

REVISED
CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 1, 2020
CITY HALL
HELD REMOTELY

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 September 1, 2020](#)
- [Join the Zoom Meeting](#)

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

COMMITTEE WORKSHOP DISCUSSION – 6:00 p.m.

- Council's discussion of next steps related to the August 18, 2020 workshop

REGULAR SESSION – 7:00 p.m.

1. **INVOCATION**
2. **PLEDGE OF ALLEGIANCE**
3. **CALL TO ORDER**
4. **ROLL CALL**
5. **AGENDA APPROVAL**
6. **CITIZEN COMMENTS**
7. **PROCLAMATION – Childhood Cancer Awareness Month**
8. **MAYOR AND CITY COUNCIL REPORTS & INQUIRIES**
9. **CITY ADMINISTRATOR REPORT**
10. **WORKSHOP DISCUSSION**
 - **City Property & City Hall**
11. **ACTION ITEMS**
 - A. **Consent Agenda**
 - i. Approve August 18, 2020 City Council Minutes
 - ii. Approve September 1, 2020 vouchers in the amount of \$164,977.18

11. ACTION ITEMS (continued)

B. General Business

- i. Accept dedication of easement for installation of Ridgeline High School traffic signal
- ii. Accept \$800 donation from Stacy Julian to be used for Liberty Lake Municipal Library collection development purposes

12. RESOLUTION

Resolution No. 20-279 – Approving the final plat for River Crossing East 1st addition

13. SECOND READ ORDINANCE

Ordinance No. 10A – Repealing Ordinance 10

14. INTRODUCTION OF UPCOMING AGENDA ITEMS

15. CITIZEN COMMENTS

16. EXECUTIVE SESSION – Discuss potential litigation, per RCW 42.30.110(1)(i)

17. 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/88275998235?pwd=dllVQWxlFhwTUgrZkFvS2RjSzJMUT09>

Dial-in Phone Number

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 882 7599 8235

Passcode: 200889

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/88275998235?pwd=dllVQWxldFhwTUgrZkFvS2RjSzJMUt09>

Dial-in Phone Number

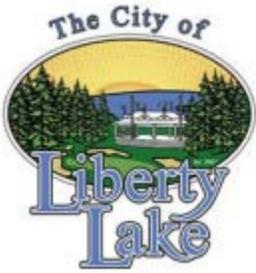
+1 253 215 8782 US (Tacoma)

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PROCLAMATION



Proclamation

City of Liberty Lake, Washington
Declaring September 2020 as
Childhood Cancer Awareness Month

Whereas pediatric cancer is the leading cause of death by disease in children; and

Whereas, 1-in-285 children in the United States will be diagnosed by their 20th birthday; and

Whereas, 80 percent of childhood cancer cases are diagnosed only after the disease has metastasized and spread to other parts of the body; and

Whereas, two-thirds of childhood cancer patients will have long-lasting chronic conditions as a result of the treatment they go through; and

Whereas, there has been a twenty-four percent increase in pediatric cancer cases over the last forty years, equal to forty-three children per day or 15,780 children a year diagnosed with cancer in the United States; and

Whereas, the National Cancer Institute recognized the unique research needs of childhood cancer and increased funding to conduct this research; and

Whereas, researchers and healthcare professionals work diligently to dedicate their expertise to treat and cure children with cancer; and

Whereas, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure for all childhood cancers;

Now, therefore, I, Shane Brickner, Mayor of the City of Liberty Lake do hereby proclaim that the month of September 2020, be designated as:

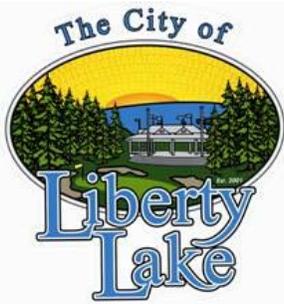
Childhood Cancer Awareness Month

in the City of Liberty Lake, and I encourage all people in our City to join me in this special observance.

Dated this 1st day of September 2020.

Shane Brickner, Mayor

ACTION ITEMS



**CITY COUNCIL MEETING
TUESDAY, AUGUST 18, 2020
HELD REMOTELY
22710 E. COUNTRY VISTA DRIVE**

COMMITTEE WORKSHOP DISCUSSION

Mayor Brickner called the committee workshop to order at 6:00 p.m. and reviewed the logistics for the workshop.

City officials who physically attended the meeting were:

Mayor Brickner, Katy Allen, City Administrator, RJ Stevenson, Finance Director, Brian Asmus, Chief of Police, 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, Severs, Folyer, Dunne, Kaminskas, and Kurtz.

After roll call, Mayor Brickner turned the floor over to Melanie Rose and Latisha Hill from Avista, who facilitated this evening's conversation regarding the city council's priorities based on survey results recently acquired by them. They shared a PowerPoint presentation which outlined their intentions, the work they've completed to date, survey results of the top three pressing issues facing the city, emerging themes, insights, questions to ponder, and recommendations. At the conclusion of the workshop, it was determined that the next step would be that Melanie and Latisha will contact the councilmembers again individually to find out their comfort level on getting an outside source to conduct further workshops on role clarity and common processes in decision making. The facilitators will subsequently provide that feedback to Mayor Brickner and the city administrator for them to convey to the full council in follow up.

REGULAR CITY COUNCIL MEETING SESSION

Prior to the invocation, Mayor Brickner reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.8, dated July 31, 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, Darin Morgan, Police Sergeant, Ann Swenson, City Clerk, and Todd Henderson, Information Technology. Activities and Events Coordinator, Anita Eylar briefly attended the meeting.

City officials who remotely attended the meeting via Zoom were:

Mayor Pro Tem Kennedy, Council Members Kaminskas, Severs, Folyer, Dunne, and Kurtz.

The City Attorney, Operations and Maintenance Director, Director of Planning & Engineering, City Engineer, and Liberty Lake Municipal Library Director also attended the meeting via Zoom.

Mayor Pro Tem Kennedy moved to excuse Council Member Langford as he had a family matter to attend to. Council Member Kaminskas seconded the motion, which carried unanimously.

AGENDA APPROVAL: Mayor Pro Tem Kennedy moved to amend the agenda to add a special presentation prior to citizen comments. Council Member Kaminskas seconded the motion, which carried unanimously.

SPECIAL PRESENTATION

Mayor Brickner then announced a surprise special presentation to honor Police Chief Brian Asmus, who is retiring after 19 years of service. A video was played, showing staff and members of the community who offered their well wishes to him. Mayor Brickner then opened the floor to council members to acknowledge and recognize Chief Asmus' years of service. At the conclusion of councilmember comments, Mayor Brickner opened the floor to receive citizen comments. A citizen comment from Dick Canfield was read into the record by the city administrator. Mayor Brickner then presented Chief Asmus with an eagle statute award and offered some words of gratitude and well wishes.

MAYOR AND CITY COUNCIL REPORTS & INQUIRIES

Councilman Dunne reported the trail by the county park near the Saltese Uplands has recently been extended onto the flats. He said it is a beautiful wandering trail, 1.5-2 miles in length, and offers a great social distancing opportunity.

Mayor Pro Tem Kennedy reported on his attendance at the Spokane Valley Chamber of Commerce's meeting regarding the general and upcoming elections. He then

recommended bringing back two topics at the next council meeting. One was to discuss if and how the council is moving forward with city hall. The other is to look at the acreage reports for the 22 acres on the hill and the 6.5 acres at Town Square.

Council Member Kaminskas reported a citizen had reached out to her regarding a decent sized crack on the paved path near Liberty Creek Elementary. City staff will investigate that area.

Mayor Brickner reported on the attendance at the recent farmers market, noting there was a lot of engagement from citizens. He announced that the administration is looking at providing services to city staff for times of stress, making sure they have everything they need to do their jobs effectively, and being cognizant of them as individuals and the environment we are in. He spoke about his conversation with Central Valley School District's superintendent about making resources available to aid the youth in the community during these difficult and challenging times as well.

CITY ADMINISTRATOR REPORT

The city administrator reported on the Liberty Lake Road construction currently taking place. She gave an update on the public works yard break in and then turned the floor over to the Liberty Lake Municipal Library Director, who gave a library update. The city administrator resumed the floor and gave updates on COVID, employee recruitments, and Harvard and Henry Roads. She then turned the floor over to the finance director, who gave a financial update. She resumed the floor and spoke about the Department of Ecology's (DOE) recent notification on the plastic bag ban. DOE will be having public hearings on this issue. She concluded her report with updates about events, reservations, and programs.

WORKSHOP DISCUSSION – Police Department lighting and HVAC

Chief Asmus provided potential clarification regarding the solar panel battery backup system and the police and library building. A consultant was brought in for review and inspection of the three pieces that comprise the system. Only one bad power inverter was discovered but has been fixed. He reported that it is uncertain if all three components are working together for a battery backup for the PD and the only way to verify that would be to conduct a test by shutting down the power at the building and switching over to the battery backup. An electrician is strongly recommended to conduct this test.

He then went on to address the HVAC and lighting. Cost estimates for the rooftop repair units had been requested by the council. The city engineer recently sent out information to the council regarding this; however, staff is still awaiting additional information.

Liberty Lake Sewer and Water District:

The city administrator provided an update on behalf of Liberty Lake Sewer and Water District's Commissioner Genoway, who was having technical difficulties for this meeting. She said the hydrants in Liberty Lake are being locked to ensure integrity of the system. In order to use a hydrant, a permit is necessary. The District has two major construction projects that are underway and near completion. There were also some questions he had about the CARES funding. Utilities did not receive CARES Act dollars, so the city administrator will work with finance director and follow up on the commissioner's questions.

ACTION ITEMS

Consent Agenda

Mayor Pro Tem Kennedy moved to approve action item 10Ai, approving the August 4, 2020 city council meeting minutes. Council Member Kaminskas seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Aii, approving the August 18, 2020 vouchers in the amount of \$556,249.03. Council Member Severs seconded the motion, which carried unanimously.

A/P check numbers were 30313 through 30351, totaling \$115,151.54. EFTs totaled \$25,837.55. Payroll check numbers were 30300 through 30306 totaling \$12,704.46. EFTs totaled \$402,555.48.

General Business

Mayor Pro Tem Kennedy moved to approve adding one 2021 Ford SUV Police Interceptor, in the amount of \$55,633.34, to the previously approved 2020 order that was awarded to Gus Johnson Ford. Council Member Folyer seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize the purchase of a network firewall from Datec Incorporated for the police department and city hall in the amount of \$16,598 plus shipping and sales tax. Council Member Kaminskas seconded the motion. After further discussion, Council Member Kaminskas moved to delay this item for two weeks in order for staff to get a couple more quotes. Staff then asked to have authority to move forward with the purchase after receiving more quotes to expedite the project, rather than bringing it back in two weeks.

Council Member Kaminskas amended her motion and moved to give staff the approval to move forward in spending up to and including the maximum listed in the agenda bill to purchase the firewall and software after going out to get additional competitive bids. Councilman Kurtz seconded the motion. Motion carried unanimously.

Mayor called for the vote on the original motion. Motion failed unanimously.

Mayor Pro Tem Kennedy moved to authorize the Mayor to approve Supplemental Agreement No. 1 in the amount of \$16,531 for KPFF, Inc. for additional agency coordination related to the Harvard Road Bridge project. Council Member Kaminskas seconded the motion, which carried unanimously.

RESOLUTIONS

The City Clerk read, by title only, Resolution No. 20-278, adopting the qualifications for the Chief of Police.

Council Member Dunne moved to adopt Resolution No. 20-278, seconded by Council Member Severs. Motion carried unanimously.

FIRST READ ORDINANCE

The City Clerk read, by title only, Ordinance No. 10A, repealing Ordinance No. 10 establishing rules and regulations for obtaining travel authorization, advance of travel funds, and reimbursement of expenses.

SECOND READ ORDINANCES

The City Clerk read, by title only, Ordinance No. 268, amending the City of Liberty Lake Development Code to allow “automobile, manufactured home, recreational vehicle, trailer & boat sales & rentals” and “boat, recreational vehicle & trailer – construction, repair, parts sales, & maintenance” as limited uses in the C-1 Zone.

Council Member Kaminskas moved to adopt Ordinance No. 268, seconded by Council Member Dunne. Mayor Brickner invited citizen comments. No comments were received. He then called for the vote. Motion carried unanimously.

The City Clerk read, by title only, Ordinance No.67-C, amending Ordinance No. 67-B, passed October 2, 2018, amending business licensing regulations for the City of Liberty Lake.

Mayor Pro Tem Kennedy moved to adopt Ordinance No. 67-C, seconded by Council Member Folyer. Mayor Brickner invited citizen comments. No comments were received. He then called for the vote. Motion carried unanimously.

INTRODUCTION OF UPCOMING AGENDA ITEMS

The city administrator then reviewed the upcoming agenda items for the September 1st City Council meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:06 p.m.

These minutes were approved September 1, 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

DRAFT

City of Liberty Lake

Consent Agenda for September 1, 2020
City Council Meeting

Report from the Mayor for pending claims and payment of previously-approved obligations through September 1, 2020

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	See attached check register.	
Total vouchers through September 1, 2020		\$ 164,977.18
	TOTAL	<u><u>\$164,977.18</u></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
MCAG #: 2757

09/01/2020 To: 09/01/2020

Time: 15:44:30 Date: 08/27/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3261	09/01/2020	Claims	3	EFT	ACUSHNET COMPANY	233.77	SPEC ORDER GOLF CLUB; GOLF MERCHANDISE
					420 - 576 61 34 01 - Pro Shop Merchandise	112.23	
					420 - 576 61 34 01 - Pro Shop Merchandise	121.54	
3262	09/01/2020	Claims	3	EFT	BTAC ACQUISITION CORP	1,558.42	BOOKS; BOOKS; BOOKS; BOOKS; BOOKS; BOOKS; BOOKS; BOOKS; BOOKS
					001 - 572 20 34 06 - Library Books & Other Materi	433.61	
					001 - 572 20 34 06 - Library Books & Other Materi	75.73	
					001 - 572 20 34 06 - Library Books & Other Materi	315.37	
					001 - 572 20 34 06 - Library Books & Other Materi	39.11	
					001 - 572 20 34 06 - Library Books & Other Materi	4.27	
					001 - 572 20 34 06 - Library Books & Other Materi	79.52	
					001 - 572 20 34 06 - Library Books & Other Materi	48.32	
					001 - 572 20 34 06 - Library Books & Other Materi	211.49	
					001 - 572 20 34 06 - Library Books & Other Materi	351.00	
3263	09/01/2020	Claims	3	EFT	CALLAWAY	310.64	GOLF MERCHANDISE
					420 - 576 61 34 01 - Pro Shop Merchandise	310.64	
3264	09/01/2020	Claims	3	EFT	COBRA PUMA GOLF INC	270.69	GOLF MERCHANDISE
					420 - 576 61 34 01 - Pro Shop Merchandise	270.69	
3265	09/01/2020	Claims	3	EFT	O'REILLY AUTO PARTS	47.67	SHOP SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Supp	15.89	
					420 - 576 61 31 03 - Maintenance Supplies	15.89	
					001 - 576 80 31 01 - Parks Supplies	15.89	
3266	09/01/2020	Claims	3	EFT	PING	2,824.64	SPEC ORDER GOLF BAGS TO HIGH SCHOOL
					420 - 576 61 34 01 - Pro Shop Merchandise	2,824.64	
3267	09/01/2020	Claims	3	EFT	PURCHASE POWER	196.02	POSTAGE
					001 - 514 23 42 00 - Administrative Services-Teleph	196.02	
3268	09/01/2020	Claims	3	EFT	WESTERN STATES EQUIPMENT COMPANY	815.04	MAINTENANCE ON EQUIPMENT
					110 - 542 66 41 00 - Snow And Ice Control-Professi	815.04	
3269	09/01/2020	Claims	3	EFT	WILBUR-ELLIS COMPANY LLC	411.70	MATERIALS
					110 - 542 30 31 00 - Roadway Supplies	11.49	MARKING FLAGS
					420 - 553 60 31 20 - Weed Control Supplies	400.21	GREENS FUNGICIDE
3270	09/01/2020	Claims	3	EFT	WILSON SPORTING GOODS	105.19	GOLF MERCHANDISE
					420 - 576 61 34 01 - Pro Shop Merchandise	105.19	
3271	09/01/2020	Claims	3	30352	AMAZON		MISPRINTED CHECKS
3272	09/01/2020	Claims	3	30353	ARROW CONSTRUCTION SUPPLY INC		MISPRINTED CHECKS
3273	09/01/2020	Claims	3	30354	BRIAN K ASMUS		MISPRINTED CHECKS
3274	09/01/2020	Claims	3	30355	AW REHN & ASSOCIATES		MISPRINTED CHECKS
3275	09/01/2020	Claims	3	30356	AWARDS ETC		MISPRINTED CHECKS
3276	09/01/2020	Claims	3	30357	BATTERIES PLUS BULBS		MISPRINTED CHECKS
3277	09/01/2020	Claims	3	30358	CANNON HILL INDUSTRIES INC		MISPRINTED CHECKS
3278	09/01/2020	Claims	3	30359	COLVICO INC		MISPRINTED CHECKS

CHECK REGISTER

CITY OF LIBERTY LAKE
MCAG #: 2757

09/01/2020 To: 09/01/2020

Time: 15:44:30 Date: 08/27/2020
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3279	09/01/2020	Claims	3	30360	COUNTRY VISTA CAR WASH		MISPRINTED CHECKS
3307	09/01/2020	Claims	3	30360	AMAZON	8,851.57	MATERIALS
		001 - 513 10 31 00 - Executive Supplies				16.22	CA WIRELESS MOUSE
		001 - 518 30 30 19 - COVID-19 Supplies				32.66	COVID-19 STAFF HAND SANITIZER
		001 - 518 30 30 19 - COVID-19 Supplies				228.62	COVID-19 STAFF HAND SANITIZER
		001 - 518 30 30 19 - COVID-19 Supplies				326.20	COVID-19 LL BUSINESSES GLOVES
		001 - 518 30 30 19 - COVID-19 Supplies				228.60	COVID-19 LL BUSINESSES FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				652.08	COVID-19 FACILITIES HAND SANITIZER DISPENSERS TOUCHLESS
		001 - 518 30 30 19 - COVID-19 Supplies				140.02	COVID-19 IN/OUT PERSONNEL BOARD
		001 - 518 30 30 19 - COVID-19 Supplies				1,511.48	COVID-19 LAPTOP(2) ASUS Q506FA 15.6" FHD TOUCH CORE I5-8265U-12GB-256GB CE/DIR
		001 - 518 30 30 19 - COVID-19 Supplies				347.80	COVID-19 ASUS Q506 FA LAPTOP DOCKING STATION(2)
		001 - 518 30 30 19 - COVID-19 Supplies				290.53	COVID-19 CA HP ELITE DISPLAY ENHANCE ZOOM MTGS
		001 - 518 30 30 19 - COVID-19 Supplies				22.86	COVID-19 STAFF FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				18.83	COVID-19 STAFF FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				19.59	COVID-19 STAFF FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				18.50	COVID-19 STAFF FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				977.09	COVID-19 STAFF FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				479.14	COVID-19 CITIZENS FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				39.18	COVID-19 CITIZENS FACE COVERINGS
		001 - 518 30 30 19 - COVID-19 Supplies				76.10	COVID-19 STAFF NEW GENUINE HP 19.5V 4.1A 90W
		001 - 518 30 30 19 - COVID-19 Supplies				9.79	COVID-19 LLML STAFF LAPTOP COVER
		001 - 518 30 30 19 - COVID-19 Supplies				63.82	COVID-19 LLML STAFF GLOVES CONTACTLESS HOLDS PICKUP
		001 - 518 30 30 19 - COVID-19 Supplies				213.40	COVID-19 LLML KVIED HD PEDESTAL POST SOCIAL DISTANCING
		001 - 518 30 30 19 - COVID-19 Supplies				15.22	COVID-19 IT USB WIFI ADAPTER
		001 - 518 30 30 19 - COVID-19 Supplies				78.02	COVID-19 TELEWORK OPS HP ELIT USB-C HUB W/90W USB-C PORT&CHARGING W/USB-A-HDMI PORTS
		001 - 518 30 30 19 - COVID-19 Supplies				44.03	COVID-19 STAFF HAND SANITIZER REFILLS
		001 - 518 30 30 19 - COVID-19 Supplies				299.40	COVID-19 STAFF TOUCHLESS HAND SANITIZER/ALCOHOL DISPENSER
		001 - 518 30 30 19 - COVID-19 Supplies				185.10	COVID-19 FACILITIES AUTOMATIC SOAP DISPENSERS TOUCHLESS
		001 - 518 30 31 00 - Centralized Services Supplies				13.94	LLML DOORBELL REPLACEMENT BUTTON
		001 - 518 30 31 00 - Centralized Services Supplies				183.93	SERVER RM FAN REPLACE,KEY LOCK BOX
		001 - 521 10 31 00 - Law Enforcement Supplies				55.52	OFFICE SUPPLIES
		110 - 542 70 31 01 - Roadside Supplies				222.28	Z TURNS TIRES, SPINDLE BEARING
		110 - 542 90 31 00 - Maint Admin & Overhead Supp				47.89	PWY SUPPLIES
		110 - 542 90 31 00 - Maint Admin & Overhead Supp				14.30	SHOP SUPPLIES
		001 - 572 10 31 00 - Library Supplies				610.68	PAPER BAGS W/HANDLES,TONER,KLEENEX
		001 - 572 10 31 05 - Children & Adult Prgrm Suppli				8.57	MESH BAGS

CHECK REGISTER

CITY OF LIBERTY LAKE
MCAG #: 2757

09/01/2020 To: 09/01/2020

Time: 15:44:30 Date: 08/27/2020
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 572 20 34 06 - Library Books & Other Materi			159.77	BOOKS,DVDS
			420 - 576 61 31 03 - Maintenance Supplies			103.72	CUSHMAN BRAKE CABLE
			420 - 576 61 31 03 - Maintenance Supplies			94.69	SURROUNDS MOWER HYDRAULIC CYLINDER
			420 - 576 61 31 03 - Maintenance Supplies			14.28	SHOP SUPPLIES
			420 - 576 61 31 04 - Facilities Supplies			126.99	TH/PALENQUE FURNACE FILTERS
			420 - 576 65 31 01 - Maintenance Of Golf Course			88.96	TYVEK SUITS
			001 - 576 80 31 01 - Parks Supplies			8.70	STAFF SUPPLIES
			001 - 576 80 31 01 - Parks Supplies			14.30	SHOP SUPPLIES
			001 - 594 21 64 02 - Law Enforcement-Furniture,Cc			675.17	HP SMART BUY PRODESK 600 G4 SFF
			110 - 594 42 64 00 - Capital Expenditures - Furnitur			36.80	FORD F250 ACCESSORIES
			420 - 594 76 64 02 - Golf Carts - Furniture,Compute			36.80	FORD F250 ACCESSORIES
3280	09/01/2020	Claims	3	30361	EAST FARM FEED		MISPRINTED CHECKS
3308	09/01/2020	Claims	3	30361	ARROW CONSTRUCTION SUPPLY INC	712.64	CRACK SEALER FOR TRAILS; CRACK SEALER FOR TRAILS
			001 - 576 90 30 00 - Other Park Facilities-Trails Suq			570.11	
			001 - 576 90 30 00 - Other Park Facilities-Trails Suq			142.53	
3281	09/01/2020	Claims	3	30362	EMPLOYMENT SECURITY DEPARTMENT		MISPRINTED CHECKS
3309	09/01/2020	Claims	3	30362	BRIAN K ASMUS	1,019.00	REIMB FOR POLICE FURNITURE
			001 - 594 21 64 02 - Law Enforcement-Furniture,Cc			1,019.00	
3282	09/01/2020	Claims	3	30363	EVERGREEN STATE TOWING		MISPRINTED CHECKS
3310	09/01/2020	Claims	3	30363	AW REHN & ASSOCIATES	779.39	SERVICES
			502 - 517 30 29 00 - Health Insurance Services			779.39	EMPLOYER FUNDING NOTIFICATION 8/13-16/2020
3283	09/01/2020	Claims	3	30364	EXECUTECH UTAH LLC		MISPRINTED CHECKS
3311	09/01/2020	Claims	3	30364	AWARDS ETC	139.92	YRS OF SVC STATUTE CHIEF OF POLICE
			001 - 513 10 31 00 - Executive Supplies			96.89	
			001 - 513 10 31 00 - Executive Supplies			43.03	
3284	09/01/2020	Claims	3	30365	FISHERS TECHNOLOGY		MISPRINTED CHECKS
3312	09/01/2020	Claims	3	30365	BATTERIES PLUS BULBS	139.91	BATTERY FOR GOLF CART
			420 - 576 61 31 03 - Maintenance Supplies			139.91	
3285	09/01/2020	Claims	3	30366	FREE PRESS PUBLISHING INC		MISPRINTED CHECKS
3313	09/01/2020	Claims	3	30366	CANNON HILL INDUSTRIES INC	525.00	CONTAINER PICKUP AT PW YARD
			110 - 542 70 41 00 - Roadside Professional Services			525.00	
3286	09/01/2020	Claims	3	30367	GOLF CARS ETC		MISPRINTED CHECKS
3314	09/01/2020	Claims	3	30367	COLVICO INC	32,952.56	RELEASE RETAINAGE SIGNAL @ SIGNAL&APPLEWAY
			312 - 595 30 63 01 - Roads/Streets Const. & Other I			32,952.56	
3287	09/01/2020	Claims	3	30368	H W LOCHNER INC		MISPRINTED CHECKS
3315	09/01/2020	Claims	3	30368	COUNTRY VISTA CAR WASH	250.00	WASHES
			001 - 521 10 48 00 - Vehicle Maintenance			250.00	50 WASHES

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3288	09/01/2020	Claims	3	30369	NATIONAL BARRICADE CO		MISPRINTED CHECKS
3316	09/01/2020	Claims	3	30369	EAST FARM FEED	54.01	GOAT FEED
					001 - 576 80 31 01 - Parks Supplies	54.01	
3289	09/01/2020	Claims	3	30370	NORTH 40 OUTFITTERS		MISPRINTED CHECKS
3317	09/01/2020	Claims	3	30370	EMPLOYMENT SECURITY DEPARTMENT	2,079.39	Q2 UNEMPL CLAIMS
					501 - 517 76 20 00 - Unemployment Compensation	2,079.39	
3290	09/01/2020	Claims	3	30371	NORTHWEST BUSINESS STAMP		MISPRINTED CHECKS
3318	09/01/2020	Claims	3	30371	EVERGREEN STATE TOWING	261.36	SERVICES
					001 - 521 10 41 00 - Law Enforcement-Professional	130.68	TOW '02 INFINITI I35
					001 - 521 10 41 00 - Law Enforcement-Professional	130.68	TOW '07 HONDA ACCORD
3291	09/01/2020	Claims	3	30372	PACIFIC GOLF & TURF LLC		MISPRINTED CHECKS
3319	09/01/2020	Claims	3	30372	EXECUTECH UTAH LLC	2,614.69	FULL NETWORK MONITORING
					001 - 518 80 41 00 - Information Technology Servic	2,614.69	
3292	09/01/2020	Claims	3	30373	RACOM CORPORATION		MISPRINTED CHECKS
3320	09/01/2020	Claims	3	30373	FISHERS TECHNOLOGY	30.95	CONTRACT OVRAGE CHARGE 7/12-8/11/2020
					001 - 572 10 41 00 - Library-Professional Services	30.95	
3293	09/01/2020	Claims	3	30374	SENSKE LAWN & TREE CARE INC		MISPRINTED CHECKS
3321	09/01/2020	Claims	3	30374	FREE PRESS PUBLISHING INC	159.30	LEGAL ADS; BLD2020-0385 NOTICE OF APP
					001 - 511 60 41 00 - Legislative - Professional Servi	27.20	ORD 267
					001 - 514 23 41 00 - Administrative Services-Profes	25.00	RFP INTERNET&TELEPHONE
					001 - 558 50 40 03 - CP&ED Legal Notices Reimbu	107.10	
3294	09/01/2020	Claims	3	30375	SHOWCASES		MISPRINTED CHECKS
3322	09/01/2020	Claims	3	30375	GOLF CARS ETC	158.34	GOLF CART SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	158.34	
3295	09/01/2020	Claims	3	30376	SITEONE LANDSCAPE SUPPLY LLC		MISPRINTED CHECKS
3323	09/01/2020	Claims	3	30376	H W LOCHNER INC	89,340.16	HENRY RD OVERPASS & RD EXT DESIGN
					319 - 595 50 40 00 - Henry Rd Design	89,340.16	
3296	09/01/2020	Claims	3	30377	SOCIETY FOR HUMAN RESOURCE MANAGEMENT		MISPRINTED CHECKS
3324	09/01/2020	Claims	3	30377	NATIONAL BARRICADE CO	1,601.14	MATERIALS; SPEED LIMIT SIGNS; BOLTS & STRIPING PAINT
					110 - 542 64 31 00 - Traffic Control Devices Suppli	106.29	
					110 - 542 64 31 00 - Traffic Control Devices Suppli	184.04	
					110 - 542 64 31 00 - Traffic Control Devices Suppli	1,310.81	
3297	09/01/2020	Claims	3	30378	SPOKANE COUNTY DIST CT		MISPRINTED CHECKS
3325	09/01/2020	Claims	3	30378	NORTH 40 OUTFITTERS	127.49	SHOP SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Supj	42.50	

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					420 - 576 61 31 03 - Maintenance Supplies	42.50	
					001 - 576 80 31 01 - Parks Supplies	42.49	
3298	09/01/2020	Claims	3	30379	SPOKANE COUNTY TREASURER		MISPRINTED CHECKS
3326	09/01/2020	Claims	3	30379	NORTHWEST BUSINESS STAMP	23.00	SERVICES
					001 - 513 10 41 00 - Executive-Professional Service	11.50	CITY ID BADGE TAIT HUNTER
					001 - 558 50 41 00 - CP&ED-Professional Services	11.50	CITY ID BADGE MEGAN ABHOLD
3299	09/01/2020	Claims	3	30380	SPOKANE HOUSE OF HOSE INC		MISPRINTED CHECKS
3327	09/01/2020	Claims	3	30380	PACIFIC GOLF & TURF LLC	469.61	MOWER SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	469.61	
3300	09/01/2020	Claims	3	30381	SPOKANE SUNSCREEN LLC		MISPRINTED CHECKS
3328	09/01/2020	Claims	3	30381	RACOM CORPORATION	1,063.14	SERVICES
					001 - 594 21 64 02 - Law Enforcement-Furniture,Cc	1,063.14	REPLACE MALFUNCTIONING DOCKING STATION
3301	09/01/2020	Claims	3	30382	SPOKANE VALLEY FIRE DEPT		MISPRINTED CHECKS
3329	09/01/2020	Claims	3	30382	SENSKE LAWN & TREE CARE INC	430.16	SERVICES; CITY HALL INSECT CONTROL
					001 - 518 30 41 00 - Central Services-Professional S	163.35	
					001 - 518 30 41 00 - Central Services-Professional S	103.46	CH INSECT CNTRL
					420 - 576 65 41 00 - Professional Services-Golf Gre	163.35	INSECT CNTRL
3302	09/01/2020	Claims	3	30383	T-MOBILE		MISPRINTED CHECKS
3330	09/01/2020	Claims	3	30383	SHOWCASES	55.43	SCOTCH 3M TAPE
					001 - 572 20 34 06 - Library Books & Other Materi	55.43	SCOTCH TAPE
3303	09/01/2020	Claims	3	30384	THE SPOKESMAN REVIEW		MISPRINTED CHECKS
3331	09/01/2020	Claims	3	30384	SITEONE LANDSCAPE SUPPLY LLC	111.86	MATERIALS
					420 - 576 65 31 01 - Maintenance Of Golf Course	111.86	LANDSCAPE ROCK
3304	09/01/2020	Claims	3	30385	TIRE-RAMA		MISPRINTED CHECKS
3332	09/01/2020	Claims	3	30385	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	219.00	ANN GALE PROFESSIONAL MEMBERSHIP 11/1/2020-10/31/2021
					001 - 514 23 49 01 - Administrative Services-Dues,S	219.00	
3305	09/01/2020	Claims	3	30386	TRADEMARK MECHANICAL		MISPRINTED CHECKS
3333	09/01/2020	Claims	3	30386	SPOKANE COUNTY DIST CT	6,362.01	COURT FEES JULY 2020
					001 - 512 50 40 00 - Court Services	6,362.01	
3306	09/01/2020	Claims	3	30387	WHITLEY FUEL LLC		MISPRINTED CHECKS
3334	09/01/2020	Claims	3	30387	SPOKANE COUNTY TREASURER	3,548.32	SERVICES
					001 - 554 30 41 00 - Animal Services	3,548.32	ANIMAL CNTRL SVCS SEPT 2020+ADJ JAN-AUG 2020

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3335	09/01/2020	Claims	3	30388	SPOKANE HOUSE OF HOSE INC	263.35	SUPPLIES FOR BALLFIELD TURFCAT
					001 - 576 80 31 15 - Ballfields Supplies	263.35	
3336	09/01/2020	Claims	3	30389	SPOKANE SUNSCREEN LLC	54.45	'16 FORD EXPLORER DECAL INSTALL QTR PANELS
					001 - 521 10 41 00 - Law Enforcement-Professional	54.45	
3337	09/01/2020	Claims	3	30390	SPOKANE VALLEY FIRE DEPT	1,174.00	FIRE SUPPRESSION PLAN CHECK
					001 - 558 50 40 01 - CP&ED Protective Inspection	1,174.00	
3338	09/01/2020	Claims	3	30391	T-MOBILE	450.51	CELL PHONES 7/13-8/12/2020
					001 - 511 60 42 00 - Legislative-Telephone,Internet,	67.60	
					001 - 513 10 42 00 - Executive - Communications	10.05	
					001 - 558 50 42 00 - CP&ED-Telephone,Internet,Po	225.29	
					001 - 576 80 42 00 - Parks-Telephone,Internet,Posta	147.57	
3339	09/01/2020	Claims	3	30392	THE SPOKESMAN REVIEW	169.00	LLML 26 WEEK SUBSCRIPTION
					001 - 572 20 34 06 - Library Books & Other Materi	169.00	
3340	09/01/2020	Claims	3	30393	TIRE-RAMA	678.85	SERVICES; SERVICE ON 2003 GMC SONOMA
					001 - 521 10 48 00 - Vehicle Maintenance	633.99	LLPD 12 LOF,BRAKE ROTORS
					001 - 576 80 41 00 - Parks-Professional Services	44.86	
3341	09/01/2020	Claims	3	30394	TRADEMARK MECHANICAL	268.00	PERMIT FEE REIMB BLD2020-0409
					001 - 322 10 00 00 - Building Permits	-268.00	
3342	09/01/2020	Claims	3	30395	WHITLEY FUEL LLC	1,065.89	FUEL FOR PW/GOLF VEHICLES
					110 - 542 90 32 00 - Maint Admin & Overhead Fuel	138.57	
					420 - 576 61 32 00 - Golf Course-Fuel Consumed	756.78	
					001 - 576 80 32 00 - Parks Fuel Consumed	170.54	
001 General Fund						29,885.96	
110 Street Fund						3,470.90	
312 Street Capital Fund						32,952.56	
319 Henry Rd Project From Mission To Appleway						89,340.16	
420 Golf Operations Fund						6,468.82	
501 Unemployment Fund						2,079.39	
502 Medical Reimbursement (Bridge) Fund						779.39	
* Transaction Has Mixed Revenue And Expense Accounts						164,977.18	Claims: 164,977.18

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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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."

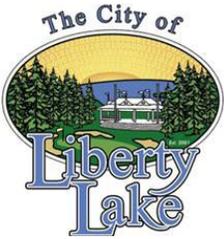
City Clerk

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



AGENDA ITEM NO.: 10Bi
BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT: Acceptance of Easement Dedication for Ridgeline HS Traffic Signal

FOR THE AGENDA OF: September 1st, 2020

DEPT. OF ORIGIN: Planning, Engineering & Building Services

EXHIBIT: Easement with Exhibits

DEPT. HEAD APPROVAL: *Asia D Key*

EXPENDITURE REQUIRED:	Not Applicable
BUDGETED:	Not Applicable

SUMMARY STATEMENT

The City of Liberty Lake received a grant from the Transportation Improvement Board (TIB) to construct a new traffic signal and pedestrian crossing at the main entrance to Ridgeline Highschool. The adjacent property is owned by Centennial properties, and an easement is required to allow for the installation of the traffic signal and pedestrian crossing. Centennial has agreed to grant the necessary easement, at no cost to the City.

RECOMMENDED ACTION

1. Accept the dedication of an easement to allow for the installation of a traffic signal with pedestrian appurtenances at the main entrance to Ridgeline High School.

AFTER RECORDING RETURN TO:
CITY OF LIBERTY LAKE
ATTN: ANN SWENSON
22710 E. COUNTRY VISTA DR
Liberty Lake, WA 99019

Reference No: N/A

Grantor: Centennial Properties, Inc.

Grantee: City of Liberty Lake

**Abbreviated Legal Description: Portion of the NE ¼ of the SE ¼ of Section 17,
Township 25 North, Range 45 East, Washington
Complete Legal Description on Exhibit "A"**

Tax Parcel Number(s): A portion of 55175.9050 and 55174.9192

EASEMENT FOR TRAFFIC SIGNAL

THIS EASEMENT FOR TRAFFICE SIGNAL (this "Agreement") is entered into this ____ day of August, 2020 by and between Centennial Properties, Inc., a Washington corporation ("Grantor"), and the City of Liberty Lake, Washington, a municipal corporation ("Grantee").

WHEREAS, Grantor is the owner of Spokane County Tax Parcel Nos. 55175.9050 and 55174.9192, located in Spokane County, Washington (the "Grantor Properties");

WHEREAS, Grantee is the owner of various parcels of real property located in Spokane County, Washington, which include Spokane County Tax Parcel No. 55176.9193, located across the street from Grantor Properties (the "Grantee Properties");

WHEREAS, Grantee is in the process of developing a high school campus upon the Grantee Properties and needs to arrange for the construction, installation and maintenance of a traffic signal and all appurtenances thereto (the "Easement Improvement") partially upon the Grantor Properties; and

WHEREAS, Grantor desires to provide an easement in favor of Grantee over, across, under and through the Grantor Properties for the purpose of construction, installation and maintenance of the Easement Improvement benefitting the Grantee Properties.

NOW, THEREFORE, for and in consideration of mutual benefit and other valuable consideration, the parties agree as follows:

1. Recitals. All of the recitals above are incorporated by reference as though fully set forth in this Agreement.

2. Grant of Easement. For and in consideration of the mutual benefits bestowed, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby grants to Grantee the following easement rights:

2.1 Easement Area. The location of the easement shall be as described on Exhibit "A" and depicted on Exhibit "B", attached hereto and incorporated herein by this reference ("Easement Area").

2.2 Easement. Grantor hereby grants to Grantee, its contractors, agents, licensees and invitees, an exclusive, permanent easement for installation, operation and maintenance of the Easement Improvements over, across and through the Easement Area.

3. Maintenance. Except as otherwise provided herein, Grantee shall exclusively maintain the Easement Improvements in a manner necessary to keep the Easement Area in a safe, clean, orderly and usable manner. This includes but is not limited to, bulb replacement, response to trouble calls, and all necessary emergency and routine repairs, maintenance, improvements and replacements to the Easement Improvements including but not limited to the traffic signal, the pavement striping and markings, and related components.

4. Representations and Warranties.

4.1 Representations by Grantor. Grantor represents and warrants to Grantee that Grantor is the sole holder of fee title to the Grantor Properties, and that the execution, recordation and performance of this Agreement will not breach any obligation or result in a default under, any agreement or instrument to which Grantor is a party, or that affects the Grantor Properties, or breach or otherwise violate any court order applicable to Grantor.

4.2 Representations by Grantee. Grantee represents and warrants to Grantor that Grantee is the sole holder of fee title to the Grantee Properties, and that the execution, recordation and performance of this Agreement will not breach any obligation, or result in a default under, any agreement or instrument to which Grantee is a party, or that affects the Grantee Properties, or breach or otherwise violate any court order applicable to Grantee.

5. Permits. Grantee shall, at no cost to Grantor, obtain all necessary permits and other approvals required by any governmental entity for the Easement Improvements prior to commencing any work thereon.

6. Covenant to Run with Land. The easements, benefits and obligations contained herein: (i) will be deemed to be covenants that run with the Grantor Properties and the Grantee Properties; (ii) will bind every person having any fee, leasehold or other interest in any portion of the Grantor Properties and the Grantee Properties at any time or from time-to-time to the extent that such portion is affected or bound by the covenant, restriction or provisions to be performed on such portion; and (iii) will inure to the benefit of and will be binding upon the Parties, and their respective successors and assigns as to their respective properties and to the benefit of mortgagees, lessees, and sublessees under mortgages, leases, and subleases covering the Grantor

Properties or the Grantee Properties, or any portion thereof and beneficiaries and trustees under deeds of trust covering the Grantor Properties or the Grantee Properties, or any portion thereof.

7. Not a Partnership. By this Agreement, the parties do not, and will not, in any way or for any purpose become partners or joint venturers of each other.

8. Indemnification of Grantor. Grantee hereby agrees to defend, indemnify and hold Grantor harmless from and against all demands, claims, losses, damages, causes of action, or judgments, and all reasonable expenses, including attorneys' fees, incurred in investigating or resisting the same, for injury to person, loss of life, or damage to property caused by or arising out of the acts or omissions of Grantee, its agents, contractors, invitees or assigns with respect to the Easement Area, unless caused in whole or in part by the negligence or willful act or omission of Grantor or its agents, contractors, invitees or assigns.

9. Violation. In the event of any violation or threatened violation of any term, covenant or provision of this Agreement, a person entitled to enforce this Agreement shall first attempt to resolve such violation with the violating party informally by providing written notice of such violation, and allowing the violating party a reasonable time in which to cure the violation. In the event that such violation is not cured within a reasonable time, any person entitled to enforce this Agreement shall, in addition to all remedies available by law or in equity, have the right to enjoin such violation or threatened violation in a court of competent jurisdiction.

10. No Waiver. Failure to enforce any provision, restriction, covenant, remedy or condition in this Agreement will not operate as a waiver of any such provision, restriction, covenant, remedy or condition or of any other provisions, restrictions, covenants, remedies or conditions.

11. Governing Law and Venue. This Agreement shall be governed by the laws of the state of Washington. The parties specifically consent to jurisdiction and venue in Spokane County, Washington.

12. Severability. If for any reason any provision of this Agreement is determined by a tribunal of competent jurisdiction to be legally invalid or unenforceable, the validity of the remainder of the Agreement will not be affected and such provision will be deemed modified to the minimum extent necessary to make such provision consistent with applicable law, and in its modified form, such provision will then be enforceable and enforced.

13. Attorneys' Fees. If a suit, action or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights hereunder, the prevailing party will be entitled to recover its attorney and expert fees and expenses and all other fees and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court at trial or on any appeal or review, in addition to all other amounts provided by law.

14. Continuing Obligations. All obligations of the parties, and by virtue of the provisions contained in this Agreement will continue, notwithstanding that a party may be

leasing, renting or selling their respective property under contract; provided, however, that no party will have any obligation for expenses or other obligations accruing after conveyance of the fee title for its respective property to another party.

15. Lender Protection. This Agreement and the rights, privileges, covenants, agreements, and easements hereunder, with respect to the Grantor Properties and the Grantee Properties, or any portion thereof, are and will be superior and senior to any lien or encumbrance currently or subsequently encumbering the Grantor Properties or the Grantee Properties, or any portion thereof; provided, however that no breach of this Agreement will defeat, render invalid, diminish or impair the encumbrance of any mortgage or deed of trust made in good faith and for value. The provisions of this Agreement are binding upon any person or entity (including any mortgagee or beneficiary under a deed of trust) who acquires title to the Grantor Properties or the Grantee Properties, or any portion thereof by foreclosure, trustee's sale, deed in lieu of foreclosure, or otherwise.

16. Construction. Wherever used herein, unless the context requires otherwise, the singular form includes the plural, the plural includes the singular, and the use of any gender includes all genders. The section headings set forth herein are for convenience and reference only and are not intended to describe, interpret, define, or otherwise affect the content, meaning or intent of this Agreement or any provision of this Agreement.

17. Amendment of Easement. The Parties hereto may not alter or amend this Agreement except as by a written instrument signed by all of the parties hereto.

18. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the use and maintenance of the easement described herein. By executing this Agreement, the Parties specifically intend that this Agreement will supersede all prior agreements and understandings between the parties relating to the subject matter of this Agreement. The parties acknowledge that there are not any verbal understandings or other agreements which in any way change the provisions set forth in this Agreement.

19. Counterparts. This Agreement may be executed in counterparts, all of which shall constitute one and the same Agreement.

It is understood and agreed that delivery of this Easement is hereby tendered and that the terms and obligations hereof shall not become binding upon the City of Liberty Lake, Washington unless and until accepted and approved hereon in writing for the City of Liberty Lake, Washington, by its authorized agent.

[Signature page follows.]

EXHIBIT A
LEGAL DESCRIPTION OF
EASEMENT AREA

PORTIONS OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 25 NORTH, RANGE 45 EAST, WILLAMETTE MERIDIAN, CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

AN 8.00-FOOT-WIDE STRIP OF LAND, LYING NORTHERLY OF, PARALLEL AND CONTIGUOUS WITH THE FOLLOWING DESCRIBED LINE;

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 17, FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION BEARS SOUTH 00°40'42" EAST, A DISTANCE OF 2652.51 FEET; THENCE SOUTH 00°40'42" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, A DISTANCE OF 44.75 FEET, MORE OR LESS, TO THE NORTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE; THENCE ALONG SAID NORTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. SOUTH 88°25'51" WEST, A DISTANCE OF 439.71 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE LEFT;
2. ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 2,039.00 FEET, THROUGH A CENTRAL ANGLE OF 00°20'14", SAID CURVE HAVING A CHORD THAT BEARS SOUTH 88°15'44" WEST A CHORD DISTANCE OF 12.00 FEET, FOR AN ARC LENGTH OF 12.00 FEET, TO THE **POINT OF BEGINNING** OF THE HEREIN DESCRIBED LINE;

THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE AND THE SOUTHERLY LINE OF SAID 8.00-FOOT-WIDE EASEMENT FOR THE FOLLOWING TWO COURSES:

1. CONTINUING ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 2,039.00 FEET, THROUGH A CENTRAL ANGLE OF 02°43'32", SAID CURVE HAVING A CHORD THAT BEARS SOUTH 86°43'51" WEST A CHORD DISTANCE OF 96.99 FEET, FOR AN ARC LENGTH OF 97.00 FEET;
2. SOUTH 85°22'05" WEST, A DISTANCE OF 57.00 FEET, TO THE **TERMINUS** OF SAID DESCRIBED LINE;

TOGETHER WITH A PORTION OF LAND LYING SOUTHERLY OF COUNTRY VISTA DRIVE DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 17, FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION BEARS SOUTH 00°40'42" EAST, A DISTANCE OF 2652.51 FEET; THENCE SOUTH 00°40'42" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, A DISTANCE OF 122.76 FEET, MORE OR LESS, TO THE SOUTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE; THENCE ALONG SAID SOUTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. SOUTH 88°25'51" WEST, A DISTANCE OF 438.49 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE LEFT;
2. ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 1,961.00 FEET, THROUGH A CENTRAL ANGLE OF 00°17'32", SAID CURVE HAVING A CHORD THAT BEARS SOUTH

88°17'05" WEST A CHORD DISTANCE OF 10.00 FEET, FOR AN ARC LENGTH OF 10.00 FEET, TO THE **POINT OF BEGINNING** OF THE HEREIN DESCRIBED EASEMENT AREA;

THENCE SOUTH 00°16'39" WEST, A DISTANCE OF 6.00 FEET;

THENCE SOUTH 52°30'22" WEST, A DISTANCE OF 10.50 FEET;

THENCE SOUTH 64°55'31" WEST, A DISTANCE OF 25.00 FEET;

THENCE SOUTH 00°16'39" WEST, A DISTANCE OF 5.20 FEET;

THENCE SOUTH 86°33'10" WEST, A DISTANCE OF 65.50 FEET;

THENCE NORTH 00°16'39" EAST, A DISTANCE OF 6.30 FEET;

THENCE NORTH 70°23'40" WEST, A DISTANCE OF 38.40 FEET;

THENCE NORTH 00°16'39" EAST, A DISTANCE OF 4.50 FEET, TO SAID SOUTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE;

THENCE ALONG SAID SOUTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. NORTH 85°22'05" EAST, A DISTANCE OF 38.00 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE RIGHT;
2. ALONG SAID CURVE TO THE RIGHT, HAVING A RADIUS OF 1,961.00 FEET, THROUGH A CENTRAL ANGLE OF 02°46'14", SAID CURVE HAVING A CHORD THAT BEARS NORTH 86°45'12" EAST A CHORD DISTANCE OF 94.82 FEET, FOR AN ARC LENGTH OF 94.83 FEET, TO THE **POINT OF BEGINNING**.

SAID EASEMENT AREAS CONTAINING 3,904 SQUARE FEET OR 0.09 ACRES, MORE OR LESS.

DESCRIPTION OF
TRAFFIC SIGNAL EASEMENT

PORTIONS OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 25 NORTH, RANGE 45 EAST, WILLAMETTE MERIDIAN, CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

AN 8.00-FOOT-WIDE STRIP OF LAND, LYING NORTHERLY OF, PARALLEL AND CONTIGUOUS WITH THE FOLLOWING DESCRIBED LINE;

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 17, FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION BEARS SOUTH 00°40'42" EAST, A DISTANCE OF 2652.51 FEET; THENCE SOUTH 00°40'42" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, A DISTANCE OF 44.75 FEET, MORE OR LESS, TO THE NORTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE;

THENCE ALONG SAID NORTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. SOUTH 88°25'51" WEST, A DISTANCE OF 439.71 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE LEFT;
2. ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 2,039.00 FEET, THROUGH A CENTRAL ANGLE OF 00°20'14", SAID CURVE HAVING A CHORD THAT BEARS SOUTH 88°15'44" WEST A CHORD DISTANCE OF 12.00 FEET, FOR AN ARC LENGTH OF 12.00 FEET, TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED LINE;

THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE AND THE SOUTHERLY LINE OF SAID 8.00-FOOT-WIDE EASEMENT FOR THE FOLLOWING TWO COURSES:

1. CONTINUING ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 2,039.00 FEET, THROUGH A CENTRAL ANGLE OF 02°43'32", SAID CURVE HAVING A CHORD THAT BEARS SOUTH 86°43'51" WEST A CHORD DISTANCE OF 96.99 FEET, FOR AN ARC LENGTH OF 97.00 FEET;
2. SOUTH 85°22'05" WEST, A DISTANCE OF 57.00 FEET, TO THE TERMINUS OF SAID DESCRIBED LINE;

TOGETHER WITH A PORTION OF LAND LYING SOUTHERLY OF COUNTRY VISTA DRIVE DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 17, FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION BEARS SOUTH 00°40'42" EAST, A DISTANCE OF 2652.51 FEET; THENCE SOUTH 00°40'42" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, A DISTANCE OF 122.76 FEET, MORE OR LESS, TO THE SOUTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE;

THENCE ALONG SAID SOUTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. SOUTH 88°25'51" WEST, A DISTANCE OF 438.49 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE LEFT;
2. ALONG SAID CURVE TO THE LEFT, HAVING A RADIUS OF 1,961.00 FEET, THROUGH A CENTRAL ANGLE OF 00°17'32", SAID CURVE HAVING A CHORD THAT BEARS SOUTH 88°17'05" WEST A CHORD DISTANCE OF 10.00 FEET, FOR AN ARC LENGTH OF 10.00 FEET, TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED EASEMENT AREA;

THENCE SOUTH 00°16'39" WEST, A DISTANCE OF 6.00 FEET;

THENCE SOUTH 52°30'22" WEST, A DISTANCE OF 10.50 FEET;

THENCE SOUTH 64°55'31" WEST, A DISTANCE OF 25.00 FEET;

THENCE SOUTH 00°16'39" WEST, A DISTANCE OF 5.20 FEET;

THENCE SOUTH 86°33'10" WEST, A DISTANCE OF 65.50 FEET;

THENCE NORTH 00°16'39" EAST, A DISTANCE OF 6.30 FEET;

THENCE NORTH 70°23'40" WEST, A DISTANCE OF 38.40 FEET;

THENCE NORTH 00°16'39" EAST, A DISTANCE OF 4.50 FEET, TO SAID SOUTHERLY RIGHT OF WAY LINE OF COUNTRY VISTA DRIVE;

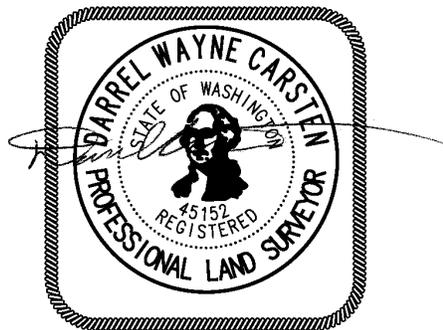
THENCE ALONG SAID SOUTHERLY RIGHT OF WAY LINE FOR THE FOLLOWING TWO COURSES:

1. NORTH 85°22'05" EAST, A DISTANCE OF 38.00 FEET, TO THE BEGINNING OF A TANGENT CURVE TO THE RIGHT;
2. ALONG SAID CURVE TO THE RIGHT, HAVING A RADIUS OF 1,961.00 FEET, THROUGH A CENTRAL ANGLE OF 02°46'14", SAID CURVE HAVING A CHORD THAT BEARS NORTH 86°45'12" EAST A CHORD DISTANCE OF 94.82 FEET, FOR AN ARC LENGTH OF 94.83 FEET, TO THE POINT OF BEGINNING.

SAID EASEMENT AREAS CONTAINING 3,904 SQUARE FEET OR 0.09 ACRES, MORE OR LESS.

Prepared by Parametrix, Inc.
On: July 23, 2020
By: Jason MacLeod, LSIT
Reviewed by Darrel Carsten, PLS

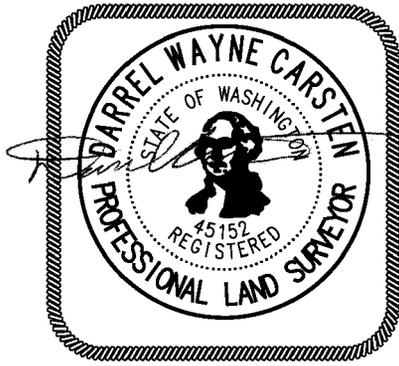
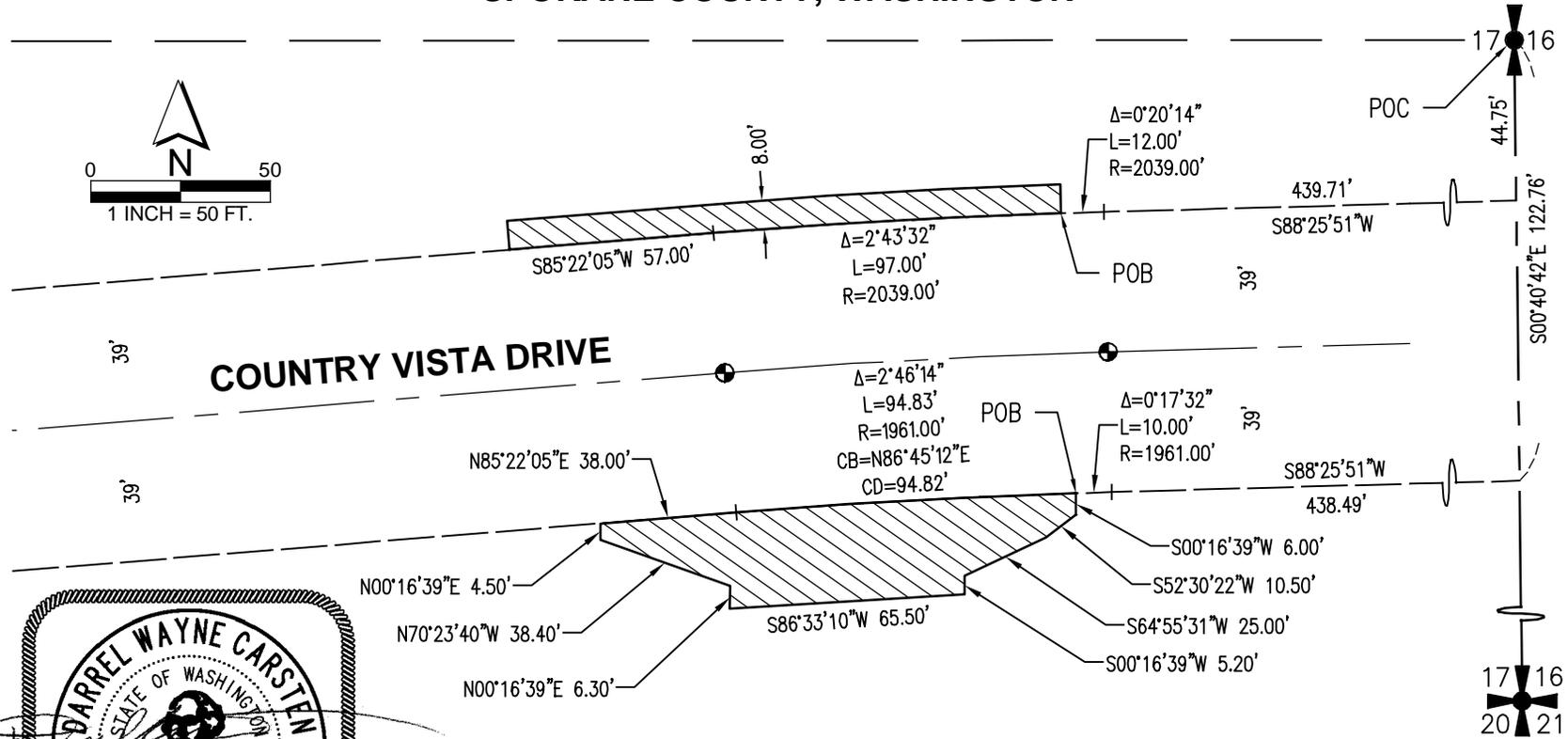
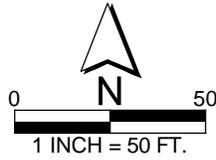
U:\Spok\Projects\Clients\7878-
CityOfLibertyLake\377-7878-009
RidgelineHighSchoolSig\99Svc\Survey\00Current
\Doc\SP7878009T02V-ESMT DESCRIPTION.docx



7/27/2020

TRAFFIC SIGNAL EASEMENTS

PORTIONS OF THE NE 1/4 OF THE SE 1/4 OF SECTION 17 TOWNSHIP 25 NORTH, RANGE 45 EAST, WILLAMETTE MERIDIAN SPOKANE COUNTY, WASHINGTON



7/27/2020

EXHIBIT MAP

Parametrix

ENGINEERING . PLANNING . ENVIRONMENTAL SCIENCES



835 N Post, Suite 201 | Spokane, WA 99201
P 509.328.3371
WWW.PARAMETRIX.COM



AGENDA ITEM NO.: 10Bii

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:

Donation from Stacy Julian

FOR THE AGENDA OF: 9.1.2020

DEPT. OF ORIGIN: Library

EXHIBIT:

None

DEPT. HEAD APPROVAL: Director

EXPENDITURE REQUIRED:	No
BUDGETED:	No

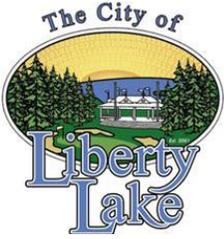
SUMMARY STATEMENT

Liberty Lake Municipal Library desires to accept a donation from Stacy Julian in the amount of \$800 to be used for collection development purposes.

RECOMMENDED ACTION

1. Accept donation.

RESOLUTION



AGENDA ITEM NO.: 11

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:

River Crossing East First Addition Final Plat

FOR THE AGENDA OF: September 1st, 2020

DEPT. OF ORIGIN: Planning, Engineering & Building Services

EXHIBIT:

Resolution ~~20-XXX~~ 20-279

River Crossing East First Addition Final Plat Map

DEPT. HEAD APPROVAL:

EXPENDITURE REQUIRED:	Not Applicable
BUDGETED:	Not Applicable

SUMMARY STATEMENT

The Preliminary Plat of River Crossing East, consisting of 612 lots and several tracts for residential, commercial and mixed use development on 164.11 acres was approved by the Hearing Examiner on August 15, 2018. River Crossing East First Addition Final Plat has now been received and reviewed, and is ready for final plat approval. The River Crossing East Addition Final Plat is 7.06 acres in size and contains 33 Lots, 1 Tract, with a public street and private alley. All applicable conditions from the preliminary plat approval have been met or a performance guarantee has been provided and appropriate signatures / letters of acceptance have been obtained or will be obtained prior to recording. River Crossing East First Addition Final Plat is in conformance with all applicable land use controls.

RECOMMENDED ACTION

1. Approve the resolution and authorize the recordation of the Final Plat.

**RESOLUTION NO. 20-279
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON APPROVING
THE FINAL PLAT OF RIVER CROSSING EAST FIRST ADDITION, LOCATED IN A
PORTION OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 25N,
RANGE 45 E.W.M., LIBERTY LAKE, WASHINGTON**

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 River Crossing East consisting of 612 parcels plus open space tracts and public streets and private alleys on approximately 164.11 acres was approved by the Hearing Examiner on August 15, 2018;

WHEREAS, The River Crossing East Addition Final Plat, is 7.06 acres in size and contains 33 Lots, one Tract, and a public street;

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

WHEREAS, The River Crossing East First 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 River Crossing East First Addition, Located in a portion of the Southwest Quarter of Section 9, 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 September, 2020.

Shane Brickner, Mayor
City of Liberty Lake

ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

DEDICATION

KNOW ALL MEN BY THESE PRESENTS, THAT RIVERCROSSING LLC A WASHINGTON LIMITED LIABILITY COMPANY HAVE CAUSED TO BE PLATTED INTO LOTS THE LAND SHOWN HEREON, TO BE KNOWN AS RIVER CROSSING EAST 1ST ADDITION. BEING PORTIONS OF GOVERNMENT LOTS 5 AND 6, AND A PORTION OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 25 N, RANGE 45E, W.M. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 1, BLOCK 1 OF THE FINAL PLAT OF RIVER CROSSING EAST ADDITION, RECORDED IN BOOK 41 OF PLATS, PAGES 26 AND 27, SAID POINT ALSO BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE NORTH AND HAVING A RADIUS OF 2039.50 FEET AND A CHORD BEARING AND DISTANCE OF N84°55'39"E, 533.48 FEET; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 15°01'48" AN ARC DISTANCE OF 535.01 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE NORTHWEST AND HAVING A RADIUS OF 2897.60 FEET AND A CHORD BEARING AND DISTANCE OF N76°11'43"E, 97.36 FEET; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 02°04'05" AN ARC DISTANCE OF 97.37 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE SOUTHEAST AND HAVING A RADIUS OF 20.00 FEET AND A CHORD BEARING AND DISTANCE OF S30°43'54"W, 28.21 FEET; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 89°42'23" AN ARC DISTANCE OF 31.31 FEET TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE SOUTHWEST AND HAVING A RADIUS OF 4029.00 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 03°07'20" AN ARC DISTANCE OF 219.55 FEET TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE NORTHEAST AND HAVING A RADIUS OF 20.00 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 93°24'57" AN ARC DISTANCE OF 32.61 FEET; THENCE S07°29'27"E A DISTANCE OF 58.43 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE SOUTHEAST AND HAVING A RADIUS OF 20.00 FEET AND A CHORD BEARING AND DISTANCE OF S32°59'17"W, 27.07 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 85°11'38" AN ARC DISTANCE OF 29.74 FEET TO THE BEGINNING OF A REVERSE CURVE CONCAVE TO THE WEST AND HAVING A RADIUS OF 4029.00 FEET; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 01°31'49" AN ARC DISTANCE OF 107.60 FEET; THENCE S81°55'17"W A DISTANCE OF 58.00 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE NORTHWEST AND HAVING A RADIUS OF 2478.00 FEET AND A CHORD BEARING AND DISTANCE OF S81°53'21"W, 405.06 FEET; THENCE WESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 09°22'34" AN ARC DISTANCE OF 405.51 FEET TO THE NORTHEAST CORNER OF LOT 2, BLOCK 3 OF SAID FINAL PLAT OF RIVER CROSSING EAST ADDITION; THENCE ALONG THE BOUNDARY OF SAID FINAL PLAT OF RIVER CROSSING EAST ADDITION THE FOLLOWING (9) NINE CURVES:

- 1) S87°15'46"W A DISTANCE OF 130.13 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE EAST AND HAVING A RADIUS OF 646.00 FEET AND A CHORD BEARING AND DISTANCE OF N00°02'21"W, 10.85 FEET;
- 2) THENCE NORTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 00°57'43" AN ARC DISTANCE OF 10.85 FEET;
- 3) N89°33'30"W A DISTANCE OF 186.21 FEET;
- 4) N06°22'27"E A DISTANCE OF 122.29 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE TO THE EAST AND HAVING A RADIUS OF 176.00 FEET;
- 5) THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 04°43'19" AN ARC DISTANCE OF 14.50 FEET;
- 6) N11°05'45"E A DISTANCE OF 114.27 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE TO THE SOUTHEAST AND HAVING A RADIUS OF 46.00 FEET;
- 7) THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 74°36'03" AN ARC DISTANCE OF 59.89 FEET;
- 8) N04°18'11"W A DISTANCE OF 24.00 FEET;
- 9) N01°44'14"E A DISTANCE OF 120.97 FEET TO THE POINT OF BEGINNING.

SUBJECT TO ALL EASEMENTS OF RECORD
CONTAINING: 7.06 ACRES MORE OR LESS
SITUATE IN THE CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON

AND THEY DO HEREBY DEDICATE TO PUBLIC USE FOREVER THE PUBLIC STREETS AND ROADS (DESCHUTES AVENUE, HOOD RIVER ROAD, AND MOYIE ROAD). LOTS 1, AND 2, BLOCK 4, BEING ONE-FOOT (1') WIDE STRIP OF LAND AS SHOWN HEREON ARE HEREBY DEDICATED TO THE CITY OF LIBERTY LAKE AS GENERAL CITY PROPERTY, TO BE DEDICATED FOR ROAD PURPOSES FOREVER, AT SUCH TIME AS THE ROAD IS CONTINUED AS A FULL WIDTH RIGHT OF WAY, OR UNTIL ADJACENT LANDS ARE PLATTED.

EASEMENTS FOR "DRY" UTILITIES (ELECTRIC, GAS, PHONE, FIBER, CABLE TV) AS SHOWN ON THE HEREIN DESCRIBED PLAT ARE HEREBY DEDICATED FOR THE USE OF SERVING UTILITY COMPANIES FOR THE CONSTRUCTION, RECONSTRUCTION, MAINTENANCE, PROTECTION, INSPECTION AND OPERATION OF THEIR RESPECTIVE FACILITIES, TOGETHER WITH THE RIGHT TO PROHIBIT, TRIM AND/OR REMOVE TREES, BUSHES, LANDSCAPING, WITHOUT COMPENSATION AND TO PROHIBIT BRICK, ROCK OR MASONRY STRUCTURES THAT MAY INTERFERE WITH THE CONSTRUCTION, RECONSTRUCTION, RELIABILITY, MAINTENANCE, AND SAFE OPERATION OF SAME. STORM DRAIN DRY WELLS AND WATER METER BOXES SHALL NOT BE PLACED WITHIN THE "DRY" EASEMENTS; HOWEVER, LATERAL CROSSINGS BY STORM DRAIN, WATER AND SEWER LINES ARE PERMITTED. THE DEVELOPER OF RIVER CROSSING EAST, AND ALL SUBSEQUENT PROPERTY OWNERS, SHALL COMPLY WITH THE POWER TRANSMISSION UTILITY EASEMENT, AS RECORDED BY AUDITOR'S DOCUMENT NO. 440018.

AN EASEMENT IS HEREBY GRANTED TO ALL SERVING UTILITY COMPANIES IN TRACT A, (ALLEY).

THE OWNERS OF ALL LOTS WITHIN THIS SUBDIVISION (EXCLUDING LOTS 1, AND 2, BLOCK 1) SHALL BE MEMBERS OF THE RIVERCROSSING OWNER'S ASSOCIATION. AN OWNERS ASSOCIATION CREATED BY DOCUMENT RECORDED NOVEMBER 18, 2002 BY THE SECRETARY OF STATE OF THE STATE OF WASHINGTON UNDER U.B.I. NUMBER 602 249 891 AND SUBJECT TO THE ARTICLES OF INCORPORATION AND BYLAWS THEREOF. ALSO SUBJECT TO THE DECLARATION OF PROTECTIVE COVENANTS FOR RIVERCROSSING OWNER ASSOCIATION AS RECORDED UNDER AUDITOR'S DOCUMENT NO. 55084-9077.

RIVERCROSSING OWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL LANDSCAPED STRIPS, OPEN SPACE, COMMON AREAS, ALLEYS/DRIVEWAYS/AUTO-COURT LANES, PRIVATE STREETS, AND STREET LIGHTING, AS APPLICABLE.
TRACT A (ALLEY) IS HEREBY DEDICATED TO THE RIVER CROSSING OWNERS ASSOCIATION

TRACTS A (ALLEY) SHALL BE CONSIDERED SUBSERVIENT ESTATES FOR TAX PURPOSES TO THE OTHER LOTS CREATED HEREIN.

THE OWNERS OR SUCCESSORS IN INTEREST AGREE TO JOIN IN ANY CITY-APPROVED LOCAL IMPROVEMENT DISTRICT FOR STREET IMPROVEMENTS AND TO PAY SUCH RATES AND CHARGES AS MAY BE FIXED THROUGH PUBLIC HEARINGS FOR SERVICE OR BENEFIT OBTAINED BY THE PLANNING, DESIGN, CONSTRUCTING, MAINTAINING, OR OPERATION OF STREETS.

THE OWNERS OR SUCCESSORS IN INTEREST AGREE TO JOIN IN ANY CITY-APPROVED STORMWATER MANAGEMENT PROGRAM AND TO PAY SUCH RATES AND CHARGES AS MAY BE FIXED THROUGH PUBLIC HEARINGS FOR SERVICE OR BENEFIT OBTAINED BY THE PLANNING, DESIGN, CONSTRUCTING, MAINTAINING, OR OPERATION OF STORMWATER CONTROL FACILITIES.

PUBLIC SEWERS SHALL BE CONSTRUCTED TO PROVIDE FOR THE CONNECTION OF EACH PARCEL TO THE COUNTY'S SYSTEM OF SEWERAGE. USES ON PROPERTIES WITHIN THE PROJECT SHALL BE REQUIRED TO CONNECT TO THE SEWER AND PAY APPLICABLE CHARGES PER THE COUNTY SEWER ORDINANCE. SEWER CONNECTION PERMITS SHALL BE REQUIRED. ALL EXISTING USES, NOT CURRENTLY CONNECTED TO THE SANITARY SEWER SYSTEM, ARE REQUIRED TO BE CONNECTED.

A PUBLIC WATER SYSTEM WILL BE REQUIRED TO BE INSTALLED FOR THE PLAT. INDIVIDUAL SERVICE MUST BE PROVIDED TO EACH LOT PRIOR TO SALE. THE USE OF PRIVATE WELLS OR WATER SYSTEMS IS PROHIBITED. THE DEVELOPER OF THE PROPOSAL SHALL BEAR THE COST OF AND SHALL PROVIDE FOR INDIVIDUAL DOMESTIC WATER SERVICE AS WELL AS FIRE PROTECTION TO EACH LOT PRIOR TO SALE OF EACH LOT AND PRIOR TO ISSUANCE OF A BUILDING PERMIT FOR EACH LOT.

IN WITNESS WHEREOF, THE AFORESAID OWNERS HAVE CAUSED THEIR NAMES TO BE HEREUNTO SUBSCRIBED THIS _____ DAY OF _____, 20____.

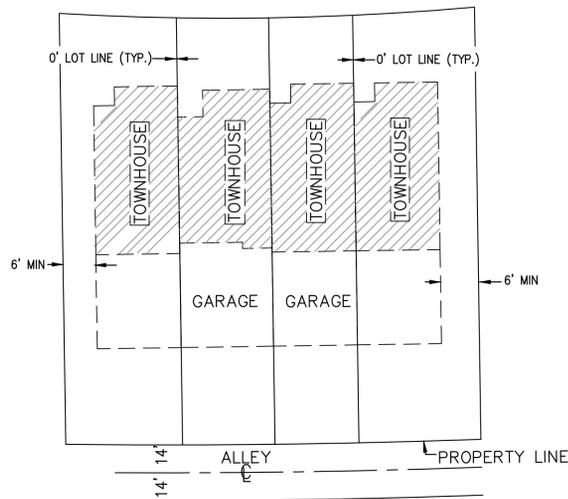
RIVERCROSSING LLC, A WASHINGTON LIMITED LIABILITY COMPANY
BY: _____
ITS: _____

STATE OF WASHINGTON)
) SS
COUNTY OF SPOKANE)

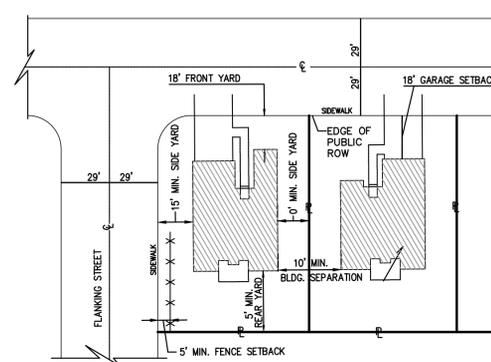
I CERTIFY THAT I KNOW OR THAT I HAVE SATISFACTORY EVIDENCE THAT _____ IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE _____ OF RIVERCROSSING LLC, TO BE THE FREE AND VOLUNTARY ACT OF SUCH COMPANY, FOR THE USES AND PURPOSES STATED IN THE INSTRUMENT.

DATED THIS _____ DAY OF _____, 20____.

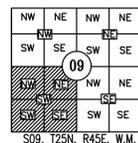
NOTARY PUBLIC, IN AND FOR THE STATE
OF WASHINGTON RESIDING AT SPOKANE,
MY COMMISSION EXPIRES _____



TYPICAL SETBACKS
FOR ZERO LOT LINE
NOT TO SCALE



TYPICAL
SETBACKS
NOT
TO
SCALE



SPOKANE COUNTY AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF _____, 20____
AT _____ M., IN BOOK _____ OF _____ AT PAGE _____
AT THE REQUEST OF _____

SPOKANE COUNTY AUDITOR BY DEPUTY

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION AND IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS ACTUALLY SURVEYED AND IS IN CONFORMANCE WITH THE REQUIREMENTS OF THE CITY OF LIBERTY LAKE SUBDIVISION ORDINANCE. THE LAND WAS CORRECTLY SURVEYED AND MARKED WITH THE PROPER MONUMENTS AS PROVIDED IN RCW 58.17.



RUDY F. KITZAN, PLS
CERTIFICATE NUMBER 33141

CITY OF LIBERTY LAKE

THIS PLAT WAS APPROVED AND ACCEPTED BY THE CITY OF LIBERTY LAKE OF SPOKANE COUNTY, WASHINGTON, ON THIS _____ DAY OF _____, 20____.

MAYOR, CITY OF LIBERTY LAKE

CITY OF LIBERTY LAKE PLANNING, ENGINEERING AND BUILDING SERVICES

EXAMINED AND APPROVED THIS _____ DAY OF _____, 20____.

CITY OF LIBERTY LAKE DIRECTOR OF PLANNING AND ENGINEERING

CITY OF LIBERTY LAKE ENGINEER

EXAMINED AND APPROVED THIS _____ DAY OF _____, 20____.

CITY OF LIBERTY LAKE ENGINEER

SPOKANE COUNTY ASSESSOR

EXAMINED AND APPROVED THIS _____ DAY OF _____, 20____.

SPOKANE COUNTY ASSESSOR BY DEPUTY

SPOKANE COUNTY TREASURER

I DO HEREBY CERTIFY THAT ALL TAXES WHICH HAVE BEEN LEVIED AND BECOME CHARGEABLE AGAINST THE LAND SHOWN WITHIN THIS MAP HAVE BEEN FULLY PAID THE _____ DAY OF _____, 20____.

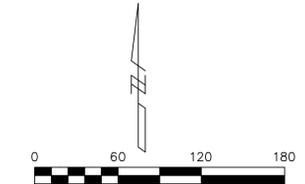
SPOKANE COUNTY TREASURER, BY DEPUTY

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 LJK	APPROVED RFK	SCALE 1"=60'	PROJECT 20-102
	DATE 08/06/20	DATE 08/06/20	SHEET 1 OF 2	FIELD BOOK

FINAL PLAT OF
RIVER CROSSING EAST 1ST ADDITION
PORTIONS OF THE NORTHWEST, NORTHEAST, SOUTHEAST AND
SOUTHWEST QUARTERS OF THE SOUTHWEST QUARTER OF
SECTION 9 IN TOWNSHIP 25 NORTH, RANGE 45 EAST, W.M.,
CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON

FILED FOR RECORD THIS DAY OF 20 AT M. IN BOOK OF AT THE REQUEST OF

SPOKANE COUNTY AUDITOR BY DEPUTY



LEGEND

- FOUND AS NOTED
-FOUND 1/2" REBAR WITH YELLOW PLASTIC CAP "KITZAN 33141" OR LEAD PLUG WITH WASHER MARKED "KITZAN 33141" PER (A)
-SET 1/2" X 18" REBAR WITH YELLOW PLASTIC CAP MARKED "KITZAN 33141", OR LEAD PLUG WITH WASHER MARKED "KITZAN 33141" AT ACTUAL CORNER.
P.O.B.= POINT OF BEGINNING
(R)= RADIAL BEARING

PLAT INFORMATION

TOTAL NO. LOTS: 33 LOTS
TOTAL PLAT AREA: 7.06 ACRES
EXISTING ZONING: SAP-08-0001 RIVER DISTRICT RD-R MIXED RESIDENTIAL

DATE OF SURVEY

THE MONUMENTS SHOWN AS FOUND AND TIED HEREON WERE VISITED IN MARCH OF 2020.

LINE TABLE with columns: LINE, BEARING, DISTANCE. Rows: L1, L2, L3.

LOT & BLOCK ADDRESS NO. UNITS ACREAGE S.F. Table listing lots 1L1B1 through 1L2B1 with their respective details.

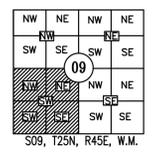
NET DENSITY=46 UNITS/5.12 ACRES=8.98 UNITS PER ACRE

CURVE TABLE with columns: CURVE, RADIUS, ARC LENGTH, CHORD LENGTH, CHORD BEARING, DELTA ANGLE. Lists curves C1 through C73.

REFERENCES: (A) FINAL PLAT OF RIVER CROSSING EAST ADDITION, RECORDED IN BOOK 41 OF PLATS, PAGES 26 AND 27. (B) LAND CORNER RECORD RECORDED UNDER AFN 6804659

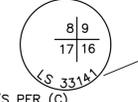
EQUIPMENT AND PROCEDURES: THIS SURVEY WAS PERFORMED WITH A SOKKIA GSR2700 ISX GPS SYSTEM AND A SOKKIA SX ROBOTIC TOTAL STATION. THE AMOUNT OF ERROR IN EACH GROUP OF MEASUREMENTS IS WITHIN WASHINGTON STATE TOLERANCES.

BASIS OF BEARINGS: THE BEARING OF N00°48'20"W ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 9.



WEST QUARTER CORNER OF SECTION 9. FND. 3" BRASS CAP IN CONCRETE PER (A). FOUND RP'S PER (A). DATE VISITED 8-14-17.

SOUTHWEST CORNER OF SECTION 9. FND. 5/8" REBAR WITH 2" ALUM. CAP. PER (B).

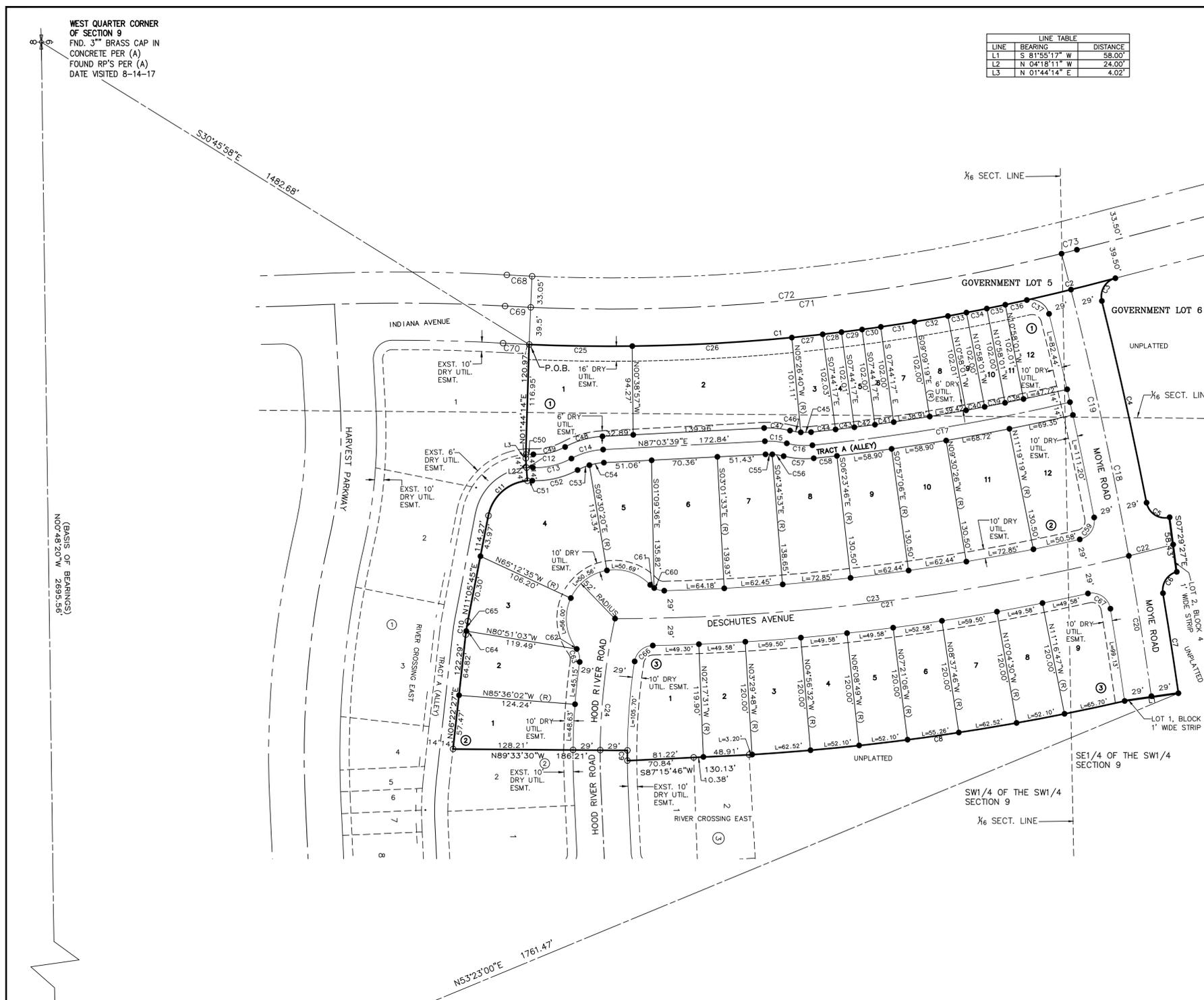


FND R.P.'S PER (C). TACK & TAG KITZAN 33141 IN CURB. TACK & TAG KITZAN 33141 IN POWER POLE. TACK & TAG KITZAN 33141 AT EDGE OF PAVEMENT.

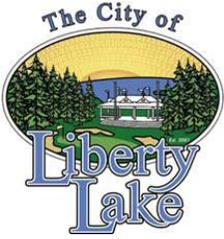
RFK LAND SURVEYING INC.

1420 WEST GARLAND AVENUE SPOKANE, WA 99205 TEL: (509) 324-7881 FAX: (509) 327-7249 E-MAIL: rudy@rfklandsurveying.com

Table with columns: DRAWN, APPROVED, SCALE, PROJECT, DATE, SHEET, FIELD BOOK. Values: LJK, RFK, 1"=60', 20-102, 08/06/20, 2 OF 2, 20-102.



**SECOND READ
ORDINANCE**



AGENDA ITEM NO.: 12

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:

Repeal Ordinance 10 – Establish Travel Policy

FOR THE AGENDA OF: September 1, 2020

DEPT. OF ORIGIN: Administrative Services

EXHIBIT:

Ordinance 10

DEPT. HEAD APPROVAL: RJ Stevenson

EXPENDITURE REQUIRED:	NA
BUDGETED:	NA

SUMMARY STATEMENT

Ordinance 10 was approved in 2001 that created a policy for travel. The City of Liberty Lake also adopted a financial policy in 2002 that also included policies for travel. Ordinance 10 could create a potential conflict with the financial policy and staff recommends repealing this Ordinance.

One of the areas of conflict is in section 1 of Ordinance 10 that suggests the Mayor can amend the policies from time to time. The financial policy requires any amendments to be approved by the City Council. Another area of conflict is any changes made to the financial policy related to travel updated by resolution would also require an Ordinance to amend Ordinance 10.

RECOMMENDED ACTION

1. Adopt Ordinance 10A.

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 10A**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE,
WASHINGTON, REPEALING ORDINANCE NO. 10 ESTABLISHING RULES AND
REGULATIONS FOR OBTAINING TRAVEL AUTHORIZATION, ADVANCE OF
TRAVEL FUNDS, AND REIMBURSEMENT OF EXPENSES.**

WHEREAS, the City of Liberty Lake adopted a financial policy in 2002 that addressed travel expense; and

WHEREAS, Ordinance No. 10 may create a conflict with current or future changes to the City's financial policy.

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

Section 1. Repeal. Ordinance No. 10 is hereby repealed in its entirety.

Section 2. 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 3. 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 1st day of September, 2020.

Mayor, Shane Brickner

ATTEST:

City Clerk, Ann Swenson

Approved as To Form:

City Attorney, Sean P. Boutz

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 10**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE,
WASHINGTON, ESTABLISHING RULES AND REGULATIONS FOR OBTAINING
TRAVEL AUTHORIZATION, ADVANCE OF TRAVEL FUNDS, AND
REIMBURSEMENT OF EXPENSES.**

WHEREAS, the City of Liberty Lake employees and public officials will incur authorized business expenses for travel, subsistence, registration, and related expenses while on City business; and

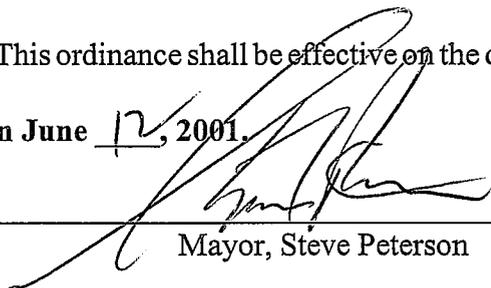
WHEREAS, the City of Liberty Lake would like to provide a reasonable and timely mechanism for the reimbursement of such necessary expenditures.

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

Section 1. Establishing Travel Policies and Procedures. The Travel Policies and Procedures for reimbursement for expenses incurred while on official city business are approved by the Mayor and City Council and are hereby adopted and set forth on the attachment, marked as "Exhibit A" as amended by the Mayor from time to time.

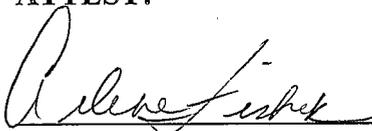
Section 2. Effective Date. This ordinance shall be effective on the date of incorporation.

Passed By the City Council on June 12, 2001.



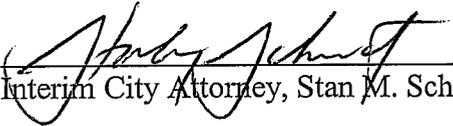
Mayor, Steve Peterson

ATTEST:



Interim City Clerk, Arlene Fisher

Approved As To Form:


Interim City Attorney, Stan M. Schwartz

Date of Publication: 6-20-01
Effective Date: Date of Incorporation

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 1 of 6**

1. Purpose

To establish a policy and procedure related to obtaining travel authorization, advance travel funds, and reimbursing employees for expenses incurred in conduct of business of the City.

2. Policy

It is the policy of the City of Liberty Lake to reimburse City elected and appointed officials, employees, and members of boards and commissions for their reasonable expenses actually incurred in the conduct of their business for the City. Reimbursement for such necessary and reasonable expenses will be made subject to the rules herein by application and upon compliance with this policy and with Chapter 42.24, Revised Code of Washington. Such expenditures will be commensurate with the employee's normal standard of living, but is assumed and expected that expenses will be consistent with the best interests of the City and its desire to minimize travel costs.

Payment in advance for such travel expense may be made from an advanced travel fund subject to and in compliance with Provision 3.5 of this policy. An advance to the employee for approved anticipated travel expenses will not be paid when total estimated expenditures are less than \$50.00.

Any normal travel time in excess of one day each way, which is brought about by the employee's choice of transportation, will be charged to the employee as vacation time. Paid time for travel shall be clearly resolved in accordance with FLSA guidelines in advance of authorizing travel.

3. Procedure

3.1 Authorization to Travel

Travel by City employees, City Administrator, Mayor, City Council, and board and commission members shall be specifically provided for in an approved budget and as provided below:

3.1.1 Specific trip authorization shall be approved on a Travel Authorization form as provided in Section 3.6.

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 2 of 6**

3.1.2 Council Members - Travel and attendance is authorized for Council workshops and all annual committee workshops or task force meetings scheduled by the Association of Washington Cities, National League of Cities, or special events that may require Council attendance.

3.1.3 Board and commission members - Workshops, seminars, and conferences are normally included in budget requests.

3.1.4 Unanticipated or special travel may be approved provided such approval is received as noted on the Travel Request and Authorization form.

3.1.5 All Travel Request and Authorization forms, regardless of requiring advance travel funds, shall be submitted to the Finance Director to be made available for review upon request.

3.2 Eligible Expenditures

Generally, eligible expenditures include travel and living costs incurred by the employee while away from the City and expenses incurred within the City necessitated by City business. In the Spokane County area, necessary expenses will be reimbursed only for an employee representing the City in his/her official capacity and in the discharge of his/her duties. Such in-County expenses should first be authorized as provided for in Section 3.6 below.

3.2.1 Registration - Actual cost of registration of any employee at a meeting, conference, or convention for which he/she has received approval. Registration should be prepaid. The Finance Director is to be contacted in sufficient time to process the registration with regular accounts payable procedures. If it is not possible to prepay registration fees, receipts must be submitted for reimbursement, or accompany the credit card billing statement.

3.2.2 Transportation - Actual costs for bus travel, train travel, taxi, tolls, car rentals, parking fees and air travel are eligible, provided all air travel shall be by coach class, unless only higher cost accommodations are available. Payment for air travel shall be at actual cost from Spokane International Airport to destination and return.

Employees using a personally owned auto to travel out of town on City business will be reimbursed at the Internal Revenue Service rate and provided payment will not exceed coach class airfare to and from the same destination.

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 3 of 6**

- 3.2.3 Lodging - Actual cost of hotel or motel accommodations is eligible. If a family member or guest accompanies the employee, the employee shall pay for the amount over that of a single accommodation. The single accommodation rate must be noted on the hotel/motel bill submitted.
- 3.2.4 Meals - An individual shall be deemed on travel status where the travel includes reimbursable lodging. Individuals on travel status shall be reimbursed for meal expense while on travel status at the same per diem rate as established by the IRS Publication 1542. Only if compelling business-related circumstance exists, shall meals on travel status be reimbursed at the actual cost. Per diem rates include the costs of tax and gratuity. No receipts are required for meals not exceeding per diem rates. Or an individual may use a City credit card to pay for meals, following the above limits. Any meals charged to a City credit card require a receipt.

Expenses for meals, where City business is conducted and that could reasonably occur during non-meal periods, are not eligible for reimbursement.

Meals for City Council, boards, commissions, and staff conducting formal City business during meal times are specifically authorized.

Non-travel status travel expense need not be preapproved prior to being incurred unless the individual who would normally approve such expenditures after the fact has set a policy that requires such pre-approval. Where pre-approval has not been required and the person proposing to incur the expense has any question about the legitimacy of the expense, pre-approval should be obtained. Individuals who incur non-travel status travel expense without pre-approval incur such expense at their own peril; i.e., if reimbursement or authorization of the charge on a City credit card is not approved, the expense will be the individual's personal obligation. Travel expense incurred while on travel status requires the pre-approval as set forth in Section 3.6. The act of obtaining a City credit card does not indicate preapproval of expenses.

Eligible meal expense when not on travel status requires submission of the restaurant receipt (not the receipt which can be filled out by the individual) and shall be reimbursed or charged on City credit card approved at actual cost, not to exceed the applicable per diem rate.

Individuals may be reimbursed for single non-travel status meal expense from the petty cash fund, provided proper documentation and approval is submitted.

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 4 of 6**

Except for lodging where individuals share the same room or transportation conveyance (cab, rental car, etc.), each individual seeking reimbursement must incur his/her own expense and seek individual reimbursement. The only exceptions are group meals arranged for working sessions or banquets arranged by a department.

- 3.2.5 Laundry and Valet Service - Actual cost of laundry and/or valet service are allowable expenses when employees are required to be away from the City for more than six days at one time or the conditions under which they are required to work while away from the City create a more than normal need for such services.
- 3.2.6 Telephone - Charges for telephone are eligible for reimbursement if City business requires such communication. Where possible, calls should be made using the SCAN system. Employees staying outside of Spokane County on business are allowed one personal call per day at City expense. Such calls shall not exceed 10 minutes in duration. Any personal calls in excess of one per day are to be paid by the employee.

3.3 Ineligible Expenses

None of the following expenses shall be paid by the City: travel paid for by any other organization, alcoholic beverages, valet services (except as noted above), meals or lodging accommodations for family or guests, tour bus fees for sightseeing tours, mileage if traveling as a passenger in a privately owned car, trip insurance, hosting, or any other personal expenditures for entertainment or other purposes.

3.4 Documentation of Expenses

All actual expenses shall be submitted to the Finance Director (for reimbursement) on the Travel Authorization form. In the case of lodging expense, a detailed statement of charges must be submitted. Each employee is expected to submit his/her own travel expense voucher reflecting reimbursable expenses actually incurred.

If lodging accommodations are shared between two or more employees, the lodging portion of the billing for all such employees may be submitted by the employee paying the bill.

Claim of any charge which could reasonably raise a question should be accompanied by an explanation of such charge.

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 5 of 6**

3.5 Advance Travel

Travel advances are intended for out-of-pocket expenses to be paid by the employee during authorized travel.

Travel advances are not intended for travel tickets, pre-registration fees, prepaid lodging and other such items which can normally be billed to the City or paid through the regular accounts payable system, or City credit card. Employees are expected to plan ahead for such items, as these items may not be included in advance.

The Advance Travel Fund will not be used to make reimbursements to employees.

Settlement for travel advance must be made on or before the fifth calendar day following the end of the authorized travel and will be accompanied by the unexpended portion of the travel advance.

Travel advances are considered liens against any amount owed by the City to the employee. Any amounts in default may be withheld by the City from funds owed to the employee. No advance will be made to an employee who has an advance which is in default. Any employee with a demonstrated history of advance travel defaults may be barred from receiving advance travel funds by the Mayor, City Administrator, or Department Director, as appropriate.

3.6 Approvals

Travel and expense reimbursement or credit card payment authorization under this policy must be signed, approved, and filed in the Finance Department on a City purchase order or a petty cash slip if under \$20.00. Normally, claims for reimbursement and credit card charge receipts are to be submitted no later than 5 days after the return from travel. In the case of travel advances, receipts for expenditures and supplemental claims must be submitted within 5 days of travel. Ongoing approval responsibility for specific travel, reimbursement for expenditures and credit card charges shall be made, pursuant to normal purchase order duly verified by the claimant, and submitted for final approval as noted below:

- a. If Council or other commissions or boards - approval will be made by the Mayor.
- b. If the Mayor - approval will be made by the Mayor Pro Tem.

**POLICY #CLL-1210, PROCEDURE FOR TRAVEL AUTHORIZATION
AND REIMBURSEMENT – page 6 of 6**

- c. If the City Administrator - by the Mayor, or if the Mayor is not available, the Mayor Pro-Tem.
- d. If the City Attorney - by the Mayor or City Administrator.
- e. If Department Director - approval by the City Administrator.
- f. If other employees - by the direct supervisor and/or department director.

4.0 References

RCW Chapter 42.24, TMC Chapter 3.36, and Substitute Senate Bill 5370.

Effective this date, June 12, 2001.

Steve Peterson, Mayor

CITY OF LIBERTY LAKE TRAVEL AUTHORIZATION

REQUEST FOR REIMBURSEMENT

Date: _____

Name: _____

Purpose of Trip:

Position: _____

Phone No. _____

Destination: _____

Departure Date: _____ Time: _____

Return Date: _____ Time: _____

Budget Account Number: _____

Registration \$ _____

METHOD OF TRAVEL

Airline _____ (Attach Receipt) \$ _____

Private Vehicle Miles Driven _____ @ \$.345 per mile
(Actual fuel costs may be used in lieu of the mileage rate) \$ _____

Rental Car _____ Attach Receipt \$ _____

Food:

No of days _____ (Breakfast _____) Attach Receipt \$ _____

No of days _____ (Lunch _____) Attach Receipt \$ _____

No of days _____ (Dinner _____) Attach Receipt \$ _____

Total (Maximum) _____ \$ _____

Hotel (Government or Conference Rate) \$ _____

TOTAL \$ _____

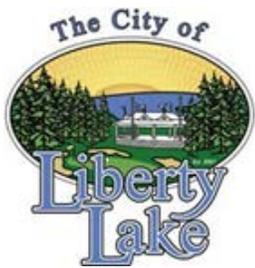
ATTACH ALL ORIGINAL RECEIPTS

I hereby certify under penalty of perjury that this is a true and correct claim for necessary expenses incurred by me and that no payment has been received by me in account thereof.

Approval: _____

SIGNATURE: _____

Introduction of Upcoming Agenda Items



**DRAFT CITY COUNCIL
ADVANCED AGENDAS**

For Planning Discussion Purposes Only

As of August 27, 2020

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

TENTATIVE ITEMS:

Date	Item	Point of Contact
	PENDING	
9/15	Condemnation RE: Henry Road	Lisa Key
	Award bid for Public Works pickup	Jennifer Camp
10/6	Award bid for traffic signal project @ Ridgeline High School	Lisa Key
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	City Council Retreat	City Council
	Approve agreement for City Attorney Services	RJ Stevenson
	Budget Amendment RE: Police Chief	RJ Stevenson
	Discussion of C-2 Zoning – HUB Sports Center	
	Mental Health Crisis Facility - discussion	Katy Allen
	RESOLUTION – Adopting the Network Analysis & Corridor Study	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