

**CITY COUNCIL MEETING  
TUESDAY, MAY 4, 2010  
CITY HALL  
22710 E. COUNTRY VISTA DRIVE  
7:00 P.M.**

**INVOCATION**

Given by Mayor Pro Tem Crump

**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 7:04 p.m.

**ROLL CALL**

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

Ann Swenson, City Clerk  
Doug Smith, Comm. Dev Director  
Brian Asmus, Chief of Police  
Sean Boutz, City Attorney  
Jessica Platt, Administrative Svcs Manager

**AGENDA APPROVAL**

Mayor Pro Tem Crump moved to approve the Agenda, seconded by Council Member Langford. Motion carried unanimously.

**CITIZEN COMMENTS**

Shanna Hale, 121 N. Lideblad Lane, Liberty Lake, WA: provided an update regarding the group meeting about the Valleyway/Lakeside improvements. The developer, Mr. George White, will confirm the proposed six-foot concrete sidewalk project with his partners. She said the residents are looking forward to the project getting started.

**WORKSHOP DISCUSSION**

Agreement for Services, Collaborative Planning with Spokane County: Planning & Community Development Director, Doug Smith, provided a report regarding the Agreement for Services for collaborative planning for urban growth areas within the metropolitan region of Spokane County.

The City of Liberty Lake has been asked to provide Spokane County with \$5,000 to cover its representative share of consultant fees for developing regional strategies for fiscal sustainability. Mayor Van Orman remarked, "It would be advantageous for us to participate in this to make sure that our tax dollars are going exactly where they're supposed to be going." She said the benefit would outweigh the cost. Councilman Romney requested more concrete information to better define what benefit(s) would be at a local level.

## **MAYOR AND CITY COUNCIL / COMMITTEE REPORTS**

Community Development Committee: Council Member Kaminskis reported there was no Community Development Committee meeting last week due to the Council Retreat.

Finance Committee: Mayor Pro Tem Crump reported the committee discussed the financial policies that will be addressed this evening, revenue options, and future budget workshops. The committee also reviewed vouchers and discussed a request for proposal for banking services.

Public Safety Committee: Council Member Owens reported the public safety committee did not meet.

Mayor Pro Tem Crump provided a City Council retreat update. Several topics were lead by different council members, which included goals, approach and roles, open discussion, and events and service opportunities. The council will consider holding another retreat with City staff in the form of a budget workshop, possibly in early June. Mayor Pro Tem Crump also reported about planting the Arbor Day tree in Rocky Hill Park at the southeast corner of the basketball court.

Councilman Beckett reported he spent some time with Mollie and the staff at Trailhead to understand what it takes to run and maintain a golf course. He also met with Chief Asmus and the police officers during a LLPD staff meeting to introduce himself. He again encouraged council members to tour the water and sewer treatment plant, and to take a tour of Trailhead. He commented on Liberty Lake Municipal Library's Circulation Supervisor, Georgette Rogers' recent special acknowledgement. Georgette is the first recipient in the nation to receive the new Library Support Staff Certificate.

## **STAFF REPORTS**

City Staff: Community Development Director, Doug Smith, reminded the Mayor and the council members about the City's annual shred day. He announced the board of Spokane County Commissioners will hold a meeting May 11<sup>th</sup> to establish a TIF/LIFT sales tax rate, and on May 12<sup>th</sup> the board will hold a public hearing on essential public facilities. Director Smith reported City staff has been mindful of first quarter revenue declines and are taking corrective actions to adjust for the decrease. Planning and Smart Community awards have been submitted. Staff is currently awaiting census results to conduct a comparison with the Office of Financial Management's numbers. The Salary Commission has concluded the process of reviewing and analyzing mayor and council member salaries. A recommendation is expected to be reported at the May 18<sup>th</sup> council meeting. Director Smith reported Spokane County has allocated \$900,000 for affordable housing projects and Liberty Lake will receive approximately \$200,000. Also, the City's Planning & Building Section held its residential and commercial

stakeholders meeting to discuss code modifications and to get some feedback on how things can be improved. The largest commercial project for 2010 – Mussleman Equipment – has broken ground north of Appleway, next to Mario & Sons and work has begun at Rocky Hill Park. In closing, Director Smith reported the Association of Washington Cities' annual conference is scheduled for June 23-25.

Public Safety: Chief Asmus reported the LLPD received a \$3190 grant from State Farm Insurance to use for drug-detection canine training. Cameras at the skate park are now up and running. The *Splash* will publish the IP address and login for people to access the camera and view the skate park. LLPD has partnered with Central Valley School District for the Partners Advancing Character Education (PACE) program. Chief Asmus invited the Mayor and council members to attend the May 10<sup>th</sup> ceremony to honor and recognize fallen law enforcement officers and the May 11<sup>th</sup> annual law enforcement appreciation breakfast. Staff has been busy coordinating the annual statewide Law Enforcement Information Records Association (LEIRA) conference. Chief Asmus will be the keynote speaker at the conference. Chief Asmus reported he also recently participated in a Special Olympics fundraiser.

Fire District: Deputy Chief Larry Rider of the Spokane Valley Fire District thanked Council Member Schuler for her report at the last City Council meeting and said there wasn't much new to add. The big news is the \$95,000 FEMA grant for the point-of-capture exhaust systems, which is currently out for bid. Five new fire fighters graduated on Friday. Deputy Chief Rider also spoke about incident response times and educational processes.

Sewer & Water District: Commissioner Tom Agnew reported the 12-year total maximum daily load (TMDL) for phosphorous for the Spokane River is on hold pending a dispute resolution. Until the dispute is resolved, the National Pollutant Discharge Elimination System (NPDES) permit remains on hold. The boring project under the freeway for the Department of Transportation's water system at Stateline has been completed. Two new boring projects are being staged just west of the on ramp. The District continues to move forward on the Woodard property annexation project. Commissioner Agnew invited the mayor and council members to attend a reclaimed water workshop on May 20<sup>th</sup>.

## **PROCLAMATION**

Mayor Van Orman read a proclamation into the record declaring May, 2010 as Helmet Safety Month. Marion Lee, Spokane County Regional Health District's Injury Prevention Specialist, thanked the mayor and council for recognizing the issue of head injuries. She reported SCOPE volunteers have conducted helmet counts in Liberty Lake and was excited to learn that young people in the community wear helmets about 75% of the time.

At 8:16 p.m. Mayor Van Orman called for a brief recess. After calling the meeting back to order at 8:24 p.m., Mayor Van Orman introduced Robin Toth from Greater Spokane Incorporated.

## **PRESENTATIONS**

Robin Toth, Vice President of Economic Development, Greater Spokane Incorporated (GSI) provided some background about the creation of GSI and its structure. She outlined GSI's strategic engagements, including their board's priorities and lines of business. Ms. Toth focused her presentation mainly on economic development. She gave an overview of GSI's accomplishments between 2001 and 2009, what services they provide to businesses, and who their members are. Ms. Toth requested \$12,000 in City support for GSI.

Mayor Van Orman then introduced Mr. George Amend from BoardDocs.

George Amend, West Coast BoardDocs Analyst, conducted a presentation on BoardDocs, which is a system that allows agencies to publish documents (associated with governance) on the internet. He stated BoardDocs' primary clients are school districts. He outlined three benefits of BoardDocs: to save paper, to save time, and to easily access research materials. Mr. Amend said documents are stored in multiple locations throughout the United States and differential backups are done nightly and full backups are done weekly. Since BoardDocs origination in 2000, there has only been two hours of downtime that was not planned. There is a one-time charge of \$1,000 for set up and training and then an expense of \$225 per month for service.

## **ACTION ITEMS**

**Consent Agenda:** Council Member Langford moved to approve the Consent Agenda, which included approval of the City Council Meeting Minutes from April 20, 2010 and checks through May 5, 2010 in the amount of \$254,053.44, seconded by Mayor Pro Tem Crump Motion carried unanimously. Check sequences were: 12666 through 12709, totaling \$38,822.20. Payroll check sequences were: 6087 (manual) through 6108, totaling \$215,231.24.

**Interlocal Agreement – Dispatch Services Incident to Law Enforcement Services:** Mayor Pro Tem Crump moved to approve the interlocal agreement, seconded by Council Member Schuler. After the council briefly discussed the retention schedule for services in Section 4.3 and Section 6.6 regarding liability, Mayor Van Orman called for the vote. Motion carried unanimously.

## **RESOLUTION**

Ann Swenson, City Clerk, read Resolution No. 02-048A into the record, amending Resolution No. 02-048 passed by the City Council on June 18, 2002, entitled "A Resolution Adopting a Financial Management Policy for the City of Liberty Lake, Washington".

Mayor Pro Tem Crump moved to adopt Resolution 02-048A, seconded by Council Member Beckett. Discussion was then held about internal controls regarding credit card usage and wording regarding lowest responsible bids. Council Member Owens commended staff for their hard work on the policy updates.

Mayor Van Orman invited public comment. No comments were received. She then called for the vote. Motion passed unanimously.

## **UNFINISHED / NEW BUSINESS**

Council Member Beckett talked about the work that is being done on the Valleyway / Lakeside improvement. He suggested it is in the City's best interest that the council understand fully what is on the table when moving forward with improvements. He said there may be a modification or potential deletion of Condition 22, depending on outcomes between City and the developer, and he strongly encouraged the council to review the condition. At this point, it has been proposed that in lieu of having to meet the terms outlined in Condition 22, the developer will incur the cost for improvements to the area. The developer is checking with his partners to see if this is something to pursue and the City is checking with the county regarding any encroachment issues. Work could begin as early as the first part of June.

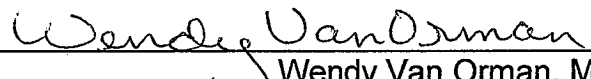
## **EXECUTIVE SESSION**


At 9:33 p.m. Mayor Van Orman called adjournment into Executive Session as per RCW 42.30.110(h) for 15 minutes to discuss collective bargaining. She said no action would be taken. At 9:49 p.m. City Attorney, Sean Boutz, called for an additional 15 minutes for the Executive Session.

## **ADJOURNMENT**

The meeting adjourned at 10:03 p.m.

These minutes are approved on May 18, 2010.

  
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Wendy Van Orman, Mayor  
City of Liberty Lake

  
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*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.*