



**CITY COUNCIL MEETING
TUESDAY, JANUARY 6, 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. Announcements / Proclamations / Special Presentations**
 - A. Oaths of Office
- 8. Reports & Inquiries**
 - A. City Council
 - B. Mayor
 - C. City Administrator
- 9. Workshop Discussions**
- 10. General Business – Consent Agenda**
 - A. Approve Meeting Minutes
Recommended Action: Approve the December 8, 2025, and December 16, 2025, Meeting Minutes.
 - B. December 22, 2025 and January 6, 2026 Vouchers
Recommended Action: Approve the December 22, 2025, January 6, 2026,

vouchers, the December 1–15 payroll and benefits in the amount of \$1,017,989.04.

- C. Purchase Asphalt Drag Box from DraggTec for Street Maintenance Operations
Recommended Action: Authorize the purchase of Asphalt Drag Box from DraggTec in an amount not to exceed \$16,000.
- D. Construction Services Contract for Neyland Avenue Improvements Project - SLE Inc.
Recommended Action: Authorize the Mayor to sign the construction services agreement with SLE, Inc., for the construction of the Neyland Avenue Stormwater Project, in an amount not to exceed \$150,000.
- E. Purchase 4WD Tractor Mower from Adams Tractor Co
Recommended Action: Authorize the purchase of 4WD Tractor Mower from Adams Tractor Co, in an amount not to exceed \$29,000.
- F. Purchase Vacuum Excavator Trailer from Vermeer Mountain West
Recommended Action: Authorize the purchase of the Vacuum Excavator Trailer from Vermeer Mountain West, in an amount not to exceed \$44,000.
- G. Purchase Zero Turn Mower from FMI Equipment
Recommended Action: Authorize the purchase of the Zero Turn Mower from FMI Equipment, in an amount not to exceed \$17,000.
- H. Purchase Diahatsu Hijet Dump Truck from High Voltage Capital, Inc.
Recommended Action: Authorize the purchase of Diahatsu Hijet Dump Truck from High Voltage Capital, Inc, in an amount not to exceed \$37,500.
- I. Purchase Manufactured Building for Public Works Yard from The Home Boys
Recommended Action: Authorize the Mayor to sign the contract agreement with The Home Boys, to provide and construct a manufactured building at the Public Works Yard, in an amount not to exceed \$145,000.
- J. Memorandum of Understanding with Spokane County for removal of locust trees on Sprague Avenue
Recommended Action: Authorize the Mayor to sign the Memorandum of Understanding with Spokane County for the removal of locust trees located on Sprague Avenue, in an amount not to exceed \$30,000.
- K. Renewal of the Interlocal Agreement between Liberty Lake Police Department and Spokane Valley Fire Department for Automated External Defibrillators (AED)
Recommended Action: Authorize the Mayor to execute the Interlocal Agreement between LLPD and SVFD.
- L. Annual Subscription for Priority Based Budgeting software from Tyler

Technologies in the amount of \$60,086.26

Recommended Action: Approve purchase in an amount not to exceed \$60,086.26

- M. Annual subscription for Police Department use of Flock Safety cameras and software in the amount of \$64,855.00

Recommended Action: Approve payment in an amount not to exceed \$64,855.00

- N. Annual subscription for public records software Next Request in the amount of \$9,614.25

Recommended Action: Approve payment in an amount not to exceed \$9,614.25

- O. Annual subscription for recreation management software Civic Rec in the amount of \$9,728.28

Recommended Action: Approve payment in an amount not to exceed \$9,728.28

- P. Annual insurance premium for liability and property coverage from Washington Cities Insurance Authority in the amount of \$528,764.00

Recommended Action: Approve payment in an amount not to exceed \$528,764.00

- Q. Annual subscription for accounting and payroll software Springbrook in the amount of \$23,790.72

Recommended Action: Approve payment in an amount not to exceed \$23,790.72.

- R. Purchase 2022 Chevrolet Colorado for Public Works - Horticulture from Knudtsen Chevrolet

Recommended Action: Authorize purchase of 2022 Chevrolet Colorado from Knudtsen Chevrolet in an amount not to exceed \$38,000.

- S. 2026 Trailhead Golf Course fee schedule

Recommended Action: Approve fee schedule

11. General Business - Action Items

- A. Donation - Rainbow Bridge Project

Recommended Action: Accept the donation from Pawpular Companions, for the "Rainbow Bridge Project" at Rocky Hill Park, in the valued amount of \$15,000.

12. Council Comments

13. Public Hearings / Appeals

14. Resolutions
15. Ordinances
16. Emergency Ordinances
17. Introduction of Upcoming Agenda Items
18. Citizen Comments
19. Executive Session
20. 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.: 10.A.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Approve Meeting Minutes

Dept of Origin:

Dept. Head Approval:

Exhibit(s):

December 16, 2025 Draft Meeting Minutes, December 8, 2025 Draft Meeting Minutes

Expenditure Required	
Budgeted	
City Program	

Summary Statement

Recommended Action

Approve the December 8, 2025, and December 16, 2025, Meeting Minutes.



**CITY COUNCIL MEETING
TUESDAY, DECEMBER 16, 2025,
HELD IN PERSON & REMOTELY**

6:00 P.M. Regular Session:

Invocation: Given by Mayor Pro Tem Cargill.

Pledge of Allegiance: Led by City Council and staff.

Call to Order: Mayor Kaminskas called the meeting to order at 6:00 p.m.

Roll Call: City officials who physically attended the meeting: Mayor Kaminskas; Councilmembers Ball, Cargill, Kurtz, Spencer, Severs, and Kennedy; Sean Boutz, City Attorney; Mark McAvoy, City Administrator; Kyle Dixon, Finance Director; Lisa Key, Community Development Director; David Goehner, Communications Specialist; Darin Morgan, Deputy Police Chief; Evan O'Malley, IT Support; Shane Miller, IT Manager; Ben Turner, Public Works Director; Chris Carriger, Roadside Division Supervisor; Colby McMinimy; Tammie McMackin; and Steven Crites, from the Roadside Division; and Rochelle Caton, City Clerk.

City officials who attended the meeting via Zoom: Councilmember Dunne; Mickael Stevens, Recreation Coordinator; Derek Kosanke, Parks Supervisor; Jandy Humble, Library Director; Amy Mullereile, Senior Planner; Jen Camp, Park and Recreation Director; Police Chief Damon Simmons; and Luke Michels, City Engineer.

Agenda Approval: Mayor Pro Tem Cargill made a motion to move items 11.A and 11.B to 8.5.A and 8.5.B. The motion was seconded by Councilmember Spencer and passed 7–0.

Mayor Pro Tem Cargill then made a motion to add a Governance Manual Workshop discussion to item 9.A. The motion was seconded by Councilmember Spencer. Discussion ensued. The Mayor called for a vote. Mayor Pro Tem Cargill and Councilmembers Spencer and Kennedy voted in favor. Councilmembers Ball, Kurtz, Dunne, and Severs voted opposed. The motion failed 4–3.

Mayor Pro Tem Cargill then made a motion to approve the agenda as amended. The motion was seconded by Councilmember Spencer and carried unanimously.

Citizen Comments: None were made.

Announcements / Proclamations / Special Presentations:

Recognition - Employee Service Milestones: City Administrator McAvoy updated the Council that the recognition of employee service milestones will take place at the Holiday gathering to better accommodate staff schedules.

Recognition - Innovative Service Award: City Administrator McAvoy invited Ben Turner, Public Works Director, to recognize department staff in the Roadside Division who earned the Innovative Service Award. The staff recognized were Chris Carriger, Colby McMinimy, Tammie McMackin, and Steven Crites.

Recognition - Outgoing City Council Members: Mayor Kaminskas recognized Mayor Pro Tem Cargill, Councilmember Spencer and Councilmember Kennedy for their service.

Reports & Inquiries:

City Council: Councilmember Ball commented on attending a recent Hearing Examiner hearing regarding Legacy Ridge.

Councilmember Kennedy commented on citizen responses to community surveys. Councilmember Spencer attended a ribbon-cutting for “The Giving Machine” at the Spokane Valley Mall. This vending machine model allows patrons to support local and global charities.

Mayor: Mayor Kaminskas reported on recently attended and upcoming meetings, including but not limited to Community Engagement Commission interviews, the GSI Regional Advocacy Committee, and the Valley Chamber of Commerce Open House.

City Administrator: City Administrator McAvoy updated the Council and community on events and reminders. He then offered the opportunity for Council questions regarding the monthly department reports. Questions were asked and answered throughout. City Administrator McAvoy also invited Ben Turner, Public Works Director, and Amanda Sellsted with BCRA, who provided the Council with a City Hall Project update. Questions were asked and answered throughout.

Liberty Lake Sewer & Water District: No report given.

Workshop Discussions:

General Business – Consent Agenda: Mayor Pro Tem Cargill made a motion to approve items 10.A, B, C, and D. The motion was seconded by Councilmember Spencer, passing 7-0.

- A. Approve Meeting Minutes: November 18, 24, and December 2, 2025
- B. December 16, 2025, Vouchers: Approve December vouchers and November 1–15 and November 16–30 payroll and benefits in the amount of \$1,192,443.34
- C. Approval of the Spokane Arts Artist Agreement: Approve the artist consultant agreement with Spokane Arts in an amount not to exceed \$18,000
- D. Approval of Parametrix Task Order 2026-01: Approve and authorize the mayor to execute Task Order 2026-01

General Business - Action Items:

Appointment of Ralph Carlberg to the Community Engagement Commission: Mayor Kaminskas invited Mr. Carlberg to share his interest in joining the commission and serving the community. Mayor Pro Tem Cargill made a motion to approve the mayor's appointment of Ralph Carlberg. The motion was seconded by Councilmember Kennedy and passed 7–0.

Appointment of Brittany Sitton to the Community Engagement Commission: Mayor Kaminskas invited Brittany Sitton, who introduced herself and shared her interest in joining the commission and serving the community. Mayor Pro Tem Cargill made a motion to approve the mayor's appointment of Brittany Sitton. The motion was seconded by Councilmember Ball and passed 7–0.

Council Comments: Councilmember Ball commented regarding Scraps. Councilmember Kennedy provided final remarks as a councilmember. Mayor Pro Tem Cargill provided final remarks as a councilmember. Councilmember Spencer provided final remarks as a councilmember.

Public Hearings / Appeals: None.

Resolutions:

Resolution 25-282 A Resolution of the City of Liberty Lake, Washington, adopting a fee schedule for the staff time associated with responding to requests for public records: Rochelle Caton, City Clerk, read the resolution by title only. Mayor Pro Tem Cargill made a motion to approve. The motion was seconded by Councilmember Severs. No citizen comments were made. The resolution passed 7–0.

Ordinances:

Second Read: Ordinance 76.A - An Ordinance of the City of Liberty Lake, WA, Amending Ordinance 76, Creating a Civil Service Commission for the Police Department and Establishing Other Matters Properly Relating Thereto: Rochelle Caton, City Clerk, read the ordinance by title only. Councilmember Severs made a motion to approve. The motion was seconded by Councilmember Kennedy. Discussion ensued. No public comments were made. The ordinance passed 7–0.

1st Read: Ordinance No. 315, adopting the 2026 - 2031 Capital Facilities Plan: Rochelle Caton, City Clerk, read the ordinance by title only. Lisa Key provided answers to questions raised by the Council.

Mayor Pro Tem Cargill made a motion to suspend the rules for a second read of Ordinance 315. The motion was seconded by Councilmember Spencer and passed 6–1, with Councilmember Kurtz opposed.

Mayor Pro Tem Cargill made a motion to approve Ordinance 315. The motion was seconded by Councilmember Spencer. Discussion ensued.

Councilmember Ball made a motion, seconded by Councilmember Dunne, to amend the original motion to approve Ordinance 315 by adding the library to the future project list. Discussion ensued. The mayor called for a vote on the amendment. Councilmembers Kurtz, Ball, and Dunne voted in favor. Mayor Pro Tem Cargill and Councilmembers Spencer, Severs, and Kennedy were opposed. The amendment failed 4–3.

Councilmember Kurtz made a motion to add line item UF-13, Community Pool, back to the Capital Facilities Plan. The motion did not receive a second.

The mayor then called for a vote on the original motion to approve Ordinance 315. Mayor Pro Tem Cargill and Councilmembers Spencer, Severs, and Kennedy voted in favor. Councilmembers Kurtz, Ball, and Dunne were opposed. The ordinance passed 4–3.

Emergency Ordinances: None.

Introduction of Upcoming Agenda Items: Mayor Pro Tem Cargill made a motion to hold a special meeting on December 22. The motion did not receive a second.

Mayor Pro Tem Cargill then made a motion to hold a special meeting on December 23 at 6:00 p.m. The motion was seconded by Councilmember Spencer. Discussion ensued. Consensus was reached to forward the updated draft of agreed-upon changes to the new Council rather than starting completely over.

Councilmember Kennedy called the question. With no opposition, Mayor Kaminskas called for a vote. Mayor Pro Tem Cargill and Councilmember Kennedy voted in favor. Councilmembers Severs; Kurtz, Ball, Spencer, and Dunne were opposed. The motion failed 5–2.

Citizen Comments: None were made.

Executive Session: None.

Adjournment: With there being no further business, the meeting was adjourned at 8:03 p.m.

These minutes were approved January 6, 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.



**CITY COUNCIL MEETING
MONDAY, DECEMBER 8, 2025,
HELD IN PERSON & REMOTELY**

6:00 P.M. Regular Session:

Invocation: Given by Councilmember Dunne.

Pledge of Allegiance: Led by City Council and staff.

Call to Order: Mayor Kaminskas called the meeting to order at 6:00 p.m.

Roll Call: City officials who physically attended the meeting: Mayor Kaminskas; Councilmembers Ball, Dunne, Cargill, Kurtz, Spencer, and Kennedy; Sean Boutz, City Attorney; Mark McAvoy, City Administrator; Kyle Dixon, Finance Director; David Goehner, Communications Specialist; Evan O'Malley, Police; Shane Miller, IT Manager; and Rochelle Caton, City Clerk.

City officials who remotely attended the meeting via Zoom: Lisa Key, Community Development Director; Mickael Stevens, Recreation Coordinator; Ben Turner, Public Works Director; Derek Kosanke, Parks Supervisor; Jandy Humble, Library Director; Amy Mullereile, Senior Planner; Jen Camp, Park and Recreation Director; Chief Damon Simmons; and Luke Michels, City Engineer.

Agenda Approval: Mayor Pro Tem Cargill made a motion to move items 15.A and 15.B to 8.5.A and 8.5.B. The motion was seconded by Councilmember Dunne and carried unanimously.

Mayor Pro Tem Cargill then made a motion to approve the agenda as amended. The motion was seconded by Councilmember Ball and carried unanimously.

Citizen Comments: No comments were made.

Announcements / Proclamations / Special Presentations: No items.

Reports & Inquiries:

City Council: Councilmember Ball attended the Visit Spokane Open House.

Mayor: Nothing to report.

City Administrator: City Administrator McAvoy updated the Council and community of the severe weather alert issued by the National Weather Association.

Ordinances:

Second Read; Ordinance 314 “An ordinance of the city of Liberty Lake, Washington, adopting the 2026-2031 Capital Facilities Plan.”: Rochelle Caton read by title only Ordinance 314. Councilmember Dunne made a motion to approve which was seconded by Councilmember Kurtz. Discussion ensued. No citizen comments were made. The mayor then called for a vote. Councilmembers Dunne, Kurtz, and Ball voted in favor. Mayor Pro Tem Cargill, Councilmembers Spencer and Kennedy, voted opposed. The tied vote failed.

Second Read; Ordinance 313, An Ordinance of the City of Liberty Lake, WA adopting a budget for the period January 1, 2026, through December 31, 2026, appropriating funds and establishing salary schedules for established positions.: Rochelle Caton, City Clerk, read by title only Ordinance 313. Councilmember Dunn made a motion to approve as read, seconded by Councilmember Kurtz. Kyle provided additional follow-up to questions previously raised. Questions were asked and answered throughout. No citizen comments were made. The mayor called for a vote: Councilmember Kennedy, Dunne, Ball, and Kurtz voted in favor. Mayor Pro Tem Cargill and Councilmember Spencer were opposed. The motion passed 4-2.

Workshop Discussions:

Interviews for vacant no.7 City Council Position: Mayor Kaminskas provided an overview of the process.

After drawing names, candidates were interviewed in the following order: Hugh Douglas Severs, Kathryn Lynn Atkins, Robin Lynn Bekkedahl, Jacob Tyler Phillips, Michael David Willis, Judith Ann Schumacher, James Alan Baumker, and Abigail Christine Sprague.

Councilmember Dunne made a motion to adjourn to Executive Session per RCW 42.30.110(1)(h). Councilmember Kennedy seconded the motion, and discussion ensued. Attorney Boutz provided legal clarification. The Mayor called for a vote: Councilmembers Kennedy, Dunne, Ball, and Kurtz voted in favor; Mayor Pro Tem Cargill and Councilmember Spencer voted opposed. The motion passed 4–2.

Executive Session: The Executive Session began at 8:10 p.m. with an anticipated end time of 8:40 p.m. The Mayor requested an additional five minutes. The Council returned at 8:44 p.m.

General Business – Consent Agenda: No items

General Business - Action Items:

Appointment of selected applicant for City Council Position 7: The Mayor provided a overview of the voting process prior to voting.

Each Councilmember named their top three candidates in alphabetical order by first name to determine the top five. Each Councilmember then named their top two candidates in alphabetical order by first name to determine the top two. The Council could then nominate from the top two. If both candidates were nominated, their names would be drawn randomly to determine the voting order. The first candidate to receive four votes would be selected.

Additional comments were made by the Council.

Mayor Pro Tem Cargill made a motion to suspend the rules. The motion was seconded by Councilmember Spencer and passed 6–0. Mayor Pro Tem Cargill then made a motion to extend the meeting to 9:30 p.m. This motion was seconded by Councilmember Spencer and passed 6–0.

Voting results were as follows:

- Councilmember Ball: Judie, Lynn, and Mike
- Mayor Pro Tem Cargill: Abigail, Hugh, and Jacob
- Councilmember Dunne: Judie, Hugh, and Lynn
- Councilmember Spencer: Abigail, Hugh, and Jim
- Councilmember Kurtz: Judie, Lynn, and Mike
- Councilmember Kennedy: Hugh, Jim, and Mike

The Mayor called for a vote to break the tie for the fifth position between Abigail Sprague and Jim Baumker.

Tie-break vote results:

- Councilmember Ball: Jim
- Mayor Pro Tem Cargill: Abigail
- Councilmember Dunne: Jim
- Councilmember Spencer: Abigail
- Councilmember Kurtz: Jim
- Councilmember Kennedy: Jim

The top five candidates were: Hugh Douglas Severs, Kathryn Lynn Atkins, Michael David Willis, Judith Ann Schumacher, and James (Jim) Alan Baumker.

The Mayor called for a vote on the top two candidates:

Voting results were as follows:

- Councilmember Ball: Mike and Judie
- Mayor Pro Tem Cargill: Hugh and Lynn
- Councilmember Dunne: Judie and Hugh
- Councilmember Spencer: Hugh and Jim
- Councilmember Kurtz: Judie and Mike
- Councilmember Kennedy: Hugh and Jim

Councilmember Spencer nominated Hugh Severs; the motion was seconded by Mayor Pro Tem Cargill.

Councilmember Dunne nominated Judie Schumacher; the motion was seconded by Councilmember Ball.

The two names were drawn randomly to determine voting order. Judie Schumacher was drawn first. The Mayor called for a vote to appoint Judie Schumacher to Position No. 7. Councilmembers Ball and Kurtz voted in favor.

The Mayor then called for a vote to appoint Hugh Severs to Position No. 7. Mayor Pro Tem Cargill and Councilmembers Kennedy, Dunne, and Spencer voted in favor. Hugh Severs received four votes.

Rochelle Caton, City Clerk, administered the oath of office.

Council Comments: Councilmember Kennedy made comments regarding a community survey.

Public Hearings / Appeals: No items

Resolutions: No items

Emergency Ordinances: No items

Introduction of Upcoming Agenda Items: No updates to add.

Citizen Comments: No comments were made.

Adjournment: With there being no further business, the meeting adjourned at 9:10 p.m.

These minutes were approved on January 6, 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.

DRAFT



AGENDA ITEM NO.: 10.B.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: December 22, 2025 and January 6, 2026 Vouchers

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

Exhibit(s):
12.22.2025 and 1.6.2026 Vouchers, 12222025 Council, 01062026 Council

Expenditure Required	
Budgeted	
City Program	

Summary Statement

Recommended Action

Approve the December 22, 2025, January 6, 2026, vouchers, the December 1–15 payroll and benefits in the amount of \$1,017,989.04.

City of Liberty Lake

Consent Agenda for January 6, 2025
City Council Meeting

Report from the Mayor for pending claims and payment of previously approved obligations through January 6, 2026

Payee	Description	Amount
See attached voucher report.		
Total vouchers through December 22, 2025		
	Check(s) 35866-35894	\$ 60,813.84
	EFT	\$ 82,337.82
		<u>\$ 143,151.66</u>
December 1-15, 2025 payroll and benefits		
	Check(s) 35865	\$ 322.85
	EFT	\$ 546,153.97
		<u>\$ 546,476.82</u>
Total vouchers through January 6, 2026		
	Check(s) 35895-35907	\$ 6,633.64
	EFT	\$ 321,726.92
		<u>\$ 328,360.56</u>
	TOTAL	<u><u>\$ 1,017,989.04</u></u>

RECOMMENDATION: Approve and Authorize for Payment

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

SIGNATURES:

City Clerk

Mayor

City Council Member

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 14:25:31 Date: 12/31/2025

12/22/2025 To: 12/22/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6722	12/22/2025	Claims	3	EFT	ACRANET	8.01	SERVICES
		001 - 558 50 41 00 - CP&ED-Professional Services				3.55	SALES TAX FOR HEUSCHEL, EUGENE BACKGROUND CHECK
		001 - 572 10 41 00 - Library-Professional Services				4.46	SALES TAX FOR LARKIN, JORDAN BACKGROUND CHECK AND STATEWIDE CRIMINAL CHECK
6723	12/22/2025	Claims	3	EFT	AMAZON CAPITAL SERVICES	10,334.34	MATERIALS
		001 - 514 23 31 00 - Administrative Services Supplies				731.99	BLACK TONER CARTRIDGES, CYAN TONER CARTRIDGE, YELLOW TONER CARTRIDGE, MAGENTA TONER CARTRIDGE
		001 - 521 10 35 00 - Law Enforcement Small Tools &				221.68	3 RING BINDERS, BLACK TONER CARTRIDGE, MEMO PADS, COUNTERFEIT MONEY BILL DETECTOR PEN, LEGAL EXHIBIT DIVIDERS FOR 3 RING BINDERS
		110 - 542 70 31 01 - Roadside - Supplies				87.84	SEEDLING HEAT MATS
		110 - 542 70 31 01 - Roadside - Supplies				312.50	SEEDLING HEAT MATS, SEED STARTER TRAY KITS, NURSERY POTS, AQUARIUM HEATER, OUTDOOR POWER STRIPS, INDOOR/OUTDOOR WEATHERPROOF FANS, HEAVY DUTY SEED STARTING TRAYS, TEMPERATURE CONTROLLER
		110 - 542 70 31 01 - Roadside - Supplies				-152.59	RETURN OF SEEDLING HEAT MATS
		110 - 542 90 31 00 - Maint Admin & Overhead Suppl				42.56	SIPHON PUMP FOR GASOLINE, EYEGLASS CLEANING WIPES
		001 - 572 10 31 00 - Library Supplies				-120.98	RETURN OF BLACK TONER CARTRIDGE
		001 - 572 10 31 00 - Library Supplies				-161.09	RETURN OF CYAN TONER CARTRIDGE
		001 - 572 10 31 00 - Library Supplies				245.44	BLACK TONER CARTRIDGE
		001 - 572 10 31 00 - Library Supplies				189.48	BLACK TONER CARTRIDGES
		001 - 572 10 31 00 - Library Supplies				19.50	METAL MESH DOCUMENT HOLDER, PAPER CLIPS
		001 - 572 10 31 00 - Library Supplies				20.70	COMPUTER KEYBOARD STAND FOR DESKTOP
		001 - 572 10 31 00 - Library Supplies				63.28	MULTICOLOR CHRISTMAS LIGHTS, RUBBERBANDS, SHIPPING LABELS
		001 - 572 10 31 00 - Library Supplies				1,327.48	STACKABLE CLEAR PLASTIC BINS WITH LATCHING LIDS
		001 - 572 10 31 00 - Library Supplies				-202.81	RETURN OF BLACK TONER CARTRIDGE
		001 - 572 10 31 00 - Library Supplies				7.46	REUSABLE CABLE TIES
		001 - 572 10 31 00 - Library Supplies				111.15	THERMAL PAPER ROLLS, THERMAL PRINTING CALCULATOR
		001 - 572 10 31 00 - Library Supplies				43.59	KEYBOARD
		001 - 572 10 31 00 - Library Supplies				13.07	DESK LAMP
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				16.67	BABY WIPES
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				32.72	INK STAMP PADS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				-27.76	CREDIT FOR CHOCOLATES THAT WERE NEVER RECEIVED
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				29.39	POPCORN
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				351.57	POWDER DRINK MIX PACKETS, BOARD GAMES, AIR DRY CLAY FOR KIDS, PUZZLE SET, MINI CANVASES, PUZZLES, INSECT BUILDING SETS, CANDY, ACRYLIC PAINT SET, PEG BOARD GAME
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				43.58	SOCKS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				25.99	TIC TACS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				104.45	TEA TOWELS, NERF BLASTERS
		001 - 572 10 31 05 - Children & Adult Prgrm Supplie:				13.03	NERF DARTS

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 14:25:31 Date: 12/31/2025

12/22/2025 To: 12/22/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 572 10 31 05 - Children & Adult Prgm Supplie:			119.88	BUILDING TOY PLAY SET
			001 - 572 20 34 06 - Library Books & Other Materials			305.35	NINTENDO SWITCH GAMES
			001 - 572 20 34 06 - Library Books & Other Materials			141.70	BOOKS, DVD'S
			001 - 572 20 34 06 - Library Books & Other Materials			54.49	BOARD GAME
			001 - 572 20 34 06 - Library Books & Other Materials			282.35	DARNING LOOM WEAVE TOOL, ART MARKERS, BOARD GAME, KIDS MICROSCOPE, CROCHET HOOKS SET, TELESCOPE
			001 - 572 20 34 06 - Library Books & Other Materials			-11.02	RETURN OF DVD
			001 - 572 20 34 06 - Library Books & Other Materials			56.03	SEWING KIT, DVD'S, MANDALA DOTTING TOOLS SET
			001 - 572 20 34 06 - Library Books & Other Materials			27.21	BLU-RAY
			001 - 572 20 34 06 - Library Books & Other Materials			14.16	DVD
			111 - 576 80 30 00 - General Parks Supplies			4,180.24	STEPS WITH HANDRAIL, OUTDOOR WHEELED PROPANE PATIO HEATERS, OUTDOOR ELECTRICAL BOXES, CHRISTMAS LIGHTING PLUGS, PORTABLE STAGE PLATFORMS, PA SPEAKERS, SLIP-ON COVERS FOR PA SPEAKERS, SPEAKER STANDS
			111 - 576 80 30 00 - General Parks Supplies			741.35	CHRISTMAS LIGHT FIGURINES, LIGHT BULBS, TRIMMER LIGHTS, ELECTRICAL TAPE
			111 - 576 80 30 00 - General Parks Supplies			261.58	CHRISTMAS LIGHT SOCKET SET
			001 - 576 80 31 01 - Parks Supplies			87.84	SEEDLING HEAT MATS
			001 - 576 80 31 01 - Parks Supplies			312.50	SEEDLING HEAT MATS, SEED STARTER TRAY KITS, NURSERY POTS, AQUARIUM HEATER, OUTDOOR POWER STRIPS, INDOOR/OUTDOOR WEATHERPROOF FANS, HEAVY DUTY SEED STARTING TRAYS, TEMPERATURE CONTROLLER
			001 - 576 80 31 01 - Parks Supplies			223.01	WALL MOUNTED STORAGE BINS PARTS RACK, RAIN PANTS
			001 - 576 80 31 01 - Parks Supplies			147.78	UNIVERSAL USB C LAPTOP DOCKING STATION
6724	12/22/2025	Claims	3	EFT	AW REHN & ASSOCIATES	3,558.66	SERVICES
			502 - 517 30 29 00 - Health Insurance Services			1,719.92	EMPLOYER FUNDING NOTIFICATION 12/12-12/14/2025
			502 - 517 30 29 00 - Health Insurance Services			1,838.74	EMPLOYER FUNDING NOTIFICATION 12/15-12/21/2025
6725	12/22/2025	Claims	3	EFT	ERIN K BESSENT	6.28	REIMBURSEMENT
			001 - 572 10 31 05 - Children & Adult Prgm Supplie:			6.28	TABLE COVERS
6726	12/22/2025	Claims	3	EFT	EXECUTECH UTAH LLC	7,354.39	SERVICES
			001 - 518 80 41 00 - Information Technology Service:			7,362.27	ACRONIS, SOPHOS, CENTRAL EXTENDED SUPPORT FOR OLDER WINDOWS OPERATING SYSTEMS, NINJA RMM, MICROSOFT ENTRA, OFFICE 365
			001 - 518 80 41 00 - Information Technology Service:			-7.88	CREDIT FOR OVERCHARGE OF TAX ON INVOICE SPO-238674
6727	12/22/2025	Claims	3	EFT	FEDEX	31.07	SERVICES
			001 - 521 10 42 00 - Law Enforcement-Telephone,Int			31.07	LLPD PACKAGES
6728	12/22/2025	Claims	3	EFT	FISHERS TECHNOLOGY	45.91	SERVICES
			001 - 572 10 41 00 - Library-Professional Services			45.91	CONTRACT OVERAGE 11/28-12/27/2025
6729	12/22/2025	Claims	3	EFT	GOLF CARS ETC	351.90	MATERIALS

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			420 - 576 61 31 03 - Maintenance Supplies			154.64	AIR FILTERS, SPARK PLUGS
			420 - 576 61 31 03 - Maintenance Supplies			197.26	AIR FILTERS, SPARK PLUGS
6730	12/22/2025	Claims	3	EFT	HD SUPPLY FACILITIES MAINTENANCE LTD	699.06	MATERIALS
			001 - 518 30 31 00 - Centralized Services Supplies			481.74	TOILET PAPER, PAPER TOWELS
			001 - 518 30 31 00 - Centralized Services Supplies			217.32	PAPER TOWELS
6731	12/22/2025	Claims	3	EFT	HOME DEPOT CREDIT SERVICES	2,547.76	MATERIALS
			001 - 518 30 31 00 - Centralized Services Supplies			118.81	CERAMIC HEATER
			001 - 518 30 31 00 - Centralized Services Supplies			44.20	THREAD COMPOUND, DISHWASHER CONNECTOR
			001 - 518 30 31 00 - Centralized Services Supplies			310.56	8 FOOT FOLD-IN-HALF TABLES, 4 FOOT FOLD-IN-HALF TABLE
			001 - 518 30 31 00 - Centralized Services Supplies			72.49	ALL PURPOSE CLEANER, SANITIZER GEL, HAND SANITIZER, DISINFECTING WIPES, LYSOL, MICROFIBER CLOTHS, MICROFIBER TOWELS
			001 - 518 30 31 00 - Centralized Services Supplies			44.56	MAGNETIC BIN TOOL HOLDERS, BATTERY RACK
			001 - 518 30 31 00 - Centralized Services Supplies			248.25	OUTDOOR EXTENSION CORD COVER AND PLUG PROTECTORS, EXTENSION CORD, WHEELED STORAGE BOX, OUTDOOR STAKE TIMERS, MULTI DOME LED LIGHTS
			001 - 518 30 31 00 - Centralized Services Supplies			186.60	3-OUTLET POWER HUBS, EXTENSION CORDS, FAN TAP ADAPTERS, POLARIZED GROUNDING ADAPTERS, ELECTRICAL TAPE, HEAVY DUTY TAPE
			001 - 518 30 31 00 - Centralized Services Supplies			43.51	MULTI DOME LED LIGHTS
			001 - 518 30 31 00 - Centralized Services Supplies			43.57	PUNCH & CHISEL KIT
			001 - 518 30 31 00 - Centralized Services Supplies			29.36	5 GALLON WATER CONTAINER
			001 - 518 30 31 00 - Centralized Services Supplies			47.92	CLAMP LIGHT, LIGHT BULB
			110 - 542 70 31 01 - Roadside - Supplies			7.39	SPRAY PAINT
			110 - 542 70 31 01 - Roadside - Supplies			4.81	PAN HEAD SHEET METAL SCREWS
			110 - 542 70 31 01 - Roadside - Supplies			56.49	POTTING MIX, HAND TROWEL, SEED STARTING MIX
			110 - 542 70 31 01 - Roadside - Supplies			36.99	DOUBLE LOOP CHAIN, S-HOOKS, YELLOW RIBBED PLASTIC ANCHORS
			110 - 542 70 31 01 - Roadside - Supplies			138.01	3-OUTLET POWER HUB, EXTENSION CORD
			110 - 542 90 31 00 - Maint Admin & Overhead Suppl			65.33	SQUEEGEES WITH HANDLES
			001 - 572 10 31 00 - Library Supplies			14.95	ICE MELT BLEND BAG
			420 - 576 65 31 01 - Maintenance Of Golf Course			100.61	X-LOCK FLAP DISCS, SPRAY GRIP, SPRAY PAINT, RECIPROCATING SAW BLADES
			111 - 576 80 30 00 - General Parks Supplies			79.42	STORAGE TOTES
			111 - 576 80 30 00 - General Parks Supplies			150.88	DIMENSIONAL LUMBER, LAG SCREWS
			001 - 576 80 31 01 - Parks Supplies			228.69	PREMIUM WHITEWOOD STUDS, PLYWOOD, EXTENSION CORD, TRUCK BED COATING SPRAY
			001 - 576 80 31 01 - Parks Supplies			46.66	BOTTLED WATER, 5 GALLON WATER CONTAINER, BATTERIES
			001 - 576 80 31 01 - Parks Supplies			126.33	WEATHER TIMERS, TRASH CAN, TUB
			001 - 576 80 31 01 - Parks Supplies			29.21	MULTI-ASSORTED CABLE TIES
			001 - 576 80 31 35 - Town Square Supplies			41.07	BLACK POWER TOOL CORD, 125-VOLT LOCKING CONNECTOR
			001 - 576 80 31 45 - Orchard Park Supplies			68.58	RUG REACHER, NIFTY NABBER, COWHIDE GLOVE WITH BALL & TAPE

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			001 - 576 80 31 55 - Rocky Hill Park Supplies			126.70	FURRING STRIP BOARDS, FIR LUMBER, COMMON BAORDS, WHITEWOOD COMMON BOARD, TEE HINGES, SLIDE BOLT
			001 - 576 80 31 55 - Rocky Hill Park Supplies			35.81	WHITEWOOD COMMON BOARDS, LAG SCREWS
6732	12/22/2025	Claims	3	EFT	CHRISTOPHER L JOHNSTON	2,474.82	REIMBURSEMENT & PER DIEM
			420 - 576 61 43 01 - Golf Travel-Lodging,Meals,Milea			2,474.82	REGISTRATION, AIRFARE, HOTEL, FOR CHRIS JOHNSTON & SCOTT PETERBERG FOR PGA EDUCATION SEMINAR & PER DIEM FOR CHRIS JOHNSTON
6733	12/22/2025	Claims	3	EFT	LEAF CAPITAL FUNDING LLC	207.12	SERVICES
			001 - 514 23 41 00 - Administrative Services-Professi			47.49	KYOCERA INSURANCE & TAX
			001 - 591 14 70 00 - Leases			159.63	KYOCERA CS 6054 CI
6734	12/22/2025	Claims	3	EFT	DANIEL E MAUS	157.35	REIMBURSEMENT
			110 - 542 70 31 01 - Roadside - Supplies			47.35	TRUCK BED COATING-ACCIDENTALLY USED PERSONAL CARD RATHER THAN CITY CARD
			110 - 542 90 49 00 - Maint Admin & Overehad Regis			110.00	DOT PHYSICAL FOR CDL
6735	12/22/2025	Claims	3	EFT	MOBILE MODULAR	541.73	SERVICES
			001 - 518 30 41 00 - Central Services-Professional Ser			541.73	OFFICE RENTAL 12/24/2025-01/22/2026
6736	12/22/2025	Claims	3	EFT	NATIONAL BARRICADE CO	91.48	MATERIALS
			001 - 576 80 31 01 - Parks Supplies			91.48	SIGN FOR TOOLCAT
6737	12/22/2025	Claims	3	EFT	O'REILLY AUTO PARTS	168.87	MATERIALS
			001 - 576 80 31 01 - Parks Supplies			96.95	WIPER BLADES
			001 - 576 80 41 00 - Parks-Professional Services			71.92	HAMMER, AXLE PULLER
6738	12/22/2025	Claims	3	EFT	OFFICE DEPOT	225.83	MATERIALS
			001 - 513 10 31 00 - Executive Supplies			41.75	STATIONARY, DOCUMENT COVERS
			001 - 518 10 30 00 - Human Resources Supplies For (9.70	TAPE
			001 - 558 50 31 00 - CP&ED Supplies			45.32	COPY PAPER
			001 - 558 50 31 00 - CP&ED Supplies			41.87	BATTERIES, PENS
			001 - 576 80 31 01 - Parks Supplies			45.32	COPY PAPER
			001 - 576 80 31 01 - Parks Supplies			41.87	BATTERIES, PENS
6739	12/22/2025	Claims	3	EFT	OXARC	130.56	SERVICES, MATERIALS
			420 - 576 65 31 01 - Maintenance Of Golf Course			40.78	SPOOLS
			420 - 576 65 41 00 - Professional Services-Golf Greer			22.10	GAS TANK RENTALS
			420 - 576 65 41 00 - Professional Services-Golf Greer			22.80	GAS TANK RENTALS
			001 - 576 80 41 00 - Parks-Professional Services			22.09	GAS TANK RENTALS
			001 - 576 80 41 00 - Parks-Professional Services			22.79	GAS TANK RENTALS
6740	12/22/2025	Claims	3	EFT	PARAMETRIX	24,232.50	SERVICES
			001 - 558 50 40 02 - CP&ED Plan Checking Outside S			1,137.50	TASK 12 RIVER CROSSING 2020 3RD ADD. FINAL PLAT
			001 - 558 50 40 02 - CP&ED Plan Checking Outside S			800.00	TASK 15 TRAILHEAD PARKING DEED
			001 - 558 50 40 02 - CP&ED Plan Checking Outside S			2,487.50	TASK 14 RIVER CROSSING EAST TOWN CENTER 2ND ADDITION
			001 - 558 50 41 00 - CP&ED-Professional Services			1,047.50	TASK 08 LIBERTY LAUNCH ACADEMY FIELDHOUSE ADDITION
			411 - 594 42 60 00 - Capital Expenditures/Expenses			2,770.00	TASK 3777878026 SPRAGUE AVE & NEYLAND AVE STORMWATER-SUBTASK 01 SURVEY/RESEARCH/KICK-OFF MEETING, SUBTASK 03 FINAL DESIGN

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			111 - 594 76 60 02 - Capital Outlays Public Art			2,555.00	TASK 3777878032 ART INSTALLATION FOUNDATION DESIGN-SUBTASK 01 PROJECT MANAGEMENT (PMX), SUBTASK LSB-LSB ENGINEERS (SUB)
			311 - 595 30 60 11 - Capital Expenditures-Mission Av			13,435.00	TASK 3777878031 MISSION OVERLAY NORTH-SUBTASK 01 SURVEY/RESEARCH/KICK-OFF MEETING, SUBTASK 02 PRELIMINARY DESIGN, SUBTASK EXP-EXPENSES
6741	12/22/2025	Claims	3	EFT	SCOTT J PETTERBORG	306.00	PER DIEM
			420 - 576 61 43 01 - Golf Travel-Lodging,Meals,Milea			306.00	PER DIEM FOR PGA EDUCATION SEMINAR
6742	12/22/2025	Claims	3	EFT	PUBLIC SAFETY TESTING INC	216.00	SERVICES
			001 - 521 10 41 00 - Law Enforcement-Professional S			216.00	SUBSCRIPTION FEES Q4 - OCTOBER THROUGH DECEMBER 2025 RECRUITING
6743	12/22/2025	Claims	3	EFT	PURCHASE POWER	502.25	SERVICES
			001 - 514 23 41 00 - Administrative Services-Professi			2.25	POSTAGE OVRAGE FEE
			001 - 514 23 42 00 - Administrative Services-Telepho			113.96	12/04/2025 REFILL
			001 - 521 10 42 00 - Law Enforcement-Telephone,Int			3.11	12/04/2025 REFILL
			001 - 572 10 42 00 - Library-Telephone,Internet,Post			382.93	12/04/2025 REFILL
6744	12/22/2025	Claims	3	EFT	SHEA CARR & JEWEL INC	19,815.81	SERVICES
			331 - 518 30 41 03 - Central Services-Professional Ser			13,821.06	SVCS THROUGH 11/01-11/28/2025 PARKS & REC MASTER PLAN
			001 - 558 60 40 05 - Professional Services - Developr			5,994.75	SVCS THROUGH 11/01-11/28/2025
6745	12/22/2025	Claims	3	EFT	SPOKANE COUNTY DIST CT	6,408.11	SERVICES
			001 - 512 52 40 00 - Contracted Court			6,408.11	NOV 2025 CONTRACTED COURT SVCS
6746	12/22/2025	Claims	3	EFT	THE BUNKER	1,316.54	MATERIALS, SERVICES
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			21.77	HOLTHAUS, MARK-METAL NAME TAG WITH CLUTCH BACK
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			147.02	ERVIN, LOGAN-25 YEAR ANNIVERSARY BADGE
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			147.02	ESPARZA, ALFRED-25 YEAR ANNIVERSARY BADGE
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			51.72	OC SPRAY, SPRAY HOLDER
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			390.64	LAROCCO-PANTS, HEMMING OF PANTS, SHIRT, INSTALLATION OF PATCHES, INSTALLATION OF CHEVRONS, INSTALLATION OF YEARS OF SERVICE HASHMARKS, TAILORING OF SHIRT, TIE BAR, METAL NAME TAG
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			346.04	BOGENREIF-SHIRT, TAILORING OF SHIRT, INSTALLATION OF PATCHES, INSTALLATION OF CHEVRONS, INSTALLATION OF YEARS OF SERVICE STRIPES, PANTS, HEMMING OF PANTS, METAL NAME TAG, CLIP-ON TIE, TIE BAR
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			147.02	MCKAY, MATT-25 YEAR ANNIVERSARY BADGE
			001 - 521 22 26 11 - Uniforms-Duty & Reserv			65.31	METAL NAME TAGS FOR ERVIN, HOLTHAUS, AND HOLM
6747	12/22/2025	Claims	3	EFT	TIRE-RAMA	485.06	SERVICES
			001 - 521 10 48 00 - Vehicle Maintenance			152.02	2018 FORD EXPLORER POLICE INTERCEPT-OIL CHANGE, NEW FRONT WIPER BLADES, NEW REAR WIPER BLADE

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			110 - 542 90 41 00 - Maint Admin & Overhead Profe:			161.51	2022 FORD RANGER XL/XLT/LARIAT-OIL CHANGE, TIRE ROTATION
			110 - 542 90 41 00 - Maint Admin & Overhead Profe:			171.53	2025 RAM 1500 BIG HORN/LONE STAR-OIL CHANGE, TIRE ROTATION
6748	12/22/2025	Claims	3	EFT	YOKES FRESH MARKET	120.41	MATERIALS
			001 - 572 10 31 05 - Children & Adult Prgrm Supplie:			19.47	FRITO CLASSICS, WELCHS MIXED FRUIT
			001 - 572 10 31 05 - Children & Adult Prgrm Supplie:			37.44	PURIFIED DRINKING WATER, CHOCOLATE CHIPS, NERDS CANDY, FERRARA BOTTLECAPS
			001 - 572 10 31 05 - Children & Adult Prgrm Supplie:			44.52	PEANUT BUTTER, OLD FASHIONED, BUTTER SALTED, SCOOP SETS, VANILLA IMT, SUGAR, 2% GALLON
			001 - 572 10 31 05 - Children & Adult Prgrm Supplie:			18.98	SWISS MISS MARSHMALLOWS, SWISS MISS MILK CHOCOLATE
6749	12/22/2025	Claims	3	35866	ACCESS UNLIMITED & SECURITY INC	1,046.40	SERVICES
			001 - 518 30 41 00 - Central Services-Professional Ser			1,046.40	PD - SW-BSC-P1 BASIC PACK OF 1 ENTRY 12/16/2025-12/15/2026
6750	12/22/2025	Claims	3	35867	ADP SCREENING & SELECTION SERVICES INC	108.00	SERVICES
			001 - 514 23 41 00 - Administrative Services-Professio			108.00	SOLICITOR LICENSE BACKGROUND CHECKS 11/30-12/27/2025
6751	12/22/2025	Claims	3	35868	AMERICAN ON-SITE SERVICES	1,571.22	SERVICES
			110 - 542 90 41 00 - Maint Admin & Overhead Profe:			134.99	PW-PORTABLE RESTROOM
			420 - 576 65 41 00 - Professional Services-Golf Greer			140.89	PORTABLE RESTROOM, HAND SANITIZER
			001 - 576 80 41 15 - Ballfields-Professional Services			215.89	PORTABLE RESTROOM, HAND SANITIZER
			001 - 576 80 41 25 - Pavillion Park-Professional Servi			215.89	PORTABLE RESTROOM, HAND SANITIZER
			001 - 576 80 41 45 - Orchard Park-Professional Servi			431.78	PORTABLE RESTROOMS, HAND SANITIZER
			001 - 576 80 41 55 - Rocky Hill Park-Professional Ser			215.89	PORTABLE RESTROOM, HAND SANITIZER
			001 - 576 80 41 65 - Centennial Trail Professional Ser			215.89	PORTABLE RESTROOM, HAND SANITIZER
6752	12/22/2025	Claims	3	35869	BERK CONSULTING INC	943.59	SERVICES
			001 - 558 60 40 05 - Professional Services - Developr			943.59	SVCS THROUGH 11/01-11/30/2025
6753	12/22/2025	Claims	3	35870	CAMTEK INC	458.89	SERVICES
			001 - 518 30 41 00 - Central Services-Professional Ser			458.89	PW-ANNUAL INSPECTION
6754	12/22/2025	Claims	3	35871	CINTAS CORPORATION NO 2	8.21	SERVICES
			001 - 521 10 41 00 - Law Enforcement-Professional S			8.21	HARD SURFACE DISINFECTION SVCS
6755	12/22/2025	Claims	3	35872	CONSOLIDATED IRRIGATION DISTRICT 19	286.05	UTILITIES
			001 - 576 80 47 45 - Orchard Park Utilities-Elec/Gas,V			286.05	10/21-11/20/2025
6756	12/22/2025	Claims	3	35873	DEMCO	237.04	MATERIALS
			001 - 572 10 31 00 - Library Supplies			237.04	SUBJECT CLASSIFICATION LABELS, PAPERFOLDS, REDDI-COVERS BOOK COVERS
6757	12/22/2025	Claims	3	35874	GRAINGER	426.95	MATERIALS
			001 - 518 30 31 00 - Centralized Services Supplies			151.17	HEX KEYS, HEX KEY SET
			001 - 518 30 31 00 - Centralized Services Supplies			275.78	LIGHTED EXIT SIGNS
6758	12/22/2025	Claims	3	35875	GS4 LLC	28.22	MATERIALS
			001 - 518 30 31 00 - Centralized Services Supplies			28.22	OTR BB SCORING CARB NITE BLUE, MINI CARABINERS
6759	12/22/2025	Claims	3	35876	CHARLES HARMON	300.00	SERVICES

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			111 - 594 76 60 02 - Capital Outlays Public Art			300.00	UTILITY BOX ART ON COUNTRY VISTA & KRAMER
6760	12/22/2025	Claims	3	35877	MARC HOWSER	350.00	SERVICES
			001 - 518 80 41 00 - Information Technology Service:			350.00	DECEMBER 2025 FIBER SVCS
6761	12/22/2025	Claims	3	35878	INGRAM LIBRARY SERVICES	2,543.09	BOOKS
			001 - 572 20 34 06 - Library Books & Other Materials			2,511.71	BOOKS
			001 - 572 20 34 06 - Library Books & Other Materials			31.38	BOOKS
6762	12/22/2025	Claims	3	35879	INTOXIMETERS	260.24	MATERIALS
			001 - 521 10 35 00 - Law Enforcement Small Tools &			260.24	DRYGAS 55L/223PPM
6763	12/22/2025	Claims	3	35880	JASON & CRYSTAL KING	200.00	BATTLE OF THE BRANCHES WINNER
			001 - 571 00 41 07 - Special Events Business & Comn			200.00	BATTLE OF BRANCHES WINNER - PASS THROUGH FROM STCU/ICCU DONATIONS
6764	12/22/2025	Claims	3	35881	MEADOWWOOD GLEN HOME OWNERS ASSOC	1,749.26	WATER/ELECTRICITY USAGE 2024
			410 - 531 00 40 00 - Storm Drainage Utilities - Utiliti			1,749.26	WATER & ELECTRICITY USAGE FOR 2024
6765	12/22/2025	Claims	3	35882	AMANDA NELSON	200.00	BATTLE OF THE BRANCHES WINNER
			001 - 571 00 41 07 - Special Events Business & Comn			200.00	BATTLE OF BRANCHES WINNER - PASS THROUGH FROM STCU/ICCU DONATIONS
6766	12/22/2025	Claims	3	35883	NORTH 40 OUTFITTERS	1,869.87	MATERIALS
			110 - 542 90 31 00 - Maint Admin & Overhead Suppl			1,633.49	INVERTER GENERATOR
			110 - 542 90 31 00 - Maint Admin & Overhead Suppl			1.32	COVERALLS
			110 - 542 90 31 00 - Maint Admin & Overhead Suppl			129.47	COVERALLS
			110 - 542 90 31 00 - Maint Admin & Overhead Suppl			105.59	SIMPLE GREEN GALLON, BRUSH WHEEL DELUXE, MITT WASH SPUN GOLD, HI-VIS HOODIE
6767	12/22/2025	Claims	3	35884	NORTHWEST BUSINESS STAMP	65.40	MATERIALS
			001 - 511 60 31 00 - Legislative Supplies			51.00	NAMEPLATES FOR SEVERS, HUGH / FISHER-MAURER, ARLENE / DARROW, SUMMER / KLINGLER, RICK
			001 - 572 10 31 00 - Library Supplies			14.40	NAME TAG FOR BESSENT, ERIN
6768	12/22/2025	Claims	3	35885	RACOM CORPORATION	1,013.27	MATERIALS, SERVICES
			110 - 542 66 31 00 - Snow And Ice Control - Supplies			1,013.27	2017 FREIGHTLINER-INSTALLATION OF LED EMITTER/ANTENNA, MIRROR MTG W/ CABLE, CENNECTOR UHF CRIMP FOR RG58, MAG MOUNT WITH 17' RG58 AND NO CONNECTOR
6769	12/22/2025	Claims	3	35886	ROYAL BUSINESS SYSTEMS INC	16.35	MATERIALS
			001 - 514 23 31 00 - Administrative Services Supplies			16.35	CYAN TONER, MAGENTA TONER, YELLOW TONER
6770	12/22/2025	Claims	3	35887	SPOKANE COUNTY SOLID WASTE	64.30	SERVICES
			001 - 576 80 41 65 - Centennial Trail Professional Ser			64.30	DISPOSAL OF GARBAGE
6771	12/22/2025	Claims	3	35888	SPOKANE COUNTY TREASURER	44,049.37	SERVICES
			001 - 511 60 41 00 - Legislative - Professional Service			7,304.95	ELECTION SVCS, ELECTION SVCS EQUIPMENT REPLACEMENT
			001 - 511 60 41 00 - Legislative - Professional Service			15,417.42	ELECTION SERVICES-2025 VOTER REGISTRATION COSTS
			001 - 521 10 40 00 - Sheriff (EMS Agreement)			21,327.00	LE DISPATCH SVCS NOVEMBER 2025

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6772	12/22/2025	Claims	3	35889	SPRAY CENTER ELECTRONICS INC	344.38	MATERIALS
					110 - 542 66 31 00 - Snow And Ice Control - Supplies	41.66	BALL VALVE
					110 - 542 66 31 00 - Snow And Ice Control - Supplies	31.90	MESH SCREEN, POLY REDUCING NIPPLE, COUPLING, HOSE BARB
					110 - 542 66 31 00 - Snow And Ice Control - Supplies	28.86	POLY STREET ELBOW, CAM LOCK MALE ADAPTER
					110 - 542 66 31 00 - Snow And Ice Control - Supplies	241.96	12V 5GPM PVS, SW FITTING ELBOW, SWIVEL FITTING ELBOW
6773	12/22/2025	Claims	3	35890	SUN RENTAL CENTER	143.75	RENTAL
					410 - 531 00 30 00 - Storm Drainage Utilities - Suppli	143.75	TRAILER DUMP RENTAL
6774	12/22/2025	Claims	3	35891	THE SHERWIN WILLIAMS CO	46.80	MATERIALS
					001 - 518 30 31 00 - Centralized Services Supplies	46.80	PAINT
6775	12/22/2025	Claims	3	35892	WA ASSOC OF SHERIFFS/POLICE CHIEF	1,305.60	REGISTRATION
					001 - 521 10 49 00 - Law Enforcement-Dues,Subscrip	1,305.60	HOLTHAUS, ISAAC, SIMMONS-CONFERENCE REGISTRATION
6776	12/22/2025	Claims	3	35893	WASHINGTON ASSOCIATION OF PUBLIC OFFICER	25.00	MEMBERSHIP
					001 - 521 10 49 00 - Law Enforcement-Dues,Subscrip	25.00	KELLY, ERIN 12/01/2025 - 11/30/2026 MEMBERSHIP TO WAPRO
6777	12/22/2025	Claims	3	35894	WHITLEY FUEL LLC	1,152.59	FUEL
					001 - 518 30 32 00 - Central Services Fuel Consumed	65.29	UNLEADED
					001 - 518 30 32 00 - Central Services Fuel Consumed	84.55	UNLEADED
					410 - 531 00 32 00 - Storm Drainage Utilities - Fuel C	20.09	UNLEADED
					410 - 531 00 32 00 - Storm Drainage Utilities - Fuel C	26.01	UNLEADED
					110 - 542 70 32 00 - Roadside - Fuel	120.54	UNLEADED
					110 - 542 70 32 00 - Roadside - Fuel	156.08	UNLEADED
					001 - 558 50 32 00 - CP&ED Fuel Consumed	50.22	UNLEADED
					001 - 558 50 32 00 - CP&ED Fuel Consumed	65.04	UNLEADED
					420 - 576 61 32 00 - Golf Course-Fuel Consumed	80.36	UNLEADED
					420 - 576 61 32 00 - Golf Course-Fuel Consumed	104.06	UNLEADED
					001 - 576 80 32 00 - Parks Fuel Consumed	150.67	UNLEADED
					001 - 576 80 32 00 - Parks Fuel Consumed	195.11	UNLEADED
					001 - 576 80 32 15 - Ballfields Fuel Consumed	15.07	UNLEADED
					001 - 576 80 32 15 - Ballfields Fuel Consumed	19.50	UNLEADED
001 General Fund						90,986.19	
110 Street Fund						4,728.85	
111 Parks & Art Fund						8,268.47	
311 REET 2 Special Capital Projects Fund						13,435.00	
331 Municipal Facilities Fund Master Plan						13,821.06	
410 Stormwater Utility Fund						1,939.11	
411 Aquifer Protection Fund						2,770.00	
420 Golf Operations Fund						3,644.32	
502 Medical Reimbursement (Bridge) Fund						3,558.66	
						143,151.66	Claims: 143,151.66
						143,151.66	

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CITY OF LIBERTY LAKE

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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"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

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 14:26:08 Date: 12/31/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3	01/06/2026	Claims	3	EFT	ACUSHNET COMPANY	401.26	MERCHANDISE
			420 - 576 61 34 01 - Pro Shop Merchandise			401.26	PUTTER
4	01/06/2026	Claims	3	EFT	CIVICPLUS	5,032.82	SERVICES
			001 - 518 30 41 00 - Central Services-Professional Ser			1,677.61	SOCIAL MEDIA ARCHIVING SUBSCRIPTION 01/08/2026-01/07/2027
			001 - 521 10 41 00 - Law Enforcement-Professional S			1,677.61	SOCIAL MEDIA ARCHIVING SUBSCRIPTION 01/08/2026-01/07/2027
			001 - 572 10 41 00 - Library-Professional Services			1,677.60	SOCIAL MEDIA ARCHIVING SUBSCRIPTION 01/08/2026-01/07/2027
5	01/06/2026	Claims	3	EFT	COMCAST BUSINESS COMMUNICATIONS LLC	433.90	SERVICES
			420 - 576 61 42 01 - Golf Pro Shop-Telephone,Intern			433.90	SVCS THROUGH 01/01-01/31/2026
6	01/06/2026	Claims	3	EFT	GOLF ASSOCIATES SCORECARD COMPANY	3,382.94	MATERIALS
			420 - 576 61 31 00 - Pro Shop Supplies			2,018.54	SCORECARDS
			420 - 576 61 31 00 - Pro Shop Supplies			1,364.40	PENCILS
7	01/06/2026	Claims	3	EFT	HRA VEBA TRUST	309,460.00	2026 CONTRIBUTIONS
			001 - 513 10 28 00 - HRA VEBA-Executive			8,500.00	
			001 - 514 22 28 05 - HRA VEBA Treasurer			1,700.00	
			001 - 514 23 28 06 - HRA VEBA			15,400.00	
			001 - 518 10 28 00 - Human Resources Manager HR/			3,400.00	
			001 - 518 30 28 00 - HRA VEBA			10,300.00	
			001 - 518 80 28 00 - HRA VEBA IT			3,400.00	
			001 - 521 10 28 00 - HRA VEBA-LLPD Clerk,Custodiar			12,480.00	
			001 - 521 22 28 09 - HRA VEBA-Law Enforcement			86,700.00	
			001 - 524 60 28 00 - HRA VEBA-Enforcement of Code			3,400.00	
			410 - 531 00 28 00 - Storm Drainage Utilities - HRA v			1,870.00	
			110 - 542 90 28 06 - HRA VEBA			23,080.00	
			001 - 558 50 28 00 - HRA VEBA-Building Permits/Plar			26,100.00	
			001 - 558 60 28 00 - HRA VEBA-Planning			7,480.00	
			001 - 572 10 28 06 - HRA VEBA-Libraries			27,300.00	
			420 - 576 61 28 09 - HRA VEBA			26,200.00	
			001 - 576 80 28 06 - HRA VEBA			47,730.00	
			310 - 594 18 28 00 - Capital Expenditures/Expenses -			2,210.00	
			310 - 595 30 28 00 - Capital Expenditures/Expenses -			2,210.00	
8	01/06/2026	Claims	3	EFT	SESAC	641.00	SERVICES
			001 - 513 10 49 00 - Dues,Subscriptions,Mbrships,Re			641.00	MUSICAL PERFORMANCE LICENSE 01/01-12/31/2026
9	01/06/2026	Claims	3	EFT	VANGUARD CLEANING SYSTEMS	2,375.00	SERVICES
			001 - 518 30 41 10 - Facility - Professional Services_C			529.63	CH SVCS THROUGH 01/01-01/01/2026
			001 - 521 50 41 00 - Facility - Professional Services_P			1,270.58	LLPD SVCS THROUGH 01/01-01/01/2026
			001 - 572 50 41 00 - Facility - Professional Services_Li			574.79	LLML SVCS THROUGH 01/01-01/01/2026
10	01/06/2026	Claims	3	35895	AMERICAN LEGAL PUBLISHING CORP	500.00	SERVICES
			001 - 514 23 41 00 - Administrative Services-Professi			500.00	ANNUAL WEB HOSTING FEE 01/01/2026-01/01/2027
11	01/06/2026	Claims	3	35896	CONSUMER REPORTS	32.70	SUBSCRIPTION
			001 - 572 20 34 06 - Library Books & Other Materials			32.70	ONE YEAR PLUS DIGITAL BUYING GUIDE
12	01/06/2026	Claims	3	35897	CREATIVE EMPIRE LLC	1,680.00	SERVICES
			001 - 572 10 41 01 - Software Maint/data Ba			1,680.00	SUBSCRIPTION ACCESS TO MANGO RENEWAL
13	01/06/2026	Claims	3	35898	DAVID J HARRIS & ASSOCIATES	497.00	REGISTRATION

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CITY OF LIBERTY LAKE

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			001 - 521 10 49 00 - Law Enforcement-Dues,Subscrip			497.00	BASIC 40-HOUR FTO CLASS
14	01/06/2026	Claims	3	35899	EMBROIDERED CORPORATE IMAGE	170.00	MERCHANDISE
			420 - 576 61 34 01 - Pro Shop Merchandise			170.00	EMBROIDERY ON GARMENTS
15	01/06/2026	Claims	3	35900	LAW ENFORCEMENT INFORMATION AND RECORDS	50.00	MEMBERSHIP
			001 - 521 10 49 00 - Law Enforcement-Dues,Subscrip			50.00	BARTH, CHEREE-MEMBERSHIP RENEWAL THROUGH 12/31/2026
16	01/06/2026	Claims	3	35901	LIBRARY JOURNALS LLC	138.00	SERVICES
			001 - 572 20 34 06 - Library Books & Other Materials			89.00	SCHOOL LIBRARY JOURNL DIRECT MAIL P&D - 1 YEAR
			001 - 572 20 34 06 - Library Books & Other Materials			49.00	HB JLG OLD OFFER IND PD
17	01/06/2026	Claims	3	35902	OFFICE OF MINORITY & WOMENS BUSINESS	830.14	SERVICES
			001 - 511 60 49 00 - Legislative-Dues,Subscriptions,R			830.14	POLITICAL SUBDIVISION FEE 07/01/2025-06/30/2027
18	01/06/2026	Claims	3	35903	PUBLIC LIBRARIES OF WASHINGTON	153.36	REGISTRATION
			001 - 572 10 49 00 - Library-Dues,Subscriptions,Mbrs			153.36	2026 ORGANIZATION MEMBERSHIP 01/01/26-12/31/26
19	01/06/2026	Claims	3	35904	STORAGE SOLUTIONS LIBERTY LAKE	968.40	RENTAL
			001 - 514 23 41 00 - Administrative Services-Professi			484.20	RENT 01/01-01/31/2026
			001 - 558 50 41 00 - CP&ED-Professional Services			484.20	RENT 01/01-01/31/2026
20	01/06/2026	Claims	3	35905	STORE SUPPLY WAREHOUSE	170.04	MATERIALS
			420 - 576 61 31 00 - Pro Shop Supplies			170.04	BLACK WOOD HANGERS, SELF ADHESIVE LABELS, COUNTERFEIT DETECTION PEN
21	01/06/2026	Claims	3	35906	UNITED STATES GOLF ASSOCIATION	175.00	MEMBERSHIP
			420 - 576 61 49 01 - Golf-Dues,Subscriptions,Mbrshp			175.00	2026 CLUB MEMBERSHIP ,MEMBER FLAG/DECAL, SUBSCRIPTION TO MAGAZINE
22	01/06/2026	Claims	3	35907	WORLD BOOK INC	1,269.00	SERVICES
			001 - 572 10 41 01 - Software Maint/data Ba			1,269.00	ONLINE DISCOVERY LIBRARY, ONLINE EARLY WORLD OF LEARNING LIBRARY, ONLINE WB ADVANCE LIBRARY, ONLINE WB STUDENT LIBRARY, ONLINE WB KIDS LIBRARY

001 General Fund	268,057.42	
110 Street Fund	23,080.00	
310 REET 1 Capital Projects Fund	4,420.00	
410 Stormwater Utility Fund	1,870.00	
420 Golf Operations Fund	30,933.14	
	328,360.56	Claims: 328,360.56

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CITY OF LIBERTY LAKE

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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"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.: 10.C.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase Asphalt Drag Box from DraggTec for Street Maintenance Operations

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
estimate_485

Expenditure Required	Yes
Budgeted	Yes; (110) Streets Fund; (595 64 63 00) Pavement Repair Allocation (TP-16)
City Program	Street Maintenance

Summary Statement

Public works recommends purchasing the asphalt drag box system to further increase our in-house capability to complete minor hot mix asphalt repairs to City streets. The drag box system will enable the Streets' division to complete better repairs expeditiously as compared to our current manual process, resulting in faster repairs that last longer. Draggtec provided a quote in the amount of \$15,944.52 to supply this specialty equipment to the City. The Pavement Repair Allocation (TP-16) fund approved in the 2026 CFP will be utilized to fund this purchase.

Recommended Action

Authorize the purchase of Asphalt Drag Box from DraggTec in an amount not to exceed \$16,000.

DRAGGTEC

DRAGGTEC

Quote

Estimate No: 485 Date: 12/15/2025	4492 Hanoverville Rd Bethlehem, PA, 18020-9462 (610) 714-4833 cole@draggttec.com draggttec.com
For: City Of Liberty Lake sreichert@libertylakewa.gov, emendez@libertylakewa.gov (509) 499-9780	

Ship To: 22710 E County Vista Dr.
Liberty Lake, WA. 99019

Tracking No:
Ship Via:
Free Shipping

Description	Quantity	Rate	Amount
10' Asphalt Drag Box	1	\$10,500.00	\$10,500.00
Metal Divider plates and tabs Metal dividers tabs placed 1' in on each end, 2/3's left and right and 1 down the middle so divider plates can be dropped in for additional paving widths	1	\$825.00	\$825.00
E-Track Accessory Holder System to hold your rake/shovels, pump sprayer and two cup holders	1	\$500.00	\$500.00
Sales Tax WA State 9%	1	\$1,316.52	\$1,316.52

Subtotal	\$13,141.52
Shipping	\$2,803.00
Total	\$15,944.52

TOTAL	\$15,944.52
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AGENDA ITEM NO.: 10.D.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Construction Services Contract for Neyland Avenue Improvements Project - SLE Inc.

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
SLE,Inc Bid Submission_Redacted

Expenditure Required	Yes
Budgeted	(411) Aquifer Protection Fund; (594 42 60 05) Neyland Ave Stormwater Improvements (SW-2)
City Program	Street Maintenance

Summary Statement

On December 3, 2025, bids were opened for the Sprage/Neyland Avenue Stormwater Upgrade Project. The low bidder was SLE Inc., with a bid price of \$119,998. This was slightly higher than the Engineer's Estimate (\$110,356) but lower than the other 11 bidders ranging from \$123,559 to \$257,437. Approval is requested for a total of \$150,000, which includes the bid price, inspections, and contingency. With this approval, staff will manage the contingency.

Recommended Action

Authorize the Mayor to sign the construction services agreement with SLE, Inc., for the construction of the Neyland Avenue Stormwater Project, in an amount not to exceed \$150,000.

BIDDERS PACKET
CITY OF LIBERTY LAKE
SPRAGUE AVE AND NEYLAND AVE STORMWATER IMPROVEMENTS


BID PROPOSAL CHECKLIST

This Checklist and the documents listed below constitute a complete Bid Proposal. Failure to execute any of the following documents, or any addition, condition or limitation in writing to the form of the bid, not explicitly invited in the Bid Documents or Specifications may become cause for rejection of the bid as irregular.

The BIDDER shall check each respective box indicating inclusion of each signed and dated item:

- Proposal Forms
- Contractor's Administrative Information
- Bidder Qualification Statement
- Bid Deposit Surety Bond Form (Use only if submitting Bond for Bid Deposit)
- Bid Deposit Cash Bond Form *N/A*
- Representations and Certifications
- Bid Questions Form
- Non-Collusion Declaration
- Certification of Compliance with Wage Payment Statues

The above forms have been inserted in a sealed envelope, properly identified and delivered at the place and time described in the Notice to Contractors form.

Signature: 

Date: 12/3/2025

Title: President

Company: SLE INC

PROPOSAL FORM

**PROJECT TITLE: CITY OF LIBERTY LAKE – SPRAGUE AVE AND NEYLAND AVE
STORMWATER IMPROVEMENTS**

NAME OF FIRM SUBMITTING BID:

SLE, INC

Each bid shall constitute an offer to the City of Liberty Lake as outlined herein and no bidder may withdraw his bid after the hour set for the bid closing except under the conditions explained in the Information to Bidders Section.

RECEIPT OF ADDENDA: Failure to acknowledge all Addenda can be cause for the City to reject the bid. Bidder acknowledges receipt of the following addenda:

Addendum No.	Date	Addendum No.	Date	Addendum No.	Date	Addendum No.	Date
1	11/24/25						

REJECTION: The City reserves the right to reject any or all proposals, portions or parts thereof and to waive all minor irregularities in bidding. Special attention will be directed to the qualifications of the bidders when considering awarding a contract.

TIME TO COMPLETE: The contract shall be completed in **Twenty (20) working days** for the base bid, from the date of commencement stipulated in a Notice to Proceed.

SCHEDULES: The Base Bid schedule will be awarded and will be the basis of award to determine the low bidder on the project if the project is awarded. A Bidder must complete all bid schedules or his or her bid will be rejected as non-responsive.

EXHIBIT A					
CITY OF LIBERTY LAKE					
SPRAGUE AVE AND NEYLAND AVE STORMWATER IMPROVEMENTS					
BASE BID - SCHEDULE #1					
ITEM #	ITEM DESCRIPTION	UNITS	QTY.	PRICE/ UNIT	TOTAL
1	MOBILIZATION	LS	1	14,000	14,000
2	SPCC PLAN	LS	1	1,000	1,000
3	CONSTRUCTION SURVEYING	LS	1	2,750	2,750
4	WORK ZONE SAFETY CONTINGENCY	EST.	1	\$2,000.00	\$2,000.00
5	PROJECT QUALITY CONTROL TESTING	LS	1	2,850	2,850
6	FIELD VERIFY EXISTING UTILITIES	EA	3	500	1,500
7	REFERENCE AND PROTECT EXISTING SURVEY MONUMENTS	LS	1	550	550
8	PROJECT TEMPORARY TRAFFIC CONTROL	LS	1	2,000	2,000
9	SAWCUT ASPHALT PAVEMENT	LF	400	5	2,000
10	REMOVE ASPHALT PAVEMENT	SY	225	37	8,325
11	CRUSHED SURFACING TOP COURSE	CY	44	125	5,500
12	HMA CL. 3/8" PG 64H-28, 0.30 FT. DEPTH (PAVEMENT REPAIR)	SY	250	55	13,750
13	HMA CL. 3/8" PG 64H-28, 0.17 FT. DEPTH (TRAIL REPAIR)	SY	25	42	1,050
14	ADJUST EXISTING VALVE BOX, MON, OR CO IN ASPHALT	EA	3	385	1,155
15	GRATE INLET TYPE 1	EA	1	5,000	5,000
16	PRECAST CONCRETE HYDRODYNAMIC SEPARATOR	EA	1	26,000	26,000
17	PRECAST CONCRETE DRYWELL, TYPE "B"	EA	1	4,680	4,680
18	DUCTILE IRON STORM SEWER PIPE 10 IN. DIAM. INCL. STRUCTURAL EXCAVATION CLAS B	LF	36	115	4,140
19	STORM SEWER PIPE 10 IN. DIAM. INCL. STRUCTURAL EXCAVATION CLASS B	LF	10	106	1060
20	FURNISH AND INSTALL DUCTILE IRON PIPE SLEEVE, 16" DIAM.	LF	15	150	2,250
21	CEMENT CONC. TRAFFIC CURB	LF	280	55	15,400
22	ESC LEAD	DAY	5	200	1,000
23	INLET PROTECTION	EA	2	120	240

EXHIBIT A					
CITY OF LIBERTY LAKE					
SPRAGUE AVE AND NEYLAND AVE STORMWATER IMPROVEMENTS					
BASE BID - SCHEDULE #1					
ITEM #	ITEM DESCRIPTION	UNITS	QTY.	PRICE/ UNIT	TOTAL
24	WATTLE	LF	22	9	198
25	PAINT LINE	LF	4	150	600
26	LANDSCAPE AND IRRIGATION REPAIR	LS	1	1,000	1,000
BASE BID - SCHEDULE #1 TOTAL				119,998	

PERSON / ENTITY NAME: Ryan Koronen - SLE Inc.

SIGNATURE OF BIDDER: 

CONTRACTOR'S ADMINISTRATIVE INFORMATION

1. PERSON/ENTITY


- a. Name as registered with the State of Washington: SLE, INC
- b. Physical Address: 6000 NE 88th St Ste B101 Vancouver, WA 98665
- c. Mailing Address including zip code: Same as above
- d. Remit To Address including zip code: Same as above
- e. Telephone number including area code: 360-687-5465
- f. Fax number including area code: 360-859-3803
- g. E-mail address for business correspondence: es@making@slinc.biz
- h. Washington State Contractors License Number: SLEINI *794R2
- i. Federal Tax Identification Number: [REDACTED]
- j. Washington State UBI Number: [REDACTED]
- k. State Industrial Account Identification Number: [REDACTED]
- l. City of Liberty Lake Business License Number: NA
(Business License not required for Bid, but will be required prior to Contract execution.)

2. INSURANCE COMPANY:

- a. Name of company: Western National
- b. Mailing Address including zip code: 9706 4th Ave NE Suite 200 Seattle, WA 98115
- c. Insurance Agent Name: Cooper Mickelson MMA
- d. Insurance Agent Telephone number including area code: 503 713 1520
- e. Insurance Agent Fax number including area code: NA

3. BONDING COMPANY:

- a. Surety Name: Swiss Re Corporate Solutions America Insurance Corporation
- b. Surety Mailing Address including zip code: 1200 Main St. Ste 800 Kansas City, MO 64105
- c. Bonding Agent Name: Brenda Smith
- d. Bonding Agent Mailing Address including zip code: 960 Broadway Ave, Suite 500 Boise, ID 83706
- e. Bonding Agent Telephone number including area code: 208-424-2916
- f. Bonding Agent Fax number including area code: N/A

Person/Entity Name: Ryan Korvonen Signature Of Bidder: 
Company: SLE, INC Date: 12/3/25

BIDDER QUALIFICATION STATEMENT

The following statements of experience, personnel, equipment, and general qualifications of the Bidder are submitted with the assurance that the owner can rely on its accuracy and truthfulness. If more space is required for your answers please attach a continuation sheet(s) to the corresponding bid response page referencing the item number.

1. The company has been in business continuously from (month and year) 11/1993

2. The company has had experience comparable to that required under the proposed contract:

a. As a prime contractor for 10 years.

b. As a subcontractor for 32 years.

3. The following is a partial list of work completed that was on an order of magnitude equal to or greater in scope and complexity to that required under the proposed contract.

<u>Year</u>	<u>Owner & Person to contact</u>	<u>Phone No.</u>	<u>Location</u>	<u>Contract Value</u>
2024	City of Banks Rob Peacock	503 324 5112	Banks, OR	\$1,227,000
2024	City of Gladstone Darren Canjparoli	503 656 7957	Gladstone, OR	\$155,556
2005	Warm Springs Hauling Authority - Soil Hauling	541 610 2554	Warm Springs, OR	\$1,481,548

4. A list of supervisory personnel currently employed by the Bidder and available for work on the project (Construction Manager, principal foreman, superintendents and engineers) is as follows:

<u>Name</u>	<u>Title</u>	<u>Years of Experience</u>
Ryan Karvonen	OWNER, Safety Officer	16
Brian Lee	OWNER, Superintendent	16
Andrew Gustafson	Project Manager	5

5. Please attach a resume of the qualifications, previous employers, and experience of the project manager who is proposed to be assigned to the project. If a resume is not included in the bid documents the bidder agrees to furnish a resume within 24 hours of notice by the City.

6. Following is a listing of all projects the company has undertaken in the last five years, which have resulted in:

a. Arbitration or litigation.

NIA

b. Claims or violations being filed by the Federal Government or the Washington State Departments of L & I, Employment Security or Revenue.

NIA

c. Liens being filed by suppliers or subcontractors.

NIA

Person/Entity Name: Ryan Karvonen Signature Of Bidder: 

Company: SLE, INC Date: 12/3/25



BOND NO: Bid Bond

BID DEPOSIT SURETY BOND FORM

NAME OF PROJECT: CITY OF LIBERTY LAKE – SPRAGUE AVE AND NEYLAND AVE
STORMWATER IMPROVEMENTS

NAME OF FIRM: SLE Inc.

We, SLE Inc. as Principal (bidder), and Swiss Re Corporate Solutions America Insurance Corporation as Surety, are held and firmly bound unto the CITY OF LIBERTY LAKE, a Washington State city, in the penal sum of FIVE PERCENT (5%) OF THE TOTAL AMOUNT BID, for the payment of which we jointly and severally bind ourselves, and our legal representatives and successors.

THE CONDITIONS OF THE OBLIGATION are that if the City of Liberty Lake shall make timely award to the Principal according to the terms of the bid documents; and the Principal shall, within twenty (20) days after notice of the award, exclusive of the day of notice, enter into the contract with the City of Liberty Lake and furnishes the contractor's bond (performance and payment bond) with Surety satisfactory to the City of Liberty Lake in an amount equal to one hundred percent (100%) of the amount of the bid proposed including Washington State Sales Tax then this obligation shall be null and void; otherwise if the Principal fails to enter into the contract and furnish the contractor's bond within twenty (20) days after notice of the award, exclusive of the day of notice, the amount of the bid deposit shall be forfeited to the City of Liberty Lake; but in no event will the Surety's liability exceed this bond's face amount.

SIGNED AND SEALED THIS 25th DAY OF November YEAR 20 25

Swiss Re Corporate Solutions America Insurance Corporation

SLE Inc.

SURETY

PRINCIPAL

Brenda J. Smith

[Signature]

Signature

Signature

Brenda J. Smith

Ryan Karvonen

Typed Name

Typed Name

Attorney-in-Fact

President

Title

Title

(SEAL)



SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute, and appoint: Brenda J. Smith

Principal: SLE Inc
Obligee: City of Liberty Lake
Bond Description: City of Liberty Lake - Sprague Ave and Neyland Ave Stormwater Improvements
Bond Number: Bid Bond
Bond Amount: See Bond Form

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION (\$50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 9th of May 2012:

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By Erik Janssens, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC

By Gerald Jagrowski, Vice President of SRCSAIC & Vice President of SRCSPIC

IN WITNESS WHEREOF, SRCSAIC and SRCSPIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 10TH day of NOVEMBER, 20 22

State of Illinois
County of Cook



Swiss Re Corporate Solutions America Insurance Corporation
Swiss Re Corporate Solutions Premier Insurance Corporation

On this 10TH day of NOVEMBER, 20 22, before me, a Notary Public personally appeared Erik Janssens, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Gerald Jagrowski, Vice President of SRCSAIC and Vice President of SRCSPIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



Christina Manisco, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 25th day of November, 20 25

Jeffrey Goldberg, Senior Vice President & Assistant Secretary of SRCSAIC and SRCSPIC



BID DEPOSIT CASH BOND FORM

PROJECT: CITY OF LIBERTY LAKE – SPRAGUE AVE AND NEYLAND AVE
STORMWATER IMPROVEMENTS

- Postal Money
- Cash
- Cashier's Check
- Certified Check

Amount: \$ _____

Herewith find my Bid Deposit in the form of cash as checked above in the amount indicated which is equal to FIVE PERCENT (5%) OF THE AMOUNT BID.

I, _____
as Principal, am held and firmly bound unto CITY OF LIBERTY LAKE, a Washington State City, in the penal sum of FIVE PERCENT (5%) OF THE AMOUNT OF THE BID PROPOSED in the form and amount stated above, for the payment of which I am bound.

THE CONDITIONS OF THE OBLIGATION are that if the City of Liberty Lake shall make timely award to the Principal according to the terms of the bid documents; and the Principal shall, within 20 days after notice of the award, exclusive of the day of notice, enter into the contract with the City of Liberty Lake and furnish the contractor's bond (performance and payment bond) in an amount equal to 100 percent (100%) of the amount of the bid proposed including Washington State Sales Tax then this obligation shall be null and void; otherwise if the Principal fails to enter into the contract and furnish the contractor's bond as required within 20 days after notice of the award, exclusive of the day of notice, the amount of the bid deposit shall be forfeited to the City of Liberty Lake; but in no event will the Principal's liability exceed five percent (5%) of the total amount of the bid proposed.

SIGNED, SEALED AND DATED ON _____

PRINCIPAL:

Signature

Typed Name

Title

REPRESENTATIONS AND CERTIFICATIONS

ANTI-KICKBACK No officer or employee of the City of Liberty Lake, having the power or duty to perform an official act or action related to this submittal, shall have or acquire any interest in this submittal, or have solicited, accepted or granted a present or future gift, favor, service, or other thing of value from or to any person involved in this submittal.


REPRESENTATION: In submitting this bid we acknowledge the requirements and conditions applicable to bid deposits in the form of a cash bid deposit or surety bond bid deposit in the amount of 5% of the total bid.

I CERTIFY that no final determination of violation of RCW 50.12.070(1)(b), 50.16.070(1)(b), or 82.32.070(1)(b) has been made by the Washington State Departments of Employment Security, Labor And Industries or Revenue respectively dated within two years of the date of the closing of this bid. I understand further that no bid may be submitted, considered or contract awarded for a public work to any person or entity that has a determination of violation of the above referenced statutes within two years from the date that a violation is finally determined and the date of this bid closing.

I CERTIFY that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this Firm to a contractual agreement.

I CERTIFY that by signing the signature page of this bid, I am deemed to have signed and have agreed to the provisions of this declaration.

Name: Ryan Kannonen
Person/entity submitting bid (print)

Signature: 

Title: President

Date: 12/3/25

**Bid Question Form
City of Liberty Lake**

SPRAGUE AVE AND NEYLAND AVE STORMWATER IMPROVEMENTS

In accordance with Section 1-02.4(1) General, the following form is provided for noting errors or conflicts found in the plans or specifications or for asking questions that are pertinent to bidding the contract. Submit the form by emailing to lmichels@libertylakewa.gov

Attention: Luke Michels, P.E.
City Engineer
City of Liberty Lake
lmichels@libertylakewa.gov
509-755-6727

All faxes or emails must be received by 10:00 A.M., 72 hours prior to the bid opening to allow the City time to respond. The Engineer will issue clarifications via addenda, distributed to questioner and all prospective bidders listed on the Planholder's List.

I have the following question:

N/A

Specification Reference _____ or Page No: _____

Detail No. _____ Plan Sheet No. _____

Please respond to:

Name _____

Company _____

Address _____

Failure to return this Declaration as part of the bid proposal package will make the bid nonresponsive and ineligible for award.

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. **That by signing the signature page of this proposal, I am deemed to have signed and to have agreed to the provisions of this declaration.**

NOTICE TO ALL BIDDERS

To report rigging activities call:

1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.



Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date DECEMBER 3rd, 2025, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

SLE, Inc
Bidder's Business Name

[Signature]
Signature of Authorized Official*

Ryan Karvonen
Printed Name

President
Title

12/3/25
Date

Vancouver
City

WA
State or country

Check One:

Sole Proprietorship Partnership Joint Venture Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

WA

If a co-partnership, give firm name under which business is transacted:

* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.



AGENDA ITEM NO.: 10.E.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase 4WD Tractor Mower from Adams Tractor Co

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
LIBERTY LAKE F2690

Expenditure Required	Yes
Budgeted	(312) REET 2 Street Capital Fund; (595 64 60 02) Capital Expenditures/Expenses-Equipment (ET-10)
City Program	Streetscape and Landscape Maintenance

Summary Statement

This consent agenda item requests approval to replace an existing 4WD Tractor Mower that has reached the end of its useful life and is no longer cost-effective to maintain. The proposed replacement is included in and approved by the recently adopted 2026 Capital Facilities Plan, ensuring continuity of maintenance operations and alignment with the City’s long-term equipment replacement strategy. A quote from Adams Tractor Co. was obtained in the amount of \$28,300.60.

Recommended Action

Authorize the purchase of 4WD Tractor Mower from Adams Tractor Co, in an amount not to exceed \$29,000.

1602 E. TRENT AVE
SPOKANE, WA 99202
AdamsTractor.com



PH: (800) 873-7428
FAX: (509) 536-1850
info@adamstractor.com

Invoice #	ATS-0
Date	7/28/2025
Time	1:57 PM

PO #:	CHRIS
Document #:	ATS-46193
Due Date:	8/25/2025

Salesman:	JUSTIN ADAMS
Ship Via:	
Terms:	25th of Month

CITY OF LIBERTY LAKE (1160-ATS)		
22710 E COUNTRY VISTA DR		
LIBERTY LAKE WA 99019		
Contact:	, ROBERT (509) 607-2950	

Wholegood Estimate

Ship To:	

Item Number Description	Qty	Price	Amount	Disc	Subtotal	Sales Tax	Extended Amount	Back Order	Drop Ship
WHOLEGOOD ESTIMATE									
RCK60R-F36 60" REAR DISCHARGE	1.00	\$4,516.00	\$4,516.00		\$4,516.00	\$406.44	\$4,922.44		
(165397)									
KUBOTA F2690 4WD TRACTOR W/ FOLDABLE ROPS (SN:KBGKDBB0LR1F15983)	1.00	\$21,447.85	\$21,447.85		\$21,447.85	\$1,930.31	\$23,378.16		

Cash	Check/Check#	CC/CC Type	On Acct.	Mfg Credit	CIT	Deposit	Other
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Disclaimer of Warranties
Any warranties on the product sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sales of said products. Any limitation contained herein does not apply where prohibited by law.

UPON BREACH OR FAILURE TO PAY THIS ACCOUNT WHEN DUE THE SELLER MAY DECLARE THIS ACCOUNT TO BE DELINQUENT AND PURCHASER SHALL BE LIABLE FOR ALL COSTS OF COLLECTION INCLUDING A REASONABLE ATTORNEY'S FEE.

Summary of Charges	
\$25,963.85	Taxable
\$0.00	Non-Taxable
\$25,963.85	Subtotal
\$2,336.75	Sales Tax
\$28,300.60	Total
\$0.00	Amount Tendered
\$0.00	Change Due

Customer Signature	Date
--------------------	------

Exempt Tax Cert #:	
Expiration Date:	

Printed:12/12/2025 11:01 AM



AGENDA ITEM NO.: 10.F.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase Vacuum Excavator Trailer from Vermeer Mountain West

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
LibertyLake.EV150.Sale.7.15.25_V2

Expenditure Required	Yes
Budgeted	(312) REET 2 Street Capital Fund; (595 64 60 02) Capital Expenditures/Expenses-Equipment (ET-12)
City Program	Streetscape and Landscape Maintenance

Summary Statement

This item requests approval to purchase a Vermeer vacuum excavator trailer, a new asset that will provide public works, parks, and golf crews with an efficient, minimally invasive method to remove soil when cutting back extensive tree root networks that have intruded on underground sprinkler systems. Adding this capability will reduce labor, restore irrigation function more quickly, and help protect surrounding utilities and landscaping during root excavation. The purchase is a new, strategic investment in operational effectiveness and infrastructure protection for multiple departments. A quote from Vermeer Mountain West was obtained in the amount of \$42,906.77

Recommended Action

Authorize the purchase of the Vacuum Excavator Trailer from Vermeer Mountain West, in an amount not to exceed \$44,000.



Vermeer Mountain West
 17019 S. Weber Dr.
 Chandler, AZ 85226
 Tel: 480.785.4800
 Fax: 480.785.4900
 www.vermeermountainwest.com

Created Date 12/15/2025
 Expiration Date 4/30/2026
 Branch Name Unknown

Address Information

Bill To Name	The City Of Liberty Lake	Ship To Name	The City Of Liberty Lake
Bill To	22710 East Country Vista Drive Liberty Lake, WA 99019	Ship To	22710 East Country Vista Drive Liberty Lake, WA 99019

General Information

	<u>Prepared By</u>		<u>Prepared For</u>
Prepared By	Nick Mahin	Prepared For	Chris Carriger
Email	nick.mahin@vermeermw.com	Email	ccarriger@libertylakewa.gov
Quote Date	7/17/2025	Quote Number	00029605

Equipment Information

Primary Equipment ID	EV150-0000	Delivery Type	Salesman Delivery
Primary VIN	00000		

Quote Line Items

Product	Line Item Description	Sales Price	Quantity	Total Price
EVS1002 (EV 150 Skid Series)	EV150G SKID, 1X40 GAL WTR TANK	\$34,925.00	1.00	\$33,178.75
EVS4550 (EV 150 Skid Series)	3" LED Directional Board	\$1,806.00	1.00	\$1,715.70
Factory Freight and Prep		\$4,500.00	1.00	\$4,500.00

Totals

Equipment Total	\$39,394.45
Sales Tax (Avalara)	\$3,512.32
FET	\$0.00
RPO Credit / Down Payment	\$0.00
Quote Total	\$42,906.77

All credit and debit card payments are subject to a 3% processing fee.

Certification

CERTIFICATION

I certify that I have read and understand all the information contained in this agreement

I, as a representative of Vermeer Mountain West, Inc. have explained this agreement to the LESSEE.

Signature: X _____

Sales Rep: _____

Title: X _____

Signature: _____

Terms and Conditions

The new equipment warranty for Vermeer Industrial Products is attached to this Sales Order and is part of this contract. Please read it carefully before signing. No express warranty is made unless identified on this Sales Order. YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS INDICATED ON BOTH SIDES OF THIS PURCHASE ORDER. WHERE PERMITTED BY LAW, NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS IS MADE.



Vermeer Mountain West
17019 S. Weber Dr.
Chandler, AZ 85226
Tel: 480.785.4800
Fax: 480.785.4900
www.vermeermountainwest.com

Created Date	12/15/2025
Expiration Date	4/30/2026
Branch Name	Unknown

Date: X _____

Terms and
Conditions

The new equipment warranty for Vermeer Industrial Products is attached to this Sales Order and is part of this contract. Please read it carefully before signing. No express warranty is made unless identified on this Sales Order. YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS INDICATED ON BOTH SIDES OF THIS PURCHASE ORDER. WHERE PERMITTED BY LAW, NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS IS MADE.



AGENDA ITEM NO.: 10.G.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase Zero Turn Mower from FMI Equipment

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
CLL52

Expenditure Required	Yes
Budgeted	(312) REET 2 Street Capital Fund; (595 64 60 02) Capital Expenditures/Expenses-Equipment (ET-8)
City Program	Streetscape and Landscape Maintenance

Summary Statement

This consent agenda item requests approval to replace an existing zero-turn lawn mower that has reached the end of its useful life and is no longer cost-effective to maintain. The proposed replacement is included in and approved by the recently adopted 2026 Capital Facilities Plan, ensuring continuity of maintenance operations and alignment with the City’s long-term equipment replacement strategy. A quote from FMI equipment was obtained in the amount of \$16,143.35.

Recommended Action

Authorize the purchase of the Zero Turn Mower from FMI Equipment, in an amount not to exceed \$17,000.



Phone: (509) 927-4071
www.fmiequipment.com

11111 E Trent
Spokane, WA 99206

QUOTE

Invoice #	SPK-0
Date	8/7/2025
Time	11:30 AM

PO #:	
Document #:	SPK-10984
Due Date:	9/6/2025

Salesman:	Jamie Macdonald
Ship Via:	
Terms:	Net 30

City of Liberty Lake (CITLIB)		
22710 E. Country Vista Drive		
Liberty Lake	WA	99019
Contact:	(509) 755-6714	

Wholegood Estimate

Reprint

Ship To:		

Item Number Description	Qty	Price	Amount	Disc	Subtotal	Sales Tax	Extended Amount	Back Order	Drop Ship
(21247)									
SCAG STTII-52V-26CV-EFI Scag STTII-52V-26CV-EFI Gas Mower Turbo Tiger II Zero- Turn Rider w/ ISO Mount Suspension Seat & Tiger Eye Monitoring System(SN:)	1.00	\$16,999.00	\$16,999.00		\$16,999.00	\$1,512.92	\$18,511.92		
FMI DISCOUNT - OUTDOOR POWER									
Sourcewell 17901	-1.00	\$3,739.00	(\$3,739.00)		(\$3,739.00)	(\$332.78)	(\$4,071.78)		
SCA923Y									
Turf Tiger II LED light kit	1.00	\$329.00	\$329.00		\$329.00	\$29.29	\$358.29		
FMI DISCOUNT - OUTDOOR POWER									
Sourcewell 17901	-1.00	\$72.00	(\$72.00)		(\$72.00)	(\$6.41)	(\$78.41)		
SCA925C									
OPERATOR CONTROLLED CHUTE ELECTRIC	1.00	\$779.00	\$779.00		\$779.00	\$69.34	\$848.34		
FMI DISCOUNT - OUTDOOR POWER									
Sourcewell 17901	-1.00	\$172.00	(\$172.00)		(\$172.00)	(\$15.31)	(\$187.31)		
Set-Up Outdoor Power									
Install Light Kit & Chute	1.00	\$400.00	\$400.00		\$400.00	\$35.60	\$435.60		
Freight - Machine									
Mower & Accessories	1.00	\$300.00	\$300.00		\$300.00	\$26.70	\$326.70		

Printed:12/16/2025 10:04 AM



Phone: (509) 927-4071
www.fmiequipment.com

11111 E Trent
Spokane, WA 99206

QUOTE

Invoice #	SPK-0
Date	8/7/2025
Time	11:30 AM

PO #:	
Document #:	SPK-10984
Due Date:	9/6/2025

Salesman:	Jamie Macdonald
Ship Via:	
Terms:	Net 30

City of Liberty Lake (CITLIB)		
22710 E. Country Vista Drive		
Liberty Lake	WA	99019
Contact:	(509) 755-6714	

Wholegood Estimate

Reprint

Ship To:	

Item Number	Description	Qty	Price	Amount	Disc	Subtotal	Sales Tax	Extended Amount	Back Order	Drop Ship
-------------	-------------	-----	-------	--------	------	----------	-----------	-----------------	------------	-----------

Cash	Check/Check#	CC/CC Type	On Acct.	Mfg Credit	CIT	Deposit	Other
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Quotes subject to change based on shipping location taxing jurisdiction.
Quotes valid for 14 days OR until end of current month, subject to MFG rebate program incentives.

Finance charge is computed by a periodic rate of 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, on all past due balances.
All returned checks will be subject to a \$25.00 NSF Fee.
No returns on electrical or special ordered parts.
All credit card charges in excess of \$1,000 will be subject to a 3% credit card fee.

Remittance to: Fiber Marketing International, Inc.
11111 E Trent, Spokane, WA 99206

Summary of Charges	
\$14,824.00	Taxable
\$0.00	Non-Taxable
\$14,824.00	Subtotal
\$1,319.35	Sales Tax
\$16,143.35	Total
\$0.00	Amount Tendered
\$0.00	Change Due

Customer Signature	Date
--------------------	------

Exempt Tax Cert #:	
Expiration Date:	

Printed:12/16/2025 10:04 AM



AGENDA ITEM NO.: 10.H.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase Diahatsu Hijet Dump Truck from High Voltage Capital, Inc.

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
Estimate #1010 from Mini Trucks Northwest

Expenditure Required	Yes
Budgeted	(312) REET 2 Street Capital Fund; (595 64 60 02) Capital Expenditures/Expenses-Equipment
City Program	Path and Trail Maintenance

Summary Statement

Purchase of this equipment is necessary to replace equipment (Allsport Polaris XUV) that was damaged beyond economical repair this past Fall and was determined to be a total loss from the City's insurance carrier. A pending insurance claim will reimburse the cost to purchase this equipment. A quote from High Voltage Capital, Inc. was obtained in the amount of \$37,005.50.

Recommended Action

Authorize the purchase of Diahatsu Hijet Dump Truck from High Voltage Capital, Inc, in an amount not to exceed \$37,500.

High Voltage Capital, Inc.
 DBA Voltage Trucks & Equipment
 PO Box 1470
 Spokane Valley, WA 99037
 +15092175230
 tami.koepke@voltage-trucksandequipment.com

Estimate



ADDRESS
City of Liberty Lake 22710 E Country Vista Dr Liberty Lake, WA 99019

SHIP TO
City of Liberty Lake 22710 E Country Vista Dr Liberty Lake, WA 99019

ESTIMATE #	DATE
1010	12/15/2025

SHIP VIA
Bestway

SALES REP
TP

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	24-MT08	2024 Daihatsu Hijet HD Dump Truck VIN# S510P-0590160 Automatic / White Mileage 5 Includes: - Lift / 14" Rims/ Hankook snow tires - Extra set of wheels with Summer tires - Fisher V-Plow - Reese HD rear hitch - Extra Leaf Spring kit - Installation - Delivery to Liberty Lake	1	33,950.00	33,950.00T

Mini Truck Sold As Is No Warranty.

Christopher Carriger, (509)290-2272.

SUBTOTAL	33,950.00
TAX	3,055.50
TOTAL	\$37,005.50

Accepted By

Accepted Date



AGENDA ITEM NO.: 10.I.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase Manufactured Building for Public Works Yard from The Home Boys

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
City Of Liberty Lake quote

Expenditure Required	Yes
Budgeted	Yes; (310) REET 1 Capital Projects Fund; (594 18 60 00) PW Yard Development (PF-2)
City Program	Capital Projects

Summary Statement

This facility will house the growing Facilities and Project Management divisions of Public Works and will replace the current rented temporary 320 SF modular office utilized by the facilities staff. The additional square footage (1200 sf) provided by the new building was identified as a space deficit need during the comprehensive facility master planning process completed in 2025. Multiple bids were received with the lowest acceptable bid coming from The Home Boys in the amount of \$135,298.45. A small contingency has been added to the requested amount to account for minor site adaptations during construction. The site utilities to the planned facility were completed for this project in 2025 under a separate line item approved by council in August 2025. This project (PF-2) is included in the approved 2026 Capital Facilities Plan.

Recommended Action

Authorize the Mayor to sign the contract agreement with The Home Boys, to provide and construct a manufactured building at the Public Works Yard, in an amount not to exceed \$145,000.



The Home Boys - Spokane

15906 E Sprague • Spokane Valley, WA 99037 • Phone: 509.481.9830 • Fax: 509.472.6119

Bachman, Brian (City of Liberty Lake)
Phone: 5096661017

22710 E Country Vista Dr
Liberty Lake, WA 99019

Job Address:
276 N. Kramer
Liberty Lake, WA 99019

Print Date: 12-31-2025

Proposal for Bachman, Brian (City of Liberty Lake) (2)

The Home Boys "Delivering the American Dream"

Items	Description	Qty/Unit	Unit Price	Price
Base Price	Sweet Dreams	1	\$125,331.00	\$125,331.00
Options	Mini Blinds T/O	10	\$50.00	\$500.00
Options	Cash discount 1.5% off base price	1	-\$1,887.47	-\$1,887.47
Sales Tax	Sales Tax 9% Liberty Lake	1	\$11,154.92	\$11,154.92
Title Transfer fee	Title Transfer Fee	1	\$200.00	\$200.00

Total Price: \$135,298.45

Thanks for the opportunity to earn your business.

I confirm that my action here represents my electronic signature and is binding.

Signature:

Date:

Print Name:



AGENDA ITEM NO.: 10.J.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Memorandum of Understanding with Spokane County for removal of locust trees on Sprague Avenue

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
Spokane County Parks Option 2 BudgetArbor, MOU - City of Liberty Lake Tree Removal Project.12.22.2025

Expenditure Required	Yes
Budgeted	Yes, (410) Aquifer Protection Fund; (594 42 60 05) Sprague Avenue Stormwater Upgrades (SW-1)
City Program	Streetscape & Median Landscape Maintenance

Summary Statement

Authorize a collaborative agreement with Spokane County to utilize BUDGETARBOR & Logging, L.L.C. to remove 51 black locust trees located within the City right-of-way along E. Sprague Rd., adjacent to Liberty Lake Golf Course. The proposed action addresses documented safety hazards identified by the City’s qualified arborist, including significant deadwood overhanging the roadway. The selected scope (Option 2) provides a permanent solution through full tree removal, including cleanup, haul, and disposal. The City’s cost share for this action will not exceed \$30,000 of the total \$71,400 project cost, reflecting the City’s long-term plans to eliminate these trees as part of a future roadway project. Advancing this work ahead of that project removes a known safety concern sooner than anticipated while avoiding recurring maintenance and providing long-term cost efficiencies.

Recommended Action

Authorize the Mayor to sign the Memorandum of Understanding with Spokane County for the removal of locust trees located on Sprague Avenue, in an amount not to exceed \$30,000.

P.O. Box 30594
Spokane, WA 99223

Lie: BUDGEAL995BB



BUDGETARBOR & LOGGING, L.L.C.

Experience you can trust *and* afford!

Phone: (509) 458-0838

Fax: (509) 443-6699

E-mail: mike@budget-arbor.com
Website: www.budget-arbor.com

TREE SERVICE AGREEMENT

Customer: Spokane County Parks Billing Address: _____
Service Address: South side of Liberty Lake Golf Course Zip Code: 99019
Telephone: 509-863-3548 Todd Date work is to be performed: _____
Email Address: tharper@spokanecounty.org

SERVICES TO BE PERFORMED

Job Description:
Remove 51 black locust trees on Sprague Avenue along the south side of Liberty Lake Golf Course.
Low stump.

Prevailing wage.

CLEAN UP & HAULING

Full clean up, haul and disposal.

CHARGES

It may be necessary to reschedule work due to the unavailability of helpers or breakdown of equipment, another job taking longer than anticipated, weather or conditions and circumstances beyond the reasonable control of the arborist. If the arborist is unable to do the work on the scheduled day he will, as far in advance as possible, call and reschedule.

Price of the work: 71,400.00
State sales tax rate: plus applicable sales tax
Tax Subtotal: _____
Total: _____

The price is payable as follows:
Deposit: _____
Work Start: _____
Completion: _____

The price total above includes labor, equipment, fuel, dump fees & hauling.

DISPOSITION OF TIMBER

If the work includes the cutting down of trees that constitute merchantable timber, the arborist will remove the timber and sell it as his own.
The proceeds will belong to Budget Arbor and Logging, L.L.C. as part of the compensation for the work performed.

Rick _____ 26 September 20 25
Budget Arbor & Logging, L.L.C. Customer Date



Budget Arbor & Logging, L.L.C. has \$2,000,000 in liability insurance and a \$4000 cash bond.
We are a member of the Better Business Bureau and Spokane Home Builders Association. Michael Schmedding is a member of the International Society of Arboriculture and the National Federation of Small Business.





Spokane County

PARKS, RECREATION AND GOLF
Doug Chase, Director

MEMORANDUM OF UNDERSTANDING
SPOKANE COUNTY
AND
CITY OF LIBERTY LAKE

2026 SAFETY PROJECT; BLACK LOCUST TREE REMOVAL

1. Parties:

- a. The parties to this Memorandum of Understanding (“MOU”) are Spokane County through its Parks, Recreation, and Golf Department (“County”) 210 N. Havana, Spokane Valley WA, 99202 and The City of Liberty Lake through its Public Works Department (“City”) 22710 E. County Vista Drive, Liberty Lake WA 99019

2. Purpose / Objective:

- a. Work collaboratively to permanently eliminate safety concerns by utilizing the services of BUDGETARBOR & Logging, L.L.C to remove 51 black locust trees located in the right of way of E. Sprague Rd. adjacent to County’s Liberty Lake Golf Course leaving a “low stump”. Removal to include full clean up, haul and disposal of debris (Option 2).

3. Background:

- a. In August of 2025, the City identified safety concerns regarding numerous black locust trees located in the City Right of Way adjacent to County’s Liberty Lake Golf course and informed County of a responsibility to address said concerns per City Code.
 - i. More specifically an inspection by the City’s qualified arborist determined that many of these trees have significant deadwood in the upper canopy which is susceptible to failure and breakage during high winds with several of the dead tree limbs overhanging the roadway posing a safety hazard to passing vehicles, pedestrians, and cyclists.
 - ii. To address this, the City recommended that at a minimum, County prune the trees to remove hazardous deadwood 3 inches in diameter and larger,

noting that pruning should be conducted in accordance with ANSI A300 standards by a qualified arborist.

- b. In response to these concerns County, and in consultation with County Risk Management Division, solicited the services of qualified arborist BUDGETARBOR & Logging, L.L.C. to further assess conditions and obtained two sets of bids (options) to address concerns and compliance requirements as presented by City.
 - i. The first bid option (Option 1) is to trim and remove deadwood from the 51 black locust trees in question, per City code. Including full clean up, haul and disposal of debris. If implemented, this approach was estimated to provide compliance for a number of years (2-5), likely until such time the City commences with a reconstruction of E. Sprague Rd. to incorporate removal of said trees as a consequence of the project. This bid established a cost of \$45,900.00 (not including tax) for this work to be completed.
 - ii. The second bid option (Option 2) is to remove all 51 black locust trees in question, leaving a “low stump”. Removal to include full clean up, haul and disposal of debris. This bid established a cost of \$71,400.00 (not including sales tax) for this scope of work to be completed.
- c. County approached City with findings and proposed a collaborative approach to implementation of bid Option 2. If implemented, this option will provide a more permanent solution to safety concerns with potential to provide additional savings to County by avoiding future trimmings, and savings to City with a more cost effective tree removal in advance of planned road project, should said road project come to fruition.

4. Responsibilities of the Parties:

- a. The County will:
 - i. Contract BUDGETARBOR & Logging, L.L.C. (“contractor”) in the amount of \$71,400.00 plus applicable sales tax to remove 51 black locust trees located in the right of way of E. Sprague Rd. adjacent to County’s Liberty Lake Golf Course leaving a “low stump”. Removal to include full clean up, haul and disposal of debris and other terms as outlined within the bid document (Option 2).
 - ii. County will manage project including coordination of communications with contractor and City for timing and completion of the work as may be helpful to facilitate City provided traffic control measures.
 - iii. County will provide full payment to BUDGETARBOR & Logging, L.L.C. including applicable sales tax upon satisfactory completion of the work.
 - iv. Following satisfactory completion of the work, County will invoice City net-30 days in the amount of \$30,000.00 for reimbursement as agreed, to apply towards the cost of tree removal services.

- b. City will:
 - i. Provide traffic control measures for the tree removal project understanding contractor terms and timing outlined within the bid document and estimated herein. Specific traffic control measures shall be as determined necessary by City, and provided via City personnel and equipment at City's sole cost serving as a helpful contribution towards the project given contractor bid(s) for tree removal services did not specifically provide for traffic control measures.
 - ii. Reimburse County in the amount of \$30,000.00 upon completion of the work and make payment within 30-days of receiving invoice from County for such expense.

5. Effective Date/Date of Termination:

- a. This MOU shall be effective on the date of the last signature of the parties and shall remain in full force and effect until execution of the tree removal project attached hereto and outlined herein. Said removal project is anticipated to commence in late January, early February with intent to be completed not later than March 1st 2026.

Attached herein for reference:

- Letter from City, dated August 12, 2025
- Bid document from BUDGETARBOR & Logging, L.L.C. for services in the amount of \$45,900.00 not including sales tax (Option 1)
- Bid document from BUDGETARBOR & Logging, L.L.C. for services in the amount of \$71,400.00 not including sales tax (Option 2)

SPOKANE COUNTY PARKS, RECREATION, AND GOLF

Doug Chase, Director
Date: _____

CITY OF LIBERTY LAKE

Cristella Kaminskas, Mayor
Date: _____



AGENDA ITEM NO.: 10.K.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Renewal of the Interlocal Agreement between Liberty Lake Police Department and Spokane Valley Fire Department for Automated External Defibrillators (AED)

Dept of Origin: Police

Dept. Head Approval: Damon Simmons

Exhibit(s):
New Interlocal Agreement for AEDs Provided to City of Liberty Lake Police 2026

Expenditure Required	N/A
Budgeted	Yes
City Program	Call Service Response

Summary Statement

This is a renewal of the Interlocal Agreement between LLPD and the SVFD with our current IED's. They supply our AED's, and we provide a regular service on them to keep them up to date with batteries and maintenance.

Recommended Action

Authorize the Mayor to execute the Interlocal Agreement between LLPD and SVFD.

**INTERLOCAL AGREEMENT BETWEEN
THE CITY OF LIBERTY LAKE POLICE DEPARTMENT
AND SPOKANE VALLEY FIRE DEPARTMENT**

THIS INTERLOCAL AGREEMENT ("AGREEMENT") made and entered into by and between the **City of Liberty Lake Police Department**, a department of the City of Liberty Lake ("CITY"), having an office for the transaction of business at 23127 East Mission Ave, Liberty Lake, Washington 99019, hereinafter referred to as the "LLPD" and the **Spokane Valley Fire Department**, having offices for the transaction of business at 2120 N Wilbur Rd, Spokane Valley, WA 99206, hereinafter referred to as the "SVFD," jointly hereinafter referred to as the "PARTIES."

WITNESSETH:

WHEREAS, the PARTIES are committed to protecting the safety and well-being of CITY residents; and

WHEREAS, law enforcement is often the first on scene of sudden cardiac arrest events; and

WHEREAS, equipping police officers at the LLPD with the proper equipment can increase the survival rate of sudden cardiac arrest patients, including saving the lives of CITY residents each year; and

WHEREAS, it is the intention of the PARTIES that this AGREEMENT reflect a clear understanding between the LLPD and the SVFD to help maintain an effective partnership to protect the health and safety of all CITY residents.

NOW, THEREFORE, for and in consideration of the mutual promises set forth hereinafter and as provided for in the above-referenced recitals, the PARTIES agree as follows:

1. PERFORMANCE

The SVFD shall provide the LLPD with one (1) automated external defibrillator, hereinafter referred to as an "AED", for each LLPD officer's assigned department vehicle for a MAX of 23 AEDs. The SVFD also agrees to provide initial training for each officer on the use of the AED.

The SFVD retains all ownership and rights to each AED. The LLPD agrees to pay all fees for annual required maintenance of each AED. The LLPD also agrees to provide each officer with bi-annual training on the use of the AED as part of their bi-annual first-aid training and certification.

2. TERM

The term of this AGREEMENT shall commence on January 1 , 2026 and run through December 31, 2027.

3. LIABILITY

Each Party shall be responsible and liable for the consequences of any act or failure to act on the part of itself, its employees, and its agents. Each party shall be responsible for its own negligence. Neither Party shall indemnify nor hold the other party harmless, in accordance with state and federal law.

4. NOTICES

All notices, requests, approvals, consents, or other communication, which may be required by this AGREEMENT, shall be given as follows:

**CITY: Mark McAvoy, City Administrator
22710 East Country Vista Drive
Liberty Lake, Washington 99019**

**LLPD: Damon L. Simmons, Chief
23127 East Mission Avenue
Liberty Lake, Washington 99019**

**SVFD: Dave Baird, Division Chief
Spokane Valley Fire Department
2120 N Wilbur Rd
Spokane Valley, Washington 99206**

5. TERMINATION

Any party reserves the right to terminate this AGREEMENT for any reason whatsoever upon thirty (30) days written notice, as provided for in Section 4 herein above.

6. AMENDMENTS

This AGREEMENT may be amended by agreement of all PARTIES, executed in writing, and appended to this AGREEMENT.

7. WHOLE AGREEMENT

This is the entire agreement of the PARTIES. To the extent it is inconsistent with other oral or written communications, this AGREEMENT supersedes and replaces it. No other written or oral promise shall be considered to alter or affect this AGREEMENT.

8. GOVERNING LAW

This AGREEMENT is to be governed by the laws of the State of Washington, and in the event of litigation, venue shall be in the Spokane County Superior Court.

9. DISPOSITION OF ASSETS UPON TERMINATION

All assets provided by the PARTIES will remain the property of the Party who furnished the asset.

10. REMEDY

Termination of this AGREEMENT shall be the sole remedy for breach of this AGREEMENT.

11. HEADINGS

The section headings appearing in this AGREEMENT have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to define, limit, or extend the scope or intent of the sections to which they pertain.

12. COOPERATION

The PARTIES agree to cooperate and work together to the best of their abilities to effectuate the purpose of this AGREEMENT.

13. COMPLIANCE WITH LAWS

The PARTIES shall observe all federal, state, and local laws, ordinances, and regulations, to the extent that they may be applicable to the terms of this AGREEMENT.

14. FILING

An original of this AGREEMENT shall be executed and retained by the CITY, and the CITY may make this AGREEMENT available on the City of Liberty Lake website.

IN WITNESS WHEREOF, the PARTIES have caused this AGREEMENT to be executed on this 1st day of January, 2026.

By signing below, the undersigned represent and warrant that they are authorized to enter into this AGREEMENT on behalf of the PARTIES.

Frank Soto, Jr., Fire Chief
SPOKANE VALLEY FIRE DEPARTMENT

Cristella Kaminskas, Mayor
CITY OF LIBERTY LAKE

Damon Simmons, Chief of Police
CITY OF LIBERTY LAKE POLICE DEPARTMENT

ATTEST:

APPROVED AS TO FORM:

Rochelle Caton, City Clerk

Sean P. Boutz, City Attorney



AGENDA ITEM NO.: 10.L.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual Subscription for Priority Based Budgeting software from Tyler Technologies in the amount of \$60,086.26

Dept of Origin: Executive

Dept. Head Approval: Kyle Dixon

Exhibit(s):
PBB.2026

Expenditure Required	Yes
Budgeted	Yes; General Fund - Executive Professional Services 513.10.41.00
City Program	Budget development and implementation

Summary Statement

Annual subscription for the City's priority-based budgeting software that ties programs and services to the City's strategic plan and identifies annual costs to deliver those programs.

Recommended Action

Approve purchase in an amount not to exceed \$60,086.26



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

INVOICE

Document No.	Date	Page
CI100-00238460	11/30/25	1 of 1

Questions:
 Phone: 1-800-772-2260 Press 2
 Email: ar@tylertech.com



6868

Bill To: LIBERTY LAKE, WA, CITY OF
 22710 E COUNTRY VISTA DRIVE
 LIBERTY LAKE, WA 99019-7592

Delivery To: LIBERTY LAKE, WA, CITY OF
 22710 E COUNTRY VISTA DRIVE
 LIBERTY LAKE, WA 99019-7592

Cust # 56159	Bill to Address ID LOC000061794	Delivery Address ID LOC000061794	Currency USD	Terms Net45	Due Date 1/14/2026
Cust PO#	Sales Order SBI1000-000003424		Billing Schedule 200-2024205734		

Contract Date	Description	Quantity	Unit Price	Extended Price
02/13/24	Priority Based Budgeting - Subscription 01/01/2026 - 12/31/2026	1	\$55,125.00	\$55,125.00

RECEIVED

DEC 09 2025

<p>**ATTENTION** Order your checks and forms from Tyler Business Forms at 877-749-2090 or Tylerbusinessforms.com to guarantee 100% compliance with your software.</p>	Subtotal	\$ 55,125.00
	Sales Tax <i>9%</i>	\$4,961.26
	Total	\$ 60,086.26



AGENDA ITEM NO.: 10.M.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual subscription for Police Department use of Flock Safety cameras and software in the amount of \$64,855.00

Dept of Origin: Police Department

Dept. Head Approval: Damon Simmons

Exhibit(s):
Flock.2026

Expenditure Required	Yes
Budgeted	Yes; General Fund - Law Enforcement Equipment 594.21.64.02
City Program	Crime Prevention, Criminal Investigations, etc..

Summary Statement

Liberty Lake PD currently deploys 19 Flock cameras throughout the City that are instrumental in ongoing efforts to prevent and investigate criminal activity within the City.

Recommended Action

Approve payment in an amount not to exceed \$64,855.00

flock safety

INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-73775
 Invoice Date: 9/8/2025
 Due Date: 10/8/2025
 Payment Terms: Net 30
 PO#:

6589

Bill To: WA - Liberty Lake PD
 23127 E Mission Ave
 Liberty Lake, Washington, 99019

Ship To: WA - Liberty Lake PD
 23127 E Mission Ave
 Liberty Lake, Washington 99019

Billing Company Name: WA - Liberty Lake PD
 Billing Contact Name: Accounts Payable
 Billing Email Address: ap@libertylakewa.gov

Payment Terms: Net 30
 Contracted Billing Structure: Annual

Notes: Renewal - WA - Liberty Lake PD - 2025: Year 1 of 24 Month Term, 2025 - 2026

Please note a minor change to our invoices starting February 1, 2025 updating product/SKU names listed in each line item. This change is only to naming conventions and will not affect the products, functionality, or services you receive from Flock Safety. Please update your payment system to reflect these new product/SKU names as needed.

ITEMS	QTY	UNIT PRICE	SALES TAX	TOTAL
Flock Safety Platform - Essentials	1	\$0.00	\$0.00	\$0.00
Flock Safety LPR, fka Falcon	19	\$3,000.00	\$5,130.00	\$62,130.00
Flock Safety Advanced Search	38	\$65.79	\$225.00	\$2,725.00

Unless otherwise noted on the Order Form, the Term shall commence upon first installation and validation of Flock Hardware.
 Link to Location of Services:

Subtotal: \$59,500.00
Sales Tax: 9% \$5,355.00
Credit: \$0.00
Payments: \$0.00
Balance Due: \$64,855.00

REC'D 09/08/2025 EMAIL

If you have questions about your invoice or need to update your billing contact information, please email billing@flocksafety.com or call 866-901-1781, option 3.



INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-73775
Invoice Date: 9/8/2025
Due Date: 10/8/2025
Payment Terms: Net 30
PO#:

Payment Remittance Information	
<p>Pay by Check:</p> <p>Payable to: Flock Group Inc Memo: INV-73775 Mail to: PO Box 121923 Dallas, TX 75312-1923</p> <p><i>If paying by check, please include the remittance slip below.</i></p>	<p>Pay by ACH:</p> <p>Account Legal Name: Flock Group Inc. Account Number: 3302113966 Account Type: Checking Routing / SWIFT Code: 121140399 / SVBKUS6S</p> <p><i>If paying by ACH, please include your invoice number in the memo section of the ACH transfer request.</i></p>

Please be aware that failure to pay the invoice by the due date may result in an interest penalty or disconnection of service, as specified in your contract.

.....
Detach and Return with Payment

Make Checks Payable to: Flock Group Inc

If sending via Flock Group Inc
USPS: PO Box 121923
Dallas, TX 75312-1923

Or

If sending via Flock Group Inc
UPS, FedEx or 891923
USPS: 885 East Collins Boulevard,
Suite 110
Richardson, TX 75081

Account: WA - Liberty Lake PD

Invoice # INV-73775

Amount Due: **\$64,855.00**

Amount Enclosed: \$ _____



AGENDA ITEM NO.: 10.N.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual subscription for public records software Next Request in the amount of \$9,614.25

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

Exhibit(s):
Next.Request.2026

Expenditure Required	Yes
Budgeted	Yes; General Fund - Admin Professional Services 514.23.41.00
City Program	Records Management

Summary Statement

Next Request is the City's software to centralize and deliver public records requests.

Recommended Action

Approve payment in an amount not to exceed \$9,614.25



3064

Invoice

Updated Remittance Address:
(FOR PAYMENTS ONLY)
CivicPlus LLC
PO Box 737311
Dallas TX 75373-7311

#355435

1/5/2026

Bill To

City of Liberty Lake, WA
22710 East Country Vista Drive
Liberty Lake WA 99019

TOTAL DUE

\$9,614.25

Due Date: 2/4/2026

Terms	Customer	Approving Authority
Net 30	City of Liberty Lake, WA	

Qty	Item	Start Date	End Date	Amount
1	NextRequest Standard with up to 10 Admin-Publisher Users and 2TB of Storage Renewal	1/5/2026	1/4/2027	\$8,820.41

Total	\$8,820.41
Tax 9%	\$793.84
Due	\$9,614.25

REC'D 11/17/2025 EMAIL

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to remittance@civicplus.com. That address is not monitored for other inquiries or notifications. For any other invoice questions or information, please contact us at accounting@civicplus.com.

Bank Name	Account Name	Account Number	Routing Number
JPMorgan Chase	CivicPlus LLC	910320636	021000021



AGENDA ITEM NO.: 10.O.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual subscription for recreation management software Civic Rec in the amount of \$9,728.28

Dept of Origin: Parks & Rec

Dept. Head Approval: Jennifer Camp

Exhibit(s):
Civic.Rec.2026

Expenditure Required	Yes
Budgeted	Yes; General Fund - Recreational Activities Professional Services - 571.00.41.00
City Program	Park Facility Rentals; Recreation Programs

Summary Statement

Annual subscription to manage recreation programming and parks reservations.

Recommended Action

Approve payment in an amount not to exceed \$9,728.28



Invoice

3064

#356779

1/1/2026

Updated Remittance Address:
(FOR PAYMENTS ONLY)
CivicPlus LLC
PO Box 737311
Dallas TX 75373-7311

Bill To

Erika Mendez
City of Liberty Lake
22710 East Country Vista Drive
Liberty Lake WA 99019

TOTAL DUE

\$9,728.28

Due Date: 1/31/2026

Terms	Customer	Approving Authority
Net 30	City of Liberty Lake, WA	

Qty	Item	Start Date	End Date	Amount
1	Recreation Management annual software licensing.	1/1/2026	12/31/2026	\$4,725.00
1	Pay Maintenance and Support Annual Fee	1/1/2026	12/31/2026	\$1,575.00
1	AudioEye Enterprise for Recreation Management	1/1/2026	12/31/2026	\$2,625.00

Total	\$8,925.00
Tax 9%	\$803.28
Due	\$9,728.28

REC'D 11/18/2025 EMAIL

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to remittance@civicplus.com. That address is not monitored for other inquiries or notifications. For any other invoice questions or information, please contact us at accounting@civicplus.com.

Bank Name	Account Name	Account Number	Routing Number
JPMorgan Chase	CivicPlus LLC	910320636	021000021



AGENDA ITEM NO.: 10.P.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual insurance premium for liability and property coverage from Washington Cities Insurance Authority in the amount of \$528,764.00

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

Exhibit(s):
WCIA.2026

Expenditure Required	Yes
Budgeted	Yes; Various line items from General, Streets, and Golf Operations Funds
City Program	Risk Management, various others

Summary Statement

Annual liability and property insurance coverage. Represents a 6.5% increase plus additional worker hours and new property/equipment added in 2025.

Recommended Action

Approve payment in an amount not to exceed \$528,764.00



Washington Cities Insurance Authority
 PO Box 88030
 TUKWILA, WA 98138
 206-575-6046

Member Assessment Invoice

BILL TO
 Liberty Lake
 22710 East Country Vista Drive
 Liberty Lake, WA 99019

MEMBER ASSESSMENT INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
200713	01/01/2026	\$528,764.00	01/31/2026	Net 30	

COVERAGE/PROGRAM	DESCRIPTION	ASSESSMENT
Auto	Auto Physical Damage	24,201.00
Equipment Breakdown	Equipment Breakdown	2,233.00
Fidelity	Crime/Fidelity	903.00
Liability	Liability	342,170.00
Property	Property	159,257.00

Please include a copy of this invoice with your payment-WCIA
 DOES NOT ACCEPT CREDIT CARD PAYMENTS

SUBTOTAL	528,764.00
TAX	0.00
TOTAL	528,764.00
BALANCE DUE	\$528,764.00

Please make checks payable to:

Washington Cities Insurance Authority
 Attn: Finance
 PO Box 88030
 Tukwila, WA 98138

Main Phone (206) 575-6046

If \$0 is shown above, the member has no coverage for that particular program with WCIA.

Payments must be received by January 31, 2026.

Payments received after January 31, 2026, will be assessed a penalty of 2.5% of the member's liability assessment with a minimum of \$1,000.



AGENDA ITEM NO.: 10.Q.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Annual subscription for accounting and payroll software Springbrook in the amount of \$23,790.72

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

Exhibit(s):
Sbrk.2026

Expenditure Required	Yes
Budgeted	Yes; General Fund - Admin Professional Services 514.23.41.00
City Program	Various Finance and Admin programs

Summary Statement

Springbrook provides the City's accounting and payroll software. Staff will investigate alternative vendors in 2026 and will present a recommendation to council if a preferred option is found.

Recommended Action

Approve payment in an amount not to exceed \$23,790.72.

INVOICE



Invoice # INV-B002510
Invoice Date 11/02/2025
Invoice Date Due 01/31/2026
Payment Terms Net 90
PO No.

Bill To:

Liberty Lake, WA - City of
City of Liberty Lake, WA
22710 E Country Vista Dr.
Liberty Lake Washington 99019

Ship To:

Liberty Lake, WA - City of
Erika Mendez
22710 E Country Vista Dr.
Liberty Lake WA 99019

Description	Term Start Date	Term End Date	Qty.	Ext. Price
Cash Receipting Essentials Subscription	01/01/2026	12/31/2026	1	\$4,364.88
Financial Essentials Subscription	01/01/2026	12/31/2026	1	\$4,870.29
Payroll Essentials Subscription	01/01/2026	12/31/2026	1	\$5,306.78
Enterprise User Subscription	01/01/2026	12/31/2026	25	\$7,284.40

Subtotal	\$21,826.35
TAX	\$1,964.37
Total	\$23,790.72

Please direct inquiries to:
Accounts Receivable at (503) 820-2213
Send an email to: accountsreceivable@sprbk.com

Lockbox Payments:
Springbrook Holding Company LLC
PO Box 200566
Dallas, TX 75320-0566

ACH/Wiring Instructions:
Wells Fargo
For credit to: Springbrook Holding Company LLC
Account: 4898138342
ABA: 121000248



AGENDA ITEM NO.: 10.R.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Purchase 2022 Chevrolet Colorado for Public Works - Horticulture from Knudtsen Chevrolet

Dept of Origin: Public Works

Dept. Head Approval: Ben Turner

Exhibit(s):
HTrucks with quotes 2

Expenditure Required	Yes
Budgeted	Yes; (312) REET 2 Street Capital Fund; (595 64 60 02) Capital Expenditures/Expenses-Equipment (ET-11)
City Program	Streetscape and Landscape Maintenance / Parks Maintenance

Summary Statement

This item requests approval to purchase a 2022 Chevrolet Colorado pickup truck, a new asset that will provide public works - horticulture with a stand-alone vehicle for use by the city gardener and the planned seasonal hire. The purchase is a new, strategic investment in operational effectiveness and infrastructure protection for multiple departments. A quote from Knudtsen was obtained in the amount of \$37,135.81.

Recommended Action

Authorize purchase of 2022 Chevrolet Colorado from Knudtsen Chevrolet in an amount not to exceed \$38,000.



The City of Liberty Lake
 22710 E Country Vista Dr
 Liberty Lake, WA 99019
 C: (509) 607-2950
 H: (509) 607-2950
 W: (509) 607-2950



Stock # TT2622

2022 Chevrolet Colorado, Body Type: Crew Cab Pickup
 Color: Satin Steel Metallic, 19831 Miles VIN:1GCGTCEN9N1287237

Cash	
	Balance Due
\$0	\$37,136

MSRP/Retail	\$35,425.00
Discount	\$1,438.00
Selling Price	\$33,987.00
Rebates	\$0.00
Trade Allowance	\$0.00
Trade Difference	\$33,987.00
Government Fees	\$22.00
Proc/Doc Fees	\$0.00
Total Taxes	\$3,126.81
Trade Payoff	\$0.00
Deposit	\$0.00
Total Balance Due	\$37,135.81
Trade Tax Savings	\$0.00
Effective Allowance	\$0.00

Customer Signature **Date**

Manager Signature **Date**

All terms subject to Dealer and/or Lender approval. All prices are subject to tax, title, lic. and dealer documentation fee. This price expires at end of day.



AGENDA ITEM NO.: 10.S.
**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: 2026 Trailhead Golf Course fee schedule

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

Exhibit(s):
2026 Price List - Changes Highlighted (002)

Expenditure Required	No
Budgeted	N/A
City Program	Golf Operations

Summary Statement

A review of recent rate changes to area courses by Golf Pro Chris Johnston indicates that Trailhead is again much lower than its counterparts. Proposed rate changes are always kept strategically lower than other local courses, but will allow the city to keep up with the rising costs of maintenance at the facility while also ensuring future payments toward debt service can be fully supported by golf course operating revenues.

Recommended Action

Approve fee schedule



2026 Prices

Green Fees

Weekends & Holidays = Adult Rate until 1:00pm - During Regular Season

Adult	\$29.00	+4	Adult 2 nd 9 Holes	\$12.00	+2
Senior (60 years or older)	\$26.00	+4	Senior 2 nd 9 Holes	\$11.00	+2
Junior	\$10.00		Junior 2 nd 9 Holes	\$5.00	
Services (Active Military, Fire & Police)	\$26.00	+4	Services 2 nd 9 Holes	\$11.00	+2
Twilight (5pm+ Up to 9 holes – Not all you can play)	\$20.00		Twilight 2 nd 9 Holes	\$12.00	+2
Off Season**	\$20.00	+3	Off Season 2 nd 9 Holes	\$7.00	+2
Tournament (Min. 24)	\$26.00	+4	Tournament 18 Holes	\$38.00	+6

Rental Carts & Clubs

Power Carts 9 Holes	\$22.00	+2	Charged by the seat	\$11.00	+1
Power Carts 18 Holes	\$44.00	+4	Charged by the seat	\$22.00	+2
Twilight Cart (5pm to 30min before dark)	\$18.00	+2	Charged by the seat	\$9.00	+1
Power Cart Pass*	\$600.00	+50	Annual (Use of a rental Power Cart)		
Push Carts	\$6.00		9 or 18 Holes		
Rental Clubs	\$20.00	+5	9 or 18 Holes		

Trail

Trail Fee	\$12.00	+2
Season*	\$120.00	+20

Range Balls

Small	\$10.00	+2	34 Balls	
Medium	\$12.00	+2	68 Balls	
Large	\$14.00	+2	102 Balls	
E-Range Key Fob*	\$50.00		\$60 worth of Range Balls	
E-Range Key Fob*	\$100.00		\$130 worth of Range Balls	
E-Range Key Fob*	\$200.00		\$275 worth of Range Balls	
E-Range Key Fob*	\$300.00		\$400 worth of Range Balls	
E-Range Key Fob*	\$600.00		\$900 worth of Range Balls	
E-Range Key Fob Deposit Fee*	\$5.00		Refundable when returned	



**Punch Cards
E-Range Key Fobs
Season Passes
Trail Passes**

All EXPIRE at the end of the season they are purchased for

Must pay deposit fee for new or replacement fobs – refunded when returned

Season Passes & Punch Cards

Adult	10 Play*	\$261.00	+36	Save \$29.00	2 nd 9 Holes	\$12.00
	20 Play*	\$493.00	+68	Save \$87.00	2 nd 9 Holes	\$12.00
	30 Play*	\$725.00	+100	Save \$145.00	2 nd 9 Holes	\$12.00
	Season*	\$1218.00	+218	Break Even = 42	(9 holes)	Non-transferrable
Senior/Services	10 Play*	\$234.00	+36	Save \$22.00	2 nd 9 Holes	\$9.00
	20 Play*	\$442.00	+68	Save \$66.00	2 nd 9 Holes	\$9.00
	30 Play*	\$650.00	+100	Save \$110.00	2 nd 9 Holes	\$9.00
	Season*	\$1092.00	+212	Break Even = 42	(9 holes)	Non-transferrable
Junior	10 Play*	\$90.00		Save \$10.00	2 nd 9 Holes	\$5.00
	Season*	\$200.00		Break Even = 20	(9 holes)	Non-transferrable

Simulators

Monday – Friday	Open-5pm	\$45.00	Per Hour	Rate by time not players
Monday – Friday	5pm-Close	\$55.00	Per Hour	Rate by time not players
Saturday and Sunday	All Day	\$55.00	Per Hour	Rate by time not players
Every Summer Day	June-August	\$30.00	New Per Hour	Rate by time not players

Notes

All prices include all state and admission taxes

**Off season rates are: From the Start of Season to April 1 and From October 1 to the Close of Season

Tournament rates are for groups of 24 players minimum - paying in one transaction – Shotguns minimums: 48/9 - 60/18

Refer to lesson and tournament flyers for more information and rates on all Adult and Junior lessons and tournaments

Punch Cards can be punched up to 4 times per day and are transferrable – Season Passes are NOT transferrable

***All Punch Cards, Season Passes, Trail Passes and Range Key Fobs expire at the end of the season they are purchased in or for**





AGENDA ITEM NO.: 11.A.

**BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE,
WASHINGTON**

For the Agenda Of: January 6, 2026

Subject: Donation - Rainbow Bridge Project

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

Exhibit(s):
 Donation Form. Signature Rainbow Bridge, Donation Form.Pg1 Rainbow Bridge, P&A Project Proposal Form 2024.final, RBPic.1, RBPic.2

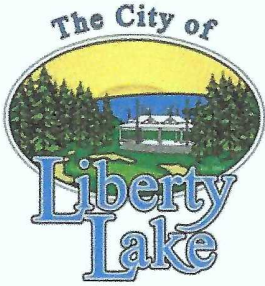
Expenditure Required	
Budgeted	N/A
City Program	Park Maintenance/Public Art

Summary Statement

This project proposal was presented to the Parks and Arts Commission by Pawpular Companions. The Commission voted to move forward and support the project, which will be installed at Rocky Hill Park at an agreed upon site selected by Commissioners, Pawpular Companions staff and City staff. The project is now in the form of a donation which the Parks and Arts Commission supports moving forward to the City Council for consideration and approval. The intent is to provide a quiet place for people to go and reflect, remember and commemorate their pets that have passed.

Recommended Action

Accept the donation from Pawpular Companions, for the "Rainbow Bridge Project" at Rocky Hill Park, in the valued amount of \$15,000.



DONATION FORM

The City of Liberty Lake will make all reasonable efforts to fulfill the specific purpose(s) as outlined in the previous section for this donation. If the specified donation purposes are not feasible, substitutions for the purposes will be made. The donated 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 donation. The City of Liberty Lake did not provide you any goods or services in consideration for this donation.

SECTION 4. DONOR SIGNATURE(S)

Mara Brulle

Donors Signature

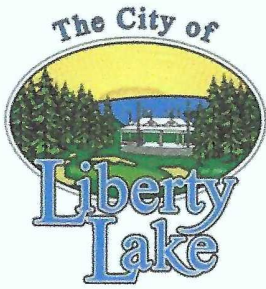
12/15/2025

Date

SECTION 5. MAYOR APPROVING SIGNATURE

Mayor's Signature

Date



DONATION FORM

SECTION 1: DONOR INFORMATION

Donor(s) Name: PAWPULAR COMPANIONS PET SUPPLIES

Donor(s) Address: _

21801 E. COUNTRY VISTA DRIVE, STE. 111

LIBERTY LAKE, WA 99019

SECTION 2: DONATION CLASSIFICATION

The undersigned donor(s) hereby donates to the City of Liberty Lake, Washington the amount of \$ 15,000.00 which said donation shall be considered accepted upon approval from the Mayor and receipt of the funds by the City.

OR

The undersigned donor(s) hereby donates _____ with a fair market value of \$ _____ which said donation shall be considered accepted upon approval from the Mayor and receipt of the item(s) by the City.

Please attach any receipts or documentation establishing the fair market value amount.

SECTION 3: PURPOSE OF DONATION

The City represents that it is a duly organized and existing municipal corporation of the State of Washington and that the donated funds will be used to the extent possible only for the following public purposes: *(Attach a separate statement if more space is required.)*

RAINBOW BRIDGE



CITY OF LIBERTY LAKE PARKS AND ARTS COMMISSION PROJECT PROPOSAL FORM

22710 E Country Vista Drive, Liberty Lake, WA 99019 Phone: (509) 755-6714 Fax: (509) 755-6713

Presenter:	Last: CROWELL	First: MARA	
Company / Organization:	PAWPULAR COMPANIONS PET SUPPLIES		
21801 E. COUNTRY VISTA DR., #111	LIBERTY LAKE	WA	99019
Mailing Address	City	State	Zip Code
N/A	509-927-8890	509-850-6070	
Home Phone	Work Phone	Cell Phone	
pawpularcompanions@gmail.com			
Email Address			

Project Information

Project Description:

Construction and maintenance of a "Rainbow Bridge" in the City of Liberty Lake. This would be a place where people can go to reflect, remember & commemorate their passed pets by placing their Collar/Tag on the bridge, thus creating the "Rainbow".

Project Timeline (Start and End Date): Construction would begin as soon as possible once a location has been determined and would be completed within 45 days (weather depending).

Please list any attachments (print and attach if necessary): Attached photo of a Rainbow Bridge in a different State showing verbiage/signage explaining the concept of the bridge and it's meaning.

Is there is a specific request for the Parks and Arts Commission (i.e., funding, support, involvement, add to P&A future project list, etc.):

No initial funding required, Pawpular Companions Pet Supplies will cover the cost of the materials to build the bridge & the manpower.

Would the City help with permitting if required?

Would the City help maintain the grounds, depending on location? (mowing, snow removal, watering)

We would consider having STONES that individuals could etch their pets name on, which Pawpular would be the purchase point, this would help offset the cost/maintenance of the Bridge.

Any other details we should know that relate to the project?:

If the City doesn't have the personnel to maintain the Bridge property, Pawpular would procure assistance with this.

This completed Project Proposal Form and attachments may be submitted by mail, fax, email, or in person at City Hall.

City of Liberty Lake
Attn: Parks and Arts Commission
22710 E Country Vista Drive
Liberty Lake, WA 99019

Phone: (509) 755-6714

Fax: (509) 755-6713

Email: jcamp@libertylakewa.gov

Signature of applicant *Mara Crowell*

Date: 10/27/2025



Find related content



NO LONGER BY MY SIDE
 FOREVER IN MY HEART
 WE WILL MEET AT THE
 RAINBOW BRIDGE
 AND WE WILL NEVER BE APART

WELCOME TO OUR RAINBOW BRIDGE, A PLACE
 TO PEACEFULLY HONOR AND REMEMBER OUR
 FOURLEGGED FAMILY MEMBERS.

WE WELCOME YOU TO ATTACH YOUR PET'S
 TAG AND/OR COLLAR TO THE RAILS OF THIS
 BRIDGE. CHAINS TO ATTACH THE MEMORIAL
 ARE LOCATED IN THE CONTAINER AT THE
 ENTRANCE TO THE BRIDGE.

WE WOULD WELCOME YOUR DONATION IN
 HONOR OF YOUR PET, BUT A DONATION IS
 NOT REQUIRED TO ATTACH YOUR MEMORIAL
 TAG/COLLAR.

THE DONATION BOX
 IS NEAR THE ENTRANCE TO THE RAINBOW BRIDGE

A/c



00:11/00:22





Find related content



**Come with me to put my
best friends collar on the
rainbow bridge**

Lake Lure, NC



00:00/00:22

