COMMUNITY ENGAGEMENT COMMISSION MEETING AGENDA
WEDNESDAY, AUG. 19, 2026 – 6:00 P.M.
22710 E. COUNTRY VISTA DRIVE

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

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVALS**
   a. Agenda
   b. Minutes of meeting of July 22, 2026
   c. Minutes of workshop meeting of July 29, 2026

4. **PUBLIC COMMENTS**

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

6. **DISCUSSIONS & BUSINESS**
   a. CEC purposes and responsibilities – Updates (Norman)
   b. Community Forum on Next Year's City Budget (Aug. 20, 6-7:30 p.m. at library)
   c. Sidewalk Master Plan public engagement
   d. Marketing calendar development/discussion
   e. CEC 2026 Annual Report & 2027 budget – Final approval
   f. Other upcoming opportunities?

7. **NEXT MEETING: Sept. 16, 2026, at 6 p.m.**
   a. Requested items for agenda?

8. **ADJOURNMENT**

JOIN ZOOM MEETING

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

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

Or join webinar with the following methods

Phone one-tap

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

PUBLIC COMMENT

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

WRITTEN PUBLIC COMMENTS

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

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

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

CITY OF LIBERTY LAKE
Community Engagement Commission Minutes
July 22, 2026 – 6:00 p.m.

CALL TO ORDER:
The meeting of the Community Engagement Commission was called to order by chairman Bill Norman on July 22, 2026, at 6:00 p.m.

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

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

Commissioner Saba moved and Commissioner Stussy seconded to approve the minutes of the meeting of June 17, 2026, and the motion passed.

PUBLIC COMMENTS:
There were no public comments.

CITY HALL UPDATES:
Goehner introduced and provided additional details on the City Hall Update that had been mailed out earlier in the week. He also distributed 3 design concepts for a new city logo created by Visit Spokane, at no additional cost to the city, that were introduced during the previous night's City Council meeting. He also shared plans for public surveying on the designs that would be happening online and in person at the next two Farmers Market dates, as well as the tentative overall timeline for the logo selection process.

DISCUSSIONS & BUSINESS:

B – CEC purposes and responsibilities: Chairman Norman reported that the planned meetings with representatives of other city commissions to discuss how those groups might make use of the CEC have not happened yet, and anticipated an update on this during the August meeting. Discussion followed on the current pursuits for the CEC to find more proactive opportunities for community engagement.

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C – Discussion on citizen review of the municipal code on micromobility vehicles: Commissioner Carlberg reported that he had requested having this on the agenda after anticipating more public discussion about micromobility use and policies, and said he has since seen the level of public discussion fade about this topic. Members discussed the recent reduced levels of micromobility activities conflicting with city regulations, and no further action was taken.

A – Sidewalk Master Plan engagement – Gen Dial of SCJ Alliance, appearing later in the agenda after her Zoom link was established, shared a presentation engagement goals and outcomes for the development of the city's Sidewalk Master Plan. She said there are 3 in-person engagements planned at city events, as well as an online survey. Commissioner Norman suggested having two in-person community programs provided on each side of the freeway. Commissioner Saba suggested that having a town hall would allow for more information to be provided. City administrator Mark McAvoy said the earlier events would also serve as training opportunities for the CEC members for this project as well as future projects.

D – Community meeting on 2027 budget: McAvoy provided the concept for the upcoming interactive community meeting that would be happening at the library in August. In response to a question from Commissioner Carlberg, McAvoy provided a general breakdown of the costs involved with the LLPD's K-9 program. Chairman Norman asked if all city programs could be presented with their costs and perceived benefits, and McAvoy said a list like that would be lengthy. Chairman Norman asked if the CEC could have a "City Academy"-type overview meeting about budget information, and discussion followed favoring this idea. Chairman Norman also suggested pursuing opportunities for CEC members to spread themselves through their HOAs and other events to try to obtain input from the public about their priorities for the city's budget. McAvoy suggested that the CEC members find opportunities to become force multipliers and have conversations on what the people want to have, rather than just conversations to the public on what the city's staff and City Council want to occur. McAvoy also suggested that the CEC schedule a special meeting prior to August's community meeting that would help inform the CEC about the budget process and help them prompt conversations during that community meeting. Commissioner Stussy moved that a special workshop meeting for the CEC on the city's budget development be held on July 29 at 4:30 p.m. at City Hall, Commissioner Merkel seconded, and the motion passed.

E – Marketing calendar development/discussion: Commissioner Norman entertained a motion to table this to the August meeting. Commissioner Saba made the motion, Commissioner Merkel seconded, and the motion passed.

F – CEC 2026 Annual Report & 2027 budget: No new discussion or action was taken.

G – Famers Market: Commissioner Saba said more people are needed to sign up for dates on the calendar. Chairman Norman said he would sign up for this Saturday.

H – Other upcoming opportunities: No additional items were suggested.

NEXT MEETING AGENDA ITEMS:

The next regular meeting will be held Aug. 19, 2026, at 6 p.m.

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ADJOURNMENT:

Commissioner Norman adjourned the meeting at 7:30 p.m. The next regular meeting will be held on July 22, 2026.

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CITY OF LIBERTY LAKE
Community Engagement Commission Minutes
July 29, 2026 – 6:00 p.m.

CALL TO ORDER:
The special workshop meeting of the Community Engagement Commission was called to order by chairman Bill Norman on July 29, 2026, at 4:30 p.m.

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

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

PUBLIC COMMENTS:
There were no public comments.

WORKSHOP ON 2027 CITY BUDGET:
City administrator Mark McAvoy facilitated a workshop that provided background information on the upcoming development of the city's 2027 budget and as a primer to the community forum on the budget that will be held at the city library on Aug. 20. The presentation included information on the city's annual population, tax revenue trends, and priority-based budgeting practices that the commission members would be able to use in their conversations with the public during the Aug. 20 meeting and other interactions. Questions were asked and answered on also applying information from the presentation for talking points connected with the upcoming public engagements on the city's sidewalk master plan.

NEXT MEETING:
The next regular meeting will be on Aug. 19, 2026, at 6 p.m.

ADJOURNMENT:
Commissioner Stussy moved and Commissioner Saba seconded a motion to adjourn the workshop meeting at 6:25 p.m. The motion passed.

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City Hall Updates for Community Engagement Commission
8-17-2026

1. **Public Surveying – Sidewalk Master Plan:**
   - SCJ Alliance began in-person public surveying at Farmers Market last Saturday for the development of the city's Sidewalk Master Plan. Signage and QR code for survey will continue there (without SCJ staff) for the next few weeks. Posting on the city's homepage will occur later this week of the survey and the project's related story map. Town hall on the city's Sidewalk Master Plan will be held during September at Trailhead Golf's Rotary Room (possibly Thursday, Sept. 24, at 6 p.m.).

2. **Parks:**
   - Deadline has been extended to Sept. 5 for area residents to contribute items for the city's 25th anniversary time capsule, which is currently outside City Hall's reception area. The time capsule will be buried at a yet to be determined date later this year.
   - A dedication ceremony was held on Aug. 11 for the new "Together Fused" public artwork of panels with colored glasswork that was installed at the southeast corner of N. Kramer Parkway and E. Country Vista Drive.
   - A mural was completed on the Rocky Hill Park basketball court at the start of August.
   - The irrigation system at Orchard Park is shut down this week for repairs. The shutdown does not affect the water to the splash pad, restrooms, or drinking fountains.

3. **Spokane Complex Fire:**
   - The City Council on Aug. 4 unanimously approved an emergency ordinance that gives city staff the authority to temporarily suspend some sections of the city's Development Code to allow for temporary emergency shelters to be pre-approved by the city's Community Development Department. The emergency ordinance was passed in response to a proposal from Bretz Marine and RV to allow people displaced by the fires to set up and temporarily live in trailers and RVs at its property.
   - The city library is accepting donations of non-perishable items (for Second Harvest) and hygiene products (for Project Beauty Share) through Thursday, Aug. 20.

4. **Upcoming dates:**
   - **Montana Shakespeare in the Park:** "Much Ado About Nothing" is being performed on Wednesday, Aug. 19, at 5 p.m. at Pavillion Park. (Same night as this week's CEC meeting.)
   - **Community Forum on Next Year's City Budget – A City Academy Series Event:** This Thursday, Aug. 20, from 6 to 7:30 p.m. at the city library.
   - **Free music concert at Orchard Park with Tamarack Ridge Band:** This Saturday at Orchard Park from 6 to 8 p.m. Band performs country, modern country, and classic rock, and was named last year's NW-CMA Entertainers of the Year.

- **Movies at Pavillion Park –** Final movie of 2026 is "Wicked For Good" on Saturday, Aug. 29.
- **25th Lud Kramer Memorial Concert with the Spokane Symphony –** Saturday, Sept. 5, at 6 p.m. at Pavillion Park. There will be a giant-sized 25th birthday card to the city for attendees to sign! Possibly also a display of some of the items from the city's 2011 time capsule.
- **Cops, Cars & Cruisers –** LLPD's annual fundraiser event for Special Olympics is Saturday, Sept. 12, from 8 a.m. to 3 p.m., at the MODE Campus.
- **And date TBD:** The town hall with SCJ Alliance addressing the city's Sidewalk Master Plan that will be held at Trailhead Golf's Rotary Room during September.

5. **City Podcast:**
   - Recently posted: Summer update of micromobility issues, with LLPD Chief Damon Simmons and Deputy Chief Darin Morgan. "What's in the Time Capsule?" with Mickael Stevens, reviewing the contents of the city's 2011 time capsule.
   - Posting next week: First mayor Steve Peterson's further stories on the development of the library, the pedestrian bridge, the ballfields, and more. Coming in September: Liberty Lake 1st graders' predictions from 2011 about what Liberty Lake will look like in 10 years.

-- David Goehner