ORDINANCE NO. 313
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON

AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2026 THROUGH DECEMBER 31, 2026, APPROPRIATING FUNDS AND ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS.

WHEREAS, state law requires the Mayor to prepare a preliminary budget for the City of Liberty Lake at least sixty (60) days before the beginning of the City's fiscal year beginning January 1, 2026 and ending December 31, 2026.

WHEREAS, the Mayor, in consultation with City Staff, has prepared and placed on file with the City Clerk a preliminary budget together with an estimate of the amount of money necessary to meet the expenses of the City, including payment of outstanding obligations;

WHEREAS, notice was posted and published that on October 8, 2025 and November 18, 2025, the City Council of the City of Liberty Lake would meet and receive public comment in the City Council chambers prior to the adoption of the budget;

WHEREAS, the attached 2026 Budget of the City of Liberty Lake reflects the provision of municipal services and programs that will enhance the public health, safety and welfare of the citizens; and

WHEREAS, the City Council has determined that the best interest of the City is serviced by adopting the budget set forth herein:

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

Section 1. Adoption of the Budget. The budget for the City of Liberty Lake for the year 2026 is hereby adopted at the fund level and as the balanced budget for the City with appropriations limited to the total estimated revenues and ending fund balance of the City. The final budget for $32,843,745 attached hereto by this reference is incorporated herein pursuant to RCW 35A.33.075.

Estimated resources for each separate fund of the City of Liberty Lake, and aggregate expenditures for all such funds for the year 2026 are set forth in a summary form in Exhibit A.

Section 2. Positions, Salary Schedules and Adjustments. The various positions and salary ranges for City employees are adopted in the form and amounts attached to this Ordinance as Exhibit B. To further the efficient operation of the City, the Mayor is authorized to make transfers between individual appropriations within any one fund for the 2026 budget. The Mayor may make salary adjustments as deemed appropriate in the exercise of reasonable discretion.

Section 3. Transmittal. A complete copy of the budget, as adopted, together with a copy of this Ordinance, shall be transmitted by the City Clerk to the State Auditor and to the Association of Washington Cities as per RCW 35A.33.075.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

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

PASSED by the City Council this 8th day of December, 2025.

Cris Kaminskas
Mayor, Cris Kaminskas

ATTEST:

Rochelle Caton
City Clerk, Rochelle Caton

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Date of Publication: December 26, 2025

Effective Date: January 1, 2026

City of Liberty Lake
2026 Budget Summary By Fund

Exhibit A

FUND	Est. Beginning Fund Balance	Revenues	Expenditures	Est. Ending Fund Balance
General Fund 001	$ 8,296,975	$ 13,647,645	$ 19,336,176	$ 2,608,444
Street Fund (Fund 110)	450,000	1,155,600	1,442,020	$ 163,580
Parks & Arts Fund	30,000	287,000	317,000	$ -
Tourism Promotion Fund	210,000	98,000	250,000	$ 58,000
Tourism Promotion Capital Fund	30,000	75,000	105,000	$ -
Tourism Promotion Area (TPA)	-	55,250	55,250	$ -
Restricted Reserve	1,890,000	70,000	-	$ 1,960,000
REET 1 Capital Projects Fund	2,250,000	670,000	2,663,213	$ 256,787
REET 2 Capital Projects Fund	1,875,000	2,761,100	4,500,398	$ 135,702
Street Capital Projects Fund	310,000	10,000	145,000	$ 175,000
Henry Rd Project Fund	-	-	-	$ -
Harvard Road Mitigation Fund	620,000	275,000	-	$ 895,000
Library Capital Fund	175,000	5,000	180,000	$ -
Municipal Facilities Fund Master Plan	200,000	5,000	205,000	$ -
Police Capital Fund	65,000	500	65,500	$ -
Community Messaging Fund	107,000	3,000	110,000	$ -
Underground Utility Fund	120,000	27,500	147,500	$ -
Building Contigency Fund	135,000	4,000	139,000	$ -
Trailhead Improvements Project Fund	-	443,924	443,924	$ -
Stormwater Utility Fund	120,000	93,000	213,000	$ -
Aquifer Protection Fund	250,000	67,500	289,670	$ 27,830
Golf Operations Fund	500,400	1,564,500	1,965,094	$ 99,806
Unemployment Fund	-	15,000	15,000	$ -
Health Reimbursement (Bridge) Fund	120,000	55,000	175,000	$ -
Custodial Fund	-	81,000	81,000	$ -
	$ 17,754,375	**$ 21,469,519**	**$ 32,843,745**	**$ 6,380,149**
Total Revenues & Expenditures		**$ 39,223,894**		**$ 39,223,894**

CITY OF LIBERTY LAKE
PROPOSED SALARY SCHEDULE FOR 2026

Exhibit B

JOB TITLE	Full Time (FT) Part Time (PT)	# of Employees	2024 ADOPTED	2025 ADOPTED	2026 Proposed	Notes:
Section 2. EXECUTIVE						
City Administrator	FT	1	$156,450 - $176,188	$161,769 - $193,330	$170,990 - $204,349	
Executive Assistant	FT	1	$52,374 - $58,947	$54,163 - $64,709	$57,241 - $68.391	
Communication Specialist	FT	1	$64,147 - $72,238	$66,331 - $79,269	$70,116 - $83,783	
Section 3. FINANCE & ADMINISTRATIVE SERVICES						
Finance Director	FT	1	$105,075 - $118.332	$112,227 - $134,122	$118,623 - $141,767	
Human Resource Manager	FT	1	$86,854 - $97,811	$92,065 - $110,027	$97,313 - $116,298	
City Treasurer	FT	1	$78,146 - $88,005	$80,870 - $96,658	$85,488 - $102,170	
City Clerk	FT	1	$66,061 - $74,402	$80,870 - $96,658	$85,488 - $102,170	
Payroll Technician	FT	1	$62,650 - $70,554	$64,833 - $77,480	$68,453 - $81,806	
Procurement Specialist	FT	1	$64,132-72,218	$66,312 - $79,248	$70,092 - $83,762	
IT Manager	FT	1	NA	$92,065 - $110,027	$103,727 - $123,989	
IT Technician	FT	1	NA	$64,833 - $77,480	$64,833 - $77,480	
Section 4. PUBLIC SAFETY*						
Chief of Police	FT	1	$144,119 - $155,999	$149,090 - $161,381	$169,618 - $180,000	
Evidence Custodian	FT	2	$54,891 - $61,818	$64,833 - $77,480	$68,536 - $81,910	
Investigative Analyst	FT	1	NA	$68,095 - $81,380	$71,980 - $86,029	
Police Officer	FT	17	$67,068 - $100,375	$69,348 - $103,789	$72,360 - $108,583	Add 1 officer
Lieutentant	FT	2	NA	$127,462 - $131,133	$146,512 - $155,477	
Police Sergeant	FT	4	$109,555 - $123,358	$113,292 - $127,462	$122,213 - $133,553	
Police Detective/Corporal/Investigator	FT	4	$97,783 - $110,398	$101,109 - $117,070	$111,845 - $122,213	
Deputy Chief of Police	FT	1	$126,814 - $137,268	$131,133 - $141,934	$158,587 - $168,308	
Section 5. PARKS MAINTENANCE						
Parks and Recreation Director	FT	1	$105,075 - $118,332	$112,227 - $134,122	$118,624 - $141,767	
Parks Superintenent	FT	1	$81,370 - $91,624	$84,136 - $100,568	$88,932 - $106,288	
Recreation Coordinator	FT	1	$69,800 - $78,603	$72,176 - $86,258	$76,294 - $91,167	
Parks Section Supervisor	FT	4	$62,317 - $70,179	$68,556 - $81,932	$72,467 - $86,611	
Parks Section Supervisor w/CDL	FT	1	$63,357 - $71,219	$69,596 - $82,972	$73,507 - $87,651	
Parks Maintenance	FT	8	$42,058 - $47,362	$43,492 - $51,980	$45,968 - $54,954	
Equipment Maint Tech	FT	1	$55,973 - $63,024	$57,865 - $69,160	$61,173 - $73,112	
Parks/Golf Maintenance Seasonal	PT	2	$16.28 - $18.34	$16.66 - $19.91	$17.13 - 20.47	
Section 6. PUBLIC WORKS						
Public Works Director	FT	1	$105,075 - $118,332	$117,217 - $140,086	$123,899 - $148,071	
Project Manager	FT	1	$81,370 - $91,624	$84,864 - $101,442	$89,918 - $107,432	
Engineering Tech	FT	1	$81,370 - $91,624	$84,864 - $101,442	$89,918 - $107,432	
Public Works Section Supervisor	FT	3	$62,317 - $70,179	$68,556 - $81,932	$72,467 - $86,612	
Public Works Section Supervisor w/ CDL	FT	1	$63,357 - $71,219	$69,596 - $82,972	$73,507 - $87,652	
Public Works Maintenance I	FT	4	$42,058 - $47,362	$43,492 - $51,980	$45,968 - $54,954	
Public Works Maintenance w/ CDL I & II	FT	6	$43,098 - $48,402	$44,532 - $53,020	$47,008 - $61,901	
Public Works Seasonals	PT	2	$16.28 - $18.34	$16.66 - $19.91	$17.13 - 20.47	
Section 7. COMMUNITY DEVELOPMENT						
Building Inspector	FT	2	$67,038 - $75,483	$69,326 - $82,868	$73,279 - $87,568	
Chief Building Inspector	FT	1	$72,904 - $82,098	$86,570 - $103,480	$91,499 - $109,346	
Director of Planning & Engineering	FT	1	$113,363 - $127,665	$120,164 - $143,609	$127,014 - $151,794	
City Engineer	FT	1	$106,173 - $119,568	$109,782 - $131,201	$116,040 - $138,679	
PEBS Technician	FT	2	$60,611 - $68,245	$62,670 - $74,901	$66,248 - $79,186	
Senior Planner	FT	1	$83,582 - $94,127	$86,424 - $103,286	$91,351 - $109,173	
Administrative Assistant	FT	1	$46,509 - $52,374	$54,163 - $64,709	$57,241 - $68,391	
Code Enforcement Officer	FT	1	$60,611 - $68,245	$62,670 - $74,901	$66,248 - $79,186	
Associate Planner	FT	1	$71,500 - $80,521	$73,931 - $88,355	$78,145 - $93,391	
Section 8. LIBRARY						
Director of Library Services	FT	1	$80,689 - $90,869	$83,433 - $99,711	$88,189 - $105,394	
Librarian	FT	2	$54,184 - $61,006	$56,035 - $66,955	$59,238 - $70,783	
Librarian	PT	0	$26.05 - $29.33	$26.94 - $32.19	$28.48 - $34.03	
Library Clerk	PT	2	$16.28 - $18.34	$16.66 - $19.91	$17 13 - $20.47	
Library Technician I	PT	3	$18.01 - $20.28	$18.62 - $22.26	$19.68 - $23.51	
Library Associate	FT	1	$44,699 - $50,357	$46,217 - $55,204	$48,859 - $58,406	
Library Associate Lead	FT	1	$45,219 - $50,877	$46,737 - $55,724	$49,379 - $58,927	
Section 9. TRAILHEAD GOLF COURSE						
Golf Professional	FT	1	$62,921 - $70,860	$65,061 - $81,868	$72,160 - 86,238	
Assistant Pro	FT	1	$44,075 - $49,629	$45,572 - $54,455	$63,440 - $75,795	Crew lead adj.
Golf - PGA	FT	4	$42,058 - $47,362	$43,492 - $51,980	$43,493 - $51,979	Add 1 FTE
Pro Shop	PT	2	$16.28 - $18.34	$16.66 - $19.91	$17.13 - $20.47	
Pro Shop Seasonal	PT	2	$16.28 - $18.34	$16.66 - $19.91	$17.13 - $20.47	

NOTES:

COLA is proposed at 5.7% for 2026 for all non bargained FTE's

****Uniformed officers eligible for specialty, education & longevity pay in addition to base salary***

Minimum wage increase from $16.66 to $17.13 for 2026

Employee Count		
	FT	98
	PT	13