



**CITY COUNCIL MEETING  
TUESDAY, MARCH 3, 2015  
CITY HALL  
22710 E. COUNTRY VISTA DRIVE  
7:00 P.M.**

**INVOCATION**

Given by Council Member Severs

**PLEDGE OF ALLEGIANCE**

Led by Mayor Peterson, City Council, and City Staff

**CALL TO ORDER**

Mayor Peterson called the meeting to order at 7:00 p.m.

**ROLL CALL**

Mayor Pro Tem Kaminskas  
Council Member Brickner  
Council Member Dunne  
Council Member Severs  
Council Member Langford  
Council Member Moore  
Council Member Kopelson (absent)

Katy Allen, City Administrator  
Sean Boutz, City Attorney  
Ann Swenson, City Clerk  
Darin Morgan, Liberty Lake Police  
Sergeant  
RJ Stevenson, Finance Director  
Andrew Staples, City Engineer  
Amanda Tainio, Planning & Building  
Services Manager

Mayor Pro Tem Kaminskas moved to excuse Council Member Kopelson, seconded by Council Member Langford. Motion carried unanimously.

**AGENDA APPROVAL:** Mayor Pro Tem Kaminskas moved to approve the agenda as printed. Council Member Brickner seconded the motion, which carried unanimously.

**MAYOR AND CITY COUNCIL COMMITTEE REPORTS**

Attendees then heard a Finance Committee report provided by Council Member Brickner and a Community Development Committee Report provided by Councilman Dunne.

**CITY ADMINISTRATOR REPORT**

City Administrator, Katy Allen, provided several project update reports, including the library's storage expansion, Pavillion Park improvements, ball field restroom and

storage, and the Appleway Avenue upgrade. Since Pavillion Park improvement bids will not be available in time for the March 17<sup>th</sup> City Council meeting, and the April 7<sup>th</sup> City Council meeting has been cancelled, she asked for council's direction on how to proceed. It was suggested the Council hold a special meeting March 31<sup>st</sup> to award a contract for the improvements. Ms. Allen reported on her and Mayor Peterson's coordination meeting with Central Valley School District's Superintendent, Ben Small. They discussed site coordination for the new elementary school; field sharing of operations and maintenance; and facility and bus support for the CHILL Day Camp. She also announced the House Transportation Bill, Connecting Washington, has passed the Senate and the Henry Road Interchange is #5 on the list for funding consideration.

## **WORKSHOP DISCUSSIONS**

Sign Code Discussion: City Administrator, Katy Allen, gave a presentation on the city's sign code. She spoke on the background, signage policy timeline, and results from recent electronic demonstrations. She provided an overview of options given by Studio Cascade. She then asked for council's input.

Mayor Pro Tem Kaminskas shared results she received from her constituents. Most opposed a change, but some would consider the option of an I-90 sign. Councilman Dunne asked for council's support to continue the signage conversation. He advocated for continuation of the public process. Councilman Severs said he has heard from several of local businesses. He spoke in support of continuing the conversation on all six options for consideration. Councilman Langford suggested separating workshop discussions and action items in the future. Councilman Moore spoke about his experience with the Planning Commission, noting he has been involved in 4-5 reviews of the signage code since his tenure as an appointed official. He said the proposed changes are not an enhancement to the current code and threaten the aesthetics of the community. He spoke in opposition of moving forward with discussions. City Clerk, Ann Swenson, then read Councilman Kopelson's comments into the record, opposing electronic signs, but exploring options regarding I-90 corridor signage. Councilman Brickner thought more discussion was needed. He spoke about the skewing of the survey because of the demonstration sign outside of city hall as an improper test to gauge responses. Councilman Langford spoke in support of opening up the conversation and addressing the needs to help small businesses.

Mayor Peterson then called for citizen comments.

Jordan Dummit, RnR RV, 23203 E Knox Avenue, Liberty Lake, WA: commented that because of working for a business located on the I-90 corridor, she knows the property and the aesthetics of the community, agrees with the standards, and tries to uphold them. She said the objective of the sign code is to enhance the visual of public health and believes the electronic sign standards would enhance the city's current code. Ms. Dummit spoke in favor of improving the current sign code. She said she believes it would impact commerce as a whole and that sometimes making changes that keep

being repetitively brought up should be considered. Ms. Dummit encouraged further council discussion among businesses in community.

Phil Champlin, Hub Sports Center Executive Director, 19619 E. Cataldo Ave., Liberty Lake, WA: acknowledged he has been involved with sign discussions for several years. He implied the discussion needs to be broader than electronic signs. He advocated for way finding and community informational signage. Mr. Champlin also encouraged continued City Council discussion.

Kevin Riordan, George Gee General Manager, 21502 E. George Gee Avenue, Liberty Lake, WA: spoke about the challenges of finding businesses when he and his wife first moved to Liberty Lake three years ago. He said there are a lot of businesses people cannot find very well. Mr. Riordan spoke of the importance to smaller businesses in the community to open up this discussion. He advocated for continued council dialogue that also included way finding signs.

Charles Matthews, 23020 E. Boone Ave., Liberty Lake, WA: spoke as a member of the Planning Commission. He said it was a very difficult decision for the Commission to make. After hearing from businesses and electronic sign makers, he felt that allowing some changes to the code would help grow commerce. Mr. Matthews spoke about the city's projected growth, struggling businesses, empty store fronts, and the unwelcoming and challenging restrictions of the city's current code. He questioned whether keeping the norm makes sense. Mr. Matthews suggested if proper changes were implemented, it could be nice. He asked council members to think ahead, consider growth and development, and getting people to businesses once the Henry Road interchange has been completed.

Steve Kempf, 1019 N. Garry Drive, Liberty Lake, WA: commented he is a resident, business owner, and Rotary Club member. He agreed with need for a holistic look at this. He spoke about Rotary's community events and the importance to inform people of them. Mr. Kempf said community communication for events is "sorely lacking and it shows," citing obvious reduced participation at the events. He spoke about aesthetics, and suggested focus on style guidelines is what is important. He encouraged putting the amendment out there for further discussion, commenting, "It is time to take a good hard look at this; 10-15 years down the road depends on it".

Katherine Morgan, President & CEO, Greater Spokane Valley Chamber of Commerce, 1421 N. Meadowwood Lane, St. #10, Liberty Lake, WA: expressed that there is certainly a need in our community for a sign code amendment. She addressed four items: simplifying and clarifying the code; accommodating way finding; allowing offsite or shared signage for secondary lots or those not directly located in the public right of way; and allowing for special signage and rules for visitors to find public facilities of regional importance. She expressed excitement that council is talking about this; noting businesses want an easier code. Ms. Morgan suggested the businesses are trying to communicate the message that they are here and are looking for support for way finding

to accommodate their patrons. She commented, "If they don't find it here, they will go elsewhere".

Wayne Frost, Frost Consulting, 25079 E. Pine Point Court, Liberty Lake, WA: spoke as a board member of the Chamber of Commerce's Government Action Community, Hub Sports Center's President of the Board, an active developer in community, a member of the Rotary Club, and city resident. He spoke in support of the City Council moving forward with Comprehensive Plan changes, suggesting it is appropriate to have the discussion regarding electronic signs and to write appropriate updated language in the code. Mr. Frost reiterated upon prior comments that the discussion needs to be broader than electronic signs. He shared that the Rotary Club found when A-board signs were put out for their events, participation increased. He spoke in favor of an electronic community reader board informational sign. He expressed concern that any reader board sign should be pleasing, properly located, and have the ability to change the message. Mr. Frost noted that, during a Chamber meeting, discussion took place about how Liberty Lake is growing. He implied sign codes will be a continual review as demographics, traffic patterns, etc. change, and we have to be willing to change with the times. He also spoke in favor of some type of way finding for community facilities of significance, such as the Hub.

Mike Kennedy, 24002 Sprague Avenue, Liberty Lake, WA: commented he was glad to see the turnout tonight. He spoke about the disappointment of the comments received from the demonstration projects. He said, "It is great that you put it out here; overall it is positive, gets people talking, and gets input". Mr. Kennedy spoke in favor of the council moving ahead with the conversation. He advised council members to take the survey numbers that have come in with grain of salt, however, noting that he and his family were major participants in those results. He pointed out that on one survey, he and his family were 4 of the participants out of the 7 total.

John Montoya, Quality Inn & Suites, Liberty Lake, WA: talked about the challenges in finding their hotel. He spoke in support of directional signage.

City Clerk Swenson then read an email into the record from Jason Fierst, General Manager, Quality Inn & Suites, Liberty Lake, WA. Mr. Fierst indicated that signage is vital to their continued presence in Liberty Lake. He asked for council support of way finding signage to get their guests from I-90 to the hotel.

After no further comments, Councilman Langford proposed moving forward to have staff look in to and initiate the process for amendment. Councilman Brickner seconded the proposal.

Councilman Moore indicated he was not sure this was the best approach. He suggested perhaps this should be done on an exception basis, noting the complexity of the problem. He also suggested this should be handled on variant and exception basis, and recommended letting people justify why they need signage in the city.

Councilman Langford asked the council to “think a little broader” and include such things as consideration for multi-use properties. He questioned, if a tenant lives above a business, how do we address satisfying the needs of both businesses and residents in multi-use zones? He said this issue must be addressed for Liberty Lake to be a “yes” city for businesses, and to not put stumbling blocks in front of them.

After no further discussion, Mayor Peterson called for the vote for moving the six options proposed by Studio Cascade forward to the Planning Commission for consideration for the amendment cycle. Motion carried 6-1, Councilman Moore opposed.

Vehicle Rotation Schedule: City Engineer, Andrew Staples, gave a presentation on the city’s vehicle fleet rotation schedule for non-public safety vehicles. He said the program mirrors what the LLPD has in place for their fleet. He spoke about replacement plans for both off road and on road vehicles. He recommended annually saving \$20,000 for off road vehicles and \$10,000 for on road vehicles for cost replacements. Council members requested staff keep passenger and off road (park maintenance) vehicles separated.

Mobile Food Establishments: Planning & Building Services Manager, Amanda Tainio gave a presentation on the Interim Zoning Text Amendment for Mobiles Sales / Concessions as recommended by the Planning Commission. Planning Commission recommendations included: separating mobile sales / concessions into mobile food service establishments and mobile sales booth; revising the City Development Code & RDSAP to allow for food trucks outside of special events with property owner permission under specific standards; and updating definitions, zoning matrix, and other portions of the Temporary Use Permit section as needed for consistency and clarity. The City Council will hold a public hearing on this matter during their March 17<sup>th</sup> meeting to determine whether to incorporate this into the annual amendment cycle.

## **ACTION ITEMS**

### **Consent Agenda**

Mayor Pro Tem Kaminskis moved to approve action item 10Ai and 10Aii. Item 10Ai was to approve the February 17 and February 24, 2015 City Council Minutes. Item 10Aii was to approve the March 3, 2015 vouchers in the amount of \$38,697.03. Council Member Dunne seconded the motion, which carried unanimously.

A/P check sequence was 20364 through 20404 which totaled \$38,397.03. EFTs totaled \$300.00.

### **General Business**

Mayor Pro Tem Kaminskis moved to award the bid for the Liberty Lake Municipal Library tenant improvement to Inline Framing & General Contracting, Inc. in the amount of \$26,531.85. Councilman Brickner seconded the motion, which carried unanimously.

Mayor Pro Tem Kaminskas moved to authorize Mayor Peterson to sign the Task Order for Professional Services for the Pavillion Park Restroom Remodel for \$8,000. Councilman Dunne seconded the motion, which passed 6-1, Councilman Langford opposed.

Mayor Pro Tem Kaminskas moved to authorize Mayor Peterson to approve the purchase for a new server and software including the installation cost for \$27,940.16 (estimated cost, pending final sales tax and shipping charges). Councilman Brickner seconded the motion, which passed unanimously.

### **FIRST READ ORDINANCE**

Ann Swenson, City Clerk, read Ordinance No. 216A into the record, amending Ordinance No. 216 passed by the City Council on December 16, 2014, entitled, "An Ordinance of the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2015, through December 31, 2015, Appropriating Funds and Establishing Salary Schedules for Established Positions".

Ann Swenson, City Clerk, read Ordinance 281 into the record, establishing interim zoning standards for mobile sales / concessions.

### **INTRODUCTION OF UPCOMING AGENDA ITEMS**

City Administrator, Katy Allen, then provided an update of the March 17<sup>th</sup> agenda items.

Mayor Pro Tem Kaminskas moved to have a Special Meeting 7:00 p.m., March 31<sup>st</sup>, for consideration of a bid award and contract for the Pavillion Park improvements. Councilman Brickner seconded the motion, which carried unanimously.

### **CITIZEN COMMENTS**

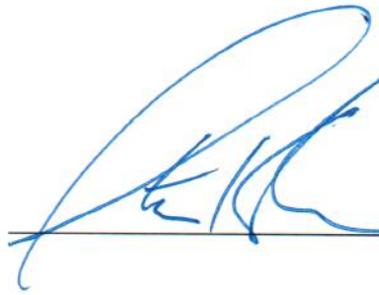
Steve Skipworth, Liberty Lake Sewer & Water District Commissioner: spoke about the good outlook for the District to get state revolving funding of \$1.5 million to finance the sewer district's plant upgrade. He touched briefly on what the benefits of the upgrade mean for the community and the region.

Mayor Peterson then acknowledged the Boy Scout in the audience, who introduced himself.

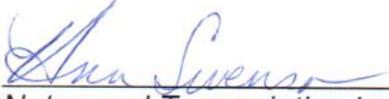
### **ADJOURNMENT**

Upon motion, the meeting adjourned at 9:27 p.m.

These minutes were approved March 17, 2015.



Steve Peterson, Mayor  
City of Liberty Lake



*Notes and Transcription by Ann Swenson, City Clerk. Due to a technical difficulty, this Council meeting was not audio taped in its entirety.*