CITY COUNCIL MEETING TUESDAY, SEPTEMBER 15, 2026, HELD IN PERSON & REMOTELY

6:00 P.M. Regular Session:

Invocation: Given by Mayor Kaminskas.

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

Call to Order: Mayor Kaminskas called the meeting to order at 6:01 p.m.

Roll Call: City officials who physically attended the meeting: Mayor Kaminskas; Mayor Pro Tem Dunne; Councilmembers Severs, Darrow, Klingler, Kurtz, and Ball; Mark McAvoy, City Administrator; Sean Boutz, City Attorney; Kyle Dixon, Finance Director; Mikayla Kittilstved, Interim Library Director; Ben Turner, Public Works Director; Michael Vigue, IT Systems Engineer; Deputy Chief Darin Morgan; David Goehner, Communications Specialist; and Rochelle Caton, City Clerk.

City officials who remotely attended the meeting via Zoom: Councilmember Fisher, Heidi Workman, HR. Manager, Shane Miller; IT Manager, Luke Michels, City Engineer; and Jen Camp, Parks and Recreation Director.

Agenda Approval: Mayor Pro Tem Dunne moved to approve the agenda as presented. Councilmember Severs seconded and the motion carried.

Citizen Comments: None made.

Appointments:

Appointment of Abby Sprague to the Planning Commission as a Regular Voting Member: Mayor Kaminskas provided a summary of this item. Commission Member Sprague provided brief comments. Mayor Pro Tem Dunne made a motion to approve the appointment. Councilmember Fisher seconded, and the motion carried.

Announcements / Proclamations / Special Presentations:

Reports & Inquiries:

City Council: Mayor Pro Tem Dunne made comments regarding attending the County Council of Governance Event.
Councilmember Ball made comments regarding attending the Cops and Cruisers Event.

Mayor: Mayor Kaminskas commented on recent meetings attended and upcoming activities, including, but not limited to, the County Council of Governance, Symphony in the Park Event, SRTC Monthly Meeting, Rotary RIM Ride, Ribbon Cutting at Inclusa Wellness, Hutton Settlement Open House, and the HUB Fundraising Breakfast.

City Administrator: City Administrator McAvoy provided reminders of upcoming events. City Administrator McAvoy then invited Ben Turner, Public Works Director, to provide a brief update on the Mission Frontage Project.

City Administrator McAvoy then provided an update on SCRAPS as a member of the Advisory Board, as well as an update to the Council on City Commission recruitment efforts. Discussion ensued, and questions were asked and answered.

Liberty Lake Sewer & Water District: Liberty Lake Sewer and Water Board President Kottayam Natarajan provided updates and reminders to the Council and community. Questions were asked and answered throughout.

Community Engagement Commission: Chair Bill Norman provided a brief presentation of the Community Engagement Commission's Annual Report. Questions were asked and answered throughout. Consensus was reached among the Council to review the current Commission ordinance at a future workshop.

Library Board of Trustees: Mikayla Kittilstved, Interim Library Director and Board President Jennifer Chase provided a third-quarter presentation. Questions were asked and answered.

Workshop Discussions:

Comprehensive Plan Periodic Update—Development Code Changes: City Administrator Mark McAvoy introduced Gen Dial and Liam Taylor of SCJ Alliance, who provided a joint presentation on the Comprehensive Plan Periodic Update. Questions were asked and answered. The Council reached consensus to allow staff to submit the sixty-day review for the Development Code Update on September 25, 2026.

Personnel Manual Updates: Kyle Dixon, Finance Director, provided a brief presentation on proposed personnel manual updates. Questions were asked and answered throughout. A future resolution will be brought forth for council consideration.

Sources of Revenue for 2027 Preliminary Budget: Kyle Dixon, Finance Director, provided a brief presentation on sources of revenue for the 2027 Preliminary Budget. Questions were asked and answered throughout.

General Business – Consent Agenda: Mayor Pro Tem Dunne made a motion to approve Items 11.A, B. C, D and E. Councilmember Ball seconded the motion, which passed unanimously. With this action, the following items were approved:

11.A. September 1, 2026, Meeting Minutes: Approve the September 1, 2026, Meeting Minutes.

11.B. September 1, 2026, Vouchers.: Approve the 9.15.2026 vouchers, in total amount of $434,662.47.

11.C Approve payment to Western Systems for an amount not to exceed $13,500.

11.D Approve the construction services contract with Diamond Asphalt Paving in an amount not to exceed $10,500.

11.E Approve payment to Frost Solutions in the amount of $12,000

General Business - Action Items:

Council Comments:

Public Hearings / Appeals:

2027 Preliminary Budget - Sources of Revenue: Following the workshop, Kyle Dixon, Finance Director, advised that this is the first of three opportunities for community input on the 2027 Preliminary Budget – Sources of Revenue. Mayor Kaminskas opened the public hearing at 8:11 p.m. No comments were made. The public hearing closed at 8:12 p.m.

Resolutions:

Ordinances:

Ordinance 230B Comcast Franchise Agreement 10 Year Extension (1st Read): Rochelle Caton, City Clerk, read by title only ORDINANCE NO.230B.

Ordinance 318: Adopting a New City Logo (1st Read): Rochelle Caton, City Clerk, read Ordinance No. 318 by title only. City Administrator McAvoy clarified that this ordinance is to adopt the design only, with the color scheme to be determined later. Discussion ensued among the Council.

Emergency Ordinances:

Introduction of Upcoming Agenda Items: Commission Ordinances was tentatively added to the October 20th Workshop schedule.

Citizen Comments:

1.

Executive Session:

Executive Session per RCW 42.30.110(1)(g) regarding Personnel Matters: The Mayor and Council adjourned to Executive Session at 8:40 p.m., returning at 8:42 p.m.

Adjournment: With there being no further business, the meeting was adjourned at 8:12 p.m.

These minutes were approved October 6, 2026.

Dan Dunne,
Mayor Pro Tem

Rochelle Caton

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.