

**ORDINANCE NO. 291A  
CITY OF LIBERTY LAKE  
SPOKANE COUNTY, WASHINGTON**

**AN ORDINANCE AMENDING ORDINANCE NO. 291 PASSED BY THE CITY COUNCIL ON DECEMBER 6, 2022, ENTITLED "AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2023, THROUGH DECEMBER 31, 2023, APPROPRIATING FUNDS AND ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS".**

WHEREAS, state law provides for the adoption of a budget by the City Council of the City of Liberty Lake for the purpose of making appropriations of the total estimated revenues for each separate fund and the aggregate totals for all such funds combined;

WHEREAS, subsequent to the adoption of the annual budget, it has become necessary to make changes in certain appropriations;

WHEREAS, the following changes could not reasonably have been anticipated or known at the time Ordinance 291 was passed by the City Council;

WHEREAS, the City Council has determined that the best interest of the City is served by amending the adopted budget approved in Ordinance 291;

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

**Section 1.** The 2023 Budget is hereby amended as set forth in Exhibit "A" which adds appropriations for 001 General Fund.

**Section 2.** The 2023 Salary Schedule is hereby amended as set forth in Exhibit "C"

**Section 3.** The 2023 Recreation Program Fee Schedule is hereby amended as set forth in Exhibit "D".

**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 effective 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 18<sup>th</sup> day of July 2023.

Cris Kaminskas

Mayor, Cris Kaminskas

ATTEST:

Kelsey Hardy

Kelsey Hardy, City Clerk

APPROVED AS TO FORM:

SB

City Attorney, Sean Boutz

Publication Date: 7/28/2023

Effective Date: 8/2/2023

City of Liberty Lake  
2023 Budget Amendment 291A  
Exhibit A

AMENDMENT 1: 001 General Fund - Appropriate an additional \$308,940 for increases in police dept. salaries and benefits resulting from the PD collective bargaining agreement approved by Council on May 2, 2023.

FUND	Revenue and Other Sources				Expenditures			Ending Fund Balance	
	Beginning Balance	Revenues	Adjustment	Proposed	Original Budget	Adjustment	Proposed	Original Budget	Proposed
001 GENERAL FUND	\$ 5,843,713	\$ 13,925,023	\$ -	\$ 19,768,736	\$ 14,119,645	\$ 308,940	\$ 14,428,585	\$ 5,649,091	\$ 5,340,151

PD Contract Summary

Line Item	2022 Actual	2023 Budgeted	2023 Negotiated	Difference
Salaries (incl. new hire)	\$ 1,543,735.00	\$ 2,100,000.00	\$ 2,351,600.00	\$ (251,600.00)
Overtime (6% of budgeted salaries)	\$ 112,970.00	\$ 126,000.00	\$ 141,100.00	\$ (15,100.00)
Medicare	\$ 23,650.00	\$ 31,000.00	\$ 35,000.00	\$ (4,000.00)
Retirement	\$ 158,600.00	\$ 217,500.00	\$ 245,000.00	\$ (27,500.00)
Health Insurance	\$ 304,200.00	\$ 392,260.00	\$ 400,000.00	\$ (7,740.00)
HRA VEBA	\$ 56,000.00	\$ 61,500.00	\$ 64,500.00	\$ (3,000.00)
Variance (budgeted v. negotiated)			\$ 64,500.00	\$ (308,940.00)

**CITY OF LIBERTY LAKE  
SALARY SCHEDULE FOR 2023**

**Exhibit C**

JOB TITLE		# of Employees	2021 ADOPTED	2022 ADOPTED	2023 ADOPTED	ORD 291A UPDATES	Notes:
<b><u>Section 2. EXECUTIVE</u></b>							
City Administrator	FT	1	\$126,033 - \$141,934	\$126,033 - \$141,934	\$134,225 - \$151,159	\$134,225 - \$151,159	
Office Assistant	FT	1	\$40,947 - \$46,114	\$41,766 - \$47,507	\$44,928 - \$50,606	\$44,928 - \$50,606	
Communication Specialist	FT	1	NA	\$58,195 - \$65,541	\$61,981 - \$69,826	\$61,981 - \$69,826	
<b><u>Section 3. ADMINISTRATIVE SERVICES</u></b>							
Finance Director	FT	1	\$92,549 - \$104,226	\$95,326 - \$107,352	\$101,522 - \$114,330	\$101,522 - \$114,330	
Human Resource Manager	FT	1	\$76,500 - \$86,151	\$78,795 - \$88,736	\$83,917 - \$94,504	\$83,917 - \$94,504	
City Treasurer	FT	1	\$58,195 - \$65,535	\$59,946 - \$70,886	\$67,059 - \$75,504	\$67,059 - \$75,504	
City Clerk	FT	1	\$58,195 - \$65,535	\$59,946 - \$67,517	\$63,835 - \$71,885	\$63,835 - \$71,885	
Accounting Technician	FT	1	\$48,967 - \$55,144	\$50,440 - \$56,784	\$53,726 - \$60,528	\$53,726 - \$60,528	
IT Technician	FT	1	\$56,498 - \$63,626	\$58,178 - \$65,520	\$61,963 - \$69,805	\$61,963 - \$69,805	
<b><u>Section 4. PUBLIC SAFETY</u></b>							
Chief of Police	FT	1	115000 - \$129,509	\$118,450 - \$133,394	\$122,475 - \$137,927	\$139,245 - \$150,723	
Evidence Custodian	FT	1	NA	NA	\$53,102 - \$59,779	\$53,102 - \$59,779	NEW
Police Records Clerk	FT	1	\$46,502 - \$52,369	\$47,902 - \$53,955	\$51,002 - \$57,450	\$51,002 - \$57,450	
Office Assistant	PT	0	\$19.69 - \$22.17	\$19.69 - \$22.17	NA	NA	Remove 2023
Police Officer	FT	11	\$55,858 - \$79,299	\$56,975 - \$80,885	\$56,975 - \$80,885	\$64,800 - \$94,478	Add FTE July 2023
Police Sergeant	FT	4	\$83,264 - \$90,137	\$84,829 - \$91,930	\$84,829 - \$91,930	\$105,840 - \$116,683	
Police Detective/Corporal/Investigator	FT	4	\$78,125 - \$93,355	\$78,125 - \$93,355	\$78,125 - \$93,355	\$94,478 - \$104,155	
Lieutenant/Deputy Chief	FT	1	NA	NA	\$93,355 - \$101,088	\$122,515 - \$132,614	
Instructor/Certified Drone Operator (CDO)			NA	NA	NA	See notes	Per union agreement, instructors and CDO's receive additional \$0.60/hr.
Field Training Officer (FTO)			NA	NA	NA	See notes	Per union agreement, FTO's receive additional \$75 per pay period
<b><u>Section 5. OPERATIONS AND MAINTENANCE</u></b>							
Operation & Maintenance Director	FT	1	\$92,549 - \$104,226	\$95,326 - \$107,352	\$101,522 - \$114,330	\$101,522 - \$114,330	
Parks/Streets/Facilities Section Lead	FT	4	\$54,886 - \$61,818	\$56,534 - \$63,669	\$60,216 - \$67,808	\$60,216 - \$67,808	
Parks/Streets/Facilities Section Lead w/CDL	FT	2	NA	\$57,574 - \$64,709	\$61,256 - \$68,848	\$61,256 - \$68,848	
Park/Streets/Facilities Maintenance	FT	16	\$37,064 - \$41,746	\$38,168 - \$42,994	\$40,643 - \$45,760	\$40,643 - \$45,760	Add 2 FTE
Parks/Streets/Facilities Maintenance w/CDL	FT	3	NA	\$39,208 - \$44,034	\$41,683 - \$46,800	\$41,683 - \$46,800	
Equipment Maint Tech	FT	1	\$49,306 - \$55,527	\$50,773 - \$57,200	\$54,080 - \$60,882	\$54,080 - \$60,882	
Park/Golf Maintenance Seasonal	PT	10	\$13.69 - \$15.41	\$14.49 - \$16.32	\$15.74 - \$17.72	\$15.74 - \$17.72	
Park/Streets/Facilities Maintenance	PT	1	\$17.82 - \$20.07	\$18.35 - \$20.67	\$19.54 - \$22.00	\$19.54 - \$22.00	
Operation & Maintenance Office Assistant	FT	0	NA	NA	NA	NA	Remove 2023
<b><u>Section 6. PLANNING, ENGINEERING &amp; BUILDING SERVICES</u></b>							
Building Inspector	FT	1	\$59,044 - \$66,477	\$60,819 - \$68,494	\$64,771 - \$72,946	\$64,771 - \$72,946	
Chief Building Inspector	FT	1	\$64,180 - \$72,277	\$66,123 - \$74,464	\$70,249 - \$79,310	\$70,249 - \$79,310	
Director of Planning & Engineering	FT	1	\$99,849 - \$112,446	\$102,844 - \$115,820	\$109,529 - \$123,348	\$109,529 - \$123,348	
City Engineer	FT	1	\$83,039 - \$93,516	\$85,531 - \$96,321	\$91,090 - \$102,582	\$91,090 - \$102,582	
Permit Technician	FT	0	\$45,409 - \$51,106	\$45,409 - \$51,106	NA	NA	Remove 2023
Contract Professional Temp	FT	1	NA	NA	\$30.00 - \$50.00	\$30.00 - \$50.00	Temporary Contract work. Wage TBD by work performed. No Bens
Engineering Technician	FT	0	\$54,374 - \$60,107	\$54,974 - \$61,901	NA	NA	
Project Manager	FT	1	\$64,179 - \$72,259	\$66,123 - \$74,646	\$70,429 - \$79,310	\$70,429 - \$79,310	
PEBS Technician	FT	2	NA	\$54,974 - \$61,901	\$58,552 - \$65,937	\$58,552 - \$65,937	
Senior Planner	FT	1	NA	\$75,827 - \$85,393	\$80,756 - \$90,944	\$80,756 - \$90,944	
<b><u>Section 7. LIBRARY</u></b>							
Director of Library Services	FT	1	\$71,071 - \$79,921	\$73,203 - \$82,438	\$77,961 - \$87,797	\$77,961 - \$87,797	
Librarian	FT	1	\$47,715 - \$53,713	\$49,150 - \$55,266	\$52,354 - \$58,926	\$52,354 - \$58,926	
Librarian	PT	1	NA	NA	\$25.17 - \$28.33	\$25.17 - \$28.33	NEW: Fall/Winter support
Library Clerk	PT	2	\$13.69 - \$15.41	\$14.49 - \$16.32	\$15.74 - \$17.72	\$15.74 - \$17.72	
Library Technician I	PT	3	\$15.86 - \$17.87	\$16.34 - \$18.41	\$36,192 - \$40,768	\$36,192 - \$40,768	
Library Associate	FT	1	\$39,356 - \$44,321	\$40,539 - \$45,656	\$43,180 - \$48,630	\$43,180 - \$48,630	
Library Associate Lead	FT	1	NA	\$41,059 - \$46,176	\$43,701 - \$49,150	\$43,701 - \$49,150	Includes premium pay of \$0.25/hr.
<b><u>Section 8. TRAILHEAD GOLF COURSE</u></b>							
Golf Professional	FT	1	\$55,421 - \$62,413	\$57,083 - \$64,285	\$60,794 - \$68,464	\$60,794 - \$68,464	
Assistant Pro	FT	1	NA	NA	\$42,578 - \$47,944	\$42,578 - \$47,944	NEW
Golf - PGA	FT	2	\$17.82 - \$20.07	\$38,168 - \$42,994	\$40,643 - \$45,760	\$40,643 - \$45,760	
Pro Shop	PT	4	\$13.69 - \$15.41	\$14.49 - \$16.32	\$15.74 - \$17.72	\$15.74 - \$17.72	

**NOTES:**  
COLA is proposed at 6.5% for 2023 for all Full Time Employees except employees under Union Contract.  
Employees are eligible for a 2% step increase upon a satisfactory performance review.  
Minimum wage increase from \$14.49 to \$15.74 for 2023.

Employee Count	FT	76
	PT	21

### 2023 Recreation Program Fee Schedule

Program Name	2022 Fees	2023 Fees	ORD 291A Updates
<b>ACTIVITIES</b>			
<b>British Soccer Camp (One Week Sports Camp) *</b>			
TinyTykes (3-4 Years)	\$99.00	\$99.00	\$99.00
TinyTykes (5-6 Years)	\$130.00	\$130.00	\$130.00
Half Day (7-14 Years)	\$165.00	\$165.00	\$165.00
Full Day (7-14 Years)	\$229.00	\$229.00	\$229.00
<b>Skyhawks Summer Camps *</b>			
Skyhawks Summer Day Camp (Per Week)	\$159.00	\$159.00	\$159.00
Skyhawks Day Camp (Full Summer Rate)	\$1,250.00	\$1,250.00	\$1,250.00
<b>Skyhawks Sports Camp *</b>			
Baseball Camp (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
Baseball Camp (5 Day/Full Day)	\$180.00	\$180.00	\$180.00
Tennis Camp (5 Day)	\$145.00	\$145.00	\$145.00
Tennis Camp (4 Day)	\$115.00	\$115.00	\$115.00
Mini-Hawk Camp (Baseball, Basketball & Soccer) (5 Day)	\$145.00	\$145.00	\$145.00
Mini-Hawk Camp (Baseball, Basketball & Soccer) (4 Day)	\$115.00	\$115.00	\$115.00
Soccer Camp (5 Day/Full Day)	\$180.00	\$180.00	\$180.00
Soccer Camp (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
Soccer Camp (4 Day/Full Day)	\$150.00	\$150.00	\$150.00
Beginning Golf Camp (5 Day)	\$145.00	\$145.00	\$145.00
Lacrosse Camp (4 Day)	\$115.00	\$115.00	\$115.00
Basketball Camp (4 Day)	\$150.00	\$150.00	\$150.00
Basketball Camp (5 Day)	\$180.00	\$180.00	\$180.00
Multi-Sport (Basketball & Soccer) (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
Multi-Sport (Basketball & Soccer) (5 Day/Full Day)	\$180.00	\$180.00	\$180.00
Flag Football (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
Flag Football (5 Day/Full Day)	\$180.00	\$180.00	\$180.00
STEM & Play: Soccer Camp (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
STEM & Play: Soccer Camp (5 Day/Full Day)	\$180.00	\$180.00	\$180.00
STEM & Play: Basketball Camp (5 Day/Half Day)	\$145.00	\$145.00	\$145.00
STEM & Play: Basketball Camp (5 Day/Full Day)	\$145.00	\$145.00	\$145.00
Multi-Sport Camp (Capture the Flag, Soccer & Ultimate Frisbee) (5 Day)	\$180.00	\$180.00	\$180.00
<b>SuperTots/SoccerTots *</b>			
Teddies / Teddies II	\$120.00	\$120.00	\$120.00
Cubs	\$120.00	\$120.00	\$120.00
Pandas / Bears	\$120.00	\$120.00	\$120.00
Grizzlies / SoccerTouch	\$120.00	\$120.00	\$120.00
<b>EVENTS</b>			
<b>Barefoot in the Park</b>			
Vendor/ Display Booth for Business Outside of Liberty Lake	\$150.00	\$150.00	\$150.00
Vendor/ Display Booth for Business Within Liberty Lake	NO COST	NO COST	NO COST
Vendor/ Display Booth for Non-Profit Organizations/Charities/Social Services	\$25.00	\$25.00	\$25.00
<b>FACILITIES</b>			
<b>City Gardens (Arboretum, Rocky Hill)</b>			
City Garden Plot Rental (Rocky Hill or Arboretum) (Per Box, Per Season)	\$25.00	\$25.00	\$25.00
<b>LIBERTY LAKE BALL FIELDS</b>			
<b>Non-Profit Organizations:</b>			
Practice (Per Hour, Per Field)	\$10.00	\$10.00	\$10.00
Game Prep (Per Game, Lined/ Dragged)	\$20.00	\$20.00	\$20.00
Tournaments, Games, Camps, Clinics, Events (Per Hour, Per Field)	\$20.00	\$20.00	\$20.00
<b>All Other Organizations and Private Groups:</b>			
Practice (Per Hour, Per Field)	\$30.00	\$30.00	\$30.00
Game Prep (Per Game, Lined/ Dragged)	\$40.00	\$40.00	\$40.00
Tournaments, Games, Camps, Clinics, Events (Per Hour, Per Field)	\$40.00	\$40.00	\$40.00
Concession Fee (Per Day, LL Ballfields ONLY)	\$100.00	\$100.00	\$100.00
<b>INDOOR FACILITIES</b>			
Trailhead Banquet Room Community and Non-Profit (Per Application, 20 Hour Limit) with approved cleaning checklist	\$25.00	\$25.00	NO COST
Trailhead Banquet Room Community and Non-Profit (Per Application, 20 Hour Limit) without cleaning	NA	NA	\$75.00
Trailhead Banquet Room Regular Use (Per Application, 20 Hour Limit)	\$15.00	\$15.00	\$75.00
<b>*Trailhead Banquet Room Catered Event - Signed contract w/ deposit, 10% of food and beverage sales</b>	NA	NA	*VARIES
<b>OUTDOOR FACILITIES</b>			
Pavillion Park Pavilion Shelter Regular Use, Monday-Thursday (Per Hour)	\$25.00	\$25.00	\$25.00
Pavillion Park Pavilion Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$35.00	\$35.00	\$35.00
Pavillion Park Pavilion Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00	\$25.00
Rocky Hill Park Picnic Shelter Regular Use, Monday-Thursday (Per Hour)	\$15.00	\$15.00	\$15.00
Rocky Hill Park Picnic Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$25.00	\$25.00	\$25.00
Rocky Hill Park Picnic Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00	\$25.00
Orchard Park Picnic Shelter Regular Use, Monday-Thursday (Per Hour)	\$15.00	\$15.00	\$15.00
Orchard Park Picnic Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$25.00	\$25.00	\$25.00
Orchard Park Picnic Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00	\$25.00
Orchard Park Pavilion Shelter Regular Use, Monday-Thursday (Per Hour)	\$25.00	\$25.00	\$25.00
Orchard Park Pavilion Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$35.00	\$35.00	\$35.00
Orchard Park Pavilion Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00	\$25.00
Event Attendance Over 200 (Pavillion, Rocky, Orchard Per Application)	\$250.00	\$250.00	\$250.00
Excess Water Usage (Pavillion, Rocky, Orchard Per Application)	\$50.00	\$50.00	\$50.00
<b>LIBERTY LAKE OWNED/ OPERATED OUTDOOR SPORTS FIELDS</b>			
Outdoor Sports Fields, Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00	\$25.00
Outdoor Sports Fields, Regular Use (Per Hour, Per Field)	\$10.00	\$10.00	\$10.00

\* Cost shown are approximate and will be finalized by contract.