

**CITY COUNCIL MEETING
TUESDAY, JULY 21, 2020
CITY HALL
HELD REMOTELY
7:00 P.M.**

PURSUANT TO GOVERNOR INSLEE'S ORDER 20-28 DATED MARCH 24, 2020 – ALL PUBLIC MEETINGS WILL BE HELD REMOTELY.

Note: The Governor's Order 20-28, DATED MARCH 24, 2020, as extended with respect to no in person meetings under the OPMA has been further extended until August 1, 2020.

The City Council will participate via ZOOM. The public can participate via the following:

- [Sign up to provide Public Comment at the meeting via calling in](#)
- [Submit Written Public Comment Prior to 4 pm on July 21, 2020](#)
- [Join the Zoom Meeting](#)

Questions or Need Assistance? Please contact City Clerk at aswenson@libertylakewa.gov

- 1. INVOCATION**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 4. ROLL CALL**
- 5. AGENDA APPROVAL**
- 6. CITIZEN COMMENTS**
- 7. MAYOR AND CITY COUNCIL REPORTS & INQUIRIES**
- 8. CITY ADMINISTRATOR REPORT**
- 9. WORKSHOP DISCUSSION**
 - Network Analysis
- 10. ACTION ITEMS**
 - A. Consent Agenda**
 - i. Approve July 7, 2020 City Council Minutes
 - ii. Approve July 21, 2020 vouchers in the amount of \$827,149.45
- 11. RESOLUTIONS**

Resolution No. 20-276 – Approving the final plat for Hawkstone

Resolution No. 20-277 – Disposing of surplus items

12. SECOND READ ORDINANCE

Ordinance No. 267 – Providing for the vacation of a right-of-way for a portion of Harvest Parkway

13. INTRODUCTION OF UPCOMING AGENDA ITEMS

14. CITIZEN COMMENTS

15. EXECUTIVE SESSION – Discuss Real Estate

16. ADJOURNMENT

PUBLIC COMMENT

If you wish to provide oral public comments during the Council meeting, please register through this link: <https://us02web.zoom.us/j/83410190482?pwd=NvU5aTk0UEZpeSsxSGVYeUEzN0tuZz09>

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the upcoming council meeting, please email your comments to aswenson@libertylakewa.gov by **4:00 p.m.** the day of the council meeting and include all of the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Liberty Lake resident
4. The Agenda Item(s) which you are speaking about

JOIN ZOOM MEETING

To view the meeting live via Zoom Meeting, join the Zoom web meeting:

Meeting Instructions:

To join the Zoom web meeting:

<https://us02web.zoom.us/j/83410190482?pwd=NvU5aTk0UEZpeSsxSGVYeUEzN0tuZz09>

Dial-in Phone Number

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 834 1019 0482

Password: 551554

REPORT

Liberty Lake Municipal Library
June 2020 Report

	2020	2019
Checkouts	3,341	10,028
Renewals	466	1,275
ILL – Lent to Other Libraries	2	16
Lent to CIN	869	1,088
Overdrive Downloads	2,168	1,692
InHouse	0	714
Freegal	341	330
Database Use	219	117
TOTAL:	7,406	15,214
Borrowed from CIN	1,684	1,292
Checkins	4,623	8,525
Computer Checkouts	0	253
Patron Visits	Appx. 1812 holds pickups	5838
New Cards	27	136
Total Cards	7,436	7,519
Programs	<i>Number of programs</i>	36 programs
Story Time	9 online programs	516 participants
Outreach Story Time	0	0
1000 Books	0	0
Other Youth	6 online programs, 1 take & go program	458 participants
Teen	4 online programs	27 participants
Adult	2 online programs	97 participants
TOTAL:	22 online programs	1,098
Meeting Room (non-library use)	0	18
Proctoring	0	4

Liberty Lake Library continued offering contactless holds pickup for the community.

Programming

Library staff continued providing programs for all ages online, including story times and programs for summer reading. As part of Summer Reading, we provided fifty totes with craft materials to youth at Talon Hills.

Liberty Lake Library now has a Check Out Washington backpack available. The backpack includes binoculars, field guides, and a special Discover Pass for parking at Washington State Parks. Check Out Washington is a cooperative project of the Washington State Library, the Washington State Parks and Recreation Commission, and the Washington State Parks Foundation.

Collection

No collection changes to report.

Facility

The maintenance crew installed kick-stand door stops on the all entry/exit doors.

Other

Library staff continue to plan for when the library can re-open in Phase 3.

Upcoming Highlights

The Imagine Your Story Summer Reading program began on June 15 and runs through August 15. Children and teens will log their reading time online to earn badges and build a fairy-tale avatar. Online programs will be posted throughout the summer.

For adult summer reading, participants received a tote bag with supplies for six craft projects to complete over the summer along with the summer reading log. Online videos of the crafts will be posted throughout the summer.

For adults

Online Programs Only

Adult Summer Reading: Adult Crafts – Paper Flowers

Adult Summer Reading: Adult Crafts – Watercolor Art

Adult Summer Reading: Adult Crafts – Clay Bowls

For Teens

Summer Reading Online Teen Program: Harry Potter Digital Escape Room

Summer Reading Online Teen Crafts: Harry Potter Keychains

Summer Reading Online Teen Crafts: DIY Baby Mandrake

For Children

Online Baby / Toddler Story Time every Monday

Online Preschool Story Time every Wednesday

Summer Reading Online Children's Program: Fun Friday – Watermelon Science Experiment

Summer Reading Online Children's Program: Fun Friday – Build a House for the 3 Little Pigs

Summer Reading Online Children's Program: Fun Friday – Paper Airplanes

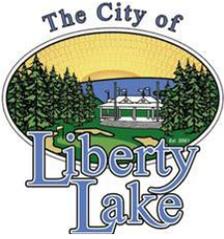
Summer Reading Online Children's Program: Fun Friday – Painted Lady Bug Rocks

Summer Reading Online Children's Program: Fun Friday – Make a Harry Potter Wand

For family/All ages

Summer Reading Family Bingo

**WORKSHOP
DISCUSSION
MATERIAL**



AGENDA ITEM NO.: 9

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT: Network Analysis & Corridor Study Workshop

FOR THE AGENDA OF: July 21, 2020

DEPT. OF ORIGIN: Planning, Engineering & Building Services

EXHIBIT: Draft Network Analysis & Corridor Study Report

DEPT. HEAD APPROVAL: 

EXPENDITURE REQUIRED:	No
BUDGETED:	No

SUMMARY STATEMENT

In December of 2019, City Council authorized Parametrix to complete a Transportation Network Analysis and Corridor Study to include:

- Near-term traffic projections and operational analysis to include:
 - Current traffic volumes with projections to include the new high school, 408 new dwelling units adjacent to the high school of Henry Lane, and background growth through 2025
 - Operational analysis (to include planned 2020 network/operational improvements as identified in the draft 2020-2025 CFP) of primary collectors and arterials
 - Identification of priority near term network/operational/safety design solutions & improvements to include intersection improvements and pedestrian enhancements along primary collectors and arterials

- Build-out traffic projections and operational analysis to include:
 - 2040 projected traffic volumes (consistent with Population Buildout Analysis and employment growth)
 - Operational analysis (to include network and operational improvements as identified in the near term operational analysis) of primary collectors and arterials
 - Identification of long- term network/operational/safety design solutions & improvements to include intersection improvements and pedestrian enhancements along primary collectors and arterials

This workshop is intended to provide City Council with an overview of that analysis, present preliminary study recommendations, and provide an opportunity to discuss next steps.

RECOMMENDED ACTION

1. Discussion of preliminary report recommendation and next steps.

Liberty Lake Network Analysis Update DRAFT

Prepared for

City of Liberty Lake

Prepared by

Parametrix

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Spokane, WA 99201

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www.parametrix.com

CITATION

Parametrix. 2020. Liberty Lake Network Analysis Update DRAFT.
Prepared by Parametrix, Spokane, WA. July 2, 2020.

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ACRONYMS

APA	American Planning Association
FAR	Floor-area ratio
HCM	Highway Capacity Manual
ITE	Institute of Transportation Engineers
LOS	Level of Service
RMSE	Root Mean Square Error
SRTC	Spokane Reginal Transportation Council
STA	Spokane Transit Authority
TAZ	Traffic Analysis Zone

DRAFT

1. INTRODUCTION

In February 2017, the City of Liberty Lake (the City) conducted a network analysis of the transportation system to identify short-term and long-term needs. Since that time, development and roadway project plans have evolved in key areas of the city, particularly along the Country Vista Drive corridor. The purpose of this study is to update the 2017 network analysis with a specific focus on multi-mobility issues for the Country Vista Drive corridor.

This report documents and summarizes the results and recommendations of the network analysis update. A description of the study area is provided followed by a documentation of data collection methods and results. Next, the future land use and growth assumptions are discussed. The methods and results of the use of the Spokane Regional Transportation Council (SRTC) regional travel demand model are also provided. Traffic analysis methods are then presented including detailed traffic performance metrics for short-term and long-term conditions. Finally, the report identifies the network-wide recommendations. Though this report incorporates the roadway network conclusions for the Country Vista Drive corridor, more detailed documentation of the multi-modal analysis is contained within the *County Vista Drive Corridor Analysis Memo* (May 2020).

2. STUDY AREA

The study area for this analysis includes major roadways and intersections within the City boundaries. The boundaries of the City extend from the Spokane River on the north to Sprague Avenue on the south, and from Aladdin Road on the west to King James Lane on the east. Figure 1 shows the roadway network for the City.

2.1 Description of Major Roads

There are several key roads within the City.

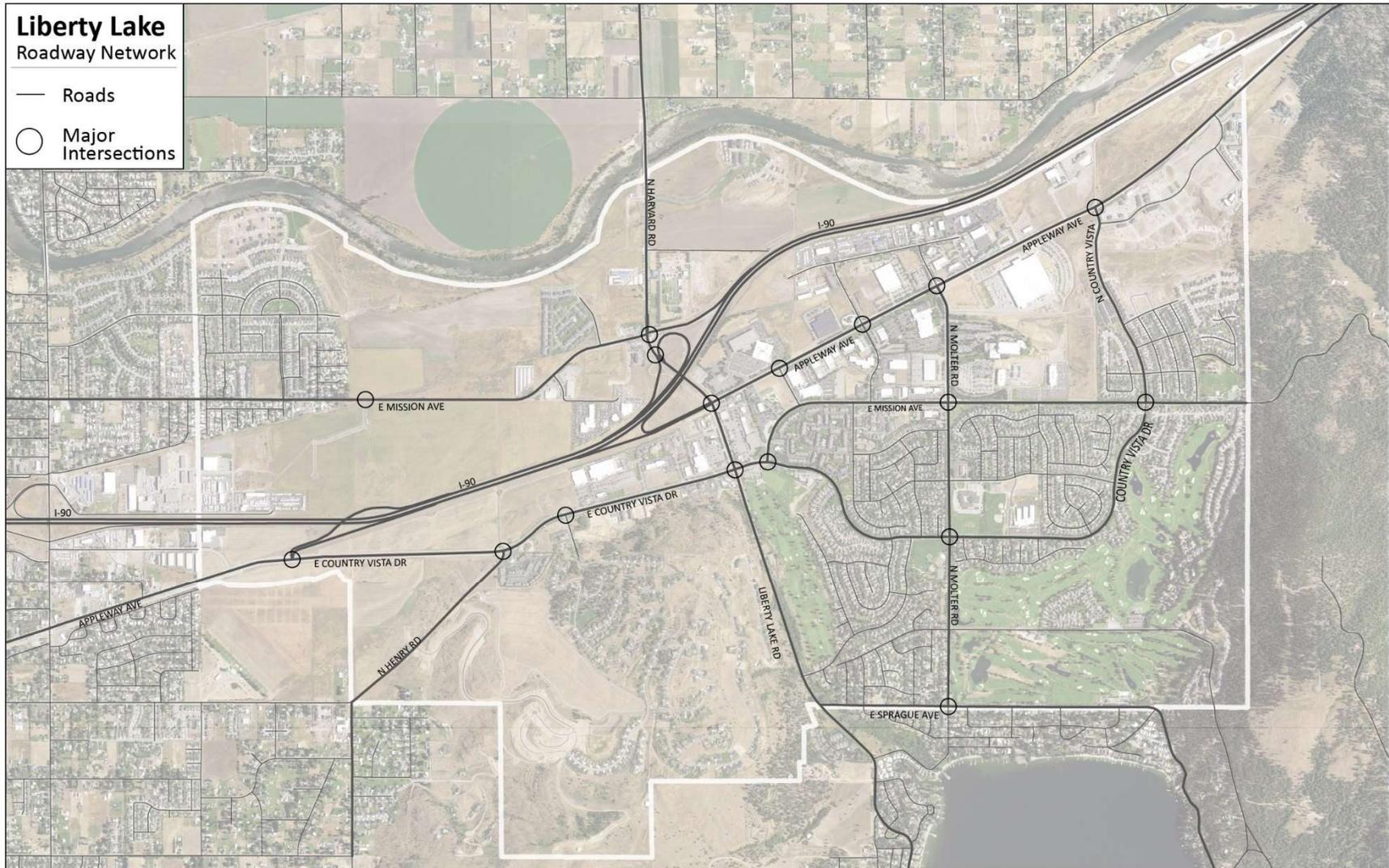
Country Vista Drive – is a major east-west roadway in the City. West of Liberty Lake Road, Country Vista Drive is a four-lane arterial with a two-way center turn lane that parallels I-90 to the south. East of Liberty Lake Road, Country Vista Drive becomes a two-lane roadway that circumnavigates the eastern residential areas of the City and eventually meets Appleway Avenue in the northeastern section of the city.

Liberty Lake Road – is a major north-south roadway that runs from the I-90 ramps on the north to the southern boundary of the City. Liberty Lake Road is four lanes with a center landscaped median between the I-90 ramps and Country Vista Drive. South of the Country Vista Drive intersection, Liberty Lake Road narrows to one lane in each direction.

Harvard Road – is a continuation of Liberty Lake Road north of the I-90 ramps and extends north to the northern city boundary. Harvard Road runs north-south as a two-lane roadway, before expanding out to four lanes with a landscaped median north of the roundabout at Mission Avenue.

Appleway Avenue – runs east to west from Liberty Lake Road to the eastern boundary of the City. It is a four-lane arterial with a landscaped center median and left-turn pockets. East of Molter Road, Appleway Avenue begins narrowing down to one lane in each direction as it continues east towards an interchange with I-90 outside of the city boundaries.

Figure 1: Roadway Network



Mission Avenue – is an east-west roadway that has two sections, the western section runs from the western city boundary to Harvard Road as a two-lane roadway, paralleling I-90 to the north. The eastern section of Mission Avenue is a two-lane roadway that runs south of I-90 from an intersection with Country Vista Drive near the center of the City to the eastern city boundary.

Molter Road – is a north-south roadway on the eastern side of the city that runs from Knox Avenue on the north to Sprague Avenue and the southern city boundary on the south. Molter Road is a four-lane roadway with a two-way center turn lane between Appleway Avenue and Mission Avenue. South of the Mission Avenue intersection, Molter Road narrows to one lane in each direction with a two-way center turn lane for most of its length.

2.2 Description of Major Intersections

There are 17 intersections within the City of Liberty Lake that were studied in this analysis. Additionally, three intersections that are anticipated to be added in the short term are also included: the intersection at the new Ridgeline High School Entrance on Country Vista Drive, the intersection at the East High School Access from Country Vista Drive, and the future intersection at Mission Avenue/Henry Road after the Henry Road bridge is built over I-90. Table 1 details the 20 total study intersections and existing intersection control. The existing 17 intersections were also depicted previously in Figure 1.

Table 1: Liberty Lake Study Intersections

Intersection	Existing Intersection Control
Mission Avenue/Harvest Parkway	Roundabout
Mission Avenue/Henry Road (Bridge)	---
Mission Avenue/Harvard Road	Roundabout
Harvard Road/I-90 Ramps	Free
I-90 EB Ramps/Country Vista Drive	Stop-Controlled SB
High School Entrance/Country Vista Drive	Signal
East HS Access-Henry/Country Vista Drive	---
Henry Road-Kramer/Country Vista Drive	Stop-Controlled NB
Legacy Ridge Drive/Country Vista Drive	Stop-Controlled NB
Liberty Lake Road/Country Vista Drive	Signal
Mission Avenue/Country Vista Drive (3-leg)	Stop-Controlled SB
Liberty Lake Road/Appleway Avenue	Signal
Signal Drive/Appleway Avenue	Signal
Madson Street/Appleway Avenue	Signal
Molter Road/Appleway Avenue	Signal
Country Vista Drive/Appleway Avenue	Stop-Controlled NB
Molter Road/Mission Avenue	Roundabout
Country Vista Drive/Mission Avenue (4-leg)	Stop-Controlled NB/SB
Country Vista Drive/Molter Road	Stop-Controlled EB/WB
Sprague Avenue/Molter Road	Four-Way Stop-Controlled

2.3 Transit

The City is served by three Spokane Transit Authority (STA) bus routes. These include Route 74 (Mirabeau/Liberty Lake), Route 98 (Liberty Lake via Sprague), and Route 172 (Liberty Lake Express).

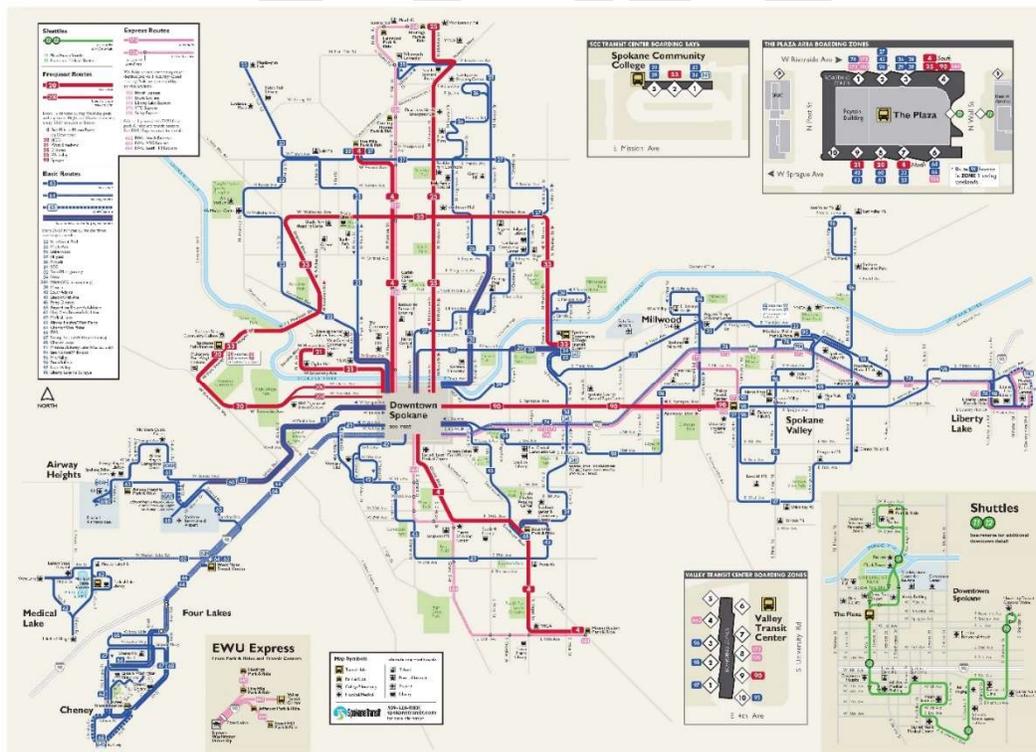
Route 74 connects downtown Liberty Lake (including the Park & Ride and Library) to downtown Spokane (with a stop at the Mirabeau Park & Ride) and terminating at The Plaza. This route also offers non-stop service between Spokane and Liberty Lake via I-90. There is a spur to this route (Route 74C), with twice daily weekday service to the Meadowood Technology Campus via North Country Vista Boulevard. Also, in January 2020, there was a slight service change to Route 74, with minor schedule adjustments including one morning trip shortened to begin at Mirabeau Park & Ride (7:37 AM Plaza arrival).

Route 172 also connects downtown Liberty Lake and downtown Spokane. This is an express route that also connects to the Meadowood Technology Campus in Liberty Lake. Express routes offer high-speed routing service. Peak and some midday service are available for this route, but overall it has fewer stops than Route 74. Both Route 74 and Route 172 utilize I-90 for most of each trip.

Route 98 connects the Valley Transit Center in Spokane Valley to the Liberty Lake Park & Ride via Sprague Avenue, Appleway Avenue, and Mission Avenue. This route helps provide access to a portion of the city not currently served by the other two bus routes, including some residential neighborhoods.

STA has plans to realign a portion of Route 98 onto Country Vista Drive. Bus stops will likely be placed every ½ mile on the corridor. STA plans to build bus shelters at these stops, which will help improve the overall experience of the transit line and aid in attracting and maintaining ridership. With proper frequency, bus stop spacing, and access to destinations, this bus route can significantly enhance the pedestrian and bike-friendly nature of the street and the city as a whole.

Figure 2: Regional Transit Service



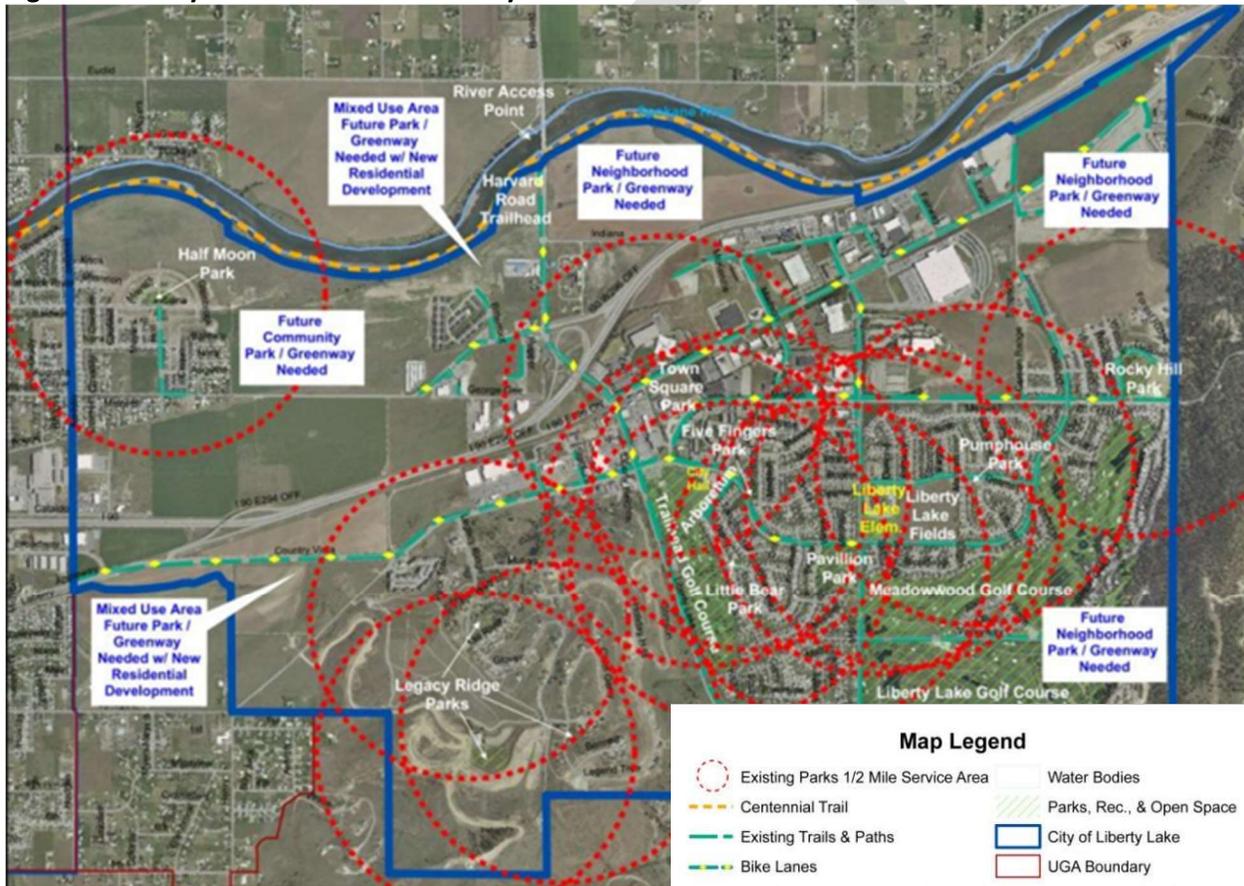
Source: Spokane Transit Authority

2.4 Active Transportation

The Centennial Trail is a regional bikeway that follows the Spokane River and cuts through Liberty Lake. Improving bike lane connections to this trail can greatly improve its accessibility to surrounding communities. There are several bike lanes found along primary roads in Liberty Lake. These roads include Mission Ave (north of I-90), Liberty Lake Road, Country Vista Drive, and Appleway Avenue. Most of these are painted bike lanes. There are a few local roads with bike lanes as well, but coverage can be extended.

In 2015, Liberty Lake also adopted the *Parks, Recreation, Open Space, and Trails Plan*. This plan highlights existing active transportation infrastructure, as well as needed improvements. Greenways were identified in several areas of the city as an active transportation need, especially with new residential development (see Figure 3). The Legacy Ridge subdivision is a notable gap in bike lane coverage.

Figure 3: Liberty Lake Parks and Greenways



Source: City of Liberty Lake, "Parks, Recreation, Open Space, and Trails Plan" (pg. 72)

2.5 Background Improvements

There are several background traffic improvements within the City that are also included in this analysis. Two intersections were recently converted to signalized intersections and these improvements are incorporated into the existing conditions analysis:

- New signal at Signal Drive/Appleway Avenue
- New signal at Madson Street/Appleway Avenue

Additionally, there are future improvements planned in the near-term that are included in the short-term and long-term analysis of this report. These near-term improvements are:

- New signal at the Ridgeline High School/Country Vista Drive intersection
- Harvard Road bridge widening to include an additional northbound lane
- Additional westbound right-turn lane at the Liberty Lake Road/Appleway Avenue intersection

3. DATA COLLECTION

To determine existing conditions, Parametrix conducted city-wide traffic counts the week of November 4, 2019 including AM and PM peak period turning movement counts at 17 intersections and 72-hour tube counts at 11 locations. Figure 4 summarizes the city-wide traffic count results. Full traffic count data is provided in the Appendix.

Traffic counts were compared to the counts collected for the 2017 network analysis (obtained in August 2016). Generally, the 2019 volumes were higher than the 2016 volumes. For the six common tube count locations between both data collection efforts, the average increase in traffic volumes was four percent. Peak period intersection counts were also generally higher in 2019 than 2016. The increases in volumes were much more pronounced in the AM peak hour than the PM peak hour. This is likely related to the presence of school traffic during the November 2019 AM counts whereas school was not in session during the August 2016 AM counts.

4. GROWTH ASSUMPTIONS

Growth assumptions set the stage for forecasting travel demand, and thus understanding transportation system deficiencies. Parametrix conducted an analysis of growth assumptions for both short-term (2025) and long-term (2040) conditions. The primary sources of information to determine the growth assumptions include, the *Liberty Lake Land Quality Analysis* (July 2015), its subsequent update entitled *City of Liberty Lake Updated Population Build-Out Analysis* (September 2018), city land use and zoning policies, information about pending development plans provided directly by City staff, and socioeconomic forecasts provided within the SRTC regional travel demand model (SRTC model).

4.1 Short-term Growth

Parametrix worked closely with City staff to develop assumptions about pending or likely development within the next five years. Development areas were identified city-wide and included known or ongoing development such as the new high school and adjacent multi-family residential units on the Country Vista corridor as well as the River District growth area north of I-90 off of Harvard Road and Mission Avenue, which includes a large residential component, neighborhood center and business park.

Parametrix and city staff also identified more generic land use growth assumptions for areas likely to develop but where specific plans are unclear or not available at this time.

With the assessment of short-term growth areas, Parametrix conducted a trip generation exercise to estimate the number of trips new development would incur on the roadway. The Institute of Transportation Engineers (ITE) compiles trip generation rates for various land uses in the *Trip Generation 10th Edition*. The trip generation rates are based on studies conducted nationwide. Parametrix selected and applied trip generation rates from ITE's *Trip Generation 10th Edition* for assumed development.

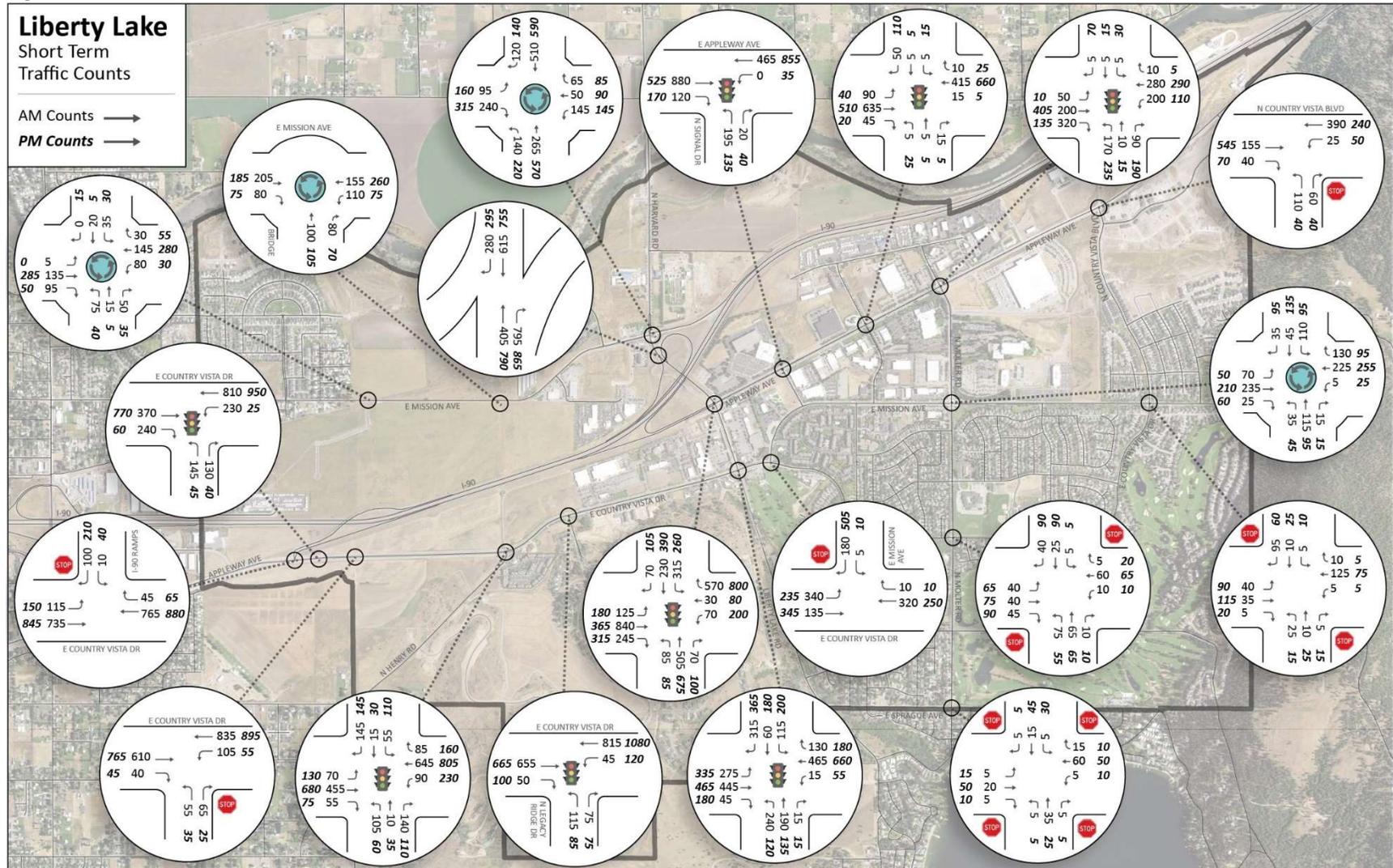
For each future land use development, trip generation was calculated using ITE trip generation rates for the AM peak hour, PM peak hour and daily trips. The trip generation calculation is derived from the square footage or number of dwelling units of a given development. For development areas where only the acreage was known, industry standard FAR (floor area ratios) from the American Planning Association (APA) were used to estimate the proposed square footage.

Once the trips were calculated for each land use, several further adjustments were made, including a build-out adjustment, pass-by adjustment, and a shared-trip adjustment. The build-out adjustment was based on the estimated build-out percentage of the future land use in the short-term (2025). The pass-by adjustment is a reduction based on the number of trips for a given land use that would be considered "pass-by" trips, which are trips that are already in the network that make a stop at the land use while "passing by" (such as a gas station), therefore they are not a new trip added to the network and are subtracted from the land use trip generation total. Pass-by rates for various land uses were derived from the ITE *Trip Generation Handbook*.

The shared-trip adjustment is a reduction to account for a certain percentage of new trips that will be shared between new land uses, such as a trip from a new residential development traveling to work at a new office. A reduction is made so that the trip is not counted twice. Full trip generation results are contained within the Appendix.

Parametrix then distributed the peak hour trips throughout the road network based on logical origin and destination pairs, land use patterns, and existing traffic volume directional splits. Finally, combining the distributed short-term growth trips with existing traffic counts, Parametrix developed the short-term traffic demand estimates. Figure 5 summarizes the short-term traffic volumes.

Figure 5: Short-term Traffic Volumes



4.2 Long-term Growth

Long-term growth projections were guided by the city planning documents previously mentioned as well as the SRTC model. According to the *City of Liberty Lake Updated Population Build-Out Analysis*, the city has a population of 8,975 in 2015 is expected to reach build-out population of approximately 18,708 in about 2042. From these figures, Parametrix interpolated a 2040 population estimate of 18,595. Likewise, Parametrix used the household capacity analysis within the *City of Liberty Lake Updated Population Build-Out Analysis* to help apportion future growth to various sectors of the City.

Table 2: Population Projections

2015 ¹	2042 ¹	2040 (Interpolated)
8,975	18,708	18,595

1. City of Liberty Lake Updated Population Build-Out Analysis

Parametrix reviewed City zoning and land use policies and worked closely with City staff to understand the planned and desired growth patterns for the area. Parametrix also reviewed ongoing and future development proposals to understand the types of planned development and roadway network access patterns. Finally, Parametrix incorporated all this information to refine the SRTC model and generate long-term traffic forecasts as discussed in the following section.

4.2.1 Travel Demand Modeling

The SRTC model was used to develop traffic volume forecasts for 2040 conditions within the City. The SRTC model is a region-wide forecasting tool covering the greater Spokane area from the City of Airway Heights on the west to the City of Liberty Lake on the east. The model utilizes the four-step travel demand forecasting process to evaluate the relationship between land use and the transportation network and thus generate travel pattern predictions for future conditions.

Because of the regional setting of the SRTC model, refinements were made to target results for the smaller scale of this study. Refinements included updates and modifications to base year and horizon year roadway network representations and land use assumptions. For example, major street connections in the City generalized by the regional model were added to the network. Future road network assumptions were also adjusted to align with current plans, such as modifying a future I-90 interchange at Henry Road to be a grade-separated overpass only.

As mentioned previously, land use assumptions for the City in the SRTC model were reviewed with city staff to identify adjustments to better reflect current conditions and plans. The SRTC model divides the region into subareas called traffic analysis zones (TAZs) which contain population and employment estimates for their geography. Population and employment values were first modified to better match base year conditions. Then the horizon year population and employment values were adjusted to reflect city land use plans, zoning, and known development proposals. Finally, because the TAZ structure within the City is quite large, additional TAZ centroid connectors were added to represent the travel patterns of smaller TAZs, thus creating virtual TAZ splits. Figure 6 shows the virtual TAZ splits for the refined SRTC model.

The refined SRTC model was compared to traffic counts to determine whether model refinements resulted in reasonable traffic volume predictions. The percent root-mean-square-error (RMSE) and the R-squared value are two statistics commonly used to measure model accuracy. For the refined SRTC

model, the overall RMSE was 25 percent which is within the industry standard for calibration. Likewise, the overall R-squared value was 0.89 which is better than industry recommendations. Full documentation of the SRTC model refinement and forecast results are contained in the Appendix.

Finally, with long-term forecasts from the refined SRTC model, Parametrix developed long-term AM and PM intersection turning movement forecasts. This was an iterative process utilizing growth rates from the refined SRTC model, existing traffic counts, as well as the short-term traffic volumes derived from trip generation and trip distribution exercises. Figure 7 summarizes the long-term traffic volumes.

DRAFT

Figure 6: SRTC Model TAZ Revisions

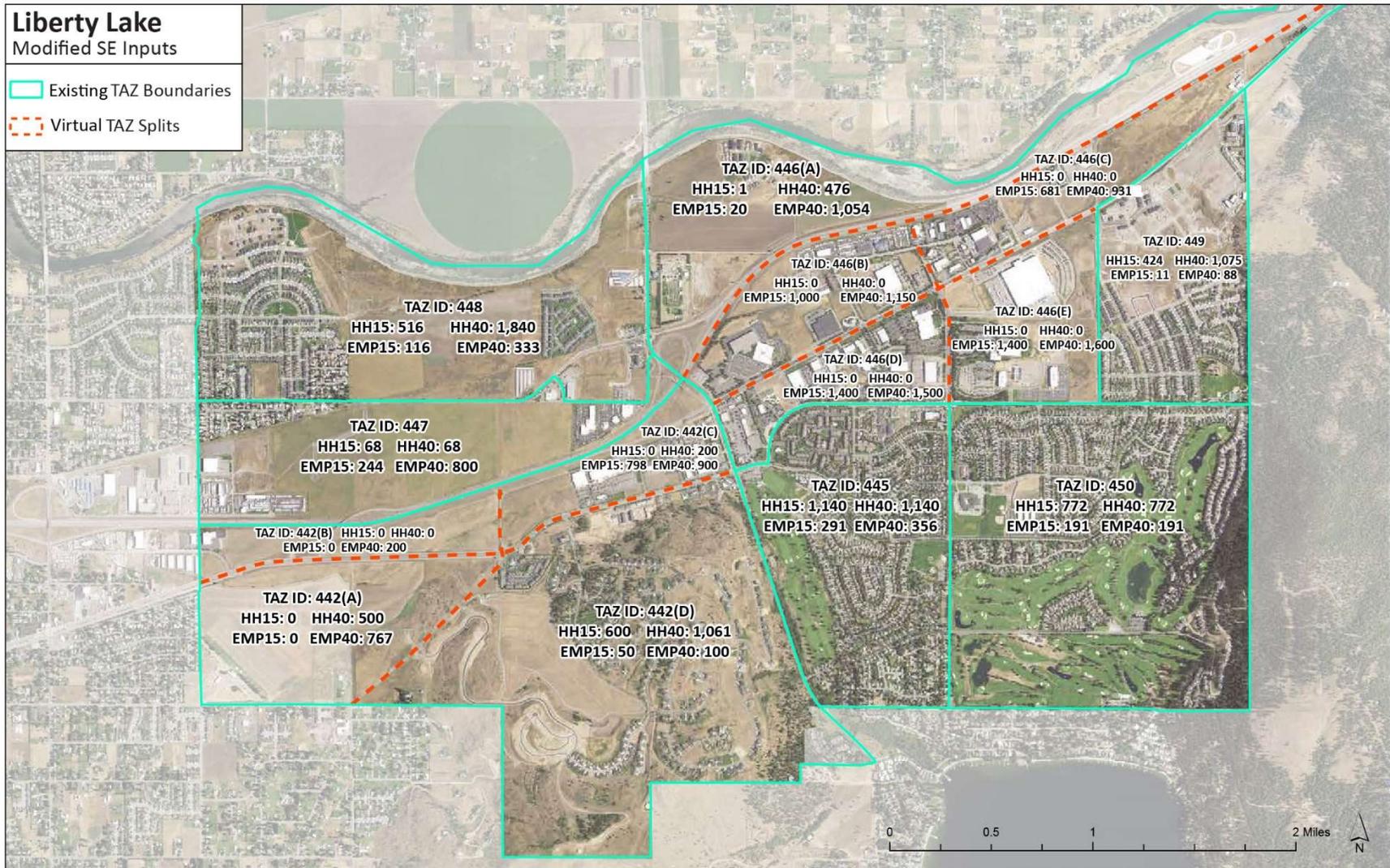
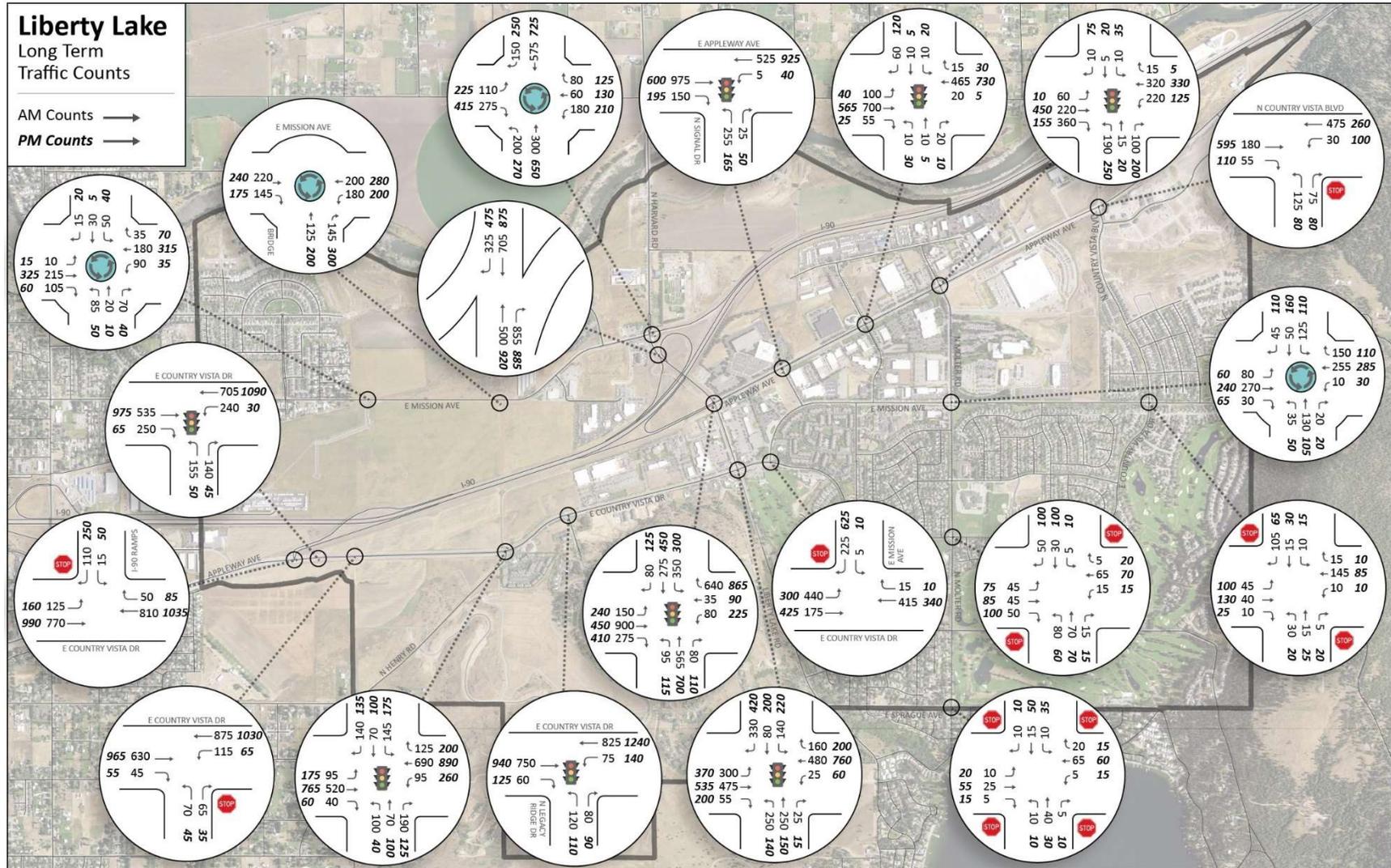


Figure 7: Long-term Traffic Volumes



5. ANALYSIS

Parametrix performed a city-wide traffic analysis on each of the study intersections within Liberty Lake. Intersections were analyzed for three time periods: existing, short-term (2025) and long-term (2040). The list of analysis intersections was shown in Table 1. As mentioned previously, 17 of the 20 intersections are existing, while three study intersections are only analyzed under future conditions: the intersection at the new Ridgeline High School Entrance on Country Vista Drive, the intersection at the East High School Access from Country Vista Drive, and the anticipated intersection at Mission Avenue/Henry Road after the Henry Road bridge is built over I-90.

5.1 Intersection Performance

Vehicular performance at intersections is often defined by the concept of intersection Level of Service (LOS). LOS is defined by average vehicle delay (sec/vehicle) and is associated with a letter grade on a scale from A (free flowing traffic), to F (intersection failure, major delays). Typically, LOS D service flow rates are used as minimally acceptable standards for traffic operations.

- A – free flow operation
- B – reasonably unimpeded operation
- C – stable operation
- D – small increases in flow may cause substantial delay
- E – operates with significant delays
- F – operates with extremely slow speeds and/or intersection failures

Parametrix calculates LOS for signalized and stop-controlled intersections using *Synchro*, a traffic engineering software program published by Trafficware. Synchro methods are comparable with the methods and procedures of the *Highway Capacity Manual (HCM) 6th Edition* to calculate vehicle delay on the roadway network. Table 3 illustrates the LOS definitions for unsignalized intersections (stop-controlled) and signalized intersections. It should be noted that Highway Capacity Manual definitions for LOS do not apply to uncontrolled movements.

Table 3: Level of Service

Level of Service	Unsignalized Intersection Average Delay (sec/veh) ¹	Signalized Intersection Average Delay (sec/veh)
A	0 - 10	0 - 10
B	10 - 15	10 - 20
C	15 - 25	20 - 35
D	25 - 35	35 - 55
E	35 - 50	55 - 80
F	> 50	> 80

1. Reported for the worst stop or yield-controlled approach
 Source: HCM 6th Edition

Parametrix utilized the traffic analysis program SIDRA 8 to evaluate the roundabout intersections. SIDRA supports several methodologies for roundabout analysis including the SIDRA standard roundabout model as well as the roundabout methodologies contained in the 2000 and 2010 versions of the

Highway Capacity Manual (HCM). For this analysis, Parametrix reports results using the SIDRA methodology which is the methodology supported by the Washington Department of Transportation. SIDRA methodology reports LOS and average delay based on the signalized intersection thresholds.

5.2 Intersection Operations

For this intersection operations analysis, three alternatives were analyzed: existing conditions, short-term horizon (2025), and long-term horizon (2040). The existing conditions analysis is based on the traffic counts and turn movement data that was collected city-wide in November 2019. The short-term analysis utilizes traffic volumes forecasts that were developed in conjunction with city staff, adding trips from projected land use development to existing volumes. Finally, the long-term traffic analysis uses traffic volume forecasts that were developed using 2040 forecasts from the SRTC model.

5.3 Existing Conditions Analysis

Existing conditions analyzed 17 of the 20 study intersections in the city of Liberty Lake. Under existing conditions, each of the study intersections operate at LOS D or better with the majority of the intersections operating as LOS A or LOS B. The intersection at Liberty Lake Road/Appleway Avenue is the only intersection that operates at LOS D during the PM peak hour under existing conditions. For the AM peak hour under existing conditions, all study intersections operate at LOS C or better. Table 4 details LOS and vehicle delay for each of the study intersections under existing conditions. Figure 8 shows existing LOS for each of the intersections.

For existing conditions, 95th percentile queue lengths for approaches of each study intersection were also analyzed. During existing conditions, most intersections experienced queues of 100 feet or less during the AM and PM peak hours. Some exceptions include the Mission Avenue/Harvard Road roundabout, which experienced 200 feet queues on the northbound approach during the PM peak hour. The Liberty Lake Road/Appleway Avenue intersection experienced the longest queues, recording queues over 300 feet for several approaches during both the AM and PM peak hours. Table 5 details 95th percentile queue lengths by approach for each of the study intersections.

Table 4: Existing Conditions LOS

Intersection	Intersection Control	LOS (Avg Delay)	
		AM	PM
Mission Ave/Harvest Parkway	Roundabout	A (9)	A (8)
Mission Ave/Henry Rd (Bridge)	Roundabout	---	---
Mission Ave/Harvard Rd	Roundabout	B (10)	B (17)
Harvard Road/I-90 Ramps	Free	---	---
I-90 EB Ramps/Country Vista Dr	Stop-Controlled SB	B (12)	C (17)
High School Entrance/Country Vista Dr	Signal	---	---
East HS Access-Henry/Country Vista Dr	Stop-Controlled NB	---	---
Henry Rd (Bridge)/Country Vista Dr	Stop-Controlled NB	B (12)	C (17)
Legacy Ridge Dr/Country Vista Dr	Stop-Controlled NB	C (17)	C (21)
Liberty Lake Rd/Country Vista Dr	Signal	B (19)	C (26)
Mission Ave/Country Vista Dr (3-leg)	Stop-Controlled SB	B (11)	B (15)
Liberty Lake Road/Appleway Ave	Signal	C (29)	D (40)
Signal Dr/Appleway Ave	Signal	B (12)	B (10)
Madson St/Appleway Ave	Signal	A (5)	A (6)
Molter Rd/Appleway Ave	Signal	C (23)	C (21)
Country Vista Dr/Appleway Ave	Stop-Controlled NB	B (13)	C (16)
Molter Rd/Mission Ave	Roundabout	A (9)	A (7)
Country Vista Dr/Mission Ave (4-leg)	Stop-Controlled NB/SB	B (12)	B (12)
Country Vista Dr/Molter Rd	Stop-Controlled EB/WB	B (12)	B (14)
Sprague Ave/Molter Rd	Four-Way Stop-Controlled	A (7)	A (8)

Table 5: Existing Conditions 95th Percentile Queue Lengths

Intersection	Intersection Control	95 th Percentile Queues (feet)							
		AM				PM			
		NB	SB	EB	WB	NB	SB	EB	WB
Mission Ave/Harvest Parkway	Roundabout	25	25	25	25	25	25	25	25
Mission Ave/Henry Rd (Bridge)	Roundabout	---	---	---	---	---	---	---	---
Mission Ave/Harvard Rd	Roundabout	50	150	75	50	200	175	150	125
I-90 EB Ramps/Country Vista Dr	Stop-Control	---	25	25	0	---	50	25	0
High School Entrance/Country Vista Dr	Signal	---	---	---	---	---	---	---	---
East HS Access-Henry/Country Vista Dr	Stop-Control	---	---	---	---	---	---	---	---
Henry Rd (Bridge)/Country Vista Dr	Stop-Control	25	---	0	25	25	---	0	25
Legacy Ridge Dr/Country Vista Dr	Stop-Control	25	---	0	25	50	---	0	25
Liberty Lake Rd/Country Vista Dr	Signal	100	75	100	150	75	175	175	250
Mission Ave/Country Vista Dr (3-leg)	Stop-Control	---	25	25	0	---	100	25	0
Liberty Lake Road/Appleway Ave	Signal	200	325	300	100	300	325	275	250
Signal Dr/Appleway Ave	Signal	150	---	200	75	100	---	100	175
Madson St/Appleway Ave	Signal	25	25	25	25	25	25	50	50
Molter Rd/Appleway Ave	Signal	100	25	125	150	100	25	175	100
Country Vista Dr/Appleway Ave	Stop-Control	25	---	0	25	25	---	0	25
Molter Rd/Mission Ave	Roundabout	25	25	50	50	25	50	50	50
Country Vista Dr/Mission Ave (4-leg)	Stop-Control	25	25	25	0	25	25	25	0
Country Vista Dr/Molter Rd	Stop-Control	25	0	25	25	25	0	50	25
Sprague Ave/Molter Rd	Stop-Control	25	25	25	25	25	25	25	25

5.4 Short-term Analysis

The short-term analysis assumes a 2025 horizon year and utilizes traffic volumes forecasts that were developed in conjunction with the City of Liberty Lake, adding trips from projected land use development to existing volumes. Several new intersections and transportation improvements are assumed to be in place by 2025:

- A signalized intersection at the new Ridgeline High School entrance on Country Vista Drive.
- An unsignalized intersection on Country Vista Drive just east of the new high school to provide access to the high school and anticipated new residential development.
- A new intersection at Henry Road/Mission Avenue with the extension of the Henry Road bridge over I-90. In discussions with the City, this intersection is anticipated to be a roundabout design to maintain consistency along the Mission Avenue corridor.
- Intersection improvements at the Henry Road/Country Vista Drive to accommodate a new north leg of the intersection in conjunction with the new Henry Road bridge over I-90.
- Harvard Road bridge improvements, including an additional northbound lane across the bridge, and an additional westbound right-turn lane at the Liberty Lake Road/Appleway Avenue intersection.

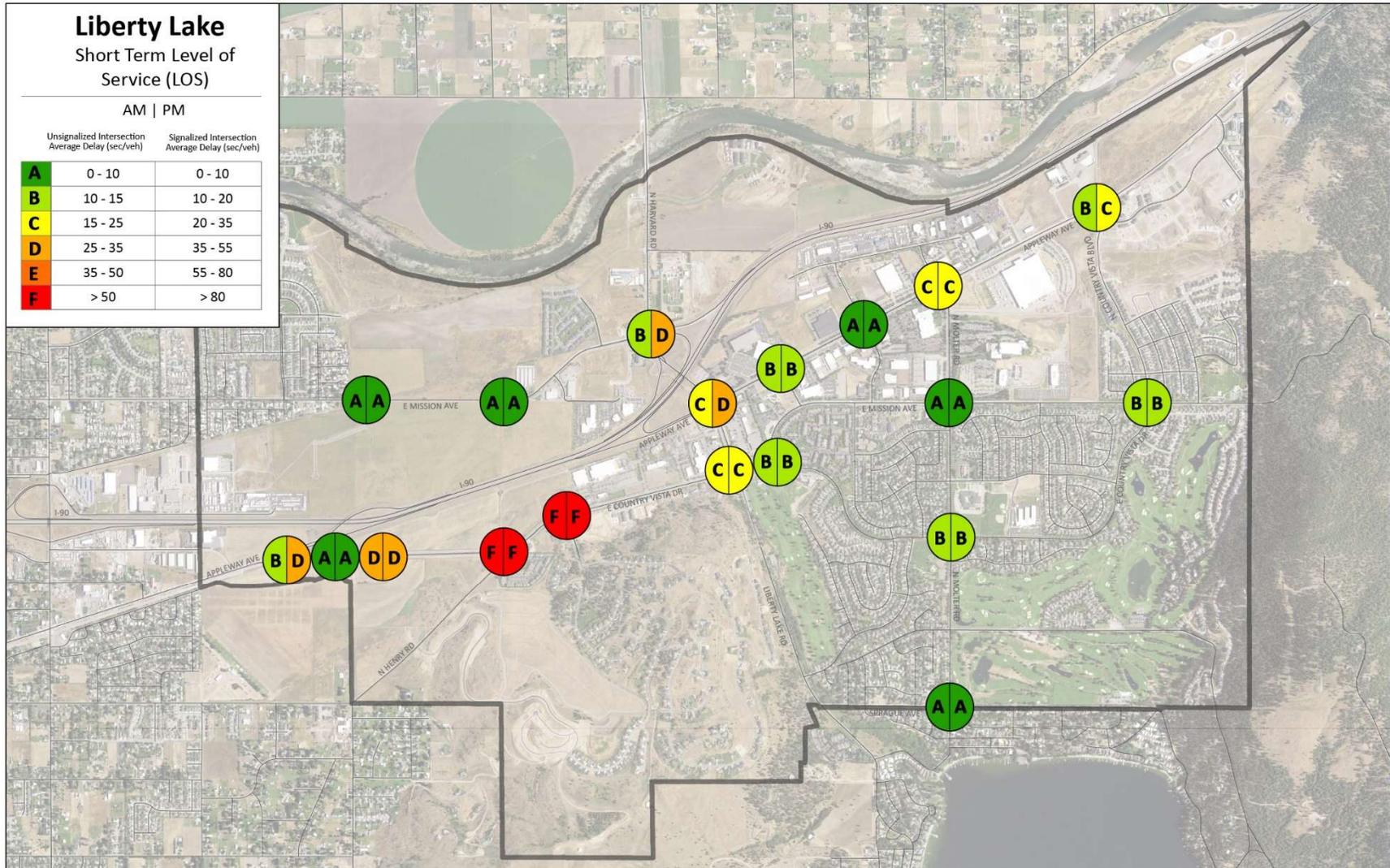
Under short-term conditions, the majority of the study intersections operate at LOS D or better, however there are two intersections that will operate at LOS F in 2025 with no improvements. The intersection at Henry Road/Country Vista Drive will operate at LOS F as an unsignalized intersection due to the anticipated new traffic at the intersection with the addition of the Henry Road bridge. The Legacy Ridge Drive/Country Vista Drive intersection will also fail under short-term conditions due to increased traffic growth on Country Vista Drive.

Under short-term conditions, the Liberty Lake Road/Appleway Avenue intersection will remain at LOS C in AM and LOS D in PM and improve slightly in average delay over existing conditions despite an increase in traffic volumes at the intersection. The intersection experiences less vehicle delay due to the intersection improvements associated with the Harvard bridge widening project, which include an additional westbound right-turn lane. Table 6 details short-term delay and LOS. Figure 9 shows short-term LOS for each of the intersections.

Table 6: Short-term LOS

Intersection	Intersection Control	LOS (Avg Delay)	
		AM	PM
Mission Ave/Harvest Parkway	Roundabout	A (9)	A (9)
Mission Ave/Henry Rd (Bridge)	Roundabout	A (8)	A (8)
Mission Ave/Harvard Rd	Roundabout	B (14)	D (50)
Harvard Road/I-90 Ramps	Free	---	---
I-90 EB Ramps/Country Vista Dr	Stop-Controlled SB	B (14)	D (30)
High School Entrance/Country Vista Dr	Signal	A (7)	A (6)
East HS Access-Henry/Country Vista Dr	Stop-Controlled NB	D (33)	D (35)
Henry Rd (Bridge)/Country Vista Dr	Stop-Controlled NB	F (>50)	F (>50)
Legacy Ridge Dr/Country Vista Dr	Stop-Controlled NB	F (>50)	F (>50)
Liberty Lake Rd/Country Vista Dr	Signal	C (22)	C (27)
Mission Ave/Country Vista Dr (3-leg)	Stop-Controlled SB	B (11)	B (15)
Liberty Lake Road/Appleway Ave	Signal	C (33)	D (36)
Signal Dr/Appleway Ave	Signal	B (12)	B (10)
Madson St/Appleway Ave	Signal	A (5)	A (6)
Molter Rd/Appleway Ave	Signal	C (24)	C (21)
Country Vista Dr/Appleway Ave	Stop-Controlled NB	B (15)	C (18)
Molter Rd/Mission Ave	Roundabout	A (9)	A (8)
Country Vista Dr/Mission Ave (4-leg)	Stop-Controlled NB/SB	B (12)	B (13)
Country Vista Dr/Molter Rd	Stop-Controlled EB/WB	B (12)	B (15)
Sprague Ave/Molter Rd	Four-Way Stop-Controlled	A (8)	A (8)

Figure 9: Short-term Intersection LOS



Under short-term conditions, 95th percentile queue lengths for approaches of each study intersection were analyzed. As with existing conditions, most intersections in short-term experienced only minor queuing during the AM and PM peak hours. However, The Mission Avenue/Harvard Road roundabout experienced 95th percentile queues of 500 feet northbound and 625 feet westbound during the PM peak hour. The Henry Road/Country Vista Drive intersection experienced queues of over 500 feet northbound and southbound as an unsignalized intersection. The Liberty Lake Road/Country Vista intersection had 400 feet queues on the westbound approach during the PM peak hour, and the Liberty Lake Road/Appleway Avenue intersection experienced 400 feet queues southbound during the AM peak hour. Table 7 details 95th percentile queue lengths by approach for each of the study intersections.

Given the LOS, vehicle delay and queue results for short-term conditions, there are two intersections that will need improvements to avoid LOS F: the intersection at Henry Road/Country Vista Drive, and the intersection at Legacy Ridge Drive/Country Vista Drive. Both of these intersections will fail by 2025 if they remain as stop-controlled intersections.

Table 7: Short-term 95th Percentile Queue Lengths

Intersection	Intersection Control	95 th Percentile Queues (feet)							
		AM				PM			
		NB	SB	EB	WB	NB	SB	EB	WB
Mission Ave/Harvest Parkway	Roundabout	25	25	25	25	25	25	50	50
Mission Ave/Henry Rd (Bridge)	Roundabout	25	---	0	25	25	---	0	25
Mission Ave/Harvard Rd	Roundabout	75	225	150	75	325	625	500	350
I-90 EB Ramps/Country Vista Dr	Stop-Control	---	25	25	0	---	75	25	0
High School Entrance/Country Vista Dr	Signal	100	---	75	100	25	---	75	100
East HS Access-Henry/Country Vista Dr	Stop-Control	75	---	0	25	50	---	0	25
Henry Rd (Bridge)/Country Vista Dr	Stop-Control	275	125	50	50	>500	>500	50	50
Legacy Ridge Dr/Country Vista Dr	Stop-Control	150	---	25	25	175	---	50	50
Liberty Lake Rd/Country Vista Dr	Signal	175	75	150	250	100	200	225	400
Mission Ave/Country Vista Dr (3-leg)	Stop-Control	---	25	50	0	---	125	25	0
Liberty Lake Road/Appleway Ave	Signal	200	400	325	125	300	300	275	300
Signal Dr/Appleway Ave	Signal	150	---	225	100	100	---	125	175
Madison St/Appleway Ave	Signal	25	25	50	25	25	25	50	50
Molter Rd/Appleway Ave	Signal	100	25	125	150	100	25	225	100
Country Vista Dr/Appleway Ave	Stop-Control	25	---	0	25	25	---	0	25
Molter Rd/Mission Ave	Roundabout	25	25	50	50	25	50	50	50
Country Vista Dr/Mission Ave (4-leg)	Stop-Control	25	25	25	0	25	25	25	0
Country Vista Dr/Molter Rd	Stop-Control	25	0	25	25	25	0	50	25
Sprague Ave/Molter Rd	Stop-Control	25	25	25	25	25	25	25	25

5.5 Long-term Analysis

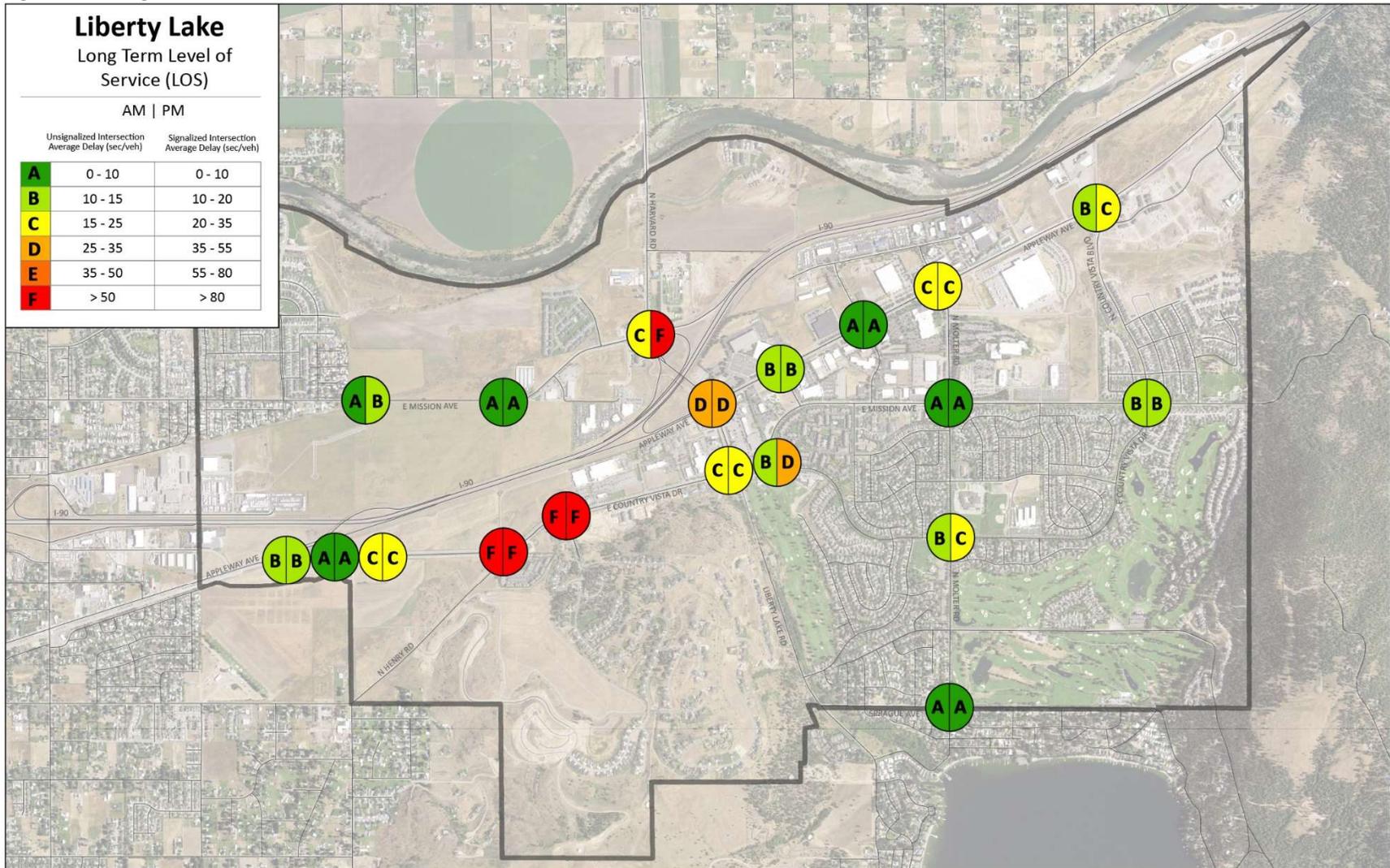
The long-term analysis assumes a 2040 horizon year and utilizes traffic volume forecasts that were developed using travel demand model forecasts for 2040, while also accounting for the added trips from projected land use development used to develop short-term volume forecasts. The new intersections and transportation improvements that are assumed to be in place under short-term conditions are also included in the long-term analysis.

Under long-term conditions, most of the study intersections continue to operate at LOS D or better, however, the Mission Avenue/Harvard Road roundabout will operate at LOS F during the PM peak hour under the existing lane configuration. Additionally, the intersections of Henry Road/Country Vista Drive and Legacy Drive/Country Vista Drive will also continue to operate at LOS F in 2040 with no improvements. Table 8 details long-term delay and LOS. Figure 10 displays long-term LOS for each of the intersections.

Table 8: Long-term LOS

Intersection	Intersection Control	LOS (Avg Delay)	
		AM	PM
Mission Ave/Harvest Parkway	Roundabout	A (9)	B (10)
Mission Ave/Henry Rd (Bridge)	Roundabout	A (8)	A (8)
Mission Ave/Harvard Rd	Roundabout	C (24)	F (>80)
Harvard Road/I-90 Ramps	Free	---	---
I-90 EB Ramps/Country Vista Dr	Stop-Controlled SB	B (12)	B (14)
High School Entrance/Country Vista Dr	Signal	A (7)	A (6)
East HS Access-Henry/Country Vista Dr	Stop-Controlled NB	C (16)	C (16)
Henry Rd (Bridge)/Country Vista Dr	Stop-Controlled NB	F (>50)	F (>50)
Legacy Ridge Dr/Country Vista Dr	Stop-Controlled NB	F (>50)	F (>50)
Liberty Lake Rd/Country Vista Dr	Signal	C (24)	C (31)
Mission Ave/Country Vista Dr (3-leg)	Stop-Controlled SB	B (13)	D (27)
Liberty Lake Road/Appleway Ave	Signal	D (44)	D (38)
Signal Dr/Appleway Ave	Signal	B (13)	B (11)
Madson St/Appleway Ave	Signal	A (5)	A (6)
Molter Rd/Appleway Ave	Signal	C (24)	C (26)
Country Vista Dr/Appleway Ave	Stop-Controlled NB	B (13)	C (16)
Molter Rd/Mission Ave	Roundabout	A (9)	A (8)
Country Vista Dr/Mission Ave (4-leg)	Stop-Controlled NB/SB	B (13)	B (14)
Country Vista Dr/Molter Rd	Stop-Controlled EB/WB	B (13)	C (18)
Sprague Ave/Molter Rd	Four-Way Stop-Controlled	A (8)	A (8)

Figure 10: Long-term Intersection LOS



95th percentile queue lengths for each approach of each study intersection were analyzed under long-term conditions. Table 9 details 95th percentile queue lengths by approach for each of the study intersections. Queue lengths of over 500 feet are experienced at several intersections under long-term conditions including the Mission Avenue/Harvard Road roundabout, Henry Road/Country Vista Drive, and Legacy Ridge Drive/Country Vista Drive.

Level of Service, vehicle delay and queue results for long-term conditions show that there are several needed intersection improvements. In addition to the intersection needs under short-term conditions at Henry Road/Country Vista Drive and Legacy Ridge Drive/Country Vista Drive, the intersections at Mission Avenue/Harvard Road and Liberty Lake Road/Appleway Avenue will need operations improvements by 2040 to maintain an acceptable LOS.

Table 9: Long-term 95th Percentile Queue Lengths

Intersection	Intersection Control	95 th Percentile Queues (feet)							
		AM				PM			
		NB	SB	EB	WB	NB	SB	EB	WB
Mission Ave/Harvest Parkway	Roundabout	25	25	50	50	25	25	75	75
Mission Ave/Henry Rd (Bridge)	Roundabout	50	---	50	50	100	---	75	75
Mission Ave/Harvard Rd	Roundabout	100	550	275	100	750	1000	1000	1000
I-90 EB Ramps/Country Vista Dr	Stop-Control	---	25	25	0	---	50	25	0
High School Entrance/Country Vista Dr	Signal	100	---	75	100	50	---	100	100
East HS Access-Henry/Country Vista Dr	Stop-Control	25	---	0	25	25	---	0	25
Henry Rd (Bridge)/Country Vista Dr	Stop-Control	>500	>500	50	50	>500	>500	50	50
Legacy Ridge Dr/Country Vista Dr	Stop-Control	225	---	50	50	>500	---	50	50
Liberty Lake Rd/Country Vista Dr	Signal	175	100	175	275	125	200	250	500
Mission Ave/Country Vista Dr (3-leg)	Stop-Control	---	50	75	0	---	250	25	0
Liberty Lake Road/Appleway Ave	Signal	225	450	350	175	300	375	350	300
Signal Dr/Appleway Ave	Signal	175	---	250	100	125	---	150	200
Madson St/Appleway Ave	Signal	25	25	75	50	25	25	50	75
Molter Rd/Appleway Ave	Signal	125	25	125	150	125	25	275	125
Country Vista Dr/Appleway Ave	Stop-Control	25	---	0	25	25	---	0	25
Molter Rd/Mission Ave	Roundabout	25	25	50	75	25	75	75	75
Country Vista Dr/Mission Ave (4-leg)	Stop-Control	25	25	25	25	25	25	25	25
Country Vista Dr/Molter Rd	Stop-Control	25	0	25	25	25	25	75	25
Sprague Ave/Molter Rd	Stop-Control	25	25	25	25	25	25	25	25

6. RECOMMENDATIONS

The following section details city-wide needs and recommendations over both the five-year short-term horizon (2025) and the long-term horizon (2040). Overall, traffic operations at most of the intersections within Liberty Lake remain at acceptable conditions through 2040. The City of Liberty Lake has been proactive in pushing forward projects to assess current traffic issues and provide a more complete transportation network within the city. These projects include the Henry Road bridge over I-90, the widening of the Harvard Road bridge over I-90, and the intersection improvements at the Liberty Lake Drive/Country Vista Drive intersection which include the addition of a westbound right-turn lane to accommodate heavy traffic volumes for the right-turn movement. For this reason, there is not an extensive list of recommendations. However, several needed improvements develop over both short-term and long-term that merit further discussion.

6.1 Short-term Recommendations

Under short-term conditions, Parametrix identified several locations for needed improvements. These areas are generally centered along the Country Vista Drive corridor, which is one of the high-growth areas of the City. The intersections that need improvements over the short-term are:

- Henry Road/Country Vista Drive
- Legacy Ridge Drive/Country Vista Drive
- Henry Road/Mission Avenue (new intersection)

6.1.1 Country Vista Drive Intersections

The Henry Road/Country Vista Drive intersection and the Legacy Ridge Drive/Country Vista Drive intersection were identified as potential concerns for the near future at. Both intersections are currently unsignalized stop-controlled intersections. Under existing conditions, the Henry Road/Country Vista Drive intersection operates at LOS B during the AM peak hour and LOS C during the PM peak hour and the Legacy Ridge Drive intersection operate at LOS C during both the AM and PM peak hour. Under short-term (2025) conditions, both intersections reach LOS F during both AM and PM peak hours (see Table 10).

Table 10: Intersection LOS Summary

Intersection	LOS (Avg Delay)			
	Existing		With Short-term Growth	
	AM	PM	AM	PM
Henry Road / Country Vista Drive	B (12)	C (17)	F (>50)	F (>50)
Legacy Ridge Drive / Country Vista Drive	C (17)	C (21)	F (>50)	F (>50)

With the Henry Road/Country Vista Drive intersection and the Legacy Ridge Drive/Country Vista Drive intersection being projected to operate at LOS F under short-term growth conditions, Parametrix further analyzed potential mitigations to convert the intersections to roundabouts or signals.

Parametrix first analyzed the two intersections as a roundabout configuration using the traffic analysis program SIDRA. It was determined that both intersections would need two-lane approaches eastbound

and westbound on Country Vista Drive to operate at LOS D or better. The Henry Road intersection is expected to operate at LOS C as a two-lane roundabout configuration with two-lane approaches eastbound and westbound on Country Vista Drive, and one-lane approaches north and south on Henry Road. The Legacy Ridge intersection is expected to operate at LOS B as a two-lane roundabout with two-lane approaches eastbound and westbound on Country Vista Drive, and a one-lane approach northbound on Legacy Ridge Drive.

The Henry Road/Country Vista Drive and Legacy Ridge Drive/Country Vista Drive intersections were also evaluated as signalized intersections. A partial signal warrant analysis of the Legacy Ridge Drive intersection was completed and showed that Warrant 1B would be met under short-term conditions (12 of 8 hours met). Synchro analysis was performed for the Henry Road and Legacy Ridge Drive intersections as signalized intersections. Table 11 shows the LOS and vehicle delay for each of the intersections under the short-term volume scenario. As seen in Table 11, both the Henry Road and Legacy Ridge Drive intersections will perform at LOS B or LOS C during the AM and PM peak hours as signalized intersections under the short-term growth scenario. Full analysis of these intersections is documented in the *Country Vista Drive Corridor Analysis Memo*.

Table 11: Intersection LOS Summary with Signals

Intersection	LOS (Avg Delay)					
	Existing		With Short-term Growth			
	Unsignalized		Unsignalized		Signalized	
	AM	PM	AM	PM	AM	PM
Henry Road / Country Vista Drive	B (12)	C (17)	F (>50)	F (>50)	C (22)	B (13)
Legacy Ridge Drive / Country Vista Drive	C (17)	C (21)	F (>50)	F (>50)	B (15)	B (17)

Parametrix recommends traffic signalization for both intersections over a roundabout configuration. Traffic signals will be more consistent with other treatments on the corridor, namely the signal at Liberty Lake Drive and the proposed signal at the new high school entrance. Additionally, the signals will offer a more controlled experience for pedestrians and bicyclists traveling along Country Vista Drive and crossing the roadway. Roundabouts can be intimidating to pedestrians and bicyclists who are unsure if vehicles will yield as required by law and a two-lane roundabout design increases the pedestrian crossing distance without additional traffic control. Also, left-turns for bicyclist in a two-lane roundabout can be difficult due to the need to change lanes inside the circle among faster-traveling vehicles. Furthermore, there have been past concerns about dual-lane roundabouts at other locations on the corridor with number of young drivers to travel to and from the planned high school. Finally, roundabouts require a larger footprint and there are concerns about environmentally sensitive land near the intersection.

Further analysis shows that as signalized intersections, the Henry Road/Country Vista Drive and Legacy Ridge Drive/Country Vista Drive intersections will continue to operate at LOS B or LOS C under long-term conditions through 2040 (see Table 12).

Table 12: 2040 Intersection LOS Summary

Intersection	LOS (Avg Delay)					
	Existing		Short-term		Long-term	
	Unsignalized		Signalized		Signalized	
	AM	PM	AM	PM	AM	PM
Henry Road / Country Vista Drive	B (12)	C (17)	C (22)	B (13)	C (22)	B (16)
Legacy Ridge Drive / Country Vista Drive	C (17)	C (21)	B (15)	B (17)	B (18)	B (17)

6.1.2 Henry Road/Mission Avenue

With the planned Henry Road bridge over I-90, a new intersection at Henry Road/Mission Avenue is anticipated. As part of the planning process for the future Henry Road bridge project, Parametrix assisted the project team by analyzing the intersection as both a roundabout intersection and signalized intersection. While the intersection is anticipated to be built under short-term conditions, Parametrix analyzed the intersection under both short-term and long-term conditions, to ensure that the intersection would work through 2040. Table 13 details 2040 LOS results.

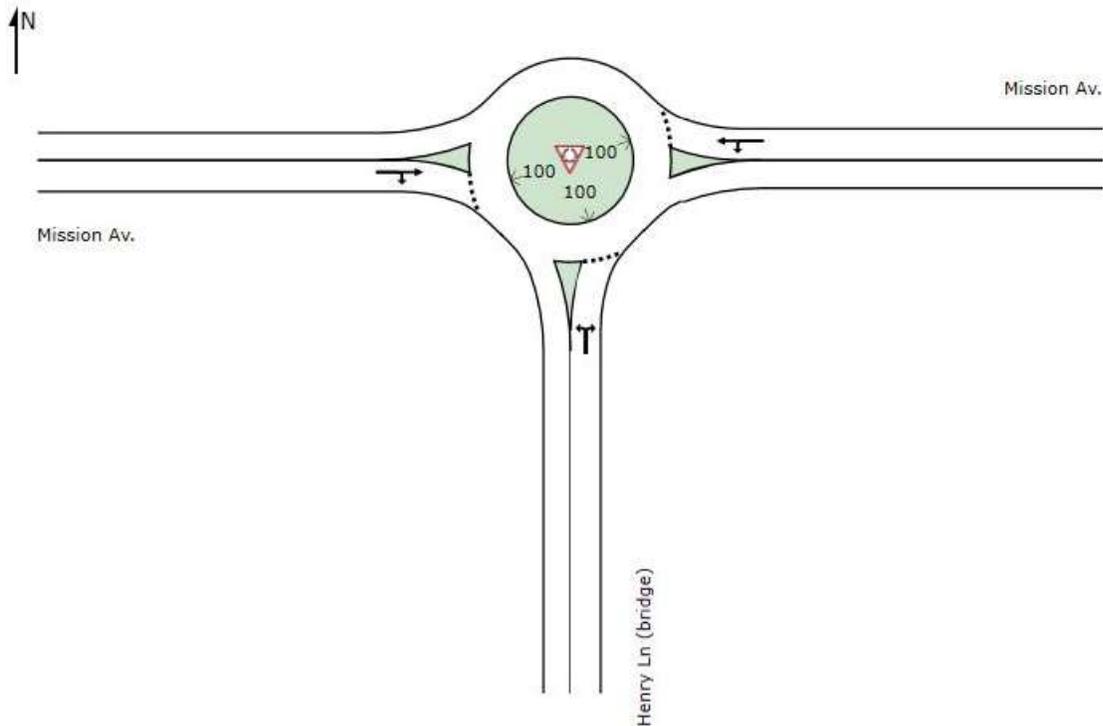
Table 13: Intersection LOS Summary for Henry Road/Mission Avenue Intersection

Horizon Year	LOS (Avg Delay)					
	Signalized		Roundabout			
			3-leg		4-leg	
	AM	PM	AM	PM	AM	PM
Short-term Conditions	A (6)	A (6)	A (8)	A (8)	A (8)	A (8)
Long-term Conditions	A (6)	A (8)	A (8)	A (8)	A (9)	B (12)

Parametrix recommends a one-lane roundabout at the Henry Road/Mission Avenue intersection. Traffic volumes are supportive of a one-lane roundabout and there are already two roundabouts on the corridor, therefore a roundabout design will maintain consistency along the Mission Avenue corridor with the other two roundabout intersections at Harvest Parkway and Harvard Road.

Parametrix also conducted a brief sensitivity test assuming a fourth leg on the north side of the roundabout providing a connection to unspecified future residential development. Results indicate the roundabout will be able to accommodate a future fourth leg. Figure 11 illustrates the conceptual recommended configuration.

Figure 11: Henry Road/Mission Avenue Roundabout



6.2 Long-term Recommendations

To meet acceptable traffic LOS through 2040, Parametrix identified locations for needed improvements under long-term conditions. The intersections that need improvements over the long-term are:

- Liberty Lake Road/Appleway Avenue
- Harvard Road/Mission Avenue

6.2.1 Harvard Road/Mission Avenue

The roundabout at Harvard Road/Mission Avenue shows a failing LOS during the PM peak hour under long-term conditions. The intersection is also projected to experience 95th percentile queue lengths of 1000 feet by 2040. Parametrix analyzed expanding the roundabout to accommodate traffic volumes through 2040 and considered several roundabout configurations. The analysis concluded that the roundabout would operate with an acceptable LOS by expanding the northbound and southbound approaches from one lane to two lanes in each direction, maintaining two through lanes through the roundabout northbound and southbound, and adding right turn lanes on the eastbound and westbound approaches. A single lane through the roundabout would be maintained eastbound and westbound. Figure 12 shows the proposed conceptual roundabout configuration. Table 14 details LOS at the intersection with and without the proposed improvements.

Under long-term conditions, the proposed configuration will improve LOS during the PM peak hour from LOS F to LOS D. Parametrix recommends improving the Harvard Road/Mission Avenue roundabout to the proposed configuration presented in Figure 12 between 2025 and 2040.

Figure 12: 2040 configuration - Harvard Road/Mission Avenue Roundabout

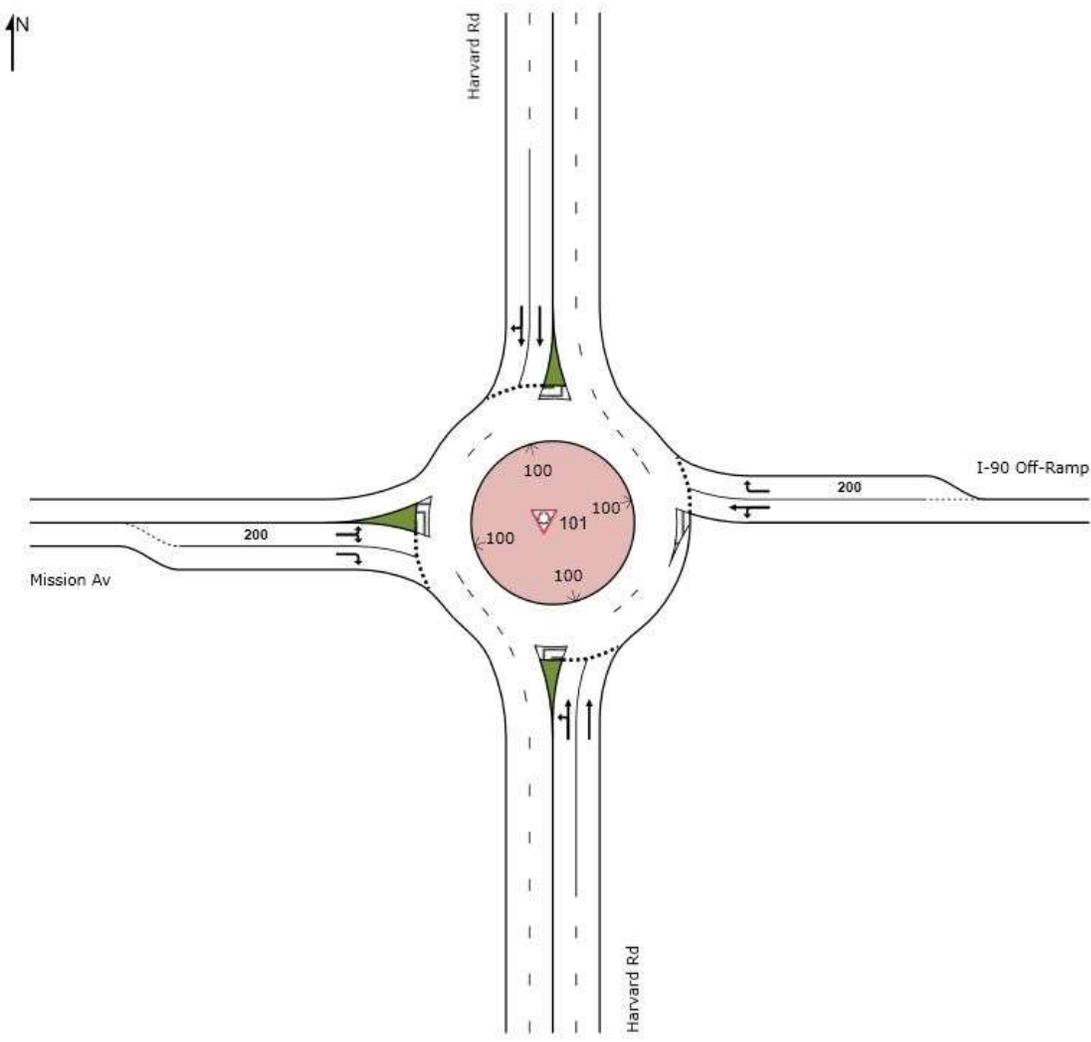


Table 14: Harvard Road/Mission Avenue LOS

Intersection	LOS (Avg Delay)					
	Existing		Long-term (2040)			
			Without Improvements		With Improvements	
	AM	PM	AM	PM	AM	PM
Harvard Road / Mission Avenue	B (10)	B (17)	C (24)	F (>80)	B (12)	D (48)

Widening the roundabout to two lanes northbound and southbound can directly tie in to the existing four lane cross-section on Harvard Road on the north side of the roundabout. South of the roundabout, it will need to be determined how the two-lanes in each direction will tie into Harvard Road, which is currently only one lane in each direction. The current Harvard Road bridge widening project will extend an additional northbound lane across the bridge. However, the two northbound lanes will split at the

I-90 on-ramp, with only one through lane continuing to the roundabout. A plausible option is to extend the outer northbound lane from the current lane split to the roundabout, which is about 350 feet.

Southbound, the two lanes from the roundabout could be extended south to feed directly into the existing lane split between the westbound I-90 on ramp lane and through lane across the bridge. However, the distance between the roundabout and the lane split southbound is about 175 feet which may present weaving difficulties, as the outside lane would become a right-only lane onto the ramp. Directional signing on roundabout approaches could possibly mitigate this issue. Other potential options would be to continue the second southbound lane past the ramp gore, narrowing down to one lane before the bridge. Another option would be to widen the bridge to carry a second southbound lane across the bridge to the intersection with Appleway Avenue. Further analysis will be required to determine the optimal configuration.

6.2.2 Liberty Lake Road/Appleway Avenue

The intersection of Liberty Lake Road/Appleway Avenue will receive an additional westbound right-turn lane as part of the upcoming Harvard Road bridge project. This will allow the intersection to maintain an acceptable LOS over the short-term. However, by 2040 several of the left-turn movements will operate at LOS E or LOS F during the AM and PM peak hours. Table 15 details LOS and 95th percentile queue lengths for each of the left-turn movements at the Liberty Lake Road/Appleway Avenue intersection under long-term conditions.

Table 15: Liberty Lake Road/Appleway Avenue Long-term LOS

Measure	Long-term (2040)							
	AM				PM			
	NBL	SBL	EBL	WBL	NBL	SBL	EBL	WBL
Movement LOS	F (>80)	F (>80)	D (40)	F (>80)	D (53)	F (80)	E (72)	E (73)
95 th Percentile Queue (feet)	175	450	200	150	125	375	350	275

As shown in Table 15, several of the left-turn movements operate at LOS F in long-term. Considering LOS and queue lengths over both the AM and PM peak hours, the southbound left-turn is in most need of improvement. Parametrix analyzed the possibility of expanding one or more of the left-turn pockets at the intersection from a single left-turn lane to dual left-turns.

Based on analysis, Parametrix recommends expanding the southbound left-turn lane to dual left-turns by 2040 at the Liberty Lake Road/Appleway Avenue intersection. One advantage of expanding the southbound left-turn movement is that the intersection can remain aligned north to south, as the additional left-turn lane would align with the existing median on the south leg. As shown in table 16, LOS and queue lengths improve for all left-turn movements with the recommended improvements.

Table 16: Liberty Lake Road/Appleway Avenue Long-term LOS with Improvements

Measure	Long-term (2040)							
	AM				PM			
	NBL	SBL	EBL	WBL	NBL	SBL	EBL	WBL
Movement LOS	D (49)	D (44)	C (34)	D (51)	D (46)	D (36)	D (45)	E (55)
95 th Percentile Queue (feet)	100	150	150	100	125	125	275	250

The westbound and eastbound left-turn pockets may also merit consideration for dual left-turns in the future, but with the above improvement to southbound, it is expected they can likely remain single lanes with additional signal timing optimization at the intersection. Additionally, the eastbound left-turn pocket has nearly 500 feet of storage space to accommodate vehicle queues, which likely would lessen the need to expand the movement to dual lefts.

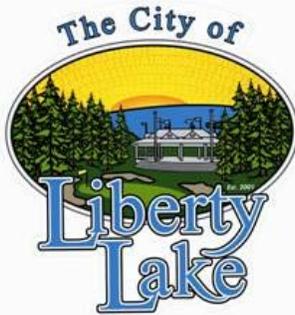
6.3 Summary of Recommendations

The City of Liberty Lake has been proactive in developing projects to assess current traffic issues and provide a more complete transportation network within the city. Most of the intersections within Liberty Lake remain at acceptable conditions through 2040. Parametrix developed recommendations for several needed improvements over both the short-term and long-term horizon. Table 17 provides a summary of the short-term and long-term recommendations.

Table 17: Summary of Recommendations

Analysis Horizon	Intersection	Recommendation
Short-term	Henry Rd/Country Vista Dr	Construct traffic signal
	Legacy Ridge Dr/Country Vista Dr	Construct traffic signal
	Henry Rd/Mission Ave	Construct roundabout
Long-term	Harvard Rd/Mission Ave	Expand roundabout to two lanes NB/SB
	Liberty Lake Rd/Appleway Ave	Convert southbound left-turn lane to dual lefts

ACTION ITEMS



CITY COUNCIL MEETING / VIRTUAL PUBLIC HEARING
TUESDAY, JULY 7, 2020
HELD REMOTELY
22710 E. COUNTRY VISTA DRIVE
7:00 P.M.

Prior to the invocation, Mayor Brickner reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28, dated March 24, 2020, was being held remotely. Invocation then took place.

INVOCATION – Given by Mayor Brickner

PLEDGE OF ALLEGIANCE – Led by Mayor Brickner, City Council, and City Staff

CALL TO ORDER – Mayor Brickner called the meeting to order at 7:00 p.m.

ROLL CALL

City officials who physically attended the meeting were:

Mayor Brickner, Katy Allen, City Administrator, RJ Stevenson, Finance Director, Brian Asmus, Chief of Police, Lisa Key, Director of Planning & Engineering, Jocelyn Redel, Library Director, Ann Swenson, City Clerk, and Todd Henderson, Information Technology.

City officials who remotely attended the meeting via Zoom were:

Mayor Pro Tem Kennedy, Council Members Dunne, Folyer, Kaminkas, Kurtz, Langford, and Severs. The City Attorney also participated via Zoom.

Clerk's note: Mayor Pro Tem Kennedy had difficulty with his audio during the meeting.

AGENDA APPROVAL: Council Member Kaminkas moved to approve the agenda as written. Council Member Severs seconded the motion, which carried unanimously.

CITIZEN COMMENTS

Dg Garcia, Liberty Lake resident: publicly thanked the many people who contacted her in the unrest of our nation when George Floyd was killed. She commented our nation faces critical mass in understanding how we relate to each other. She said there is a lot of work to be done in Liberty Lake and noted her support to stand united with law enforcement.

Mark Saba, Liberty Lake resident: The City Clerk read into the record a comment for Liberty Lake resident Mark Saba, who is on the Board of Directors for the Winter Glow Spectacular. He announced that the Board's first fundraising event is a Liberty Lake golf tournament to be held at Trailhead on August 15th at 9:00 a.m.

MAYOR AND CITY COUNCIL REPORTS & INQUIRIES

Councilman Dunne recognized that the city is not at phase 3 but as far as the summer, the Friends of the Pavillion Park group are looking forward to having events at the park when able.

Council Member Kaminskas reminded everyone that help to cover the City's farmer's market booth on Saturday morning is needed and would be appreciated.

At 7:14 p.m., the Zoom connection aborted.

The city administrator announced that for the remainder of the meeting Council Member Kaminskas would act as Mayor Pro Tem due to the audio difficulties Mayor Pro Tem Kennedy was experiencing.

At 7:17 p.m., the meeting reconvened.

Council Member Langford advised he, Councilman Folyer, and Mayor Pro Tem Kennedy attended the Association of Washington Cities' (AWC) recent voting delegation meeting. A 2020 initiative was passed to have a bylaw that would require all future elected AWC committee members to have their basic CML.

Councilman Dunne reported Central Valley School District's walkabout scheduled today for Riverbed Elementary had to be postponed. Operations of the fall school schedule will be relayed as the district knows more.

Mayor Brickner thanked everyone involved in getting the 4th of July set up. He spoke about the boat parade. He acknowledged the tragic event that occurred at Lake Coeur d'Alene over the past weekend where two planes collided. One of the individuals who died in the crash was a Liberty Lake resident. Mayor extended his condolences. He reported on his attendance at the AWC meeting last week. He reminded the council that it will be vital that they respond to the Director of Planning and Engineering's request for their retreat on the key important topics. He reported there is no more movement or success in moving to Phase 3. In closing, he spoke about another unfortunate event from a canoeing accident in which a Liberty Lake resident drowned, and he extended his condolences.

CITY ADMINISTRATOR REPORT

The City Administrator turned the floor over to the Operations and Maintenance Director, who provided a recap of the 4th of July. She then turned the floor over to the

Liberty Lake Municipal Library Director, who provided a library update. The City Administrator resumed the floor and gave updates on COVID, employee recruitment, and Harvard and Henry Road. She spoke about the August 2nd council retreat and concluded her report by reviewing upcoming events, reservations and programs.

ACTION ITEMS

Consent Agenda

Acting Mayor Pro Tem Kaminskas moved to approve action item 9Ai & 9Aii, approving the June 16, 2020 city council minutes and the July 7, 2020 vouchers in the amount of \$236,763.61. Council Member Langford seconded the motion, which carried unanimously.

A/P check numbers consisted of 30120, totaling \$5,214.88, and 30128 through 30198, totaling \$223,949.62. EFTs totaled \$7,599.11.

General Business

Acting Mayor Pro Tem Kaminskas moved to approve action item 9Bi to authorize the Mayor to execute an agreement with Inland Asphalt Company in the amount of \$356,386, with a 10% contingency to be managed by staff, for the Liberty Lake Road Preservation Project. Council Member Severs seconded the motion, which carried unanimously.

Acting Mayor Pro Tem Kaminskas moved to approve action item 9Bii to authorize the Mayor to sign the agreement with Angela Mariani in the amount of \$1,800 to update the City of Liberty Lake's Personnel Manual. Council Member Severs seconded the motion, which carried unanimously.

PUBLIC HEARING – Request to Vacate a Portion of Harvest Parkway South of Selkirk Middle School.

The Director of Planning & Engineering gave a brief PowerPoint presentation on the request to vacate a portion of Harvest Parkway south of the Selkirk Middle School. At the conclusion of her presentation, Mayor Brickner opened the public hearing at 8:05 p.m. No public testimony was received. Mayor Brickner closed the public hearing at 8:06 p.m.

FIRST READ ORDINANCE

The City Clerk read by title only Ordinance No. 267, providing for the vacation of a right-of-way vacation for a portion of Harvest Parkway; severability; and establishing an effective date.

SECOND READ ORDINANCE

The City Clerk read by title only Ordinance No. 266, authorizing the maximum capacity of a local sales and use tax to fund investments in affordable and supportive housing, to be codified at Title 2, Chapter 3 of the City of Liberty Lake Municipal Code; providing for severability; and establishing an effective date.

Acting Mayor Pro Tem Kaminskas moved to adopt Ordinance No. 266, seconded by Council Member Severs. Mayor invited citizen comments. No comments were received. He then called for the vote. Motion carried unanimously.

INTRODUCTION OF UPCOMING AGENDA ITEMS

The City Administrator reviewed the upcoming agenda items for the July 21st City Council meeting.

CITIZEN COMMENT

Liberty Lake resident, Robert Moore, inquired about getting a copy of the City's financial dashboard in advance of the meeting.

Prior to adjournment, Council Member Kurtz requested an update on the generator at the Liberty Lake Police Department at the next meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:12 p.m.

These minutes were approved July 21, 2020.

Shane Brickner, Mayor
City of Liberty Lake

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.

City of Liberty Lake

Consent Agenda for July 21, 2020
City Council Meeting

Report from the Mayor for pending claims and payment of previously-approved obligations through July 21, 2020

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	See attached check register.	
Total Vouchers through July 21, 2020		\$392,848.01
June payroll		<u>\$434,301.14</u>
	TOTAL	<u>\$827,149.15</u>

RECOMMENDATION: Approve and Authorize for Payment

ATTACHMENTS: All original invoices are on file with the City Treasurer.

SIGNATURES:

City Clerk

Mayor

Council Member

CHECK REGISTER

CITY OF LIBERTY LAKE

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2621	07/21/2020	Claims	3	EFT	ACUSHNET COMPANY	1,322.91	PRO SHOP ITEMS
					420 - 576 61 34 01 - Pro Shop Merchandise	478.79	
					420 - 576 61 34 01 - Pro Shop Merchandise	718.84	SPECIAL ORDER R ROWE
					420 - 576 61 34 01 - Pro Shop Merchandise	125.28	SPECIAL ORDER S JENSEN
2622	07/21/2020	Claims	3	EFT	CALLAWAY	388.30	PRO SHOP ITEMS
					420 - 576 61 34 01 - Pro Shop Merchandise	77.66	
					420 - 576 61 34 01 - Pro Shop Merchandise	310.64	
2623	07/21/2020	Claims	3	EFT	CINTAS CORPORATION NO 3	47.65	MAT SERVICE 7/6/2020
					420 - 576 61 41 03 - Facilities - Professional Service	47.65	
2624	07/21/2020	Claims	3	EFT	CITY SERVICE VALCON-CREDIT CARD	1,049.47	FUEL
					410 - 542 70 32 00 - Roadside Fuel Consumed	536.65	
					110 - 542 90 32 00 - Maint Admin & Overhead Fuel	512.82	
2625	07/21/2020	Claims	3	EFT	FEDEX	40.14	SATCHAL MCCLELEN PKG
					001 - 521 10 42 00 - Law Enforcement-Telephone,In	40.14	
2626	07/21/2020	Claims	3	EFT	HOME DEPOT CREDIT SERVICES	2,376.97	MATERIALS
					001 - 518 30 30 19 - COVID-19 Supplies	167.12	COVID-19 CH FRONT DESK SNEEZEGUARD
					001 - 518 30 30 19 - COVID-19 Supplies	19.40	COVID-19 BOWL BRUSH,SPRAY BOTTLE
					001 - 518 30 31 00 - Centralized Services Supplies	29.30	LLML LIGHT BULBS
					001 - 518 30 31 00 - Centralized Services Supplies	133.73	CH BLDG SUPPLIES
					001 - 518 30 31 00 - Centralized Services Supplies	8.97	TOOLS
					001 - 518 30 31 00 - Centralized Services Supplies	14.30	CONCRETE,PAINT
					001 - 518 30 31 00 - Centralized Services Supplies	11.67	SCREW CAP
					001 - 518 30 31 00 - Centralized Services Supplies	-59.86	SHOP RETURN HOSE BIB
					001 - 518 30 31 00 - Centralized Services Supplies	105.62	JANITORIAL
					001 - 518 30 31 00 - Centralized Services Supplies	38.07	SHOP SPIGOT
					410 - 542 40 31 00 - Drainage Supplies	27.17	SWALE SUPPLIES
					110 - 542 64 31 00 - Traffic Control Devices Suppli	30.97	SWALE WORK
					110 - 542 64 31 00 - Traffic Control Devices Suppli	401.58	SWALE SUPPLIES
					410 - 542 70 31 00 - Roadside Supplies	162.26	CULTIVATOR
					110 - 542 70 31 01 - Roadside Supplies	83.71	PLANTING SUPPLIES,IRRIG SUPPLIES
					110 - 542 70 31 01 - Roadside Supplies	21.54	
					110 - 542 70 31 01 - Roadside Supplies	40.95	HOA MONUMENT ZINNIA
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	95.68	SHOP SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	22.84	DRINKING WATER
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	86.31	
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	92.52	SAFETY SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	64.20	SHOP SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	1.27	SHOP SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	49.53	SHOP SUPPLIES
					420 - 576 65 31 01 - Maintenance Of Golf Course	15.22	DRAIN CLEANER
					420 - 576 65 31 01 - Maintenance Of Golf Course	41.28	SAW/KNIFE REPLACEMENT
					420 - 576 65 31 01 - Maintenance Of Golf Course	53.99	RR FAUCET REPLACEMENT
					001 - 576 80 31 01 - Parks Supplies	49.53	SHOP SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	49.21	BATTERIES,RR SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	19.54	CRACK SEALANT
					001 - 576 80 31 25 - Pavillion Park Supplies	21.74	CLEANING SUPPLIES
					001 - 576 80 31 25 - Pavillion Park Supplies	56.92	CLEANING SUPPLIES
					001 - 576 80 31 35 - Town Square Supplies	70.46	RR REPAIR
					001 - 576 80 31 35 - Town Square Supplies	16.93	STORAGE BOX,DUCT TAPE
					001 - 576 80 31 55 - Rocky Hill Park Supplies	52.95	PAINT/SCRUBBING PADS-VANDALISM
					001 - 576 80 31 65 - Centennial Trail Supplies	60.37	DOOR HINGES

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		001 - 576 80 41 00 -		Parks-Professional Services	219.98	LIFT RENTAL
2627	07/21/2020	Claims	3	EFT HORIZON	812.90	MATERIALS
		110 - 542 70 31 01 -		Roadside Supplies	489.22	IRRIG SUPPLIES
		001 - 576 80 31 01 -		Parks Supplies	323.68	IRRIG SUPPLIES
2628	07/21/2020	Claims	3	EFT LIBERTY LAKE SEWER AND WATER DISTRICT	5,111.29	UTILITIES JUNE 2020
		001 - 518 30 47 00 -		Central Services-Utility Service	391.75	CITY HALL
		001 - 518 30 47 00 -		Central Services-Utility Service	230.14	CITY HALL IRR2
		001 - 521 50 47 00 -		Law Enforcement - Utility Serv	196.79	LLPD/LLML BLDG
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	531.87	HARVARD RD IRR21
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	135.09	LIBERTY LAKE DR IRR1
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	105.91	MDWD VISTAS IRR5
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	173.50	MDWD VISTAS IRR8
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	236.64	MISSION&MOLTER IRR15
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	94.37	MISSION/MOLTER ROUNDABOUT IRR16
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	14.20	MOLTER RD IRR4
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	109.32	MDWD VISTAS IRR7
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	64.78	MDWD VISTAS IRR6
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	93.18	MISSION&SIGNAL IRR
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	218.54	MDWD VISTAS 4 TR C IRR9
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	150.71	WOODBROOK TR B IRR11
		410 - 542 30 47 00 -		Roadway - Utilities-Elec/Gas,V	32.14	LIBERTY LAKE RD IRR22
		110 - 542 30 47 01 -		Roadway - Utility Services	106.62	APPLEWAY (B) AVE IRR20
		001 - 572 50 47 00 -		Library Building Utilities-Elec/	88.41	LLPD/LLML BLDG
		420 - 576 61 47 00 -		Golf Utilities-Elec/Gas,Wtr/Sw	365.05	TRAILHEAD
		001 - 576 80 47 15 -		Ballfields Utilities-Elec/Gas,W	78.35	BALLFIELDS DRINKING FOUNTAIN/RESTROOMS 23900 E BOONE AVE
		001 - 576 80 47 25 -		Pavillion Park Utilities-Elec/Ga	79.34	PAVILLION PARK RESTOOM&SPLASH PAD
		001 - 576 80 47 35 -		Town Square Utilities-Elec/Ga	78.35	TOWN SQUARE PARK
		001 - 576 80 47 35 -		Town Square Utilities-Elec/Ga	147.79	TOWN SQUARE IRR18
		001 - 576 80 47 55 -		Rocky Hill Park Utilities-Elec/t	78.35	ROCKY HILL RESTROOMS
		001 - 576 80 47 55 -		Rocky Hill Park Utilities-Elec/t	645.42	ROCKY HILL PARK IRR14
		001 - 576 80 47 55 -		Rocky Hill Park Utilities-Elec/t	664.68	ROCKY HILL PARK WINROCK&MISSION IRR13
2629	07/21/2020	Claims	3	EFT MASTERCARD	8,204.40	MATERIALS,SERVICES
		001 - 513 10 43 00 -		Executive Travel-Lodging,Mea	-141.13	REFUND RED LION HOTEL MAYOR
		001 - 514 23 41 00 -		Administrative Services-Profes	19.00	ANNUAL FEE
		001 - 518 30 30 19 -		COVID-19 Supplies	1.35	COVID-19 ZOOM COUNCIL MTGS
		001 - 518 30 30 19 -		COVID-19 Supplies	14.85	COVID-19 ZOOM COUNCIL MTGS
		001 - 518 30 30 19 -		COVID-19 Supplies	431.24	COVID-19 LL BUSINESSES TABLES
		001 - 518 30 30 19 -		COVID-19 Supplies	1,482.03	COVID-19 LL BUSINESS REOPENING BARRICADES
		001 - 518 30 30 19 -		COVID-19 Supplies	38.10	COVID-19 FACE MASKS STAFF&PATRONS
		001 - 518 30 30 19 -		COVID-19 Supplies	3,258.29	COVID-19 LL BUSINESSES TABLES REOPENING
		001 - 518 30 30 19 -		COVID-19 Supplies	2,266.87	COVID-19 LL BUSINESSES REOPENING TABLES
		001 - 558 50 41 00 -		CP&ED-Professional Services	134.00	JOB POSTING CITY ENGINEER
		001 - 558 50 41 00 -		CP&ED-Professional Services	54.60	JOB POSTING PLANNING&ENGINEERING TECH
		001 - 558 50 49 00 -		CP&ED-Dues,Subscriptions,M	418.18	SURVEYMONKEY ADVANTAGE ANNUAL PLAN 6/18/2020-6/17/2021
		001 - 572 10 41 01 -		Software Maint/data Ba	11.00	TECHSOUP WINDOWS SERVER STD
		001 - 576 80 31 01 -		Parks Supplies	216.02	FOREST DEPOT MOWER BLADES

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2630	07/21/2020	Claims	3	EFT	O'REILLY AUTO PARTS	266.74	MATERIALS
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	54.22	SHOP SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	104.07	JD TEE MOWER BATTERY
					420 - 576 61 31 03 - Maintenance Supplies	54.23	SHOP SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	54.22	SHOP SUPPLIES
2631	07/21/2020	Claims	3	EFT	SITONE LANDSCAPE SUPPLY LLC	744.82	MATERIALS
					110 - 542 70 31 01 - Roadside Supplies	241.84	IRRIG SUPPLIES
					420 - 576 65 31 01 - Maintenance Of Golf Course	2.47	BASALT CHIP GRAVEL
					420 - 576 65 31 01 - Maintenance Of Golf Course	118.54	BASALT CHIP GRAVEL
					420 - 576 65 31 01 - Maintenance Of Golf Course	32.46	IRRIG SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	95.52	IRRIG SUPPLIES
					001 - 576 80 31 25 - Pavillion Park Supplies	253.99	IRRIG SUPPLIES
2632	07/21/2020	Claims	3	EFT	STATE OF WASHINGTON	2,528.89	CH USE TAX Q2 2020
					001 - 511 60 31 00 - Legislative Supplies	1.79	FOYER SURFACE PRO WINDOWS 10
					001 - 511 60 31 00 - Legislative Supplies	1.78	DUNNE SURFACE PRO WINDOWS 10
					001 - 514 23 41 00 - Administrative Services-Profes	1.40	WEB HOSTING
					001 - 517 90 41 00 - Wellness Program-Professiona	0.55	TORRES, RUDY FLWRS FUNERAL
					001 - 518 30 30 19 - COVID-19 Supplies	2.61	COVID-19 DISINFECTANT
					001 - 518 30 30 19 - COVID-19 Supplies	4.37	COVID--19 BALLS FOR TPOSTS
					001 - 518 30 30 19 - COVID-19 Supplies	16.02	
					001 - 518 30 30 19 - COVID-19 Supplies	614.10	
					001 - 518 30 30 19 - COVID-19 Supplies	54.31	
					001 - 518 30 40 00 - COVID-19 Professional Servic	0.12	COVID-19 ZOOM
					001 - 518 30 40 00 - COVID-19 Professional Servic	0.12	COVID-19 ZOOM
					001 - 518 30 40 00 - COVID-19 Professional Servic	0.12	ZOOM
					001 - 518 80 41 00 - Information Technology Servic	1.25	
					001 - 518 80 41 00 - Information Technology Servic	9.77	COMODO ESSENTIAL SSL CERTIFICATES
					410 - 542 40 31 00 - Drainage Supplies	24.51	
					410 - 542 40 31 00 - Drainage Supplies	18.41	ROCK FOR SWALE REPAIR
					110 - 542 70 31 01 - Roadside Supplies	24.62	
					110 - 542 90 41 00 - Maint Admin & Overhead Prof	2.76	
					001 - 572 10 31 00 - Library Supplies	23.88	
					001 - 572 10 31 05 - Children & Adult Prgm Suppl	22.80	
					001 - 572 20 34 06 - Library Books & Other Materia	5.59	
					420 - 576 61 31 02 - Uniforms Shirts	72.10	STAFF UNIFORMS
					420 - 576 61 31 03 - Maintenance Supplies	51.70	NEW HUSTLER STRIPER
					420 - 576 61 31 03 - Maintenance Supplies	23.14	VERTICUTTER SEAT
					420 - 576 61 31 03 - Maintenance Supplies	0.89	
					001 - 576 80 31 01 - Parks Supplies	19.83	HUSTLER BLADES
					001 - 576 80 31 01 - Parks Supplies	6.63	
					001 - 576 80 31 01 - Parks Supplies	24.62	
					001 - 576 80 31 01 - Parks Supplies	4.75	ZERO TURN SCAG PARTS
					001 - 576 80 41 25 - Pavillion Park-Professional Ser	1.81	
					001 - 576 90 30 00 - Other Park Facilities-Trails Suq	21.27	
					110 - 594 42 64 00 - Capital Expenditures - Furnitur	395.49	
					420 - 594 76 64 00 - Golf-Furniture,Computers&Eq	284.80	
					420 - 594 76 64 00 - Golf-Furniture,Computers&Eq	395.49	
					001 - 594 76 64 01 - Parks-Furniture,Computers&Eq	395.49	
2633	07/21/2020	Claims	3	EFT	STATE OF WASHINGTON	9,844.31	TH B&O/SALES TAX JUNE 2020
					420 - 576 61 40 00 - Business & Occupation, Sales	9,844.31	
2634	07/21/2020	Claims	3	EFT	WASHINGTON STATE DEPT OF REVENUE	2,054.40	Q2 2020 LEASEHOLD EXCISE TAX RETURN
					420 - 576 61 40 01 - Restaurant Lease Leasehold Ex	2,054.40	
2635	07/21/2020	Claims	3	EFT	WASTE MGMT OF SPOKANE	380.58	PUBLIC WORKS YARD GARBAGE SVC

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		320 - 542 90 41 01 -		Professional Services	380.58	
2636	07/21/2020	Claims	3	EFT WEX BANK-CHEVRON	2,993.85	FUEL 6/7-7/6/2020
		001 - 518 30 30 19 -		COVID-19 Supplies	142.43	COVID-19 FUEL
		001 - 518 30 32 00 -		Central Services Fuel Consume	136.58	
		001 - 518 80 30 00 -		Supplies For Consumption IT	18.54	
		001 - 521 10 32 00 -		Law Enforcement Fuel Consum	2,309.59	
		110 - 542 90 32 00 -		Maint Admin & Overhead Fuel	12.94	
		001 - 558 50 32 00 -		CP&ED Fuel Consumed	100.21	
		420 - 576 61 32 00 -		Golf Course-Fuel Consumed	12.94	
		001 - 576 80 32 00 -		Parks Fuel Consumed	260.62	
2637	07/21/2020	Claims	3	EFT WILBUR-ELLIS COMPANY LLC	654.07	MATERIALS
		420 - 576 65 31 01 -		Maintenance Of Golf Course	654.07	FERTILIZER
2638	07/21/2020	Claims	3	30199 ACRANET	103.50	BACKGROUND CHECKS
		001 - 558 50 41 00 -		CP&ED-Professional Services	34.50	
		001 - 576 80 41 00 -		Parks-Professional Services	69.00	
2639	07/21/2020	Claims	3	30200 AMERICAN ON-SITE SERVICES	195.00	SERVICES
		110 - 542 90 31 00 -		Maint Admin & Overhead Sup	195.00	PW YARD PORTA POTTY
2640	07/21/2020	Claims	3	30201 ARROW CONSTRUCTION SUPPLY INC	261.99	MATERIALS
		110 - 542 30 31 00 -		Roadway Supplies	47.37	TAC OIL 5 GAL BUCKET
		110 - 542 30 31 00 -		Roadway Supplies	214.62	ASPHALT REPAIR
2641	07/21/2020	Claims	3	30202 BRIAN K ASMUS	42.00	2010 JOHN DEERE GATOR TRANSFER TITLE FRM ATF
		001 - 521 10 41 00 -		Law Enforcement-Professional	42.00	
2642	07/21/2020	Claims	3	30203 AVISTA UTILITIES	11,452.54	UTILITES THROUGH 06/30/2020
		001 - 518 30 47 00 -		Central Services-Utility Service	768.47	CITY HALL
		001 - 518 30 47 00 -		Central Services-Utility Service	95.45	CITY HALL-LITTLE HOUSE
		001 - 518 30 47 00 -		Central Services-Utility Service	134.45	PUBLIC WORKS YARD
		001 - 518 30 47 00 -		Central Services-Utility Service	42.29	COMMUNITY MESSAGE BOARD
		001 - 521 50 47 00 -		Law Enforcement - Utility Serv	938.46	LLML/LLPD BLDG
		110 - 542 63 47 00 -		Street Lighting - Utility Service	4,633.83	STREET LIGHTS
		110 - 542 63 47 00 -		Street Lighting - Utility Service	124.88	HARVEST AND MISSION ROUNDABOUT LIGHTS
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	84.68	MOLTER & APPLEWAY SIGNAL
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	66.98	APPLEWAY & LLAKE RD SIGNAL
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	63.61	LLAKE RD & CVISTA SIGNAL
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	22.85	SCHOOL SPEED SIGN
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	31.57	HARVARD RD ROUNDABOUT
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	60.24	APPLEWAY & MADSON TRFC LIGHT
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	46.69	SIGNAL/APPLEWAY TRAFFIC SIGNAL
		110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	23.46	MISSION/MOLTER ROUNDABOUT
		110 - 542 70 47 00 -		Roadside Utilities	21.48	HARVARD & INDIANA IRRIG CLOCK
		110 - 542 70 47 00 -		Roadside Utilities	28.08	HARVARD RD MONUMENTS
		110 - 542 70 47 00 -		Roadside Utilities	21.09	1425 N LIBERTY LAKE RD SPRINKLER
		110 - 542 70 47 00 -		Roadside Utilities	21.35	23104 E APPLEWAY AVE SPKL IRRIG CLOCK
		110 - 542 70 47 00 -		Roadside Utilities	21.35	22427 E APPLEWAY AVE SPKL IRRIG CLOCK
		001 - 572 50 47 00 -		Library Building Utilities-Elec/	421.63	LLML/LLPD BLDG
		420 - 576 61 47 00 -		Golf Utilities-Elec/Gas,Wtr/Sw	1,345.49	TRAILHEAD UNIT 2
		420 - 576 61 47 00 -		Golf Utilities-Elec/Gas,Wtr/Sw	1,549.73	TRAILHEAD PUMP
		001 - 576 80 47 15 -		Ballfields Utilities-Elec/Gas,W	89.92	LIBERTY LAKE BALL FIELD 23820 E BOONE AVE
		001 - 576 80 47 25 -		Pavillion Park Utilities-Elec/Ga	171.11	PAVILLION PARK IRRIGATION
		001 - 576 80 47 25 -		Pavillion Park Utilities-Elec/Ga	201.16	PP PUMP @ MEADOWWOOD GC

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			001 - 576 80 47 35 - Town Square Utilities-Elec/Ga:			101.89	TOWN SQ PARK LIGHTS
			001 - 576 80 47 45 - Orchard Park Utilities-Elec/Ga:			269.70	20300 E INDIANA AVE ORCHARD PARK
			001 - 576 80 47 55 - Rocky Hill Park Utilities-Elec/			50.65	ROCK HILL PARK-IRRIGATION
2643	07/21/2020	Claims	3	30204	AW REHN & ASSOCIATES	518.75	SERVICES
			001 - 514 23 41 00 - Administrative Services-Profes			144.00	HRA MONTHLY ADMIN FEE JUNE
			502 - 517 30 29 00 - Health Insurance Services			65.10	EMPLOYER FUNDING NOTIFICATION 7/1-5/2020
			502 - 517 30 29 00 - Health Insurance Services			309.65	EMPLOYER FUNDING NOTIFICATION 7/10-12/2020
2644	07/21/2020	Claims	3	30205	BAUDVILLE	540.38	STAFF APPRECIATION
			001 - 517 90 31 00 - Wellness Program Supplies			540.38	
2645	07/21/2020	Claims	3	30206	BLACKSTONE PUBLISHING	12.95	AUDIOBOOK
			001 - 572 20 34 06 - Library Books & Other Materi:			12.95	
2646	07/21/2020	Claims	3	30207	CENTURYLINK	85.26	TH PHONE 7/5-8/5/2020
			420 - 576 61 42 01 - Golf Pro Shop-Telephone,Inter			85.26	
2647	07/21/2020	Claims	3	30208	COEUR D ALENE PAVING INC	201.45	MATERIALS,SERVICES
			410 - 542 40 31 00 - Drainage Supplies			52.95	DRAIN ROCK SWALE
			410 - 542 40 41 00 - Drainage-Professional Services			148.50	WASTER REMOVAL
2648	07/21/2020	Claims	3	30209	COEUR D'ALENE PRESS	265.54	JOB POSTINGS CIVIL ENGINEER/PROJECT MGR,PLANNING&ENGINEERING TECH
			001 - 558 50 41 00 - CP&ED-Professional Services			265.54	
2649	07/21/2020	Claims	3	30210	COOPERATIVE INFORMATION NETWORK	957.34	QTR 4 COURIER FEES
			001 - 572 10 41 00 - Library-Professional Services			957.34	
2650	07/21/2020	Claims	3	30211	COUNTRY VISTA CAR WASH	143.00	WASHES
			001 - 521 10 48 00 - Vehicle Maintenance			130.00	26 WASHES
			110 - 542 90 31 00 - Maint Admin & Overhead Sup			13.00	2 WASHES
2651	07/21/2020	Claims	3	30212	DESIGN SPACE MODULAR BUILDINGS PNW LP	372.95	PUBLIC WORKS YARD 8X40 GROUND LEVEL OFFICE
			110 - 542 90 41 00 - Maint Admin & Overhead Prof			31.01	
			110 - 542 90 41 00 - Maint Admin & Overhead Prof			341.94	
2652	07/21/2020	Claims	3	30213	EAST FARM FEED	53.47	GOAT FEED
			001 - 576 80 31 01 - Parks Supplies			53.47	
2653	07/21/2020	Claims	3	30214	EVERGREEN STATE TOWING	470.45	PATROL CAR VS DEER; TOW '04 HYUNDAI SANTA FE
			001 - 521 10 41 00 - Law Enforcement-Professional			339.77	
			001 - 521 10 41 00 - Law Enforcement-Professional			130.68	
2654	07/21/2020	Claims	3	30215	EXECUTECH UTAH LLC	3,808.93	SERVICES
			001 - 518 80 41 00 - Information Technology Servic			760.00	LLML UMBRELLA PROF 2020-2021 EFF 6/18/2020
			001 - 518 80 41 00 - Information Technology Servic			2,603.80	IT SVCS JULY 2020
			001 - 518 80 41 00 - Information Technology Servic			26.95	HOUR OVERAGES JUNE 2020
			001 - 518 80 41 00 - Information Technology Servic			418.18	O365:M365 6/15-7/14/2020
2655	07/21/2020	Claims	3	30216	FASTENAL COMPANY	4.73	SHOP SUPPLIES
			001 - 576 80 31 01 - Parks Supplies			4.73	
2656	07/21/2020	Claims	3	30217	FISHERS TECHNOLOGY	59.52	CONTRACT BASE/OVERAGE 6/12-7/11/2020

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			001 - 572 10 41 00 -		Library-Professional Services	59.52	
2657	07/21/2020	Claims	3	30218	GIBSONS NURSERY	315.81	SOD FOR SWALES
			410 - 542 40 31 00 -		Drainage Supplies	315.81	
2658	07/21/2020	Claims	3	30219	H W LOCHNER INC	144,859.15	HENRY RD OVERPASS&ROADWAY EXTENTION 5/30-6/26/2020
			318 - 595 50 60 00 -		Roads/Streets Const. & Other I	144,859.15	
2659	07/21/2020	Claims	3	30220	INLAND ASPHALT COMPANY	462.08	HMA FOR HOT PATCH
			110 - 542 30 31 00 -		Roadway Supplies	462.08	
2660	07/21/2020	Claims	3	30221	KPFF INC	178.01	SERVICES 5/1-29/2020
			318 - 595 30 60 01 -		Roads/Streets Const. & Other I	36.61	I-90 RAMP IMPROVEMENTS
			318 - 595 50 60 00 -		Roads/Streets Const. & Other I	141.40	HARVARD BRIDGE WIDENING
2661	07/21/2020	Claims	3	30222	NATIONAL BARRICADE CO	100.19	SIGNS
			110 - 542 64 41 00 -		Traffic Control Devices-Profes	100.19	
2662	07/21/2020	Claims	3	30223	ALLAN J NORDLING	595.00	CFP 19 COUNCIL CHAMBER RECORDING HARDWARE
			001 - 594 14 64 00 -		Finance-Furniture,Computers&	595.00	
2663	07/21/2020	Claims	3	30224	NORTH 40 OUTFITTERS	117.54	SUPPLIES/TOOLS
			110 - 542 70 31 01 -		Roadside Supplies	39.18	
			420 - 576 65 31 01 -		Maintenance Of Golf Course	39.18	
			001 - 576 80 31 01 -		Parks Supplies	39.18	
2664	07/21/2020	Claims	3	30225	NORTH STAR ENTERPRISES INC	2,119.50	4TH OF JULY TRAFFIC CNTRL
			001 - 571 00 41 05 -		Special Events Professional Se	2,119.50	
2665	07/21/2020	Claims	3	30226	OCLC INC	2,466.48	CATALOGING&METADATA SUBSCRIPTION,WORLDSHARE ILL,FIRSTSEARCH 7/1/2020-6/30/2021
			001 - 572 10 41 01 -		Software Maint/data Ba	2,466.48	
2666	07/21/2020	Claims	3	30227	PACIFIC GOLF & TURF	426.51	JD ROUGH MOWER PARTS
			420 - 576 61 31 03 -		Maintenance Supplies	426.51	
2667	07/21/2020	Claims	3	30228	PETTY CASH	18.99	REPLENISH PETTY CASH
			001 - 514 23 31 00 -		Administrative Services Suppli	5.20	SERVER RM KEY
			001 - 514 23 42 00 -		Administrative Services-Telepl	6.95	941 RETURN CERTIFIED MAIL
			001 - 572 10 31 00 -		Library Supplies	6.84	MOUNTING TAPE
2668	07/21/2020	Claims	3	30229	PLANET TURF	558.11	FERTILIZER
			420 - 576 65 31 01 -		Maintenance Of Golf Course	558.11	
2669	07/21/2020	Claims	3	30230	POE ASPHALT PAVING INC	23,159.74	RETAINAGE RELEASE 2018 HEIGHTS OVERLAY
			110 - 595 64 63 00 -		Roads/Streets Const. & Other I	23,159.74	
2670	07/21/2020	Claims	3	30231	PROACTIVE SPORTS INC	135.00	PRO SHOP ITEMS
			420 - 576 61 34 01 -		Pro Shop Merchandise	135.00	
2671	07/21/2020	Claims	3	30232	PYRO SPECTACULARS NORTH INC	5,750.00	FIREWORKS DISPLAY
			001 - 571 00 41 05 -		Special Events Professional Se	5,750.00	
2672	07/21/2020	Claims	3	30233	R & R MASONRY INC	17,424.00	REPAIR HARVEST PARKWAY ROUNDAABOUT DAMAGE 10/08/2019
			110 - 542 30 41 01 -		Roadway - Professional Servic	17,424.00	
2673	07/21/2020	Claims	3	30234	R&R PRODUCTS INC	769.57	MATERIALS
			420 - 576 61 31 03 -		Maintenance Supplies	550.16	FAIRWAY MOWER/ROUGH MOWER BUNKER EDGING BLADES

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			420 - 576 65 31 01 -		Maintenance Of Golf Course	219.41	WETTING AGENT APPLICATOR
2674	07/21/2020	Claims	3	30235	RACOM CORPORATION	182.34	INSTALL FLASHLIGHT TO CONSOLE
			001 - 594 21 64 02 -		Law Enforcement-Furniture,Cc	182.34	
2675	07/21/2020	Claims	3	30236	RANGE SERVANT AMERICA INC	543.67	RANGE KEY FOBS
			420 - 576 61 31 00 -		Pro Shop Supplies	543.67	
2676	07/21/2020	Claims	3	30237	RMT EQUIPMENT	481.61	MATERIALS
			110 - 542 70 31 01 -		Roadside Supplies	9.27	FREIGHT OUT
			110 - 542 70 31 01 -		Roadside Supplies	131.70	PARTS
			110 - 542 70 31 01 -		Roadside Supplies	9.10	FREIGHT IN
			110 - 542 70 31 01 -		Roadside Supplies	14.64	OLD TURF CAT MOWER PARTS
			001 - 576 80 31 45 -		Orchard Park Supplies	9.28	FREIGHT OUT
			001 - 576 80 31 45 -		Orchard Park Supplies	307.62	PARTS
2677	07/21/2020	Claims	3	30238	ROAD PRODUCTS INC	24,980.00	CRACK SEALING
			110 - 542 30 41 01 -		Roadway - Professional Service	24,980.00	
2678	07/21/2020	Claims	3	30239	BRETT R SARGENT	1,427.35	SERVICES
			410 - 542 40 41 00 -		Drainage-Professional Services	392.69	CULVERT FLUSH
			411 - 542 40 41 01 -		Drainage-Professional Services	392.69	CULVERT FLUSH
			110 - 542 70 41 00 -		Roadside Professional Services	213.99	CLEAN GRASS CLIPPINGS DRYWELLS
			420 - 576 65 41 00 -		Professional Services-Golf Gre	213.99	CLEAN GRASS CLIPPINGS DRYWELLS
			001 - 576 80 41 00 -		Parks-Professional Services	213.99	CLEAN GRASS CLIPPINGS DRYWELLS
2679	07/21/2020	Claims	3	30240	SCHAEFFER MANUFACTURING CO	464.76	SYNTHETIC OIL
			110 - 542 90 31 00 -		Maint Admin & Overhead Sup	154.92	
			420 - 576 61 31 03 -		Maintenance Supplies	154.92	
			001 - 576 80 31 01 -		Parks Supplies	154.92	
2680	07/21/2020	Claims	3	30241	SENSKE LAWN & TREE CARE INC	136.13	INSECT CNTRL
			001 - 576 80 41 25 -		Pavillion Park-Professional Ser	136.13	
2681	07/21/2020	Claims	3	30242	SIR SPEEDY PRINTING	1,128.20	SERVICES
			001 - 518 30 41 00 -		Central Services-Professional S	986.63	LL TOGETHER BANNERS
			001 - 558 50 41 00 -		CP&ED-Professional Services	141.57	BUSINESS CARDS BEN SCHMITT,LISA KEY
2682	07/21/2020	Claims	3	30243	SPIKES GOLF SUPPLIES INC	281.23	PRO SHOP ITEMS
			420 - 576 61 34 01 -		Pro Shop Merchandise	281.23	
2683	07/21/2020	Claims	3	30244	SPOKANE COUNTY ENVIRONMENTAL SERVICES	48.01	UTILITIES JULY 2020
			001 - 576 80 47 45 -		Orchard Park Utilities-Elec/Ga	48.01	
2684	07/21/2020	Claims	3	30245	SPOKANE COUNTY TREASURER	65,806.73	SERVICES
			001 - 519 70 40 00 -		Sheriff (EMS Agreement)	51,048.00	LE DISPATCH SVCS JULY 2020 3 MOS.
			001 - 519 70 40 01 -		Spokane County - Jail	9,096.98	GEIGER/COUNTY JAIL SVCS JULY 2020
			001 - 521 10 41 00 -		Law Enforcement-Professional	995.90	RE-IMAGE COMPUTER
			110 - 542 64 41 00 -		Traffic Control Devices-Profes	2,656.20	SIGNAL MAINTENANCE
			001 - 554 30 41 00 -		Animal Services	596.05	ANIMAL CNTRL SVC AUG 2020
			320 - 595 64 60 00 -		Capital Expenditures/Expenses	1,413.60	SIGNAL CONSTRUCTION
2685	07/21/2020	Claims	3	30246	SPOKANE OVERHEAD DOOR INC	174.23	DOOR REPAIR
			001 - 576 80 41 45 -		Orchard Park-Professional Serv	174.23	

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2686	07/21/2020	Claims	3	30247	SPOKANE REGIONAL CLEAN AIR AGENCY	5,018.58	LOCAL ASSESSMENT QTR 3 2020
					001 - 553 70 40 00 - Pollution Control And Remediat	5,018.58	
2687	07/21/2020	Claims	3	30248	STRIDELINE LLC	130.00	JR CAMP SUPPLIES
					420 - 576 61 31 00 - Pro Shop Supplies	130.00	
2688	07/21/2020	Claims	3	30249	THE SPOKESMAN REVIEW	403.50	JOB POSTINGS CIVIL ENGINEER/PROJECT MGR,PLANNING&ENGINEERI NG TECH
					001 - 558 50 41 00 - CP&ED-Professional Services	403.50	
2689	07/21/2020	Claims	3	30250	TIRE-RAMA	39.20	LOF '16 FORD INTERCEPTOR
					001 - 521 10 48 00 - Vehicle Maintenance	39.20	
2690	07/21/2020	Claims	3	30251	VISIT SPOKANE	11,167.97	Q2 2020 TOURISM
					117 - 557 30 41 17 - Intergov't Payment TPA	11,167.97	
2691	07/21/2020	Claims	3	30252	WASHINGTON STATE TREASURER	19,944.31	Q2-2020 WA STATE REMIT
					001 - 558 50 40 00 - CP&ED State Bld Code Surcha	1,055.50	
					001 - 586 00 40 00 - Court Remittances	18,888.81	
2692	07/21/2020	Claims	3	30253	WESTERN EQUIPMENT	198.70	MATERIALS
					420 - 576 65 31 01 - Maintenance Of Golf Course	198.70	IRRIG TOOLS
2693	07/21/2020	Claims	3	30254	WHITLEY FUEL LLC	1,239.37	FUEL
					110 - 542 90 32 00 - Maint Admin & Overhead Fuel	161.12	
					420 - 576 61 32 00 - Golf Course-Fuel Consumed	879.95	
					001 - 576 80 32 00 - Parks Fuel Consumed	198.30	
2694	07/21/2020	Claims	3	30255	BEN WICK	1,225.00	SPLASH ADS JULY 2020
					001 - 558 70 41 00 - Econ. Dev. - Advertising	1,225.00	
					001 General Fund	128,727.90	
					110 Street Fund	78,413.31	
					117 Tourism Promotion Area (TPA)	11,167.97	
					318 Harvard Road Bridge Widening Fund	145,037.16	
					320 Harvard Road Mitigation Fund	1,794.18	
					410 Stormwater Utility Fund	3,639.20	
					411 Aquifer Protection Fund	392.69	
					420 Golf Operations Fund	23,300.85	
					502 Medical Reimbursement (Bridge) Fund	374.75	
						392,848.01	Claims: 392,848.01

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"I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim a just, due and unpaid obligation against the City of Liberty Lake, and that I am authorized to authenticate and certify to said claim."

City Clerk

Date

"I, the undersigned, do hereby certify under penalty of perjury that the claim is a just, due and unpaid obligations against the City of Liberty Lake, and that I am authorized to certify to said claim."

City Clerk

Date

RESOLUTION(S)

**RESOLUTION NO. 20-276
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON APPROVING
THE FINAL PLAT OF HAWKSTONE SECOND ADDITION, LOCATED IN A
PORTION OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION
11, TOWNSHIP 25N, RANGE 45 E.W.M., LIBERTY LAKE, WASHINGTON,
FILE P-06-0002B**

WHEREAS, RCW 58.17 establishes the process by which land is divided and regulates the subdivision of land;

WHEREAS, The City of Liberty Lake adopted a Comprehensive Plan (September 2003, updated October 6, 2015), and a Development Code (December 2005);

WHEREAS, The Preliminary Plat of Liberty Village, later renamed Lakemore and Hawkstone, consisting of 506 single-family lots, 8 multi-family lots, 44 commercial lots, and 22 open space tracts and parking lots on approximately 100 acres was approved by the City Council on January 24, 2006, with subsequent requests for extension granted;

WHEREAS, The Hawkstone 2nd Addition Final Plat, File P-06-0002B is 6.27 acres in size and contains 48 single-family lots, one open space tract, and private streets;

WHEREAS, All applicable conditions from the preliminary plat approval have been met or a performance guarantee has been provided;

WHEREAS, The Hawkstone 2nd Addition Final Plat is in conformance with all applicable land use controls;

WHEREAS, Appropriate signatures and letters of acceptance have been obtained or will be obtained prior to recording; and

WHEREAS, Property taxes and all required fees will be paid prior to recording of the final plat.

THEREFORE, THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

The Final Plat of the Hawkstone 2nd Addition, Located in a portion of the south half of the northeast quarter of Section 11, Township 25N, Range 45 E.W.M., Liberty Lake, Washington, more precisely described in the dedication, having met all conditions and requirements, is hereby approved.

Passed by the City Council this ____ day of July, 2020.

Shane Brickner, Mayor
City of Liberty Lake

ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz



AGENDA ITEM NO.: 11

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:
Surplus Resolution

FOR THE AGENDA OF: July 7, 2020

DEPT. OF ORIGIN: Operations and Maintenance

EXHIBIT:
Resolution

DEPT. HEAD APPROVAL: RJS

EXPENDITURE REQUIRED:	No
BUDGETED:	No

SUMMARY STATEMENT

The City desires to dispose of the surplus items by selling what we can and discarding what we cannot; in a manner that minimizes the use of City resources. Recommended action is to pass the Resolution and authorize staff to sell or otherwise dispose of surplus items in a manner deemed to be in the best interest of the City.

RECOMMENDED ACTION

Approve Resolution 20-277 declaring as surplus, certain personal property of the City.

**RESOLUTION NO. 20-277
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN INVENTORY
ITEMS DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS
OF THE CITY OF LIBERTY LAKE, WASHINGTON**

WHEREAS, certain items of equipment belonging to the City of Liberty Lake are obsolete and no longer utilized by the City;

WHEREAS, the City would like to dispose of these items that are unneeded or not useful to the City; and

WHEREAS, the City has followed its financial policies and procedures for the surplus of equipment and is now desirous of formally declaring the items as surplus and disposing of them pursuant to the City's Municipal Code;

NOW, THEREFORE, be it resolved by the City Council of the City of Liberty Lake, Washington, as follows:

The items belonging to the City of Liberty Lake as shown in Exhibit A are declared to be surplus to the foreseeable needs of the City and it is deemed to be for the common benefit of the residents of the City to dispose of said items. The Mayor is authorized to dispose of the items listed in this Resolution in a manner that will be to the best advantage of the City of Liberty Lake.

Approved by the City Council this 21st day of July, 2020.

Mayor, Shane Brickner

Attest:

Approved as to Form:

Ann Swenson, City Clerk

Sean P. Boutz, City Attorney

**RESOLUTION NO. 20-276
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON APPROVING
THE FINAL PLAT OF HAWKSTONE SECOND ADDITION, LOCATED IN A
PORTION OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION
11, TOWNSHIP 25N, RANGE 45 E.W.M., LIBERTY LAKE, WASHINGTON,
FILE P-06-0002B**

WHEREAS, RCW 58.17 establishes the process by which land is divided and regulates the subdivision of land;

WHEREAS, The City of Liberty Lake adopted a Comprehensive Plan (September 2003, updated October 6, 2015), and a Development Code (December 2005);

WHEREAS, The Preliminary Plat of Liberty Village, later renamed Lakemore and Hawkstone, consisting of 506 single-family lots, 8 multi-family lots, 44 commercial lots, and 22 open space tracts and parking lots on approximately 100 acres was approved by the City Council on January 24, 2006, with subsequent requests for extension granted;

WHEREAS, The Hawkstone 2nd Addition Final Plat, File P-06-0002B is 6.27 acres in size and contains 48 single-family lots, one open space tract, and private streets;

WHEREAS, All applicable conditions from the preliminary plat approval have been met or a performance guarantee has been provided;

WHEREAS, The Hawkstone 2nd Addition Final Plat is in conformance with all applicable land use controls;

WHEREAS, Appropriate signatures and letters of acceptance have been obtained or will be obtained prior to recording; and

WHEREAS, Property taxes and all required fees will be paid prior to recording of the final plat.

THEREFORE, THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

The Final Plat of the Hawkstone 2nd Addition, Located in a portion of the south half of the northeast quarter of Section 11, Township 25N, Range 45 E.W.M., Liberty Lake, Washington, more precisely described in the dedication, having met all conditions and requirements, is hereby approved.

Passed by the City Council this ____ day of July, 2020.

Shane Brickner, Mayor
City of Liberty Lake

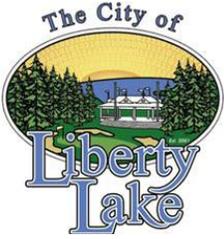
ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

**SECOND READ
ORDINANCE**



AGENDA ITEM NO.: 12
BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT: 2nd Read Ordinance Harvest Parkway ROW Vacation **FOR THE AGENDA OF:** July 21, 2020

DEPT. OF ORIGIN: Planning, Engineering & Building

EXHIBIT: Ordinance 267

DEPT. HEAD APPROVAL: 

EXPENDITURE REQUIRED:	No
BUDGETED:	No

SUMMARY STATEMENT

Western States Equipment Company has acquired the 3 parcels fronting on the southern leg of Harvest Parkway to develop as a Western States CAT Sales & Services dealership. As a condition of development, Western States Equipment Company is required to extend E Cataldo Avenue to their eastern property boundary for improvement and dedication to the City of Liberty Lake. The E Cataldo Avenue entrance will be used as their primary access, specifically for equipment deliveries and public access, while Harvest Parkway will serve as the employee entrance. They have requested vacation of a portion of Harvest Parkway right-of-way as detailed in the staff report.

In accordance with RCW §35.79, City Council established the hearing date of July 7, 2020 for this vacation of right-of-way request by Resolution No. 20-274. The public hearing was properly noticed in accordance with RCW §35.79 and City Development Code §10-4B, and City Council provided an opportunity for public comments at that hearing.

RECOMMENDED ACTION

1. Second reading of the ordinance vacating the portion of Harvest Parkway depicted in Exhibit A of that ordinance.
2. Take public testimony.
3. Vote to approve, amend, or deny Ordinance 267.

**ORDINANCE NO. 267
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, PROVIDING
FOR THE VACATION OF A RIGHT-OF-WAY VACATION FOR A PORTION OF
HARVEST PARKWAY; SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE**

WHEREAS, on May 12, 2020, an application for vacation was filed requesting the vacation of a portion of the southern leg of Harvest Parkway right-of-way, as depicted in Exhibit A of this Ordinance, and totaling approximately 26,455 square feet; and,

WHEREAS, the applicant for vacation is Western States Equipment Company, the owner of 100% of the property adjacent to this section of right-of-way; and,

WHEREAS, Harvest Parkway terminates in a cul-de-sac adjacent to property owned by Western States Equipment Company; and

WHEREAS, on June 2, 2020, the City Council set a public hearing date for July 7, 2020 by Resolution No. 20-274; and,

WHEREAS, the public hearing scheduled for July 7, 2020 was duly noticed in accordance with the provision of Liberty Lake Municipal Code §10-4B and RCW §35.79; and,

WHEREAS, on July 7, 2020, City Council held a public hearing; and,

WHEREAS, pursuant to RCW §35.79, upon vacation of the right-of-way, the City of Liberty Lake shall transfer the vacated property to the abutting property owners, and the zoning designation of the properties shall attach to the vacated property, and all direct and indirect costs of title transfer to the vacated street shall be paid for by the recipient of the transferred property;

WHEREAS, the City Council desires to vacate the above street pursuant to RCW §35.79, provided that certain conditions detailed in an agreement with the City and the applicant are fully satisfied prior to the transfer of the title by the City;

WHEREAS, said conditions shall include the reimbursement of the Tax Increment Financing (TIF) and Local Improvement Financing Tool (LIFT) revenues funding the street improvements on the vacated property to Spokane County, and the dedication of easements for public utilities and emergency access;

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

Section 1. Findings of Fact. The City Council makes the following findings of fact:

1. The area proposed to be vacated is improved with pavement and utilities serving the adjacent property owned by Western States Equipment Company. The area

- proposed to be vacated has existing public water and sewer services that will be located in a utility easement to be dedicated at the time of closing.
2. The subject ROW was improved as part of the Telido Station Binding Site Plan and dedicated to the City of Liberty Lake in 2014. The developer was reimbursed by Spokane County for the cost of the roadway improvements through Tax Increment Financing (TIF), pursuant to Spokane Resolution No. 2005-1169, and the Local Improvement Financing Tool (LIFT), pursuant to Spokane County Resolution No. 07-0223, based on the improvements being dedicated to the public.
 3. The land served by the portion of Harvest Parkway that has been petitioned to be vacated is wholly owned by Western States Equipment Company, the petitioner.
 4. No objections or public comment have been received.
 5. The petitioner, Western States Equipment Company, has agreed to reimburse Spokane County \$98,854.42 through written agreement, the proportionate share of the value of the roadway improvements located on the land proposed to be vacated.

Section 2. Property to be Vacated. Based upon the above findings and in accordance with this Ordinance, the City Council does hereby vacate the street or alley which is incorporated herein by reference, and legally described in Exhibit A of this Ordinance.

Section 3. Closing. Following satisfaction of the conditions detailed in the Right-of Way Vacation Agreement between the City of Liberty Lake and Western States Equipment Company, the City Clerk shall record a certified copy of this Ordinance in the office of the County Auditor, and the City Administrator is authorized to execute and finalize all necessary documents in order to complete the transfer of the property identified herein.

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 _____ day of July, 2020.

MAYOR SHANE BRICKNER

ATTEST:

ANN SWENSON, City Clerk

APPROVED AS TO FORM:

SEAN P. BOUTZ, City Attorney

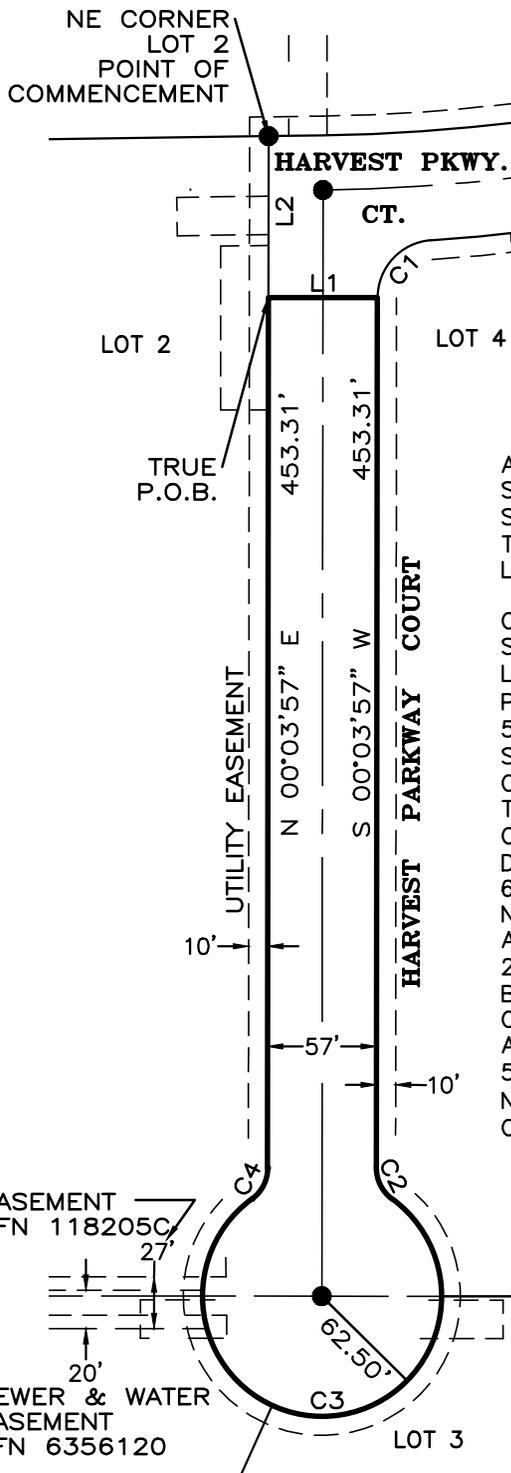


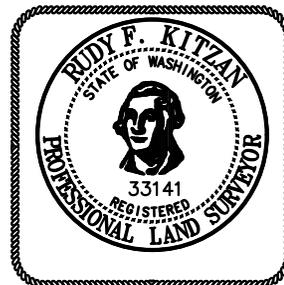
EXHIBIT "A"
RIGHT OF WAY VACATION
A PORTION OF
HARVEST PARKWAY COURT
SPL2017-0001



LEGAL DESCRIPTION FOR RIGHT OF WAY VACATION

A PORTION OF HARVEST PARKWAY COURT AS PER FINAL SHORT PLAT OF TELIDO STATION SHORT PLAT SPL2017-001, LOCATED IN THE NW 1/4 OF SECTION 17, TOWNSHIP 25 NORTH, RANGE 45 EAST, W.M., LIBERTY LAKE, SPOKANE COUNTY, WA DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 2 OF SAID SHORT PLAT; THENCE ALONG THE EAST LINE OF SAID LOT 2, SOUTH 00°03'57" WEST, 84.16 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 89°56'03" EAST, 57.00 FEET; THENCE SOUTH 00°03'57" WEST, 453.31 FEET TO THE POINT OF CURVATURE OF A 20.00 FOOT RADIUS CURVE CONCAVE TO THE NORTHEAST; THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 53°59'36" AN ARC DISTANCE OF 18.85 FEET TO THE BEGINNING OF A 62.50 FOOT RADIUS REVERSE CURVE CONCAVE TO THE NORTH; THENCE SOUTHERLY WESTERLY AND NORTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 287°59'12" AN ARC DISTANCE OF 314.14 FEET TO THE BEGINNING OF A 20.00 FOOT RADIUS REVERSE CURVE CONCAVE TO THE NORTHWEST; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 53°59'36" AN ARC DISTANCE OF 18.85 FEET; THENCE NORTH 00°03'57" EAST, 453.31 FEET TO THE TRUE POINT OF BEGINNING.

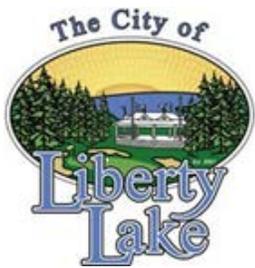


CURVE	RADIUS	ARC LENGTH	DELTA ANGLE
C1	30.00'	45.05'	86°02'03"
C2	20.00'	18.85'	53°59'36"
C3	62.50'	314.14'	287°59'12"
C4	20.00'	18.85'	53°59'36"

LINE	BEARING	DISTANCE
L1	S 89°56'03" E	57.00'
L2	S 00°03'57" W	84.16'

RFK LAND SURVEYING INC. 1420 WEST GARLAND AVENUE SPOKANE, WA 99205 TEL: (509) 324-7861 FAX: (509) 327-7249 E-MAIL: rudy@rfklandsurveying.com	DRAWN	APPROVED	PROJECT
	RFK	RFK	20-104
	DATE	DATE	FIELD BOOK
	05/13/20	05/13/20	N/A
PAGE 1			

Introduction of Upcoming Agenda Items



**DRAFT CITY COUNCIL
ADVANCED AGENDAS**

For Planning Discussion Purposes Only

As of July 14, 2020

Please note: This is a work in progress; items are tentative

TENTATIVE ITEMS:

Date	Item	Point of Contact
	PENDING	
7/21	Workshop Discussion: Network Analysis	Lisa Key
	Approve purchase of a sand salt box	Stephen Williams / Jen Camp
	RESOLUTION: Disposing of Surplus Items	Jen Camp
	RESOLUTION: Approve final plat for Hawkstone	Lisa Key
	SECOND READ ORDINANCE: Vacation of ROW on Harvest Parkway	Lisa Key
	Executive Session – To discuss real estate	Katy Allen
8/2	City Council Retreat	City Council
8/4	Approve easement for Ridgeline High School traffic signal	Katy Allen
	Approve purchase of a sand salt box in the amount of \$_____	Jennifer Camp
	RESOLUTION: Approve final plat for River Crossing East 1 st Addition	Lisa Key
9/1	PROCLAMATION: Declaring September 2020 as Childhood Cancer Awareness Month	Mayor Brickner
11/3	PRESENTATION: Peter King, CEO, AWC – recognizing Mayor Brickner & Mayor Pro Tem Kennedy for their achievement in getting their Advanced Certificate of Municipal Leadership	Katy Allen
TBD	Public Hearing: Allowing recreational vehicle sales and service in the C-1 zone	Lisa Key
	FIRST READ ORDINANCE – Eminent Domain RE: Henry Road	Lisa Key
	Workshop – discussion on I-90 project design review	Katy Allen
	Workshop – revisit threshold for utility tax rebate qualification	RJ Stevenson
	Workshop – discussion on clarifying Parks & Arts funding	RJ Stevenson / Jen Camp
	Continued discussion on Lime Scooters	Councilman Dunne
	Approve service contract for phones and internet	RJ Stevenson
	Approve agreement for IT services	RJ Stevenson
	Mission Avenue sidewalk gap design	Lisa Key
	Rescission of City's Emergency Declaration - COVID	Katy Allen