



**CITY COUNCIL MEETING  
TUESDAY, APRIL 20, 2010  
CITY HALL  
22710 E. COUNTRY VISTA DRIVE  
7:00 P.M.**

**INVOCATION**

Given by Council Member Kaminskas.

**PLEDGE OF ALLEGIANCE**

Led by Mayor Van Orman, City Council and City Staff

**CALL TO ORDER**

Mayor Van Orman called the meeting to order at 7:05 p.m.

**ROLL CALL**

Mayor Pro Tem Crump (absent)  
Council Member Schuler  
Council Member Beckett  
Council Member Langford  
Council Member Owens  
Council Member Romney  
Council Member Kaminskas

Doug Smith, Dir. of Community Dev.  
Ann Swenson, City Clerk  
Brian Asmus, Chief of Police  
Sean Boutz, City Attorney

Council Member Owens moved to excuse Mayor Pro Tem Crump, seconded by Council Member Langford. Motion passed unanimously.

**AGENDA APPROVAL**

Council Member Beckett asked to move the library report from Agenda Item 9b to the last workshop discussion under Agenda Item 7. Council Member Schuler asked to add a Proclamation for Workers' Memorial Day to Agenda Item 9, Mayor and City Council Reports. Council Member Owens moved to amend the agenda as requested, seconded by Council Member Schuler. Motion carried unanimously.

**CITIZEN COMMENTS**

Mary Munger, 104 Lindeblad Lane, Liberty Lake, WA provided an update regarding Valleyway / Lakeside improvements. A pedestrian connection path was again discussed during the last meeting on April 14<sup>th</sup>. She said a potentially final meeting is scheduled 1:30 p.m. at City Hall on April 28<sup>th</sup>. The concept has been presented to the residents in the area. Some desired to have a wider path, but were willing to concede that what is on

the table to go through the public right of way on the west side of the roadway may be necessary to limit it to 6 or 6.5 feet wide.

Garrett Hall, 1679 N. Wolfe Penn Court, Liberty Lake, WA spoke both as a citizen and a small business owner of Hall Law Office. He opened his law office in November. He said he looks forward to being in Liberty Lake for a long time. Mr. Hall was recently appointed President of the Liberty Lake Community Tennis Association. He offered their support for what City is doing with Rocky Hill Park and stated volunteers are available to provide up to 30-40 community services hours if the City needs volunteer help at the park.

## **WORKSHOP DISCUSSIONS**

Pending Commissioner Mielke's arrival, the Mayor and Council chose to discuss the Interlocal Agreement for Dispatch Services Incident to Law Enforcement Services and the City of Liberty Lake's Financial Policies.

Interlocal Agreement for Dispatch Services Incident to Law Enforcement Services: Liberty Lake Police Chief, Brian Asmus, provided some background about the Interlocal agreement. He reported the agreement has been a work in progress for approximately six months and now is presented as a workshop item for the Council's review and consideration. He explained the cost for the calls for service within the county and outlined the breakdown for Liberty Lake. A percentage of usage is based on calls for service, not population. This item will be presented as an action item at the next meeting.

City of Liberty Lake's Financial Policies: City of Liberty Lake's Financial Policies: Jessica Platt, Administrative Services Manager, spoke about the amendments to the financial policies. The financial policies, which were originally adopted in 2002, have been updated to conform with state law as well as the implementation of City's new accounting software. The amendments have been reviewed by the Finance Committee. The Council discussed the term "Mayor's Designee", the qualifications of those buying and selling securities for the City, revisiting the idea of going out to bid for banking services, golf course fees in conjunction with debt service, and travel.

Transportation Benefit District (TBD): Mayor Van Orman then introduced Spokane County Commissioner, Todd Mielke, who apologized for arriving late from a previous neighborhood meeting at Indian Trail. Mayor Van Orman brought Commissioner Mielke up to speed regarding previous conversations the Council held regarding the TBD.

Commissioner Mielke provided background as to why TBDs are being considered. He talked about the challenges local governments are having to maintain their local infrastructures. He addressed donor and receiver counties, funding received based on the state's formula, legislative pressures, and how to structure the formation of a TBD. He explained the interlocal agreement attempts to address negotiation of what a TBD structure would look like on a regional basis, governance, distribution of funds, and how to maintain the existing transportation infrastructure before adding to it. Commissioner Mielke then shared the slides that were presented at the recent Big Tent meeting, which addressed the issues facing the region to form a transportation benefit district.

After concluding his presentation and fielding questions from Council Members, regarding the TBD, Commissioner Mielke addressed two separate topics. He talked briefly about the HUB. He stated the HUB is a project of interest, however, the county was not currently considering taking it on as an operator. He also provided an update on the Spokane County jail issue, indicating a public hearing may be slated sometime during the first half of May.

Liberty Lake Municipal Library: Mayor Van Orman then introduced Liberty Lake Municipal Library Director, Pamela Mogen and Amy Dickeson, Children's Librarian. Director Mogen reported, in order to get more publicity out, the Jobs and Career Center's grand opening has been postponed to May 3<sup>rd</sup>. She said staff is now utilizing an email contact service to send out announcements. Director Mogen then turned the library staff reporting over to Ms. Dickeson, who conducted a presentation on the need for children's computers at the library. She demonstrated the use of a self-contained computer unit and showed an example of the educational children's software. Funding is currently not available in the budget to purchase computers for the children's library.

Finalize City Council Retreat: Director, Doug Smith, said in addition to Mayor Van Orman and Council Member Owens' absences on April 28<sup>th</sup>, he too will be out of town. He asked for the Council's consideration to switch draft agenda items for the Council Retreat and move the goals discussion to April 27<sup>th</sup> and the roles discussion to April 28<sup>th</sup>.

At 9:13 p.m., Mayor Van Orman called for a brief recess. She called the meeting back to order at 9:20 p.m. and subsequently introduced Central Valley School District (CVSD) Superintendent, Ben Small.

## **PRESENTATION**

Superintendent Small conducted two presentations; one regarding the Partners Advancing Character Education (PACE) program and one regarding CVSD's budget process.

Superintendent Small talked about CVSD's approach to character education and the responsibility for character education across the entire community. He explained that PACE is a grassroots Spokane Valley initiative to promote the importance of good character through partnerships with schools, businesses, public agencies, residents, faith based organizations, and community service groups. One character trait is emphasized per month throughout the schools and businesses. He outlined the 12 character traits that will be focused on beginning in September.

Superintendent Small then gave a presentation on CVSD's budget process. He talked about the challenges the District has faced due to cutbacks in state funding. He spoke about the process of garnering input and data from the community to identify which cutback items would have the most impact and developing recommendations for school board's review.

At 9:59 p.m., Council Member Schuler moved to extend the meeting until 10:30 p.m., seconded by Council Member Beckett. Motion passed unanimously.

At the conclusion of his presentation, Superintendent Small indicated the board will continue work on prioritization of those recommendations, adopt and submit a 2010-2011 budget to the Office of the Superintendent of Public Instruction by August 31<sup>st</sup>.

## **MAYOR AND CITY COUNCIL REPORTS**

Mayor Van Orman read a proclamation into the record declaring April 28th, 2010 as Workers' Memorial Day.

## **COMMITTEE REPORTS**

Community Development: Council member Romney provided a Community Development Report. The Committee met with Greenstone last Wednesday to discuss LIFT/TIF and four points that were important to the developer:

- Council support at a May 11<sup>th</sup> public hearing on the LIFT tax during a county administration meeting.
- Requested a mitigation fee district to match City limits.
- Requested the Council take all action possible to move forward with the interchange development project.
- That the Council establish a list of City priorities as far as what is important moving forward for development & building.

Finance: Council Member Beckett provided a Finance Committee report. The committee discussed modeling of future projections, which will be presented at a later date to the Council. They also talked about this evening's quarterly report presentation.

Public Safety: Council Member Schuler provided a Public Safety report. The committee discussed state legislation regarding golf carts, the posting of the handler position for the canine unit, installation of the skate park cameras, the DARE Program, training for Chief Asmus at the Incident Command School, and upcoming events. The LLPD was successful in passing its 2009 Criminal Justice audit. She reported the Spokane Valley Fire District (SVFD) is pleased about the recent passage of the road closures around the lake. Station 10 is currently under construction. The District has received grant funding which will be used for the point-of-capture exhaust systems.

## **STAFF / AGENCY REPORTS**

City: Because of time constraints, Community Development Director, Doug Smith, requested to table this item until the next council meeting.

## **ACTION ITEMS**

Consent Agenda: Council Member Langford moved to approve the Consent Agenda, which included approval of the City Council Meeting Minutes from April 6, 2010 and checks through April 6, 2010 in the amount of \$116,560.47, seconded by Council Member Romney. Motion carried unanimously. Check sequences were: manual check number was 12611, \$681.60, and check numbers 12612 through 12665, totaling \$115,878.87.

**Memorandum of Understanding – Cronk Sewer Project:** Council Member Owens moved to approve the Memorandum of Understanding for the Cronk Sewer Project, seconded by Council Member Langford. Motion carried unanimously.

**Agreement for Services – Emily Erickson, dba Speedfit:** Council Member Langford moved to allow the Mayor to enter into an Agreement for Services with Emily Erickson, dba Speedfit, seconded by Council Member Romney. Motion carried unanimously.

## **STAFF PRESENTATIONS**

Jessica Platt, Administrative Services Manager, gave a brief first quarter report. General fund revenues have decreased 2% from the first quarter of 2009. Sales tax revenue has declined 11% compared first quarter last year. On a positive note, the City did experience an increase revenues related to building activities, compared to the first quarter of 2009. General fund for expenditures for first quarter is 13.71% when comparing total actual to total budget

Andrew Staples, City Engineer, then provided a presentation on the park amenities that are slated to go into Rocky Hill Park's phase 2.

## **UNFINISHED / NEW BUSINESS**

Council Member Owens stated she is pleased the Council has arrived at paperless packets, but expressed the format is not what she had in mind and it is not user friendly. She talked about her familiarity with BoardDocs and spoke about some of its features.

At 10:31 P.M. Josh Beckett moved to extend the meeting until 10:35. Seconded by Council Member Romney. Motion carried unanimously.

Council Member Owens reported she contacted the representative from BoardDocs, Mr. George Amend, who explained the costs and updated version. She proposed the Council invite Mr. Amend to conduct a presentation.

Council Member Schuler said she appreciates that the Workshop Discussions have been moved up on the agenda. She requested the addition time allocations for each item on the next agenda.

## **ADJOURNMENT**

Meeting adjourned at 10:37 p.m.

These minutes are approved on April 20, 2010.



—Wendy Van Orman, Mayor  
City of Liberty Lake

*Ann Swenson*

*Notes and Transcription by Ann Swenson, City Clerk. This Council meeting was also audio taped. Anyone desiring to listen to the recording may contact the City Clerk.*