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVALS**
   a. Agenda
   b. Minutes of meeting of Aug. 19, 2026

4. **PUBLIC COMMENTS**

5. **CITY HALL UPDATES (David Goehner)**
   a. See handout

6. **DISCUSSIONS & BUSINESS**
   a. Annual Report to City Council – Update (Norman)
   b. CEC purposes and responsibilities – Updates (Norman)
   c. Sept. 24 Sidewalk Master Plan town hall – Updates (Saba & Norman)
   d. Homeless discussions on Facebook (Carlberg)
   e. Proposed Rockwood Retirement Communities discussion (Stussy)
   f. Marketing calendar development: Discussion & subcommittee
   g. Potential fall outdoor engagement event (Oct. 24?)
   h. Other upcoming opportunities?

7. **NEXT MEETING: Oct. 21, 2026, at 6 p.m.**
   a. Requested items for agenda?

8. **ADJOURNMENT**

JOIN ZOOM MEETING

To view the meeting live via Zoom, join the Zoom web meeting at:

https://us02web.zoom.us/s/86370493511

Or join webinar with the following methods

Phone one-tap

Phone one-tap: US: +12532158782,,86370493511# or +12532050468,,86370493511#

PUBLIC COMMENT

If you wish to provide oral public comments during the Community Engagement Commission meeting, you may do so in-person at City Hall or virtually via zoom. You may speak in-person at City Hall, or if you wish to speak via zoom, please join the zoom meeting using the meeting information above. Public comments will be invited during the appropriate section of the agenda, at which time you can send a request to speak to our meeting host using the chat function within the zoom meeting.

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the Community Engagement Commission meeting, please email your comments to tgarcia@libertylakewa.gov by 4:00 p.m. the day of the commission meeting and include all the following information with your comments:

1. The meeting date
2. Your first and last name
3. If you are a Liberty Lake resident
4. The agenda item(s) you are speaking about

If providing written comments, the comments received will be acknowledged during the public meeting but not read. Written comments received by 4:00 p.m. on the meeting date will be provided to commission members in advance of the meeting.

CITY OF LIBERTY LAKE
Community Engagement Commission Minutes
August 19, 2026 – 6:00 p.m.

CALL TO ORDER:
The meeting of the Community Engagement Commission was called to order by chairman Bill Norman on Aug. 19, 2026, at 6:00 p.m.

ROLL CALL:
Position 1: Robin Bekkedahl **Present**
Position 2: Bill Norman **Present**
Position 3: Brittany Sitton **Absent**
Position 4: Lori Merkel **Excused**
Position 5: Ralph Carlberg **Present**
Position 6: Vacant
Position 7: Leah Stussy **Present**
Position 8: Vacant
Position 9: Mark Saba **Excused**
Communications specialist David Goehner **Present**

Commissioner Bekkedahl moved and Commissioner Stussy seconded to excuse Commissioners Merkel and Saba, and the motion passed.

APPROVALS:
Commissioner Stussy moved and Commissioner Bekkedahl seconded to approve the meeting's agenda, and the motion passed.

Commissioner Carlberg moved and Commissioner Stussy seconded to approve the minutes of the meeting of July 22, 2026, and the motion passed.

Commissioner Stussy moved and Commissioner Bekkedahl seconded to approve the minutes of the workshop meeting of July 29, 2026, and the motion passed.

PUBLIC COMMENTS:
There were no public comments.

CITY HALL UPDATES:
Goehner introduced and answered questions about the City Hall Update that had been mailed out earlier in the week. Questions were asked and answered about the planned goat sculpture project at Town Square Park and about the background of the goat stickers that are distributed at Farmers Market.

DRAFT

DISCUSSIONS & BUSINESS:

A – CEC purposes and responsibilities: Chairman Norman reported that he has reached out to the chairs of the other commissions, and no progress has been made yet toward having discussions to find ways for the CEC to be more utilized by other city commissions. Norman suggested the commission should find more ways to become more relevant. Commissioner Stussy said she had met recently with City Council member Arlene Fisher about the commission's term limits proposal that was made earlier this year.

B – Community Forum on Next Year's City Budget (coming Aug. 20, 6-7:30 p.m. at the Library): Commissioners discussed who would be able to attend this, and encouraged each other to listen, learn, pose questions, and be prepared to assist in any small group discussions at the Aug. 20 forum.

C – Sidewalk Master Plan public engagement – After brief discussion, Commissioner Stussy moved and Commissioner Carlberg seconded to continue this discussion at the next meeting so Commissioner Saba could be available to participate, and the motion passed.

D – Marketing calendar development/discussion: Commissioner Norman discussed future opportunities for the CEC's involvement with events sponsored by the city and local private groups. Discussion also centered on developing a calendar that would help the CEC know what to promote, possibly as a seasonal calendar or one that could be mapped out as far ahead as would be reasonable. Commissioner Stussy suggested that a subcommittee be created to develop a calendar and that this could be included in the agenda for next month's meeting. Commissioner Stussy presented this as a motion and Commissioner Carlberg seconded, and the motion passed.

E – CEC 2026 Annual Report & 2027 budget: Commissioners briefly discussed the content of the report's draft, and made no changes to the initial 3 pages. Discussion also focused on the section on the proposed budget for 2027 community engagement, with suggestions made for the budget to be more authentically reflective of the activities that the commission has been doing. Through the commission members' deliberations, it was suggested that the 2027 budget include $7,000 for mailers, $2,000 for flyers, and $1,000 for general supplies, resulting in a total 2027 budget of $10,000. Commissioner Stussy moved to adopt that budget plan for the Annual Report, Commissioner Bekkedahl seconded, and the motion passed. Commissioner Bekkedahl asked that Goehner provide the CEC members a copy of the finalized Annual Report and budget before this material is relayed to the City Council at the end of August. Commissioner Norman said he could be available to personally present the CEC's Annual Report during the Sept. 1 or Sept. 15 City Council meetings, and Goehner said he would follow up with him about the scheduled date.

F – Other upcoming opportunities: Commissioner Carlberg asked Goehner for information about the current status of proposed project by the MODE campus that is currently going through a hearing review, and Goehner said he would research this and provide a follow-up through e-mail. Some commissioners also asked about the expiration dates of their current terms, and Goehner said he would research this and provide follow-ups through e-mail.

DRAFT

NEXT MEETING AGENDA ITEMS:

Discussion of CEC marketing calendar and selection of a subcommittee for its development.
Continuation of discussion of Sidewalk Master Plan public engagement.

ADJOURNMENT:

Commissioner Carlberg moved and Commissioner Stussy seconded to adjourn the meeting, and the commissioners voted to close the meeting at 7:05 p.m. The next regular meeting will be held on Sept. 16, 2026.

DRAFT

City Hall Updates for Community Engagement Commission
9-14-2026

1. **City Council:**
   - City budget timeline is available via the "Engage Online" button on the city's homepage. Upcoming: Public hearing on 2027 revenue sources (Sept. 15), copies of preliminary budget being made available to public (Oct. 9), and start of workshops/hearings on preliminary budget (Oct. 13, Oct. 20, Oct. 27, Nov. 10).
   - During the Sept. 1 City Council meeting, city staff recommended a new draft of a city logo that combined elements of the initial drafts from Visit Spokane in a different arrangement. Visit Spokane is making further modifications based on the City Council's comments from that meeting.
   - Recruitment efforts are under way to promote applications for vacancies on the Community Engagement Commission, City Planning Commission, Library Board of Trustees, and Salary Commission. Interested residents can find information on the city's homepage and through the "Your Government" main menu item. Promotions will be happening regularly through city's Facebook site.

2. **Upcoming dates:**
   - **Chalk Art Extravaganza – Registration deadline Sept. 18 for Oct. 3 event:** Registration for inaugural Chalk Art Extravaganza is open through this Friday, Sept. 18. Home-created displays can be viewed citywide on Saturday, Oct. 3. Parks & Recreation will be posting a map of artwork locations, with hopes that most pieces will be photographed for posting on the Parks & Recreation and main city Facebook sites. All details are on our website's Community Events page.
   - **Sidewalk Master Plan Town Hall – Thursday, Sept. 24:** Town hall on Sidewalk Master Plan information/options at Trailhead Golf Course's Rotary Room at 6 p.m., led by SCJ Alliance. Promotional article appeared in September "Splash", and A-frame promotions will begin this week. Related surveys will continue at Farmers Market and (through Oct. 27) online.
   - **Farmers Market:** 2026 season concludes on Oct. 10.
   - **My Haunted Hometown – Registration deadline Oct. 16 for Oct. 24 judging:** This is a new Halloween home decorating contest activity from Parks & Recreation, open to city residents. Details and registration info are on the city's homepage and in the "Community Events" web pages.

3. **City Podcast:**
   - September episodes: City Hall staff's memories of Sept. 11, 2001 (posted last week). Local Girl Scout's bike repair station project at River Rock Park (posting later this week).

- Planned for October: Local 1st graders' predictions from 2011 about the future of Liberty Lake. Interview with City Council member Dan Dunne (recorded).

-- *David Goehner*