CITY COUNCIL MEETING
WEDNESDAY, NOVEMBER 4, 2026
HELD REMOTELY & IN PERSON AT CITY HALL
22710 E COUNTRY VISTA DRIVE

Instructions for providing public comment can be found at the end of the agenda.

Questions or Need Assistance? Please contact the City Clerk at rcaton@libertylakewa.gov

6:00 P.M. REGULAR SESSION

1. **Invocation**
2. **Pledge of Allegiance**
3. **Call to Order**
4. **Roll Call**
5. **Agenda Approval**
6. **Citizen Comments**
7. **Appointments**
   - A. Confirm the Mayor's reappointment of Katie Ferris to the Parks and Arts Commission.
   - B. Confirm the Mayor's reappointment of Nancy Hill to the Parks and Arts Commission.
   - C. Confirm the Mayor's reappointment of John Bahr to the Parks and Arts Commission.
   - D. Confirm the Mayor's reappointment of Joni Hay to the Parks and Arts Commission.
   - E. Confirm the Mayor's appointment of Taylor Swennumson to the Parks and Arts Commission.
   - F. Confirm the Mayor's appointment of Carrie Holtan to the Planning Commission
8. **Announcements / Proclamations / Special Presentations**
   - A. Emerging Leaders Development Program Graduation

B. LLPD Recruiting Video Presentation

9. Reports & Inquiries

A. City Council

B. Mayor

C. City Administrator

10. Workshop Discussions

A. 2027 Preliminary Budget

11. General Business – Consent Agenda

A. Approve Meeting Minutes
Recommended Action: Approve the October 20, 2026, Meeting Minutes

B. November 3, 2026 Vouchers
Recommended Action: Approve the October 1–15 payroll and benefits, and the November 3, 2026, Vouchers in the total amount of 1,032,349.80.

C. New City Hall Exterior Signage Manufacture and Installation Contract
Recommended Action: Authorize the Mayor to contract with Mountain Dog Sign Company for the manufacture and installation of exterior signage for the new City Hall building for an amount not to exceed $12,583.52.

D. One year support for Sophos MDR Complete network monitoring and response service from CDW Government LLC
Recommended Action: Authorize the Mayor to sign a purchase order from CDW Government LLC for an amount not to exceed $26,166.96.

12. General Business - Action Items

A. Magnet Forensics Software
Recommended Action: Recommend approval for the Police Department to purchase the subscription for the Magnet Software for an amount not to exceed $20,000.00.

B. Sponsorship - Banner Bank "Home for the Holidays"
Recommended Action: Approve the donation from Banner Bank for "Home for the Holidays" in the amount of $1,000.

C. Sponsorship - Tire Rama "Home for the Holidays"
Recommended Action: Approve the donation from Tire Rama for "Home for the Holidays" in the amount of $1,000.

13. Council Comments

14. **Public Hearings / Appeals**

15. **Resolutions**

16. **Ordinances**

    A. 1st Read: Ordinance 319 - An Ordinance of the City of Liberty Lake, Washington, levying the regular property taxes for the City of Liberty Lake, Washington in Spokane County for the year commencing January 1, 2027 to provide revenue for the provision of City services as set forth in the City budget.

    B. 1st Read: Ordinance. 277.B
    An Ordinance of the City of Liberty Lake, Washington, establishing a Community Engagement Commission, providing for the appointment and terms of commission members and removal of the same, providing for severability, establishing the duties thereof, and establishing an effective date.

17. **Emergency Ordinances**

18. **Introduction of Upcoming Agenda Items**

19. **Citizen Comments**

20. **Executive Session**

21. **Adjournment**

JOIN ZOOM MEETING

1st meeting of the month:
To view the meeting live via Zoom Meeting, join the Zoom web meeting:

Meeting Instructions:

Join from a PC, Mac, iPad, iPhone or Android device:
https://us02web.zoom.us/j/86578556158

Or One tap mobile:
+12532050468,,86578556158# US
+12532158782,,86578556158# US (Tacoma)

Or join by phone:
Dial: +1 253 205 0468 or +1 253 215 8782

Webinar ID: 865 7855 6158

PUBLIC COMMENT

If you wish to provide oral public comments during the Council meeting, you may do so in-person at City Hall or virtually via zoom. If you wish to speak in-person, please fill out a yellow Request to Speak Form. If you wish to speak via zoom, please join the zoom meeting using the meeting information above. The Mayor will invite public comments during the appropriate section of the agenda, at which time you can raise your hand, or 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 council meeting, please email your comments to rcaton@libertylakewa.gov by 4:00 p.m. the day of the council 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) which you are speaking about

*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.

AGENDA ITEM NO.: 7.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's reappointment of Katie Ferris to the Parks and Arts Commission.

Dept of Origin: Parks and Recreation **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
City-Advisory-Boards-Application-101524_Redacted

Expenditure Required	
Budgeted	
City Program	Public Art

Summary Statement

Recommended Action

Confirm the Mayor's reappointment of Katie Ferris to the Parks and Arts Commission.

CITY ADVISORY BOARD & COMMISSION APPLICATION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the Mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public inspection upon request.

Please indicate which advisory board you are interested in serving on:

☐ Salary Commission	☑ Parks & Arts Commission	☐ Lodging Tax Advisory Commission
☐ Planning Commission	☐ Library Board of Trustees	☐ Community Engagement
☐ Youth Commission	☐ Civil Service Commission	☐ Other

Candidate Information		
Full Name:Katherine(Katie) Ferris	Date of Application: 10/13/2026	
Home Address: [redacted]	City, State, Zip:Liberty Lake WA 99016	
Email: [redacted]	Phone: [redacted]	
Employed By: Retired		
Employer's Address:	City, State, Zip:	
How long have you lived or worked continuously in the City of Liberty Lake?20 yrs		
Are you a registered voter in the City of Liberty Lake?	☑ Yes	☐ No
Would your appointment create a conflict of interest or the appearance of a conflict of interest?	☐ Yes	☑ No
Have you ever been convicted of anything other than a minor traffic violation?	☐ Yes	☑ No

Educational Background:
BA from PLU in Education
MA from EWU in Curriculum/Instruction

Professional Qualifications and/or Work Experience:
I worked in CVSD schools teaching Physical Education and Bicycle Safety. I also encouraged biking to school, and promoted lifelong recreational programs.
Before working in the public schools I worked as Aquatics Director at the Spokane YWCA.

Community Activities and/or Other Experience:

Since retiring, I have volunteered with Liberty Lake SCOPE, Bike Swap, Valleyfest, and Fifth Grade Ski/Board for free program.
I have enjoyed volunteering with the Liberty Lake Parks/Arts Commission, learning more about our community and being more involved with recreational events such as Touch a Truck, 4th of July and Home for the Holidays.

Why are you interested in serving on this Commission/Advisory Board?

I have really enjoyed volunteering for the Parks/Arts Commission, advocating for Bike/Pedestrian Safety in our community. It is also important to increase our volunteer base to halp with our many new events and programs in Liberty Lake. I also hope I can help with this process.
The Parks/Arts Commission has accomplished many projects recently to add enjoyment and promote safety in our community. I would like to continue to serve on this Commission.

References *Please list three names including address & phone number*
1. Nancy Hill [redacted]
2. Debbie Pierce [redacted]
3. Sowmya Surapaneni [redacted]

Please Return Forms to:

Rochelle Caton, City Clerk
rcaton@libertylakewa.gov
City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019

APPLICATION DEADLINE IS: Open until filled.

BACKGROUND/REFERENCE CHECK PERMISSION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

I, the undersigned applicant, for a position as a board or commission member with the City of Liberty Lake, Washington, in consideration of the review of my application, do hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of my professional and personal background, including credit, criminal, driving, and all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein to provide any information requested about me. I understand and agree to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information, and promise to defend and hold harmless the City of Liberty Lake, Washington, its officers and employees from any claim or loss arising from such investigation and/or release of information. It is my intention that any copy of this authorization be as effective as the original.

Katie Ferris	Katie Ferris 10/13/2026	
Applicant's Signature	**Printed Name**	**Date**

If selected for appointment to a commission or advisory board, an additional background check form will be required.

AGENDA ITEM NO.: 7.B.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's reappointment of Nancy Hill to the Parks and Arts Commission.

Dept of Origin: Parks and Recreation **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
Nancy Hill Application Redacted

Expenditure Required	
Budgeted	
City Program	Public Art

Summary Statement

Recommended Action

Confirm the Mayor's reappointment of Nancy Hill to the Parks and Arts Commission.

From: Rochelle Caton
To: Jennifer Camp
Subject: FW: Online Form Submittal: Application for City Advisory Boards and Commissions
Date: Tuesday, October 20, 2026 2:31:20 PM
Attachments: image001.png

Here you are.

Thank you,

Rochelle Caton | City Clerk
rcaton@libertylakewa.gov
O: 509.755.6729

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, October 20, 2026 2:17 PM
To: Rochelle Caton <rcaton@libertylakewa.gov>
Subject: Online Form Submittal: Application for City Advisory Boards and Commissions

CAUTION: This email originated outside the City of Liberty Lake. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This sender is trusted.

Application for City Advisory Boards and Commissions

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public

inspection upon request.

(Section Break)

Date	10/20/2026
City of Liberty Lake advisory board or commission for which you are applying:	Parks and Arts Commission
Would your appointment create a conflict of interest or appearance thereof?	No

(Section Break)

First Name	Nancy
Last Name	Hill
Address1	[redacted]
Address2	*Field not completed.*
City	Liberty Lake
State	WA
Zip	99019
Home Phone	[redacted]
Fax	*Field not completed.*
Work Phone	*Field not completed.*
Email	[redacted]

(Section Break)

Employer	Retired
Business Address	*Field not completed.*
Address2	*Field not completed.*

City	*Field not completed.*
State	*Field not completed.*
Zip	*Field not completed.*
	(Section Break)
Are you a registered voter in the City of Liberty Lake?	Yes
How long have you lived in the City of Liberty Lake (continuously)?	Over 6 years
	(Section Break)
Educational Background	Mendicino College - Environmental Science Degree
Professional Qualifications / Work Experience	Retired Executive Director of Spokane County Regional Animal Protection Service (SCRAPS) - 32 years of service.
Community Activities / Involvement Experience	Hub Sports Center Board of Directors - Current Chair - been on board 4 years. Beyond Pink Breast Cancer Prevention - served on board 3 years National Animal Care and Control Association - served on board 8 years and most of that time as vice president Washington Animal Care and Control Association - served on the board 8 years and most of that time as president SCRAPS Hope Foundation - served as board president for 10 years
Other Qualifications / Reasons for Desire to Serve	I am retired and have the gift of time. I enjoy doing volunteer work, particularly in my community. I am a 16-year resident of Liberty Lake. I am grateful to have served on the Parks and Arts Commission for the last 6 years, most recently as the chair. I would like the opportunity to continue serving our community.
	(Section Break)
Reference #1 Name	Mara Crowell
Reference #1 Phone	[redacted]
	[redacted]

Address1	
Address2	*Field not completed.*
City	Liberty Lake
State	WA
Zip	99019
	(Section Break)
Reference #2 Name	Phil Champlin
Reference #2 Phone	[redacted]
Address1	Hub Sports Center
Address2	[redacted]
City	Liberty Lake
State	WA
Zip	99019
	(Section Break)
Reference #3 Name	Jennifer Warren
Reference #3 Phone	[redacted]
Address1	*Field not completed.*
Address2	[redacted]
City	Liberty Lake
State	WA
Zip	99019

Email not displaying correctly? View it in your browser.

AGENDA ITEM NO.: 7.C.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's reappointment of John Bahr to the Parks and Arts Commission.

Dept of Origin: Parks and Recreation **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
John Bahr Redacted

Expenditure Required	
Budgeted	
City Program	Public Art

Summary Statement

Recommended Action

Confirm the Mayor's reappointment of Joni Hay to the Parks and Arts Commission.

CITY ADVISORY BOARD & COMMISSION APPLICATION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the Mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public inspection upon request.

Please indicate which advisory board you are interested in serving on:

☐ Salary Commission	☐ Parks & Arts Commission	☐ Lodging Tax Advisory Commission
☐ Planning Commission	☐ Library Board of Trustees	☐ Community Engagement
☐ Youth Commission	☐ Civil Service Commission	☐ Other

Candidate Information	
Full Name: Frədrick John Bahr	Date of Application: 10-19-2026
Home Address: [redacted]	City, State, Zip: Liberty Lake, WA
Email: [redacted]	Phone: [redacted]
Employed By: n/a	
Employer's Address: n/a	City, State, Zip: n/a
How long have you lived or worked continuously in the City of Liberty Lake? 15 Years	
Are you a registered voter in the City of Liberty Lake?	Yes ☐ No
Would your appointment create a conflict of interest or the appearance of a conflict of interest?	Yes No
Have you ever been convicted of anything other than a minor traffic violation?	☐ Yes No

Educational Background:

B.S. Business, Major in Accounting, University of Idaho

Professional Qualifications and/or Work Experience:

I bring more than four decades (42 years) of professional experience in financial services, regulatory compliance, internal auditing, risk management, and executive-level supervision.

Most recently, I served as a Supervision Principal with U.S. Bancorp Investments, overseeing investment-related activities across Washington and Idaho and supervising a network of more than 700 licensed financial professionals. Previously, I held leadership positions with Bank of America, including Vice President and Regional Compliance Manager.

My professional credentials include Certified Internal Auditor (CIA), Certified Financial Services Auditor (CFSA),

Community Activities and/or Other Experience:

Liberty Lake Municipal Library Garden — Ten Years of Volunteer Service

For 10 years, I personally funded, developed, planted, and continuously maintained an extensive ornamental flower garden at the corner in front of the Liberty Lake Municipal Library. This was an entirely self-funded volunteer undertaking, involving the selection and purchase of plants, seasonal design, planting, watering, ongoing maintenance, and the annual renewal of floral displays.

Over the years, I transformed this prominent public corner into a colorful and highly visible garden featuring an abundance of flowering plants. My objective was to create an inviting, attractive setting that would enhance the

Why are you interested in serving on this Commission/Advisory Board?

Having served on the Liberty Lake Parks & Arts Commission, I would welcome the opportunity to continue contributing to the community I have called home for the past 15 years.

My interest in parks, public beautification, and the arts is not simply theoretical. It is demonstrated through many years of personal involvement, including a decade of independently funding and maintaining the flower garden at the Liberty Lake Municipal Library. I have experienced firsthand the difference that thoughtful landscaping, attractive public spaces, and individual initiative can make in a community.

I believe Liberty Lake's continued growth makes it especially important to preserve and enhance the qualities

References *Please list three names including address & phone number*
1. Joao Mixan. [redacted]
2. Brad Stark [redacted]
3. Linda Schneider [redacted]

Please Return Forms to:

Rochelle Caton, City Clerk
rcaton@libertylakewa.gov
City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019

APPLICATION DEADLINE IS: Open until filled.

BACKGROUND/REFERENCE CHECK PERMISSION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

I, the undersigned applicant, for a position as a board or commission member with the City of Liberty Lake, Washington, in consideration of the review of my application, do hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of my professional and personal background, including credit, criminal, driving, and all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein to provide any information requested about me. I understand and agree to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information, and promise to defend and hold harmless the City of Liberty Lake, Washington, its officers and employees from any claim or loss arising from such investigation and/or release of information. It is my intention that any copy of this authorization be as effective as the original.

Applicant's Signature	**Printed Name**	**Date**

If selected for appointment to a commission or advisory board, an additional background check form will be required.

AGENDA ITEM NO.: 7.D.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's reappointment of Joni Hay to the Parks and Arts Commission.

Dept of Origin: **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
Joni Hay Redacted

Expenditure Required	Parks and Recreation
Budgeted	
City Program	Public Art

Summary Statement

Recommended Action

Confirm the Mayor's reappointment of Joni Hay to the Parks and Arts Commission.

CITY ADVISORY BOARD & COMMISSION APPLICATION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the Mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public inspection upon request.

Please indicate which advisory board you are interested in serving on:

☐ Salary Commission	☑ Parks & Arts Commission	☐ Lodging Tax Advisory Commission
☐ Planning Commission	☐ Library Board of Trustees	☐ Community Engagement
☐ Youth Commission	☐ Civil Service Commission	☐ Other

Candidate Information	
Full Name: Joni Hay	Date of Application: Oct 15, 2026
Home Address: [redacted]	City, State, Zip: Liberty Lake, WA 99019
Email: [redacted]	Phone: [redacted]
Employed By: Keller Williams Spokane	
Employer's Address:	City, State, Zip:
How long have you lived or worked continuously in the City of Liberty Lake? 5 yrs	
Are you a registered voter in the City of Liberty Lake?	☐ Yes ☑ No
Would your appointment create a conflict of interest or the appearance of a conflict of interest?	Yes ☑ No
Have you ever been convicted of anything other than a minor traffic violation?	☐ Yes ☑ No

Educational Background:
MA Organizational Leadership - Gonzaga University
Food Science and Human Nutrition - Washington State University

Professional Qualifications and/or Work Experience:
I bring more than 20 years of management and event planning experience, supported by a strong background in strategic marketing, public relations, team leadership, and financial oversight. Throughout my career, I have managed multimillion-dollar budgets and coordinated large-scale community events, farmers markets, and art exhibits while building collaborative partnerships with businesses, community leaders, and public officials. As a member of the Liberty Lake Arts and Parks Commission, I will contintue to draw on this experience to advance thoughtful planning, responsible stewardship of public resources, and meaningful community engagement. I am committed to supporting arts, parks, and recreation opportunities that connect residents, celebrate creativity, and enhance Liberty Lake's quality of life.

Community Activities and/or Other Experience:

Liberty Lake Parks and Art Commision - Adjunct commissioner
Tekoa Slippery Gulch Committee - Marketing and Event Management
Whitman County Hospital District #4 - Commissioner / VP
Salvation Army Ray and Joan Kroc - Board of Directors

Why are you interested in serving on this Commission/Advisory Board?

As a passionate advocate for volunteerism, the arts, and community enrichment, I am committed to serving Liberty Lake and contributing to the exceptional quality of life that makes our community so special!

My experience as an Adjunct Commissioner on the Liberty Lake Parks & Arts Commission has given me the opportunity to contribute to public art planning, programming, community engagement, and discussions surrounding the future of our parks and public spaces. Through this service, I have supported efforts to encourage artistic expression, strengthen community, and promote thoughtful development of recreational and cultural opportunities.

My professional background in arts management, curating cultural exhibitions, coordinating performing arts events, and serving in public leadership positions brings a valuable combination of creativity, strategic planning, fiscal responsibility, and community collaboration.

References *Please list three names including address & phone number*
1. Travis Huntsinger - [redacted]
2. Jennifer Sperber - [redacted]
3. Amand Wienclaw - [redacted]

Please Return Forms to:

Rochelle Caton, City Clerk
rcaton@libertylakewa.gov
City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019

APPLICATION DEADLINE IS: Open until filled.

BACKGROUND/REFERENCE CHECK PERMISSION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

I, the undersigned applicant, for a position as a board or commission member with the City of Liberty Lake, Washington, in consideration of the review of my application, do hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of my professional and personal background, including credit, criminal, driving, and all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein to provide any information requested about me. I understand and agree to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information, and promise to defend and hold harmless the City of Liberty Lake, Washington, its officers and employees from any claim or loss arising from such investigation and/or release of information. It is my intention that any copy of this authorization be as effective as the original.

Applicant's Signature	Printed Name	Date
	Joni Hay	10.15.2026

If selected for appointment to a commission or advisory board, an additional background check form will be required.

AGENDA ITEM NO.: 7.E.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's appointment of Taylor Swennumson to the Parks and Arts Commission.

Dept of Origin: **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
Taylor App Redacted (1)_Redacted

Expenditure Required	
Budgeted	
City Program	Public Art

Summary Statement

Recommended Action

Confirm the Mayor's appointment of Taylor Swennumson to the Parks and Arts Commission.

CITY ADVISORY BOARD & COMMISSION APPLICATION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the Mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public inspection upon request.

Please indicate which advisory board you are interested in serving on:

- [ ] Salary Commission
- [x] Parks & Arts Commission
- [ ] Lodging Tax Advisory Commission
- [ ] Planning Commission
- [ ] Library Board of Trustees
- [ ] Community Engagement
- [ ] Youth Commission
- [ ] Civil Service Commission
- [ ] Other

Candidate Information	
Full Name: Taylor Swennumson	Date of Application:
Home Address: [redacted]	City, State, Zip: Liberty Lake, WA, 99016
Email: [redacted]	Phone: [redacted]
Employed By: N/A	
Employer's Address: N/A	City, State, Zip: N/A
How long have you lived or worked continuously in the City of Liberty Lake? 7 years	
Are you a registered voter in the City of Liberty Lake?	☐ Yes ☑ No
Would your appointment create a conflict of interest or the appearance of a conflict of interest?	☐ Yes ☑ No
Have you ever been convicted of anything other than a minor traffic violation?	☐ Yes ☑ No

Educational Background:

Junior in high school.

Professional Qualifications and/or Work Experience:

N/A.

Community Activities and/or Other Experience:

Helped to set up, run, and tear down the Father Daughter Dance this past year.

Why are you interested in serving on this Commission/Advisory Board?

I'm always looking for more ways to get involved in my community, and I belive that this an excelent way to do so. Along with this this would give me an opportunity to grow my communication and leadership skills.

References

Please list three names including address & phone number

1. Kathryn Teske [redacted]
2. Krista Larsen [redacted]
3. Heather Chronister [redacted]

Please Return Forms to:

Rochelle Caton, City Clerk
rcaton@libertylakewa.gov
City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019

APPLICATION DEADLINE IS: Open until filled.

BACKGROUND/REFERENCE CHECK PERMISSION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

I, the undersigned applicant, for a position as a board or commission member with the City of Liberty Lake, Washington, in consideration of the review of my application, do hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of my professional and personal background, including credit, criminal, driving, and all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein to provide any information requested about me. I understand and agree to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information, and promise to defend and hold harmless the City of Liberty Lake, Washington, its officers and employees from any claim or loss arising from such investigation and/or release of information. It is my intention that any copy of this authorization be as effective as the original.

Applicant's Signature Taylor Swennumson **Printed Name** Taylor Swennumson **Date** 9/17/26

If selected for appointment to a commission or advisory board, an additional background check form will be required.

AGENDA ITEM NO.: 7.F.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Confirm the Mayor's appointment of Carrie Holtan to the Planning Commission

Dept of Origin: **Dept. Head Approval:**

Exhibit(s):
Carrie Holtan Application for the Planning Commission (002)_Redacted

Expenditure Required	No.
Budgeted	N/A
City Program	

Summary Statement

Recommended Action

Approve the Mayor's appointment of Carrie Holtan to the Planning Commission.

CITY ADVISORY BOARD & COMMISSION APPLICATION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

Thank you for your interest in serving on an advisory board or commission. The purpose of this form is to provide the Mayor and City Council members with some information about individuals considered for appointment. This application will be kept on file for two years. The file of completed applications is open for public inspection upon request.

Please indicate which advisory board you are interested in serving on:

- [x] Salary Commission
- [x] Planning Commission
- [x] Youth Commission
- [x] Parks & Arts Commission
- [x] Library Board of Trustees
- [x] Civil Service Commission
- [x] Lodging Tax Advisory Commission
- [x] Community Engagement
- [x] Other

Candidate Information			
Full Name: Carrie ELLEN Holtan		Date of Application: September 8, 2026	
Home Address: [redacted]		City, State, Zip: Liberty Lake, WA 9901	
Email: [redacted]		Phone: [redacted]	
Employed By: KS Lawyers, PLLC			
Employer's Address: 108 N. Washington St., Ste # 201		City, State, Zip: Spokane, WA 99201	
How long have you lived or worked continuously in the City of Liberty Lake? 2008 – present			
Are you a registered voter in the City of Liberty Lake? YES	[x] Yes	[ ] No	
Would your appointment create a conflict of interest or the appearance of a conflict of interest?	[ ] Yes	[x] No	
Have you ever been convicted of anything other than a minor traffic violation?	[ ] Yes	[x] No	

Educational Background: See, Resume, attached.

University of New Hampshire, B.S., Environmental Conservation (Minor in Wetland Ecology), 1993.

University of Oregon School of Law, J.D., 1998

Professional Qualifications and/or Work Experience:

- Attorney and Paralegal
- See, Resume, attached, for full work history.
- Licensed attorney in WA, ID, & MA.

Community Activities and/or Other Experience:

Spokane County Bar Association
Classroom Volunteer

Why are you interested in serving on this Commission/Advisory Board? My husband & 24 years, Aaron, and I moved to Liberty Lake in 2008, drawn by this beautiful community, to raise our children (Erin, now 21, and James, now 19). I want to use my spare time and life/work experience to truly give back to my community. I will volunteer for the position the City needs assistance with.

References * for addresses, see attached "REFERENCES"

Please list three names including address & phone number

1. Courtney J. Hagerman	(See attached REFERENCES)	[redacted]
2. Isabeau Bozanich	(See attached REFERENCES)	[redacted]
3. Lars Hendron	(See attached REFERENCES)	[redacted]

Please Return Forms to:

Rochelle Caton, City Clerk
rcaton@libertylakewa.gov
City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019

APPLICATION DEADLINE IS: Open until filled.

BACKGROUND/REFERENCE CHECK PERMISSION

City of Liberty Lake
22710 E Country Vista Drive, Liberty Lake, WA 99019
Phone: (509) 755-6700

I, the undersigned applicant, for a position as a board or commission member with the City of Liberty Lake, Washington, in consideration of the review of my application, do hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of my professional and personal background, including credit, criminal, driving, and all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein to provide any information requested about me. I understand and agree to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information, and promise to defend and hold harmless the City of Liberty Lake, Washington, its officers and employees from any claim or loss arising from such investigation and/or release of information. It is my intention that any copy of this authorization be as effective as the original.

Applicant's Signature	Printed Name	Date
Carrie E Holton	Carrie E. Holton	9/8/26

If selected for appointment to a commission or advisory board, an additional background check form will be required.

AGENDA ITEM NO.: 8.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Emerging Leaders Development Program Graduation

Dept of Origin: Executive **Dept. Head Approval:** Mark McAvoy

Exhibit(s):
None

Expenditure Required	No
Budgeted	N/a
City Program	Professional Development

Summary Statement

The City will recognize graduates of the 2026 Emerging Leaders Development Program and present certificates of completion. The program focused on practical leadership skills that employees can apply to improve City operations, strengthen public service, and contribute to organizational goals in any position. Participants completed six sessions:

1. Lead continuous improvement efforts
2. Define, measure, and manage performance
3. Align community priorities with budgeted programs
4. Apply strategic foresight
5. Translate strategy into execution
6. Influence decision-making from any position

Together, these sessions connected community priorities with the daily work of local government. Participants explored ways to improve processes, assess results, align resources, anticipate change, and turn strategic direction into action. The program also emphasized employees' ability to contribute ideas and inform decisions throughout the organization.

The certificate presentation recognizes the graduates' commitment to professional growth and to strengthening the City's capacity to serve Liberty Lake.

Recommended Action

No action recommended.

AGENDA ITEM NO.: 8.B.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: LLPD Recruiting Video Presentation

Dept of Origin: **Dept. Head Approval:** Damon Simmons

Exhibit(s):
None

Expenditure Required	
Budgeted	
City Program	

Summary Statement

Recommended Action

No action recommended.

AGENDA ITEM NO.: 10.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: 2027 Preliminary Budget

Dept of Origin: Finance/Admin **Dept. Head Approval:** Kyle Dixon

Exhibit(s):
None

Expenditure Required	No.
Budgeted	N/A
City Program	Budget Development and Management

Summary Statement

Continued review of proposed 2027 budget. An electronic copy of the 2027 budget document can be found here: https://www.libertylakewa.gov/DocumentCenter/View/10217/2027ProposedBudget?bidId=

Recommended Action

Workshop discussion.

AGENDA ITEM NO.: 11.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Approve Meeting Minutes

Dept of Origin: **Dept. Head Approval:**

Exhibit(s):
October 20, 2026, Meeting_Minutes_Draft

Expenditure Required	
Budgeted	
City Program	

Summary Statement

Recommended Action

Approve the October 20, 2026, Meeting Minutes

CITY COUNCIL MEETING
TUESDAY, OCTOBER 20, 2026,
HELD IN PERSON & REMOTELY

6:00 P.M. Regular Session:

Invocation: Given by Mayor Kaminskas.

Pledge of Allegiance: Led by Mayor Kanimskas, City Council and Staff.

Call to Order: Mayor Kaminskas called the meeting to order at 6:02 p.m.

Roll Call: Mayor Kaminskas; Mayor Pro Tem Dunne; Councilmembers Fisher, Darrow, Kurtz, Klingler, and Ball; Sean Boutz, City Attorney; Kyle Dixon, Finance Director; Ben Turner, Public Works Director; Jen Camp, Parks and Recreation Director; Michael Vigue, IT Systems Engineer; Deputy Chief Darin Morgan; David Goehner, Communications Specialist; and Rochelle Caton, City Clerk.

City officials attending remotely via Zoom: Mark McAvoy, City Administrator; Sue Hudson-Rau, Code Enforcement and Neighborhood Resource Specialist; Jandy Humble, Library Director; and Johnny Finn, Crew Supervisor.

Mayor Pro Tem Dunne moved to excuse Councilmember Severs. Councilmember Darrow seconded the motion, which passed unanimously.

Agenda Approval: Councilmember Ball made a motion to move Item 11.D to Item 12.D. Mayor Pro Tem Dunne seconded the motion, which passed unanimously.

Mayor Pro Tem Dunne moved to approve the agenda as amended. Councilmember Kurtz seconded the motion, which passed unanimously.

Citizen Comments: None made.

Appointments:

Announcements / Proclamations / Special Presentations:

Mayor's 2027 Budget Message: Mayor Kaminskas delivered the 2027 Budget Message.

Reports & Inquiries:

City Council:
Councilmember Ball commented on attending the art selection meeting for the new City Hall.

Mayor: Mayor Kaminskas provided updates on previously attended and upcoming events, including the Visit Spokane Board meeting and the Transportation Summit meeting. Mayor Kaminskas proposed moving the November 3 City Council meeting to November 4.

City Administrator: City Administrator McAvoy provided reminders about upcoming events and invited Finance Director Kyle Dixon to present a briefing on the 2025 Financial and Accountability Audit and provide an update on TIF/LIFT funding. City Administrator McAvoy then provided an update on the logo work completed to date. Questions were asked and answered.

Liberty Lake Sewer & Water District: Kottayam Natarajan of the Liberty Lake Sewer & Water District provided a brief update and seasonal reminders. Questions were asked and answered.

Parks and Art Commission: Nancy Hill, Chair of the Parks and Art Commission, provided a briefing on the proposed 2027 budget. Questions were asked and answered.

Workshop Discussions:

Capital Facilities Plan Funding Options: Kyle Dixon, Finance Director, summarized funding related to the 2027–2032 Capital Facilities Plan projects and discussed capital funding options. Questions were asked and answered throughout the presentation.

Sidewalk Master Plan Public Engagement: Mark McAvoy, City Administrator, presented the results of the Sidewalk Master Plan public engagement process. Questions were asked and answered.

Staff were asked to identify any additional data needed. Mayor Pro Tem requested that a dedicated fund be established for this purpose. Councilmember Darrow asked how residents who were willing to pay could contribute.

Mayor Kaminskas asked staff to return with various funding options for consideration. Councilmember Fisher commented on the city-funded approach and emphasized the importance of evaluating the potential challenges of each funding source and any unintended consequences. Councilmembers generally expressed agreement with the community survey's support for a city-led approach to sidewalk repair.

General Business – Consent Agenda: Mayor Pro Tem Dunne moved to approve Items 11.A–11. C. Councilmember Kurtz seconded the motion, which passed unanimously.

11.A October 6, 2026, Meeting Minutes: Approve October 6, 2026, Meeting Minutes.

11.B October 20, 2026, Vouchers: Approve the October 20, 2026, vouchers, 3rd Q. Quarterlies, September 16–30 payroll and benefits in the total amount of $835,320.28.

11.C Molter Road Grind and Overlay Project — Engineering Services Contract: Authorize the Mayor to execute an agreement with Parametrix, Inc. in the amount of $139,820 and any necessary documents consistent with the approved agreement and project scope.

General Business - Action Items:

12.A Sponsorship - ICCU "Home for the Holidays": Mayor Pro Tem Dunne made a motion to approve 12.A. The motion was seconded by Councilmember Fisher, passing unanimously.

12.B Sponsorship - STCU "Home for the Holidays": Mayor Pro Tem Dunne made a motion to approve 12.B. The motion was seconded by Councilmember Kurtz, passing unanimously.

12.C Sponsorship - Pawpular Companions "Home for the Holidays": Mayor Pro Tem Dunne made a motion to approve 12.C. The motion was seconded by Councilmember Darrow, passing unanimously.

12.D City Hall Renovation Project — Additional Design Service Request: Mayor Pro Tem Dunne moved to discussion, seconded by Councilmember Ball. Councilmember Ball raised questions regarding the overall budget. Questions were asked then answered. Mayor Kaminskas called for a vote, passing unanimously.

Council Comments: Councilmember Ball reported attending the County Commission meeting, where an extension of the moratorium on decisions regarding a data center in West Plains was approved.

Mayor Pro Tem Dunne moved to reschedule the November 3 City Council meeting to November 4. Councilmember Darrow seconded the motion, which passed unanimously.

Public Hearings / Appeals:

Resolutions:

Ordinances:

Ordinance 318: Adopting a New City Logo (2nd Read): Rochelle Caton, City Clerk, read Ordinance 318 by title only. Mayor Pro Tem Dunne moved to discuss Ordinance 318 for its second reading. Councilmember Ball seconded the motion. Discussion followed regarding the two options. Mayor Kaminskas called for a vote, and the motion passed 5–1, with Councilmember Fisher opposed.

Councilmember Kurtz moved to amend the motion to designate Option 2 as the preferred choice over Option 1. Mayor Pro Tem Dunne seconded the motion. Discussion followed.

Mayor Kaminskas called for a vote, and the motion passed 5–1, with Councilmember Fisher opposed.

Councilmember Ball called the question to move directly to a vote. Mayor Kaminskas called for a vote. Councilmember Ball voted in favor, while Councilmembers Kurtz, Klingler, Darrow, and Fisher, along with the Mayor Pro Tem, voted in opposition. The motion failed.

Discussion continued. No public comments were received. The Mayor then called for a vote on the amended motion. The motion passed 5–1, with Councilmember Fisher opposed.

Emergency Ordinances:

Introduction of Upcoming Agenda Items: No changes were made to the current schedule.

Citizen Comments:

Executive Session:

Adjournment: With there being no further business, the meeting was adjourned at 8:16 p.m.

These minutes were approved November 4, 2026.

_____

Cris Kaminskas, Mayor
City of Liberty Lake

_____

These minutes were prepared by Rochelle Caton. This meeting was also recorded. Anyone who desires to listen to the recording may visit the city's website or contact the City Clerk.

AGENDA ITEM NO.: 11.B.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: November 3, 2026 Vouchers

Dept of Origin: **Dept. Head Approval:** Kyle Dixon

Exhibit(s):
City of Liberty Lake 11.3.2026 Vouchers, 11032026 Council

Expenditure Required	
Budgeted	
City Program	

Summary Statement

Recommended Action

Approve the October 1–15 payroll and benefits, and the November 3, 2026, Vouchers in the total amount of 1,032,349.80.

City of Liberty Lake

Consent Agenda for November 3, 2026
City Council Meeting

Report from the Mayor for pending claims and payment of previously approved obligations through November 3, 2026.

Payee	Description	Amount
	See attached voucher report.	
Total vouchers through November 3, 2026		
	Check(s) 36740-36770	$56,135.79
	EFT	$503,715.66
		$559,851.45
Checks 37637-36739 voided due to printing error		
October 1-15, 2026, payroll and benefits		
	EFT	$572,498.35
		$1,032,349.80

RECOMMENDATION: Approve and Authorize for Payment

ATTACHMENTS: All original invoices are on file with the City Treasurer.

SIGNATURES:

City Clerk

Mayor

Council Member

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6001	11/03/2026	Claims	3	EFT	ACUSHNET COMPANY	324.55	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				-17.96	CREDIT TO CORRECT A FREIGHT OVER CHARGE
		420 - 576 61 34 01 - Pro Shop Merchandise				172.09	GOLF CLUB
		420 - 576 61 34 01 - Pro Shop Merchandise				172.07	GOLF CLUB
		420 - 576 61 34 01 - Pro Shop Merchandise				-1.65	MISSED DISCOUNT DUE TO SYSTEM ERROR
6002	11/03/2026	Claims	3	EFT	AMAZON CAPITAL SERVICES	10,552.95	MATERIALS
		001 - 513 10 31 00 - Executive Supplies				117.72	BOOKS
		001 - 518 30 31 10 - Facility - Supplies_City Hall				152.12	TOILET PAPER
		001 - 518 80 30 00 - Supplies For Consumption IT				32.36	IPHONE CASE
		001 - 518 80 30 00 - Supplies For Consumption IT				596.20	COMPUTER MONITORS, DUAL MONITOR STAND
		001 - 518 80 30 00 - Supplies For Consumption IT				120.35	LAPTOP CASE, WIFI 6 ADAPTER, METAL RAZOR BLADE SCRAPERS, WIFI 5 USB ADAPTER
		001 - 518 80 30 00 - Supplies For Consumption IT				119.13	DISPLAYPORT TO HDMI CABLES, PTZ CAMERA
		001 - 518 80 30 00 - Supplies For Consumption IT				65.58	SHIELDED PASS THROUGH RJ45 CONNECTORS, RATCHETING MODULAR DATA CABLE CRIMPER
		001 - 518 80 30 00 - Supplies For Consumption IT				108.98	KVM SWITCHES
		001 - 518 80 30 00 - Supplies For Consumption IT				-149.30	RETURN OF CRIMP TOOL KIT, 16-PORT SAS/SATA RAID CONTROLLER
		001 - 518 80 30 00 - Supplies For Consumption IT				45.75	HEADPHONES, PCLE NETWORK CARD
		001 - 521 10 31 00 - Law Enforcement Supplies				165.68	NITRILE GLOVES
		001 - 521 10 31 00 - Law Enforcement Supplies				36.23	WIRE METAL CLOTHES HANGERS
		001 - 521 10 31 00 - Law Enforcement Supplies				2,658.81	STACKABLE & FOLDABLE CONFERENCE CHAIRS WITH WHEELS
		001 - 521 10 31 00 - Law Enforcement Supplies				-32.69	RETURN OF WIRE METAL CLOTHES HANGERS
		110 - 542 90 31 00 - Maint Admin & Overhead - Sup				30.83	DUST CAP PLUGS, QUICK COUPLER DUST CAP/PLUG FOR BOBCAT
		110 - 542 90 32 00 - Maint Admin & Overhead - Fuel				125.33	20 GAL OIL DRAIN TANK
		001 - 558 50 31 00 - CP&ED Supplies				61.96	PLASTIC STORAGE TRAYS
		001 - 571 00 31 04 - Special Events Supplies				842.87	SINGLE ROPE POLES, EXTENSION CORD COVER, OUTDOOR ROPE LIGHTS, CABLE PROTECTOR
		001 - 572 10 31 00 - Library Supplies				75.09	BLACK TONER CARTRIDGE
		001 - 572 10 31 00 - Library Supplies				-20.69	RETURN OF STICKY NOTES
		001 - 572 10 31 00 - Library Supplies				33.76	CUBICLE CLIPS, LABEL TAPE
		001 - 572 10 31 00 - Library Supplies				21.79	CORK BULLETIN BOARD
		001 - 572 10 31 00 - Library Supplies				376.29	HP BLACK TONER, HP CYAN TONER
		001 - 572 10 31 00 - Library Supplies				12.12	HDMI CABLES
		001 - 572 10 31 00 - Library Supplies				59.66	COFFEE PODS
		001 - 572 10 31 00 - Library Supplies				29.42	STORAGE BINS WITH LIDS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				67.24	PENCIL SHARPENERS, PATCHES, 3D PRINTED EGGS, STAPLER
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				16.34	TABLE CLOTH
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				31.55	HALLOWEEN FLASHING BATS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				93.68	PHILORN WOOD CIRCLES, VINYL ROLL, WOOD SNOWFLAKE ORNAMENTS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				39.43	KIDS GOLF SET, STREAMERS, CRAYOLA DOUGH
		001 - 572 10 31 05 - Children & Adult Prgrm Supplies				6.31	NEZYO READING POSTERS
		001 - 572 20 34 06 - Library Books & Other Materials				38.64	PUZZLE, STACKING BLOCKS

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 572 20 34 06 - Library Books & Other Materials				403.93	PUZZLE AND MATCHING GAME, JIGSAW PUZZLES, PUZZLES, TILE MATCHING GAME, DICE GAME, NINTENDO SWITCH GAME, MATCHING GAMES, BOARD GAMES
		001 - 572 20 34 06 - Library Books & Other Materials				87.38	YOTO AUDIO CARDS, YOTO ACCESSORIES
		001 - 572 20 34 06 - Library Books & Other Materials				25.88	PUZZLE RACE TRACK CAR SET
		420 - 576 61 31 03 - Maintenance Supplies				64.86	GREASE FITTINGS REMOVAL TOOLS, QUICK-CONNECT GREASING ACCESSORY KIT, GREASE FITTINGS KIT
		420 - 576 65 31 01 - Maintenance Of Golf Course				122.76	HOT HAND WARMERS, HAND SANITIZER, MARKING PAINT
		420 - 576 65 31 01 - Maintenance Of Golf Course				51.08	3D PRINTER FILAMENT, SMALL FLUSH CUTTER
		001 - 576 80 31 01 - Parks Supplies				87.19	IPHONE CASE
		001 - 576 80 31 01 - Parks Supplies				82.83	HI VIS CLASS 3 COAT
		001 - 576 80 31 01 - Parks Supplies				64.86	GREASE FITTINGS REMOVAL TOOLS, QUICK-CONNECT GREASING ACCESSORY KIT, GREASE FITTINGS KIT
		001 - 576 80 31 01 - Parks Supplies				1,875.18	COLD WORK GLOVES, TRACTION CLEATS FOR ICE AND SNOW, HAND WARMERS, HIGH VIS HOODIES, WINTER BEANIES
		001 - 576 80 31 01 - Parks Supplies				65.39	HIGH VIS SAFETY HOODIE
		001 - 576 80 31 01 - Parks Supplies				130.78	HIGH VIS SAFETY HOODIES
		420 - 594 76 63 03 - Golf-Other Improvements				1,399.53	SMART TV'S
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				97.84	SEED STARTER SOIL PODS, HYDROPONICS FLORAMICRO, CAMG+ PLANT NUTRITION, PLANT FOOD, CALIBRATION BUFFERS
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				14.92	LIQUID PREMIUM PH BUFFERING
6003	11/03/2026	Claims	3	EFT	APOLLO SHEET METAL INC	1,931.75	SERVICES
		110 - 518 30 41 20 - Facility - Professional Services_P				274.95	PW HVAC PREVENTATIVE MAINTENANCE
		110 - 518 30 41 20 - Facility - Professional Services_P				421.83	PW HVAC REPAIR SVCS
		420 - 576 61 41 03 - Facilities - Professional Services_				1,234.97	TH HVAC PREVENTATIVE MAINTENANCE
6004	11/03/2026	Claims	3	EFT	AW REHN & ASSOCIATES	188.65	SERVICES
		502 - 517 30 29 00 - Health Insurance Services				188.65	CLAIM REIMBURSEMENT NOTIFICATION 10/20/2026
6005	11/03/2026	Claims	3	EFT	BATTERIES PLUS BULBS	72.70	MATERIALS
		001 - 518 30 31 10 - Facility - Supplies_City Hall				72.70	BATTERIES
6006	11/03/2026	Claims	3	EFT	BEST BUY BUSINESS ADVANTAGE ACCOUNT	1,656.74	SERVICES
		334 - 594 21 62 00 - Police - Buildings & Structures				1,656.74	GEEK SQUAD SVCS TO INSTALL TV'S
6007	11/03/2026	Claims	3	EFT	CALLAWAY	302.70	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				302.70	GOLF CLUB
6008	11/03/2026	Claims	3	EFT	CDW GOVERNMENT	2,019.66	SERVICES
		001 - 513 10 41 00 - Executive-Professional Services				465.43	UPGRADE TO ADOBE CREATIVE CLOUD SUITE
		001 - 518 80 41 00 - Information Technology Service:				1,554.23	SOPHOS EMAIL ADVANCED
6009	11/03/2026	Claims	3	EFT	COEUR D ALENE PAVING INC	88.86	MATERIALS
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				27.89	3/4" MINUS CRUSHED BASE B-SL
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				60.97	3/4" MINUS CRUSHED BASE B-SL
6010	11/03/2026	Claims	3	EFT	DARDAN ENTERPRISES INC	414,963.03	AGENDA ITEM 11.B 03032026 COUNCIL
		310 - 594 59 60 00 - Capital Expenditures - City Hall I				414,963.03	WORK COMPLETED THROUGH 10/31/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6011	11/03/2026	Claims	3	EFT	EBSCO INDUSTRIES INC	1,005.00	SERVICES
		001 - 572 10 41 01 - Software Maint/data Ba				1,005.00	ACCESS TO CONSUMER REPORTS.ORG 11/01/2026 - 10/31/2027
6012	11/03/2026	Claims	3	EFT	EXECUTECH UTAH LLC	9,381.05	SERVICES
		001 - 518 80 41 00 - Information Technology Service				9,381.05	DUO, ACRONIS, SOPHOS, CENTRAL EXTENDED SUPPORT FOR OLDER WINDOWS PLATFORMS, NINJA RMM, AUVIK ENHANCED NETWORK MONITORING SVCS, MICROSOFT ENTRA, OFFICE 365, MICROSOFT 365
6013	11/03/2026	Claims	3	EFT	MARK B HOLTHAUS	387.00	TRAVEL
		001 - 521 10 43 00 - Law Enforcement Travel-Lodgin				387.00	PER DIEM FOR TRAVEL TO WASPC CONFERENCE
6014	11/03/2026	Claims	3	EFT	HOME DEPOT CREDIT SERVICES	1,457.49	MATERIALS
		001 - 518 30 31 00 - Facility - Central Supplies				240.26	BOTTOM LOAD DISPENSER
		001 - 518 30 31 00 - Facility - Central Supplies				13.04	BOTTLED WATER
		001 - 518 30 31 00 - Facility - Central Supplies				19.22	5 GALLON WATER CONTAINERS
		001 - 518 30 31 10 - Facility - Supplies_City Hall				16.88	FLAT WASHERS, SCREWS
		001 - 518 30 31 10 - Facility - Supplies_City Hall				96.27	LED STRIP
		001 - 518 30 31 10 - Facility - Supplies_City Hall				96.27	LED STRIP
		001 - 518 30 31 10 - Facility - Supplies_City Hall				-98.07	RETURN OF LED STRIP
		110 - 542 64 31 00 - Traffic Control Devices - Supplie				94.64	BOLTS, FLAT WASHERS, TOW RING
		110 - 542 70 31 01 - Roadside - Supplies				11.75	TARP
		110 - 542 70 31 01 - Roadside - Supplies				63.05	GLOVES, LEAF RAKES
		110 - 542 70 31 01 - Roadside - Supplies				121.89	LATCH POST SAFETY HASP, TEE HINGE, PLYWOOD
		110 - 542 70 31 01 - Roadside - Supplies				205.88	PUNCHED STEEL SQUARE TUBES
		110 - 542 70 31 01 - Roadside - Supplies				-205.88	RETURN OF PUNCHED STEEL SQUARE TUBES
		110 - 542 70 31 01 - Roadside - Supplies				16.30	ANTI-SCRATCH SAFETY GLASSES
		110 - 542 70 31 01 - Roadside - Supplies				8.09	CLAMPS
		110 - 542 90 31 00 - Maint Admin & Overhead - Sup				38.39	STORAGE FUEL STABILIZER
		001 - 572 50 31 00 - Facilities - Supplies_Library				47.01	DOOR STOPS
		001 - 572 50 31 00 - Facilities - Supplies_Library				37.20	WAVE TANK LEVER, SILENT FILL VALVE
		420 - 576 61 31 03 - Maintenance Supplies				41.96	SCREWS, CORNER BRACES
		420 - 576 61 31 03 - Maintenance Supplies				9.60	BOTTLED WATER
		420 - 576 61 31 03 - Maintenance Supplies				100.54	LATEX WORK GLOVES, UTILITY GLOVES, GLOVES, BOTTLED WATER, HEADBANDS, DISINFECTING CLEANING WIPES
		420 - 576 61 31 03 - Maintenance Supplies				104.37	BATTERIES, HAND WARMERS, MOUNTING TAPE, ANTIFREEZE
		001 - 576 80 31 01 - Parks Supplies				9.59	BOTTLED WATER
		001 - 576 80 31 01 - Parks Supplies				49.94	QUICK DRY CONTACT CLEANER, RECHARGABLE AIR DUSTER, MOTION SENSOR
		001 - 576 80 31 01 - Parks Supplies				100.55	LATEX WORK GLOVES, UTILITY GLOVES, GLOVES, BOTTLED WATER, HEADBANDS, DISINFECTING CLEANING WIPES
		001 - 576 80 31 01 - Parks Supplies				61.93	MULTI-TOOL, NITRILE GLOVES, DOOR PULL
		001 - 576 80 31 25 - Pavillion Park Supplies				10.40	COLORED FLAGS
		001 - 576 80 31 45 - Orchard Park Supplies				6.40	BOTTLED WATER
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				118.64	PREMIUM FIR DIMENSIONAL LUMBER
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				21.38	STORAGE TOTE
6015	11/03/2026	Claims	3	EFT	HRA VEBA TRUST	849.99	CONTRIBUTIONS
		001 - 558 60 28 00 - HRA VEBA-Planning				283.33	CORTES, COLIN

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 572 10 28 06 - HRA VEBA-Libraries				283.33	MANNION, JOSIAH
		001 - 576 80 28 06 - HRA VEBA				283.33	LIPP, RYAN
6016	11/03/2026	Claims	3	EFT	INGRAM LIBRARY SERVICES	303.94	BOOKS
		001 - 572 20 34 06 - Library Books & Other Materials				303.94	BOOKS
6017	11/03/2026	Claims	3	EFT	JEFFREY T ISAAC	387.00	TRAVEL
		001 - 521 10 43 00 - Law Enforcement Travel-Lodgin(				387.00	PER DIEM FOR TRAVEL TO WASPC CONFERENCE
6018	11/03/2026	Claims	3	EFT	LEAF CAPITAL FUNDING LLC	188.29	SERVICES
		001 - 514 23 41 00 - Administrative Services-Professi				28.66	KYOCERA INSURANCE AND TAX
		001 - 591 14 70 00 - Leases				159.63	KYOCERA CS 6054 CI
6019	11/03/2026	Claims	3	EFT	DANIEL E MAUS	969.04	TRAVEL
		110 - 542 90 43 00 - Maint Admin & Overhead - Lod(				969.04	PER DIEM FOR TRAVEL TO PNW CHAPTER OF THE ISA 2026 ANNUAL TRAINING CONFERENCE
6020	11/03/2026	Claims	3	EFT	MAYFLOWER MEDALIST INC	135.98	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				135.98	HATS, GRIPS FOR GOLF CLUBS
6021	11/03/2026	Claims	3	EFT	MOBILE MODULAR	541.73	SERVICES
		001 - 518 30 41 00 - Central Services-Professional Se(				541.73	OFFICE RENTAL 10/20-11/18/2026
6022	11/03/2026	Claims	3	EFT	NATIONAL BARRICADE CO	1,207.72	MATERIALS; RENTALS
		110 - 542 64 31 00 - Traffic Control Devices - Supplie				93.74	ROAD SIGNS
		110 - 542 64 31 00 - Traffic Control Devices - Supplie				287.76	MESH FLAGS WITH STAFFS, FLAG HOLDERS
		110 - 542 64 31 00 - Traffic Control Devices - Supplie				184.21	ROAD SIGNS
		110 - 542 70 31 01 - Roadside - Supplies				126.44	SQUARE TUBE POSTS
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				515.57	RENTAL OF TYPE I AND TYPE III BARRICADES, TRI-POD SIGN STANDS, ROAD SIGNS, AND BARRICADE LIGHTS
6023	11/03/2026	Claims	3	EFT	O'REILLY AUTO PARTS	464.69	MATERIALS
		001 - 521 10 31 00 - Law Enforcement Supplies				11.62	WASHER FLUID
		001 - 521 10 48 00 - Vehicle Maintenance				79.76	WIPER BLADES, WIPER FLUID
		110 - 542 90 31 00 - Maint Admin & Overhead - Sup(				113.85	AIR FILTER, OIL FILTER, MOTOR OIL
		110 - 542 90 31 00 - Maint Admin & Overhead - Sup(				9.02	CARBURETOR CLEANER
		420 - 576 61 31 03 - Maintenance Supplies				37.97	CREEPER SEAT, DIESEL EXHAUST FLUID
		001 - 576 80 31 01 - Parks Supplies				37.97	CREEPER SEAT, DIESEL EXHAUST FLUID
		001 - 576 80 31 01 - Parks Supplies				46.32	SLID TAP, WIRE MF CONNS, DISCONNECTS
		001 - 576 80 31 15 - Ballfields Supplies				32.04	ANTIFREEZE
		001 - 576 80 31 25 - Pavillion Park Supplies				32.05	ANTIFREEZE
		001 - 576 80 31 45 - Orchard Park Supplies				64.09	ANTIFREEZE
6024	11/03/2026	Claims	3	EFT	OFFICE DEPOT	197.99	MATERIALS
		001 - 558 50 31 00 - CP&ED Supplies				99.25	POST IT NOTE DISPENSERS, POST IT NOTES, COPY PAPER, 3 HOLE PUNCH
		001 - 558 50 31 00 - CP&ED Supplies				32.25	LEVER PUNCH
		001 - 576 80 31 01 - Parks Supplies				66.49	COPY PAPER, 3 HOLE PUNCH
6025	11/03/2026	Claims	3	EFT	PARAMETRIX	12,102.50	CLIMATE RESILIENCY PLANNING
		001 - 558 60 40 01 - Professional Services Climate Re				12,102.50	TASK 01 PUBLIC ENGAGEMENT STRATEGY, TASK 05 FINAL CLIMATE ELEMENT
6026	11/03/2026	Claims	3	EFT	PARAMETRIX	29,411.23	SERVICES
		001 - 558 50 40 02 - CP&ED Plan Checking Outside S				1,240.00	TASK 18 - 2ND AMEND TO BSP2023-0033-LOTS 6, 7, 8 & 9 REVIEW
		001 - 558 50 40 02 - CP&ED Plan Checking Outside S				1,400.00	TASK 01 - LEGACY RIDGE PHASE F

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 558 60 40 00 - Professional Services PCPU				835.00	TASK 17 - 21ST AMENDMENT LLCP BSP 50-96
		311 - 595 30 60 10 - Capital Expenditures-Mission Av				480.00	TASK 3777878033 - MISSION FRONTAGE IMPROVEMENTS, SUBTASK 02 PRELIMINARY DESIGN
		311 - 595 30 60 11 - Capital Expenditures-Mission Av				752.48	TASK 01 - MISSION AVE OVERLAY (E COUNTRY VISTA DR TO N MOLTER RD)
		311 - 595 30 60 16 - Capital Expenditures-Country Vi				14,448.75	TASK 3777878037 - COUNTRY VISTA DRIVE, SUBTASK 01 TOPOGRAPHIC SURVEY AND BOUNDARY, SUBTASK 02 CONCEPTUAL DESIGN
		311 - 595 30 60 16 - Capital Expenditures-Country Vi				10,255.00	TASK 3777878039 - COUNTRY VISTA AND MOLTER SIDEWALKS, SUBTASK 01 SURVEY SERVICES, SUBTASK 02 CONCEPTUAL DESIGN, SUBTASK APS - APS LOCATES (SUB), SUBTASK EXP - EXPENSES
6027	11/03/2026	Claims	3	EFT	PUBLIC SAFETY TESTING INC	224.00	SERVICES
		001 - 521 10 41 00 - Law Enforcement-Professional S				224.00	SUBSCRIPTION FEES Q3 - JULY-SEPTEMBER 2026
6028	11/03/2026	Claims	3	EFT	PURCHASE POWER	502.25	SERVICES
		001 - 514 23 41 00 - Administrative Services-Professi				2.25	POSTAGE OVERAGE FEE
		001 - 514 23 42 00 - Administrative Services-Telepho				166.97	09/17/2026 REFILL
		001 - 521 10 42 00 - Law Enforcement-Telephone,Int				10.20	09/17/2026 REFILL
		001 - 572 10 42 00 - Library-Telephone,Internet,Posta				322.83	09/17/2026 REFILL
6029	11/03/2026	Claims	3	EFT	RODDA PAINT	119.83	MATERIALS
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				119.83	PAINT
6030	11/03/2026	Claims	3	EFT	DAMON L SIMMONS	387.00	TRAVEL
		001 - 521 10 43 00 - Law Enforcement Travel-Lodgin				387.00	PER DIEM FOR TRAVEL TO WASPC CONFERENCE
6031	11/03/2026	Claims	3	EFT	SITEONE LANDSCAPE SUPPLY LLC	1,839.98	MATERIALS
		001 - 576 80 31 15 - Ballfields Supplies				1,839.98	BULK USGA TOPDRESS MIX GRAVEL
6032	11/03/2026	Claims	3	EFT	SPOKANE COUNTY DIST CT	4,359.22	SERVICES
		001 - 512 52 40 00 - Contracted Court				4,359.22	SEP 2026 CONTRACTED COURT SVCS
6033	11/03/2026	Claims	3	EFT	STONEWAY ELECTRIC SUPPLY CO	143.38	MATERIALS
		001 - 518 30 31 10 - Facility - Supplies_City Hall				143.38	SC ENCLOSURE W/O KO
6034	11/03/2026	Claims	3	EFT	TIRE-RAMA	2,846.13	SERVICES
		001 - 521 10 48 00 - Vehicle Maintenance				129.68	2023 DODGE DURANGO - OIL CHANGE
		001 - 521 10 48 00 - Vehicle Maintenance				2,716.45	2021 DODGE CHARGER - DIAGNOSTIC TEST & LABOR, OIL CHANGE, OIL SYSTEM CLEANING W/ CHEMICALS, OIL PUMP LABOR, 4-WHEEL ALIGNMENT
6035	11/03/2026	Claims	3	EFT	ULINE	698.67	MATERIALS
		001 - 576 80 31 01 - Parks Supplies				698.67	SHARPS CONTAINERS, SHARPS CONTAINER CABINETS
6036	11/03/2026	Claims	3	EFT	VISIT SPOKANE	850.00	SERVICES
		420 - 576 61 49 01 - Golf-Dues,Subscriptions,Mbrshi				850.00	DEPOSIT FOR TRAILHEAD ADVERTISING AGREEMENT
6037	11/03/2026	Claims	3	EFT	WEX BANK 76 FLEET	269.56	FUEL

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 576 80 32 45 - Orchard Park Fuel Consumed				269.56	ORCHARD FUEL CANS
6038	11/03/2026	Claims	3	EFT	WILBUR-ELLIS COMPANY LLC	383.41	MATERIALS
		420 - 576 65 31 01 - Maintenance Of Golf Course				383.41	FUNGICIDE
6039	11/03/2026	Claims	3	36737	ADIDAS AMERICA INC		Printing error
6040	11/03/2026	Claims	3	36738	ALLIED FIRE AND SECURITY		Printing error
6041	11/03/2026	Claims	3	36739	AMERICAN ON-SITE SERVICES		Printing error
6042	11/03/2026	Claims	3	36740	CAMTEK INC	559.17	SERVICES
		110 - 518 30 41 20 - Facility - Professional Services_P				559.17	PW-FIRE SYSTEM SVCS & INSPECTION
6043	11/03/2026	Claims	3	36741	CENTER POINT INC	103.50	BOOKS
		001 - 572 20 34 06 - Library Books & Other Materials				103.50	BOOKS
6044	11/03/2026	Claims	3	36742	CITY OF LIBERTY LAKE	25.00	PERMIT
		310 - 594 59 60 00 - Capital Expenditures - City Hall I				25.00	CITY HALL EXTERIOR SIGNAGE
6045	11/03/2026	Claims	3	36743	CONSOLIDATED IRRIGATION DISTRICT 19	392.41	UTILITIES
		410 - 531 00 40 00 - Storm Drainage Utilities - Utilitie				38.08	09/21-10/20/2026
		001 - 576 80 47 45 - Orchard Park Utilities-Elec/Gas,V				354.33	09/21-10/20/2026
6046	11/03/2026	Claims	3	36744	DEMCO	105.07	MATERIALS
		001 - 572 10 31 00 - Library Supplies				105.07	ADJUSTABLE PAPERFOLDS
6047	11/03/2026	Claims	3	36745	EMPLOYMENT SECURITY DEPARTMENT	8,715.00	Q3 2026
		501 - 517 76 20 00 - Unemployment Compensation				8,715.00	FITRAKIS, JOHN
6048	11/03/2026	Claims	3	36746	FIRST RESPONDERS OUTFITTERS INC	239.80	MATERIALS
		001 - 521 22 26 11 - Uniforms-Duty & Reserv				239.80	TUTTLE, JORDAN-OP TOP PROS
6049	11/03/2026	Claims	3	36747	GCSAA	275.00	MEMBERSHIP
		001 - 576 80 49 01 - Parks-Registration Fees,Mbrship				275.00	SLOCUM, TREVOR DUES 11/01/2026 - 10/31/2027
6050	11/03/2026	Claims	3	36748	GOLD SEAL MECHANICAL	2,284.27	SERVICES
		001 - 576 80 41 45 - Orchard Park-Professional Servic				2,284.27	REPAIR SVCS TO REPAIR LEAKING MIXING VALVE & REPLACE LEAKING MAIN BALL VALVE
6051	11/03/2026	Claims	3	36749	GS4 LLC	36.25	MATERIALS
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				36.25	PAINT PAIL, BUCKET, MEASURING SPOON & CUP SET, MEASURING CUPS
6052	11/03/2026	Claims	3	36750	HUSKY CONSULTING LLC	3,625.00	SERVICES
		310 - 594 59 60 00 - Capital Expenditures - City Hall I				3,625.00	SVCS PERFORMED BETWEEN 8/20-10/20/2026 - SITE INSPECTION & FIELD OBSERVATION REPORT ALONG WITH BACKCHECKING OF EXISTING ISSUE ON 9/22, PROJECT ADMINISTRATION AND SCHEDULE COORDINATION
6053	11/03/2026	Claims	3	36751	INTERSTATE CONCRETE & ASPHALT	555.52	MATERIALS
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				96.00	3/4" MINUS CRUSHED
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				459.52	3/4" MINUS CRUSHED
6054	11/03/2026	Claims	3	36752	NORTH 40 OUTFITTERS	206.88	MATERIALS
		110 - 542 90 31 00 - Maint Admin & Overhead - Sup				76.22	HOODIE

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		420 - 576 65 31 01 - Maintenance Of Golf Course				130.66	PUMPS
6055	11/03/2026	Claims	3	36753	NW CORNERSTONE SERVICES INC	4,311.48	SERVICES
		111 - 576 80 41 11 - Parks & Arts-Professional Servic				4,311.48	FINAL PAYMENT FOR EXTERIOR PAINTING SVCS AT 20298 E INDIANA
6056	11/03/2026	Claims	3	36754	OLUKAI LLC	107.44	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				107.44	GOLF SHOES
6057	11/03/2026	Claims	3	36755	PACWEST MACHINERY LLC	412.02	SERVICES
		110 - 542 90 41 00 - Maint Admin & Overhead - Prof				412.02	REPAIR SVCS PERFORMED ON THE TYMCO 435 AIR SWEEPER
6058	11/03/2026	Claims	3	36756	PLANET TURF	520.48	MATERIALS
		420 - 576 65 31 01 - Maintenance Of Golf Course				520.48	IRON POLYAMINE, ROCKET N PLUS, ORO RZ 2.5 GAL
6059	11/03/2026	Claims	3	36757	POE ASPHALT PAVING INC	254.64	SERVICES
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				254.64	DISPOSAL OF DIRT FOR FACILITY BUILDING
6060	11/03/2026	Claims	3	36758	R&R PRODUCTS INC	811.05	MATERIALS
		420 - 576 61 31 03 - Maintenance Supplies				-75.00	GCSAA EQUIPMENT MANAGERS REBATE
		420 - 576 61 31 03 - Maintenance Supplies				678.52	ALLOY SOLID TINES
		420 - 576 65 31 01 - Maintenance Of Golf Course				141.26	ALLOY SOLID TINES
		001 - 576 80 31 01 - Parks Supplies				-75.00	GCSAA EQUIPMENT MANAGERS REBATE
		001 - 576 80 31 01 - Parks Supplies				141.27	ALLOY SOLID TINES
6061	11/03/2026	Claims	3	36759	SATURDAY NIGHT INC	18.53	SERVICES
		110 - 542 90 41 00 - Maint Admin & Overhead - Prof				18.53	EMBROIDERY ONTO SHIRTS
6062	11/03/2026	Claims	3	36760	SENSKE LAWN & TREE CARE INC	1,177.80	SERVICES
		001 - 518 30 41 10 - Facility - Professional Services_C				127.04	CH-PEST CONTROL SERVICE TREATMENT
		110 - 518 30 41 20 - Facility - Professional Services_P				196.20	PW-PEST CONTROL SERVICE-INITIAL TREATMENT
		110 - 518 30 41 20 - Facility - Professional Services_P				132.98	PW-PEST CONTROL SERVICE TREATMENT
		420 - 576 61 41 03 - Facilities - Professional Services_				76.30	TH-PEST CONTROL SERVICE TREATMENT
		110 - 595 64 63 00 - Roads/Streets Const. & Other In				645.28	VEGETATION CONTROL TREATMENT
6063	11/03/2026	Claims	3	36761	SPOKANE COUNTY TREASURER	1,475.52	SERVICES
		001 - 554 30 41 00 - Animal Services				1,475.52	ANIMAL CONTROL & SHELTER SVCS SEPTEMBER 2026
6064	11/03/2026	Claims	3	36762	STORAGE SOLUTIONS LIBERTY LAKE	1,154.40	RENT
		001 - 514 23 41 00 - Administrative Services-Professi				577.20	RENT 11/01/2026-11/30/2026
		001 - 558 50 41 00 - CP&ED-Professional Services				577.20	RENT 11/01/2026-11/30/2026
6065	11/03/2026	Claims	3	36763	TEED DF LLC	2,196.86	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				2,196.86	POLOS, HOODIES, SHIRT JACKETS, JACKETS, HATS, SHORTS
6066	11/03/2026	Claims	3	36764	TURNER & TOWNSEND HEERY, LLC	6,210.74	SERVICES
		310 - 594 59 60 00 - Capital Expenditures - City Hall I				6,210.74	CH PROJECT SVCS THROUGH 09/30/2026
6067	11/03/2026	Claims	3	36765	WHITLEY FUEL LLC	7,485.50	FUEL
		001 - 518 30 32 00 - Central Services Fuel Consumed				-1,000.00	CREDIT FOR UNLEADED
		001 - 518 30 32 00 - Central Services Fuel Consumed				700.00	UNLEADED
		001 - 518 30 32 00 - Central Services Fuel Consumed				1,000.00	UNLEADED
		410 - 531 00 32 00 - Storm Drainage Utilities - Fuel				762.22	#2 CLEAR DIESEL

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		110 - 542 70 32 00 - Roadside - Fuel				700.00	UNLEADED
		110 - 542 70 32 00 - Roadside - Fuel				-1,000.00	CREDIT FOR UNLEADED
		110 - 542 70 32 00 - Roadside - Fuel				1,000.00	UNLEADED
		110 - 542 90 32 00 - Maint Admin & Overhead - Fuel				1,419.61	UNLEADED
		110 - 542 90 32 00 - Maint Admin & Overhead - Fuel				-1,999.61	CREDIT FOR UNLEADED
		110 - 542 90 32 00 - Maint Admin & Overhead - Fuel				1,999.61	UNLEADED
		001 - 558 50 32 00 - CP&ED Fuel Consumed				24.40	UNLEADED
		001 - 558 50 32 00 - CP&ED Fuel Consumed				97.28	UNLEADED
		001 - 558 50 32 00 - CP&ED Fuel Consumed				24.45	UNLEADED
		001 - 571 00 32 00 - Recreational Activities Fuel				2.87	UNLEADED
		001 - 571 00 32 00 - Recreational Activities Fuel				11.44	UNLEADED
		001 - 571 00 32 00 - Recreational Activities Fuel				2.88	UNLEADED
		420 - 576 61 32 00 - Golf Course-Fuel Consumed				45.93	UNLEADED
		420 - 576 61 32 00 - Golf Course-Fuel Consumed				183.11	UNLEADED
		420 - 576 61 32 00 - Golf Course-Fuel Consumed				605.60	DYED DIESEL #2
		420 - 576 61 32 00 - Golf Course-Fuel Consumed				46.02	UNLEADED
		001 - 576 80 32 00 - Parks Fuel Consumed				57.41	UNLEADED
		001 - 576 80 32 00 - Parks Fuel Consumed				228.88	UNLEADED
		001 - 576 80 32 00 - Parks Fuel Consumed				375.89	DYED DIESEL #2
		001 - 576 80 32 00 - Parks Fuel Consumed				57.52	UNLEADED
		001 - 576 80 32 15 - Ballfields Fuel Consumed				12.91	UNLEADED
		001 - 576 80 32 15 - Ballfields Fuel Consumed				51.50	UNLEADED
		001 - 576 80 32 15 - Ballfields Fuel Consumed				62.64	DYED DIESEL #2
		001 - 576 80 32 15 - Ballfields Fuel Consumed				12.94	UNLEADED
		310 - 594 18 60 00 - Capital Expenditures/Expenses-(				2,000.00	#2 CLEAR DIESEL
6068	11/03/2026	Claims	3	36766	WITHERSPOON BRAJCICH MCPHEE PLLC	2,022.00	SERVICES
		001 - 558 50 41 00 - CP&ED-Professional Services				2,022.00	SVCS THROUGH 09/10-09/30/2026
6069	11/03/2026	Claims	3	36767	ZUMAR INDUSTRIES INC	3,915.36	MATERIALS
		110 - 542 64 31 00 - Traffic Control Devices - Supplie				3,915.36	STENCILS FOR MARKING ROADS
6071	11/03/2026	Claims	3	36768	ADIDAS AMERICA INC	515.10	MERCHANDISE
		420 - 576 61 34 01 - Pro Shop Merchandise				291.60	HOODIES, JACKETS
		420 - 576 61 34 01 - Pro Shop Merchandise				223.50	JACKETS
6072	11/03/2026	Claims	3	36769	ALLIED FIRE AND SECURITY	5,450.00	SERVICES
		001 - 572 50 41 00 - Facility - Professional Services_Li				5,450.00	LLML-FIRE SYSTEM REPAIR SVCS
6073	11/03/2026	Claims	3	36770	AMERICAN ON-SITE SERVICES	974.00	SERVICES
		110 - 542 90 41 00 - Maint Admin & Overhead - Prof				120.00	PORTABLE RESTROOM
		420 - 576 65 41 00 - Professional Services-Golf Greer				125.90	PORTABLE RESTROOM, HAND SANITIZER
		001 - 576 80 41 15 - Ballfields-Professional Services				68.35	PORTABLE RESTROOM
		001 - 576 80 41 25 - Pavillion Park-Professional Servi				203.90	PORTABLE RESTROOM, HAND SANITIZER
		001 - 576 80 41 35 - Town Square-Professional Servic				190.00	PORTABLE RESTROOM
		001 - 576 80 41 45 - Orchard Park-Professional Servic				203.90	PORTABLE RESTROOM, HAND SANITIZER
		001 - 576 80 41 65 - Centennial Trail Professional Ser				61.95	PORTABLE RESTROOM

001 General Fund	67,946.89
110 Street Fund	12,110.91
111 Parks & Art Fund	4,311.48
310 REET 1 Capital Projects Fund	427,722.79
311 REET 2 Special Capital Projects Fund	25,936.23
334 Police Capital Fund	1,656.74
410 Stormwater Utility Fund	800.30
420 Golf Operations Fund	10,462.46
501 Unemployment Fund	8,715.00
502 Medical Reimbursement (Bridge) Fund	188.65

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
						Claims:	559,851.45
						559,851.45	

"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim a just, due and unpaid obligation against the City of Liberty Lake, and that I am authorized to authenticate and certify to said claim."

_____ _____

City Clerk Date

"I, the undersigned, do hereby certify under penalty of perjury that the claim is a just, due and unpaid obligations against the City of Liberty Lake, and that I am authorized to certify to said claim."

_____ _____

City Clerk Date

AGENDA ITEM NO.: 11.C.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: New City Hall Exterior Signage Manufacture and Installation Contract

Dept of Origin: Public Works **Dept. Head Approval:** Ben Turner

Exhibit(s):
EST-17351, Liberty Lake City Hall Exterior Proof v4, Liberty Lake City Hall Address Exterior Proof v1

Expenditure Required	Yes
Budgeted	Yes, REET 1 Capital Projects (310); City Hall Design and Construction (594 59 60 00)
City Program	Capital Projects

Summary Statement

Staff recommends approval of the manufacture and installation of exterior signage for the new City Hall building by Mountain Dog Sign Company. The company has provided a work estimate of $11,439.56, inclusive of fabrication, installation, and sales tax. Staff recommends including a 10% contingency of $1,143.96 to address potential unforeseen site conditions or installation adjustments, for a total authorized amount not to exceed $12,583.52. The contingency will be managed by staff and used only as needed to address unforeseen conditions associated with the work.

Recommended Action

Authorize the Mayor to contract with Mountain Dog Sign Company for the manufacture and installation of exterior signage for the new City Hall building for an amount not to exceed $12,583.52.

1620 N Mamer, Suite D100
Spokane Valley, WA 99216
(509) 891-9999

Certified Minority, Woman-Owned
www.MountainDogSignCompany.com

ESTIMATE
EST-17351

Payment Terms: Due Upon Receipt

Created Date: 10/22/2026

DESCRIPTION: Liberty Lake City Hall - Exterior Signage PW

Bill To: City of Liberty Lake
22710 E Country Vista Dr
Liberty Lake, WA 99019
US

Installed: City of Liberty Lake
Benjamin Turner
23129 East Mission
Liberty Lake, WA 99019
US

Requested By: Benjamin Turner
Email: bturner@libertylakewa.gov

Salesperson: Jason E Nichols
Email: jason@mtdogco.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	**Fabricated Aluminum 2" Depth** ***2" Depth Fabricated Aluminum - Flush Stud Mounted - Color Legacy Bronze Satin - Font Arboria Medium & Bold*** • 16" Tall - Liberty Lake • 18" Tall - City Hall • 18" Tall - 23129	1	$9,995.00	$9,995.00
1.1	**Custom Products & Services -**			
1.2	**Bucket Install -**			
2	**Submittals**	1	$500.00	$500.00
2.1	**Graphic Design Fee -**			

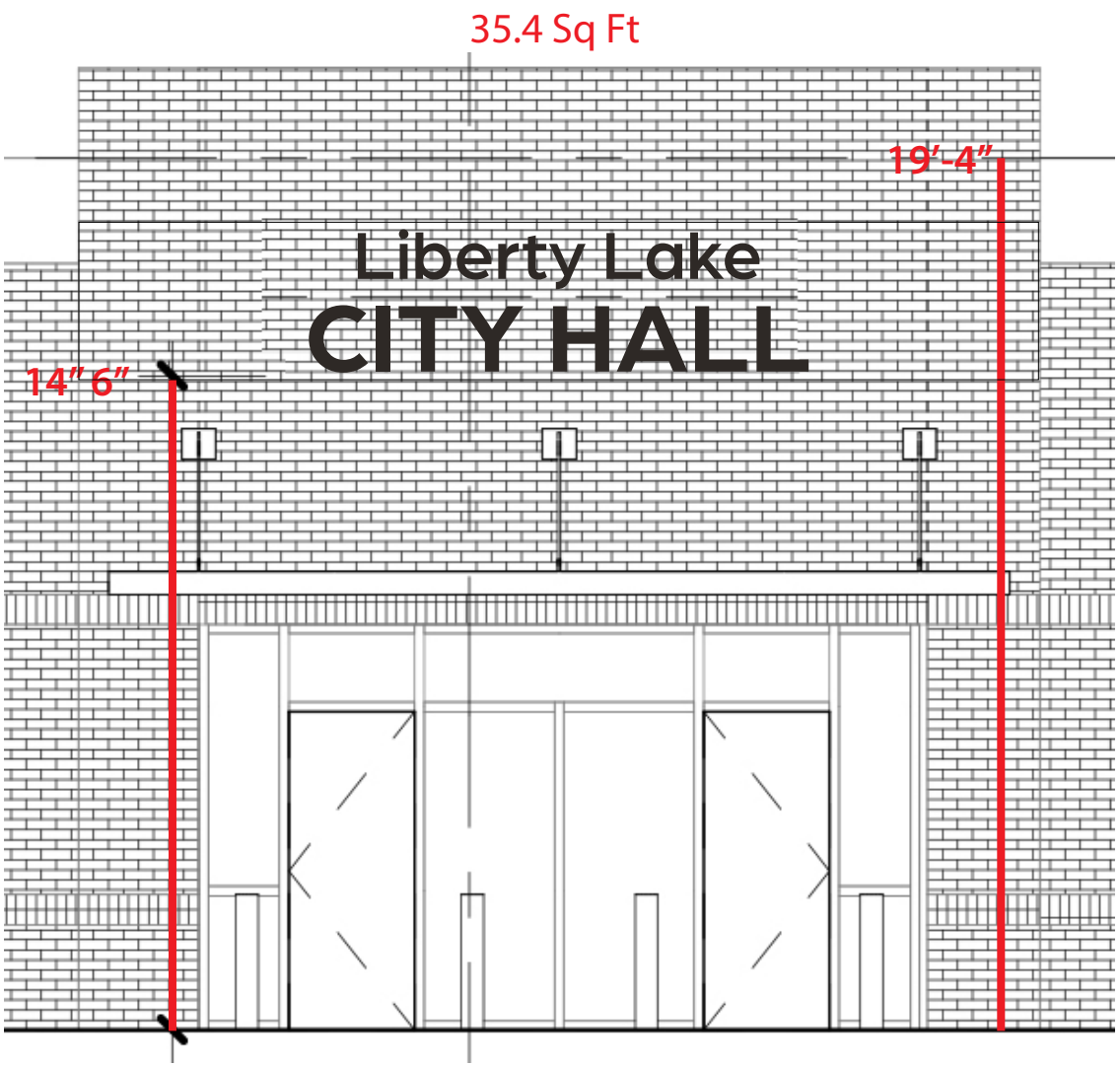
Orders under $500 require payment in full up front. Orders over $500 require a 50% deposit prior to starting design and production with remainder due upon completion. This estimate is good for 2 weeks.

Subtotal:	$10,495.00
Taxes:	$944.56
Grand Total:	$11,439.56
Deposit Required:	$5,719.78

Production/Fabrication of your product(s) will not begin until FINAL APPROVAL of artwork or proofs is received.
Thank you for the opportunity to serve you.

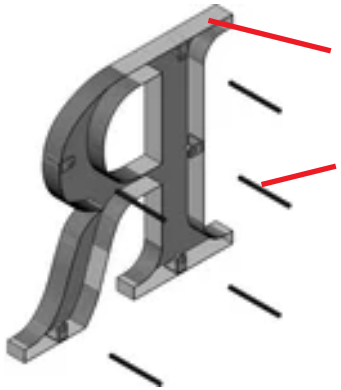
Signature: _____ **Date:** _____

Front Exterior





Fonts Used: Arboria Medium & Bold



2" Depth Fabricated Aluminum
Color - Legacy Bronze Satin

Secured with 3" - 1/4-20 Studs
& Silicon - Flush Against Wall



Example of Fabricated Aluminum

INSTALL ☐ **INSTALL LOCATION:** 23129 E. Mission Ave. - Liberty Lake, WA 99019

CLIENT	City of Liberty Lake				
CONTACT	Ben Turner				
PHONE	509-613-9901				
ARTIST	JN	DATE	10/22/2026	VERSION	#V2
JOB NUMBER	INV-1234	QC INITIALS	/		

CLIENT VERIFICATION:
- ☐ *Spelling / Grammar*
- ☐ *Name / Address / Phone*
- ☐ *Sizes / Dimensions*
- ☐ *Product / Material*
- ☐ *Quantity*
- ☐ *Color*

INSTALL CHECKLIST:
- ☐ *Placement Approval*
- ☐ *Clean Sign*
- ☐ *Photographed*
- ☐ *Tools*
- ☐ *Clean Site Before Departure*

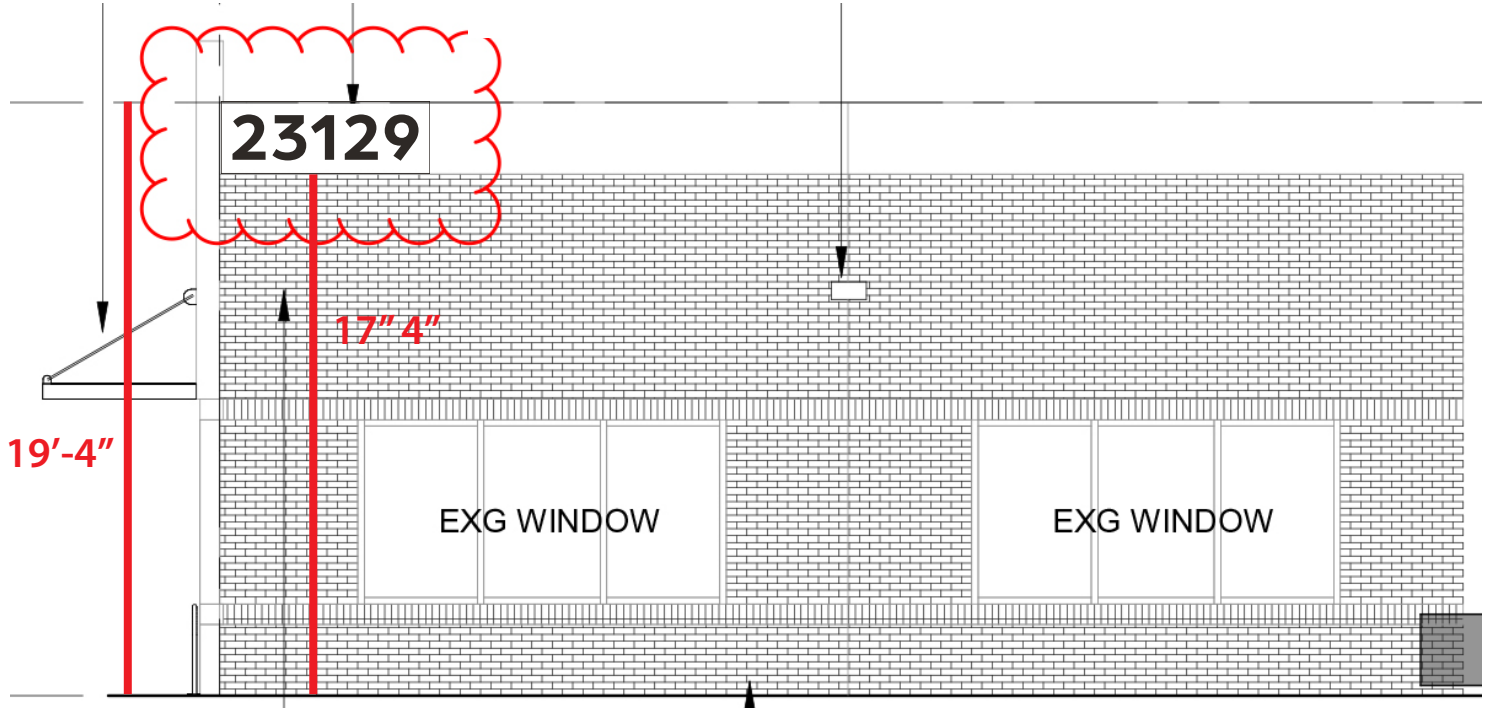
PLEASE READ CAREFULLY, AS YOU ARE FINANCIALLY RESPONSIBLE FOR ERRORS UPON APPROVAL, INCLUDING CONTENT, SPELLING, MEASUREMENT, OR LAYOUT

ARRIVAL/ DEPARTURE _____ CUSTOMER SIGNATURE _____ DATE _____

NOTICE TO PROCEED (verbal, electronic, or otherwise) represents customer acknowledgement of MDSC terms and conditons.

This proof reflects artwork being sent to production, colors may vary from final product due to monitor variations. Unless otherwise specified, MDSC retains rights to use product samples, photos, or artwork for marketing purposes.

Address Numbers

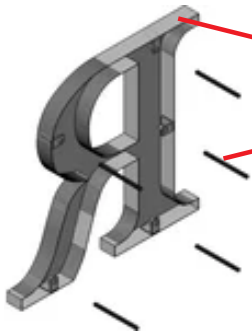


72.3"

18"

23129

Fonts Used: Arboria Bold



2" Depth Fabricated Aluminum
Color - Legacy Bronze Satin

Secured with 3" - 1/4-20 Studs
& Silicon - Flush Against Wall

INSTALL ☐ **INSTALL LOCATION:** 23129 E. Mission Ave. - Liberty Lake, WA 99019

CLIENT	City of Liberty Lake
CONTACT	Ben Turner
PHONE	509-613-9901
ARTIST	JN
DATE	10/22/2026
VERSION	#V2
JOB NUMBER	INV-1234
QC INITIALS	/

CLIENT VERIFICATION:
- ☐ Spelling / Grammar
- ☐ Name / Address / Phone
- ☐ Sizes / Dimensions
- ☐ Product / Material
- ☐ Quantity
- ☐ Color

INSTALL CHECKLIST:
- ☐ Placement Approval
- ☐ Clean Sign
- ☐ Photographed
- ☐ Tools
- ☐ Clean Site Before Departure

PLEASE READ CAREFULLY, AS YOU ARE FINANCIALLY RESPONSIBLE FOR ERRORS UPON APPROVAL, INCLUDING CONTENT, SPELLING, MEASUREMENT, OR LAYOUT

ARRIVAL/ DEPARTURE _____ CUSTOMER SIGNATURE _____ DATE _____

NOTICE TO PROCEED (verbal, electronic, or otherwise) represents customer acknowledgement of MDSC terms and conditons.

This proof reflects artwork being sent to production, colors may vary from final product due to monitor variations. Unless otherwise specified, MDSC retains rights to use product samples, photos, or artwork for marketing purposes.

AGENDA ITEM NO.: 11.D.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: One year support for Sophos MDR Complete network monitoring and response service from CDW Government LLC

Dept of Origin: Finance/Admin **Dept. Head Approval:** Kyle Dixon

Exhibit(s):
CDW PO 1YR

Expenditure Required	Yes
Budgeted	Yes; 001 General Fund; 518.80.41.00 IT Services
City Program	Information Technology

Summary Statement

Current coverage originally provided by our previous 3rd party IT service expires at the end of November. CDW provides discounted services for local governments and represents the best value to maintain this critical piece of IT infrastructure. Sophos MDR Complete is a 24/7 fully managed threat detection, investigation, and response service delivered through the Sophos Central cloud-based management platform. It acts as an external Security Operations Center for organizations that lack dedicated internal security teams.

24/7 Threat Monitoring and Hunting: Continuous tracking of telemetry across endpoints, networks, cloud environments, and identity tools.
Full-Scale Incident Response: Dedicated analysts actively disrupt, contain, and eliminate active threats on your behalf
Root Cause Analysis: In-depth post-incident investigations to identify how an attack happened and how to patch vulnerabilities permanently.
Third-Party Integration: Vendor-agnostic capability to ingest telemetry from non-Sophos tools like Microsoft, CrowdStrike, and SentinelOne.
Direct Call-In Support: Immediate access to an assigned Incident Response Lead when a critical security event occurs.
Breach Protection Warranty: Financial coverage of up to $1 million in response and recovery expenses for qualifying organizations.

Recommended Action

Authorize the Mayor to sign a purchase order from CDW Government LLC for an amount not to exceed $26,166.96.

Purchase Order# 1YR

PURCHASE ORDER

Vendor:

CDW Government LLC
200 N. Milwaukee Ave
Vernon Hills, IL 60061
Toll-Free: 800.800.4239

Bill to:

Customer Name: CITY OF LIBERTY LAKE
Address: 22710 E COUNTRY VISTA DR
City, State, Zip: LIBERTY LAKE, WA 99019-7592
Phone #: (509) 755-6700

Ship to:

Customer Name: CITY OF LIBERTY LAKE SHANE MILLER
Address: 22710 E COUNTRY VISTA DR
City, State, Zip: LIBERTY LAKE, WA 99019-7592
Phone #: (509) 220-5811

Qty.	CDW Part #	Description	Unit Price	Total
84	7298737	SOPH CNTRL MDR CMPLT 50-99U 1Y GOV	$131.83	$11,073.72
14	7328205	SOPH CNTRL MDR CMPL 10-24SVR 1Y GOV	$194.41	$2,721.74
158	7634070	SOPHOS EMAILADVANCED-100-199 U-12M	$32.16	$5,081.28
1	7633899	SOPHOS EXT SUPPORT-1-499-12M	$1,228.45	$1,228.45
1	9154765	SOPHOS SEC SVCS RETAINER LVL 1	$3,025.59	$3,025.59
81	7638290	SOPHOS DE 50-99U 1Y GOV	$10.81	$875.61

Notes/Remarks

Subtotal	$24,006.39
Shipping	$0.00
Taxes (if applicable)	$2,160.57
Total	$26,166.96

Net 30 Payment Terms

Print Name: _____

Signature Required: _____ **Date:** _____

AGENDA ITEM NO.: 12.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Magnet Forensics Software

Dept of Origin: Police Department **Dept. Head Approval:** Damon Simmons

Exhibit(s):
Liberty Lake PD (WA) Magnet Quote Dec 8 exp (002), 2026 Liberty Lake PD Cellebrite renewal_Redacted

Expenditure Required	Yes
Budgeted	Yes, to replace the current Cellebrite program.
City Program	Crime Prevention, Criminal Investigations

Summary Statement

The Liberty Lake Police Department would like to switch forensic software downloading companies in order to enhance the capabilities of our detective unit. Our current software has limitations on downloads and doesn't have the capability to work on some computers or certain types of cellular devices. The Magnet software we are requesting enhances those capabilities and allows for more downloads to occur without additional costs. This software is designed to download computers as well as most cellular devices that are taken in as evidence in criminal investigations. This software would provide twice the amount of unlocks (downloads) than our current software. Cellebrite renewal quote is attached to show the difference in cost.

Recommended Action

Recommend approval for the Police Department to purchase the subscription for the Magnet Software for an amount not to exceed $20,000.00.

MAGNET FORENSICS®

Quotation

Address:
Magnet Forensics, LLC
931 Monroe Drive NE
Suite A102-340
Atlanta, Georgia 30308
United States

Phone: 519-342-0195

Quote #: Q-463718-1
Issue Date: 14 Oct, 2026
Expires On: 8 Dec, 2026

Bill To
Jordan Bowman
Liberty Lake Police Department (WA)
23127 East Mission Avenue
Liberty Lake, Washington 99019
United States
509-939-0440
jbowman@libertylakewapd.gov

Ship To
Nichell Sauls
Liberty Lake Police Department (WA)
23127 East Mission Avenue
Liberty Lake, Washington 99019
United States
509-613-3767
nsauls@libertylakewapd.gov

End User
Nichell Sauls
Liberty Lake Police Department (WA)
23127 East Mission Avenue
Liberty Lake Washington 99019
United States
509-613-3767
nsauls@libertylakewapd.gov

PREPARED BY	PHONE	EMAIL	PAYMENT TERM
Darryl Judge		darryl.judge@magnetforensics.com	Net 30

ITEM #	PRODUCT NAME	SMS DATES	UNIT LIST PRICE *	UNIT SELLING PRICE	QTY	EXTENDED PRICE
3AT02	Magnet Forensics Training Annual Pass		USD 7,999.00	USD 4,754.83	1	USD 4,754.83
GKL-ONF-ES	GrayKey License - Essentials Unlimited Consent and BFU Extractions. 30 AFU, Instant Unlock or Brute Force Advanced actions Action Credits Included: 30		USD 13,345.00	USD 7,932.64	1	USD 7,932.64
GK101	Magnet GrayKey Unit		USD 635.00	USD 635.00	1	USD 635.00
GKL-GKP	GrayKey License - Preserve		USD 1,075.00	USD 639.01	1	USD 639.01
GKP101	GrayKey Preserve Unit		Included	USD 0.00	1	USD 0.00
SH	Shipping & Handling		USD 85.00	USD 33.69	2	USD 67.38
6AXB200	Magnet AXIOM Advanced Bundle		USD 0.00	USD 0.00	1	USD 0.00
6AX210	Magnet AXIOM Advanced		USD 7,225.00	USD 4,294.74	1	USD 4,294.74

ITEM #	PRODUCT NAME	SMS DATES	UNIT LIST PRICE *	UNIT SELLING PRICE	QTY	EXTENDED PRICE
5D000	Shipping - Domestic		USD 25.00	USD 25.00	1	USD 25.00

* SMS Unit Price based on a 12 Month Term

This quote has been prepared manually because the GrayKey 2 (GK2) SKU is not yet available in our CRM as of October 8, 2026. Once the SKU is available, I will issue a revised quote reflecting the appropriate product configuration.

This quote is for the GK 2.0 + 40 Credits (Advanced Actions, FasTrak Credits, Mobile Excursions)

Total List Price	USD 30,417.33
Discount	USD 12,068.73
Sub-Total	USD 18,348.60
Taxes	USD 1,651.40
Grand Total	**USD 20,000.00**

Please send signed quote or PO to Darryl Judge via email: Darryl.judge@magnetforensics.com

Prices subject to change upon quote expiry. Accurate sales tax will be calculated at the time of invoicing when applicable. If your company is tax exempt, please provide appropriate support with your signed quote. Hardware may be subject to additional fees related to delivery, import and export.

Terms & Conditions

Unless you have an existing written agreement with Magnet Forensics for the products and/or services listed in this quotation, by: (a) signing below, (b) submitting an Order to Magnet Forensics referencing this quotation, or (c) making payment for the products and/or related services listed in this quotation, you agree to the terms and conditions at http://magnetforensics.com/legal/ applicable to such products and/or services listed in this quotation to the exclusion of any differing or additional terms which may be found on your purchase order or similar document. By signing, you certify that you have the authority to bind your organization.

Magnet Forensics may adjust the software term start and/or end date, without increasing the total software license price, based on the date Magnet Forensics activates the software and provided that the total software license term length does not change.

Signature: _____ **Date:** _____/_____/_____

Name (Print): _____ **Title:** _____

Please sign and email to Darryl Judge at darryl.judge@magnetforensics.com

Cellebrite Inc.
1861 International Drive, 3rd Floor
McLean VA 22102

Tel. +1 800 942 3415
Fax. +1 201 848 9982
Tax ID#: 22-3770059
DUNS: 033095568
CAGE: 4C9Q7
Company Website:
www.cellebrite.com

Quote

Quote#: Q-525505-1
Date: Aug 09, 2026

Billing Information
Liberty Lake Police Department
23127 E Mission Ave
Liberty Lake, Washington 99019
United States

Contact: Erika Mendez
Phone: 5099390440

Delivery Information
Jordan Bowman
23127 E Mission Ave
Liberty Lake, WA 99019
United States

Contact: Jordan Bowman
Phone: 5099390440

Wire To:
Bank Routing Number: [redacted]
Account Number: [redacted]
Account Name: Cellebrite Inc.

Check Remittance:
Cellebrite Inc. , PO BOX 23551 New York, NY, 10087-3551

End Customer: Liberty Lake Police Department
Click here to process with Credit Card payment
By clicking the link above and accepting this quote,
You are expressing your agreement and compliance to and with the terms contained on this quote.

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00196584	Dec 08, 2026	Net 30	USD	Allison Asta

#	Product Code	Product Name	Qty	Start Date	End Date	Net Price \Unit	Net Price
1	B-CNR-05-001	Inseyets Online Pro	1	Dec 09, 2026	Dec 08, 2027		
2	S-UFD-20-003	Inseyets Pro UFED Subscription	1	Dec 09, 2026	Dec 08, 2027	4,830.00	4,830.00
3	S-UFD-20-006	Inseyets Pro PA Subscription	1	Dec 09, 2026	Dec 08, 2027	4,410.00	4,410.00
4	S-AIS-20-001	Inseyets Online Limited Unlocks subscription	15	Dec 09, 2026	Dec 08, 2027	420.00	6,300.00

SubTotal	USD 15,540.00
Shipping & Handling	USD 0.00
Sales Tax	USD 1,398.60
Total	USD 16,938.60

Comments:

Terms and Conditions:
- This Quote/Proforma Invoice/Tax Invoice, together with the terms and conditions and license agreement listed below that are incorporated by reference to this Quote/Proforma Invoice (together, the “Agreement”), constitute an offer by Cellebrite. By signing this Quote/Proforma Invoice, issuing a purchase order (or other ordering document) in connection with this Quote/Proforma Invoice, or downloading and/or using the products identified in this Quote/Proforma Invoice/Tax Invoice, the customer agrees to be bound by the terms of this Agreement. Any additional or different terms or conditions contained in any customer document, purchase order or other orderingdocument will not be binding upon Cellebrite unless expressly accepted in a document signed by a Cellebrite authorized signatory.

- Quote is subject to regulatory approval.
- Freight Terms: FCA (NJ)
- General: The following terms shall apply to any product at https://cellebrite.com/en/legal/public-sector/us/general-terms/
- SaaS: The following terms apply to Cellebrite SaaS Services at https://cellebrite.com/en/legal/public-sector/us/saas-terms/

*SALES TAX DISCLAIMER: Cellebrite Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc.
Please include the following information on your PO for Cellebrite UFED purchase:
- Please include the ORGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO
- CONTACT NAME & NUMBER of individual purchasing and bill to address
- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

I, the undersigned, hereby confirm that I am authorized to sign this Quote/Proforma Invoice on behalf the customer identified above, and I hereby approve that my signature is legally binding upon the customer identified above.

Customer Name: Liberty Lake Police Department

Signature: _____ **Effective Date:** _____/_____/_____

Name (Print): _____ **Title:** _____

Please sign and email to Allison Asta at allison.asta@cellebrite.com

AGENDA ITEM NO.: 12.B.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Sponsorship - Banner Bank "Home for the Holidays"

Dept of Origin: Parks and Recreation **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
Banner Bank Sponsorship Form

Expenditure Required	N/A
Budgeted	N/A
City Program	Community Events

Summary Statement

Banner Bank would like to be a Gold Sponsor for Home for the Holidays. This sponsorship helps cover some of the costs of the overall event. The total amount for the Gold Sponsor is $1,000.

Recommended Action

Approve the donation from Banner Bank for "Home for the Holidays" in the amount of $1,000.

2026 Sponsorship Packet – City of Liberty Lake Community Events

Business Name: Banner Bank

Contact Name: Tamara Ferguson Phone: 509-892-4684

Mailing Address: 1221 N. Liberty Lake Rd Liberty Lake, WA 99019

E-Mail Address: tamara.ferguson@bannerbank.com

Do you have a Facebook Page (business owners only)? ☐ Yes ☐ No

If yes, Facebook address: _____

Select the Event(s) & Level of Sponsorship:

☐ HOME FOR THE HOLIDAYS

- ☑ Gold Sponsor - $1,000.00
- ☐ Silver Sponsor - $400.00
- ☐ Bronze Sponsor - $150.00
- ☐ Battle of the Branches Overall Winner Sponsor - $200.00
- ☐ Deck the Homes First Place Sponsor - $200.00
- ☐ Deck the Homes Second Place Sponsor - $150.00
- ☐ Deck the Homes Third Place Sponsor - $100.00
- ☐ Coca & Carriage Rides - $1,000.00
- ☐ Reindeer Rendezvous - $1,000.00
- ☐ Jingle Bell Cruise - $300.00

***Sponsorship forms are due by six weeks before the schedule event date to get FULL benefits.**

****All sponsorships over $500.00 must be referred to and approved by City Council and Mayor.**

*****All sponsorships under $500.00 must be approved by the Mayor or City Administrator.**

******You will be invoiced for your Sponsorship once they have been approved!**

☑ The undersigned sponsor(s) hereby donates to the City of Liberty Lake, Washington the amount of $ 4,000 which said sponsorship shall be considered accepted upon approval from the Mayor and receipt of the funds by the City.

The City represents that it is duly organized and existing municipal corporation of the State of Washington and that the sponsorship funds will be used to the extent listed above in the sponsorship levels.

The City of Liberty Lake will make all reasonable efforts to fulfill the specific purpose(s) as outlined in the previous section for this sponsorship. If the specified sponsorship purposes are not feasible, substitutions for the purposes will be made. The sponsorship funds will be managed and accounted for by the City of Liberty Lake in accordance with the Liberty Lake Municipal Code.

For IRS purposes, this agreement serves as written acknowledgment of your sponsorship. The City of Liberty Lake did not provide you with any goods or services in consideration for this sponsorship.

Sponsor Signature: _____ Date: 10-9-26

Banner Bank, Branch Manager

Mayor Approving Signature: _____ Date: _____

AGENDA ITEM NO.: 12.C.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: Sponsorship - Tire Rama "Home for the Holidays"

Dept of Origin: Parks and Recreation **Dept. Head Approval:** Jennifer Camp

Exhibit(s):
Tire Rama Sponsorship Home for the Holidays 2026

Expenditure Required	N/A
Budgeted	N/A
City Program	Community Events

Summary Statement

Tire Rama would like to be a Gold Sponsor for Home for the Holidays. This sponsorship helps cover some of the costs of the overall event. The total amount for the Gold Sponsor is $1,000.

Recommended Action

Approve the donation from Tire Rama for "Home for the Holidays" in the amount of $1,000.

Business Name: Tire Rama

Contact Name: Josh Peterson Phone: 509-922-7771

Mailing Address: 22117 E Country Vista Dr. Liberty Lake WA 99019

E-Mail Address: AL805@TIRERAMA.COM

Do you have a Facebook Page (business owners only)? ☒ Yes ☐ No

If yes, Facebook address: Tire-Rama

Select the Event(s) & Level of Sponsorship:

☐ HOME FOR THE HOLIDAYS

- ☒ Gold Sponsor - $1,000.00
- ☐ Silver Sponsor - $400.00
- ☐ Bronze Sponsor - $150.00
- ☐ Battle of the Branches Overall Winner Sponsor - $200.00
- ☐ Deck the Homes First Place Sponsor - $200.00
- ☐ Deck the Homes Second Place Sponsor - $150.00
- ☐ Deck the Homes Third Place Sponsor - $100.00
- ☐ Coca & Carriage Rides - $1,000.00
- ☐ Reindeer Rendezvous - $1,000.00
- ☐ Jingle Bell Cruise - $300.00

805/900
24155
A5202

***Sponsorship forms are due by six weeks before the schedule event date to get FULL benefits.**

****All sponsorships over $500.00 must be referred to and approved by City Council and Mayor.**

*****All sponsorships under $500.00 must be approved by the Mayor or City Administrator.**

******You will be invoiced for your Sponsorship once they have been approved!**

☒ The undersigned sponsor(s) hereby donates to the City of Liberty Lake, Washington the amount of $ 1,000 which said sponsorship shall be considered accepted upon approval from the Mayor and receipt of the funds by the City.

The City represents that it is duly organized and existing municipal corporation of the State of Washington and that the sponsorship funds will be used to the extent listed above in the sponsorship levels.

The City of Liberty Lake will make all reasonable efforts to fulfill the specific purpose(s) as outlined in the previous section for this sponsorship. If the specified sponsorship purposes are not feasible, substitutions for the purposes will be made. The sponsorship funds will be managed and accounted for by the City of Liberty Lake in accordance with the Liberty Lake Municipal Code.

For IRS purposes, this agreement serves as written acknowledgment of your sponsorship. The City of Liberty Lake did not provide you with any goods or services in consideration for this sponsorship.

Sponsor Signature: _____ Date: 10-14-26

Mayor Approving Signature: _____ Date: _____

AGENDA ITEM NO.: 16.A.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: 1st Read: Ordinance 319 - An Ordinance of the City of Liberty Lake, Washington, levying the regular property taxes for the City of Liberty Lake, Washington in Spokane County for the year commencing January 1, 2027 to provide revenue for the provision of City services as set forth in the City budget.

Dept of Origin: Finance/Admin Services **Dept. Head Approval:** Kyle Dixon

Exhibit(s):
Ordinance 319 - Property Tax Levy 2027

Expenditure Required	No
Budgeted	N/A
City Program	Budget Development

Summary Statement

The 2027 proposed budget provides for the statutory 1% annual increase in property tax collections. Based on increases in assessed value resulting from new construction and improvements to property, a property assesssed at $500,000 would expect to see an increase of roughly $5 total for 2027.

Recommended Action

1st read Ordinance.

CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 319

AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, LEVYING THE REGULAR PROPERTY TAXES FOR THE CITY OF LIBERTY LAKE, WASHINGTON IN SPOKANE COUNTY FOR THE YEAR COMMENCING JANUARY 1, 2027 TO PROVIDE REVENUE FOR THE PROVISION OF CITY SERVICES AS SET FORTH IN THE CITY BUDGET.

WHEREAS, State law authorizes the City of Liberty Lake to levy regular property taxes upon the taxable property within the corporate limits in order to provide revenue for the 2027 current expense budget of the City;

WHEREAS, the City of Liberty Lake is authorized to levy $3.60 per $1,000.00 of assessed valuation subject to deduction of levies collected by a fire district in the amount of $1.50; per assessed valuation;

WHEREAS, the City Council, after a public hearing and after duly considering all relevant evidence and testimony presented, has determined that the City desires a 1% increase in property tax revenue from the previous year, while receiving increases resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property;

WHEREAS, the population of the City of Liberty Lake is 14,110;

WHEREAS, RCW 84.52.020 requires the City Council on or before the 30th day of November to certify budget estimates to the Clerk of the Spokane County Board of Commissioners including amounts to be raised by taxing property in the City;

WHEREAS, the City Council pursuant to notice has held a public hearing on the proposed budget estimates for 2027, including revenue sources which will fund the provision of services;

WHEREAS, after due consideration of the proposed 2027 budget and the related financial requirements the City Council desires to impose an ad valorem property tax as permitted by State law.

NOW, THEREFORE, the City Council of the City of Liberty Lake, Washington, do ordain as follows:

Section 1. 2027 Levy. There shall be and is hereby levied and imposed upon real property, personal property, all new construction, utility property, and all property resulting from any annexations as defined in RCW Chap. 84.02 and 84.55.005 in the City of Liberty Lake, Spokane County, Washington, a regular property tax increase over the 2026 amount of $32,859.98 which is 1% for the year commencing January 1, 2027, plus any additional revenue resulting from new construction and improvements to property and any increase in the value of state-assessed property.

The regular property tax levied through this Ordinance is for the purpose of receiving revenue to make payment upon the general indebtedness of the City of Liberty Lake, the general fund obligations and for the payment of services performed by or for the City during the 2027 calendar year.

Section 2. Notice to Spokane County. Pursuant to RCW 84.52.020, the City Clerk shall certify to the County Legislative Authority a true and correct copy of this Ordinance, as well as, the budget estimates adopted by the City Council in order to provide for and direct that the taxes levied herein shall be collected and paid to the City Treasurer of the City of Liberty Lake at the time and in the manner provided by the laws of the State of Washington.

PASSED by the City Council this_____day of November, 2026

_____
Mayor, Cris Kaminskas

ATTEST:

_____
City Clerk, Rochelle Caton

APPROVED AS TO FORM:

_____
City Attorney, Sean P. Boutz

Date of Publication:

Effective Date:

AGENDA ITEM NO.: 16.B.

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

For the Agenda Of: November 4, 2026

Subject: 1st Read: Ordinance. 277.B
An Ordinance of the City of Liberty Lake, Washington, establishing a Community Engagement Commission, providing for the appointment and terms of commission members and removal of the same, providing for severability, establishing the duties thereof, and establishing an effective date.

Dept of Origin: Executive **Dept. Head Approval:** Mark McAvoy

Exhibit(s):
Ordinance No. 277B (Final)

Expenditure Required	No
Budgeted	N/a
City Program	Community Engagement

Summary Statement

Adoption of Ordinance No. 277-B Regarding Community Engagement Commission Membership
City Council approval is requested to adopt Ordinance No. 277-B, updating the membership provisions for the Community Engagement Commission established under Ordinance No. 277. The proposed changes provide greater flexibility in appointments and allow experienced commissioners to continue serving through reappointment.
The proposed ordinance makes two substantive changes:

- **Establishes all positions as at-large.** The revision removes the geographic allocation of positions among four areas of the City and makes every commission position at-large. The ordinance retains the goal of balanced neighborhood representation and participation across generations, including youth and seniors.
- **Removes the two-term limit.** Commissioners would remain eligible for reappointment beyond two terms. Subsequent terms would remain three years, ending December 31, with the Mayor recommending appointments and at least four Council members confirming them.

These changes would broaden recruitment flexibility and support continuity of experience while preserving Council oversight of appointments. The Commission's advisory purpose, eligibility requirements, uncompensated service, meeting requirements, and reporting responsibilities would continue under the proposed ordinance. Additional edits update the adoption year and City Clerk information and make minor grammatical corrections.

The ordinance provides for an effective date five days after publication of the ordinance or a summary in the City's newspaper of record.

Recommended Action

1st Read Ordinance.

ORDINANCE NO. 277-B
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON

AN ORDINANCE OF THE CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON, ESTABLISHING A COMMUNITY ENGAGEMENT COMMISSION, PROVIDING FOR THE APPOINTMENT AND TERMS OF COMMISSION MEMBERS AND REMOVAL OF THE SAME, PROVIDING FOR SEVERABILITY, ESTABLISHING THE DUTIES THEREOF, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Liberty Lake is a non-charter code city authorized to create a Community Engagement Commission which will serve in an advisory capacity to the Mayor and City Council; and

WHEREAS, The City of Liberty Lake has identified through its strategic plan that progressive community engagement and information exchange and a connected and vibrant community are core goals to achieve a safe, active and engaged community; and

WHEREAS, the City Council wishes to establish a coordinated method for the Mayor, City Council, and City staff to consistently and meaningfully engage directly with citizens to understand their priorities and provide feedback and direction for the City Council and City staff to consider when making decisions; and

WHEREAS, the City Council previously passed Ordinance No. 277 and Ordinance No. 277-A that it now wishes to repeal and replace with Ordinance 277-B as set forth herein.

NOW, THEREFORE, the City Council of the City of Liberty Lake, Washington, do ordain as follows:

Section 1. Establishment and Purpose: The Community Engagement Commission is hereby established and shall serve in an advisory capacity to the Mayor and City Council. The Community Engagement Commission shall act as a citizen engagement and advisory body to provide guidance, direction and input to the Mayor and City Council, which will include but is not limited to:

A. Study and submit recommendations to the Mayor and City Council regarding the best methods to actively and sustainably engage residents in co-production—engaging citizens in the planning and implementation process—for upcoming projects, capital improvements, community initiatives, and other matters as directed by the Mayor and City Council.

   1. Explore dynamic, creative, responsive, and inclusive methods that may include investment in technology to support the mission of the Community Engagement Commission:

1. Propose scope, cost, and benefit of any supplemental technology infrastructure or platform to the Mayor and City Council;
2. Identify a variety of methods that encourage residents who wish to dialogue and those who wish to provide simple input (e.g., meetings vs. polls); and

3. Establish methods for intrinsic involvement, dialogue, development of community relationships, and collaboration between the City and citizens.

2. Identify additional policies, procedures, or resolutions that the Mayor or the City Council should consider supporting and further the goal of co-production within the City.

B. Advocate for the active engagement of all residents through a variety of methods and platforms to ensure that there is sufficient and various opportunity for citizens to meaningfully engage and offer their perspective to the Mayor and City Council.

C. Mobilize and maintain a sustainable network of community leaders who will work to solicit and gain input from local community areas that facilitates co-production now and as the City grows and changes.

D. Ensure that the work of the Community Engagement Commission does not duplicate efforts of the City, City Staff, and other City Commissions, but rather complements and supports the overall mission and goals of the City.

E. Establish effective relationships with existing and future City Commissions to ensure that co-production is a core focus that guides citizen input.

Section 2. Membership—Appointment.

A. Qualifications: Members appointed to the Community Engagement Commission must, at all times, be 1) residents of the City of Liberty Lake, or 2) operate a business within the City limits while a member of the Community Engagement Commission.

B. Appointment: Members appointed to the Community Engagement Commission shall be recommended by the Mayor to the City Council through an application process. All applications shall be submitted to the City Council for review with the list of the Mayor's recommendations for appointments. Members will be confirmed by a majority vote of at least four (4) members of the City Council. Community Engagement members shall be selected without respect to political affiliations and shall serve without compensation.

1. **Number of Members**: The Community Engagement Commission shall initially consist of a minimum of five (5) and a maximum of nine (9) members. Any additional members shall be appointed as set forth in this Ordinance.

2. The goal will be to have a balanced body of representation of the City's neighborhoods and for the Community Engagement Commission to reflect the population of the City which includes ensuring that there is representation from all generations of residents, including youth and senior citizens.

3. All members of the Community Engagement Commission shall be in at-large positions.

C. Terms: The terms for the initial members in odd numbered positions shall be two (2) year terms and the terms for the initial member(s) in even numbered positions shall be three (3) year terms; provided that an initial member's term may be less than two or three years depending on appointment to allow for expiring terms at the end of a calendar year. The initial members and their terms shall be proposed by the Mayor and confirmed by the City Council. All subsequent terms shall be for a three (3) year period with terms expiring on December 31st. Commissioner names, phone numbers and email contact information will be supplied to the Mayor and City Council.

D. Resignation: If a member is unable to complete their term of service, a letter of resignation shall be sent to the Mayor indicating the effective date of the resignation.

E. Removal: Members of the Community Engagement Commission may be removed by the Mayor with the concurrence of the City Council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause or for unexcused absences for three (3) consecutive regular meetings. Failure to qualify as to residency shall constitute an immediate forfeiture of office. The decision of the City Council regarding membership on the Community Engagement Commission shall be final and without appeal.

F. Vacancies: Vacancies occurring other than through the expiration of terms shall be filled for the unexpired term in the same manner as for appointments.

G. Conflict of Interest: Members of the Community Engagement Commission shall fully comply with the Code of Ethics for Municipal Officers, Chapter 42.23 RCW, Appearance of Fairness, Chapter 42.36 RCW, and such other rules and regulations as may be adopted from time to time by the City Council regulating the conduct of any person holding appointive office within the City. No elected official or City employee may be a member of the Community Engagement Commission.

Section 3. Meetings-Rules.

A. Members of the Community Engagement Commission shall meet and organize by electing from the members of the Commission, a Chair and a Vice-Chair. It shall be

the duty of the Chair to preside at all meetings. The Vice-Chair shall perform this duty in the absence of the Chair. If neither the Chair nor Vice-Chair is present, a member chosen by agreement of the attending members shall act as chair.

B. The term of office for the Chair and Vice-Chair shall be two (2) years and elections shall occur in the even-numbered years (e.g., 2022, 2024)

C. A majority of the Commission members shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any proposition.

D. The Community Engagement Commission shall determine a regular meeting schedule (time, place, and frequency), as necessary, but no less frequent than one time per month. Community Engagement Commission meetings shall be conducted in an open public session and noticed in accordance with the Open Public Meetings Act, RCW 42.30.

E. The Commission shall adopt such rules and regulations as are necessary for the conduct of business and shall keep a recording of its proceedings.

Section 4. Staff support.

The City Administrator, or designee, shall provide administrative staff support to the Community Engagement Commission. In addition, the Community Engagement Commission, through its Chair may request formal opinions or memorandums from the City Attorney, MRSC, or other City Staff on any pending matters.

Section 5. Duties and responsibilities.

In addition to those matters set forth herein, the Community Engagement Commission, as an advisory body to the Mayor and City Council, shall perform and have the following duties and responsibilities:

A. The Community Engagement Commission shall keep the Mayor, City Council, and City staff apprised of its activities and recommendations by submitting an annual written report summarizing the activities for the previous year and future work plans for the coming year. This report should be submitted to the Mayor and City Council no later than the end of August each year so any potential funding requests may be evaluated during the City's yearly budget cycle;

B. Make monthly written or oral reports to the City Council on updates to Commission goals, progress toward goals, additional needs of the Commission, and relevant information on topics of interest within the City of Liberty Lake;

C. Establish Community Engagement Commission Bylaws; and

D. Perform such other duties and powers as may be conferred by City ordinance, resolution, or action of the City Council.

Section 6. Severability. If any section, clause, or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, clause, or phrase of this Ordinance.

Section 7. Repealer. Ordinance No. 277 and Ordinance 277-A are hereby repealed in their entirety.

Section 8. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the City's official newspaper as provided by law.

PASSED by the City Council this _____ day of _____, 2026

_____
Mayor, Cristella Kaminskas

ATTEST:

_____
City Clerk, Rochelle Caton

APPROVED AS TO FORM:

_____
City Attorney, Sean P. Boutz

Date of Publication: _____

Effective Date: