

**CITY COUNCIL MEETING / PUBLIC HEARING
TUESDAY, OCTOBER 20, 2020
CITY HALL
HELD REMOTELY**

Link options for public comment:

- [Sign up to provide Public Comment at the meeting via calling in](#)
- [Submit Written Public Comment Prior to 4 pm on October 20, 2020](#)
- [Join the Zoom Meeting](#)

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

COMMITTEE WORKSHOP DISCUSSION – 6:00 p.m.

- Continuation of Capital Facilities Plan discussion

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**
(Larry Alexander)
7. **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**

**City of Liberty Lake's 2021 Proposed Budget
Mayor Brickner**

8. **REPORTS**
 - Mayor and City Council
 - City Administrator
9. **WORKSHOP DISCUSSIONS**

10. CONSENT AGENDA

- i. Approve October 6, 2020 City Council Minutes
- ii. Approve October 20, 2020 vouchers in the amount of \$673,412.45
- iii. Authorize a total of \$50,720 to replace HVAC units, thermostat and lighting for Liberty Lake police and municipal library building and authorize the Mayor to sign the contract with R&R Heating and Air Conditioning

11. PUBLIC HEARINGS / APPEALS

CITY OF LIBERTY LAKE'S PROPOSED 2021

12. RESOLUTIONS

13. ORDINANCES

14. EMERGENCY ORDINANCES

15. INTRODUCTION OF UPCOMING AGENDA ITEMS

16. CITIZEN COMMENTS

17. EXECUTIVE SESSION

- Discuss litigation, per RCW 42.30.111(1)(i)
- Discuss real estate matters, per RCW 42.30.111(1)(c)
- Discuss personnel matters, per RCW 42.30.111(1)(g)

18. 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/84823891942?pwd=Z2xRbmNBdHJCekxKL3VrSXZucDFoQT09>

Dial-in Phone Number

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 848 2389 1942

Passcode: 055232

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/84823891942?pwd=Z2xRbmNBdHJCekxKL3VrSXZucDFoQT09>

Dial-in Phone Number

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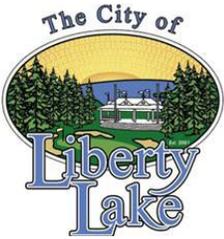
+1 346 248 7799 US (Houston)

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6:00 P.M.

**WORKSHOP
DISCUSSION
MATERIAL**



AGENDA ITEM NO.: None - for 6PM Workshop
BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:
Capital Facilities Plan Workshop

FOR THE AGENDA OF: October 20th, 2020

DEPT. OF ORIGIN: Planning & Engineering

EXHIBIT: Prioritization Matrix
Draft Capital Facilities Plan, 2021-2026

DEPT. HEAD APPROVAL: 

EXPENDITURE REQUIRED:	Yes
BUDGETED:	Yes

SUMMARY STATEMENT

Council Workshop to discuss the draft Capital Facilities Plan, with revisions based upon the Council Workshop on October 6, 2020, and discuss the results of the Prioritization Matrices.

ALIGNMENT WITH STRATEGIC PLAN GOALS

Goal: Quality Facilities and Infrastructure
Strategy: Develop a Capital Facilities Plan
Tasks:

- Prioritize projects;
- Develop project master plans, as needed;
- Prepare cost estimates & phasing plans;
- Identify potential funding sources
- Develop a schedule for design & construction.

RECOMMENDED ACTION

1. Workshop on Draft Capital Facilities Plan and Prioritization Matrix.

Trails & Pedestrian Pathways Capital Projects Prioritization Matrix

Instructions:

In each cell, compare the project highlighted in green (row) to the project highlighted in blue (column). If the green project is the higher priority, place a "1" in the cell. If the blue project is the higher priority, place a "0" in the cell.

	Pedestrian Crossing Allocation	Trail Lighting Master Plan	Sidewalk Improvements, Madson, Mission to Appleway	Sidewalk Improvements, Mission, Aladdin to Caulfield	Sidewalk Master Plan	SCORE
Pedestrian Crossing Allocation						0
Trail Lighting Master Plan						0
Sidewalk Improvements, Madson, Mission to Appleway						0
Sidewalk Improvements, Mission, Aladdin to Caulfield						0
Sidewalk Master Plan						0

City of Liberty Lake
DRAFT 2021 - 2026
Capital Facilities Plan

2021 Project #	PROJECT NAME	LOCATION	FUNDING SOURCE	PROJECT TOTAL (2021-2026)	Current Year 2020	2021	2022	2023	2024	2025	2026	Notes
PARKS & PUBLIC FACILITIES CAPITAL PROJECTS												
1	Trailhead Facility Master Plan	Trailhead	GF, REET	\$	\$100,000							Completed
2	Trailhead Facility Upgrades	Trailhead	GF, REET	TBD								Pending Council Direction
3	Public Works Yard Development	Public Works Yard	GF, REET	\$ 1,260,000	\$100,000	\$600,000	\$360,000	\$300,000				Deferred \$600,000 programmed for 2020 to 2021, reschedules 2021 & 2022 to 2022 & 2023
4	Shade Structure	Rocky Hill Park	GF, REET	\$ 20,000			\$20,000					
5	Parking Lot Expansion	Rocky Hill Park	GF, REET	TBD								
6	Splash Pad	Rocky Hill Park	GF, REET	\$								
7	Master Plan	Town Square	GF, REET	\$ 75,000			\$75,000					Deferred from 2021 to 2022
8	Park Expansion	Town Square	GF, REET	TBD								
9	Fallen Heroes Circuit Course	Orchard Park	GF, REET	\$ 70,000			\$70,000					
10	Sound System	Orchard Park Depot	GF, REET	\$ 20,000			\$20,000					
11	Community Gardens	Orchard Park	GF, REET	\$								
12	Library Facility Upgrades	Library	GF, REET, LIB CAP	TBD								
13	Public Art	TBD	GF, REET	\$ 157,500	\$68,500	\$24,500	\$66,500	\$66,500	TBD	TBD	TBD	Revised based on Art Commission 2021 proposed budget
14	Kiosks	TBD	GF, REET	\$ 150,000				\$50,000	\$50,000	\$50,000		
15	River District Community Message Board	TBD	GF, REET	\$ 20,000				\$20,000				
16	Dog Park	TBD	GF, REET	TBD								
17	Expand City Hall Meeting Room into Covered Porch	TBD	GF, REET	TBD								
18	Golf Cart Charging Stations at City Facilities	TBD	GF, REET	TBD								
19	Council Chamber Recording Hardware	City Hall	GF, REET	\$ 7,500	\$30,845					\$7,500		Completed
TOTALS				\$ 1,780,000	\$ 299,345	\$ 624,500	\$ 611,500	\$ 436,500	\$ 50,000	\$ 57,500	\$	
PARKS & PUBLIC FACILITIES ASSET MANAGEMENT												
A-1	Pavillion Park Improvements (irrigation system replacement)	Pavillion Park	GF, REET	\$ 225,000	\$150,000	\$65,000	\$115,000	\$15,000	15000	\$15,000		Deferred \$50K of 2020 Irrigation System upgrade to 2021 (with a reduction in 2020 funding by an additional \$15K, to reflect bid plus contingency); 2022 funding reflects playground equipment upgrade
A-2	Rocky Hill Park Improvements	Rocky Hill Park	GF, REET	\$ 15,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000		
A-3	Trailhead Improvements	Trailhead	GF, REET	\$ 398,550		\$129,300	\$151,500	\$40,250		\$77,500		Prioritized, short term maintenance items assuming status quo for next several years
A-4	Orchard Park Improvements	Orchard Park	GF, REET	\$ 41,000		\$41,000						\$41,000 originally programmed for 2020 deferred to 2021
A-5	Town Square Improvements	Town Square	GF, REET	\$ 15,000	\$3,000	3000	3000	3000	3000	3000		
A-6	Liberty Lake Ball Field Improvements	Liberty Lake Ball Field	GF, REET	\$								
A-7	City Hall Building Improvements	City Hall	GF, REET	\$ 250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
A-8	Library Building /Police Station Improvements	Library /Police Station	GF, REET	\$ 450,000	\$237,000	\$90,000	\$90,000	90000	90000	\$90,000		Revised to reflect purchase of HVAC, lights & generator in 2020
A-9	Public Works Yard Maintenance	Public Works Yard	GF, REET	\$								
TOTALS				\$ 1,394,550	\$ 443,000	\$ 381,300	\$ 412,500	\$ 201,250	\$ 161,000	\$ 238,500	\$	
TRANSPORTATION CAPITAL PROJECTS												
20	I-90 Improve Interchanges & Local Roads (Harvard Road Bridge Widening & Henry Road Overpass)	Harvard & Henry	CW/TIF/LIFT	\$ 12,125,000	\$4,325,000	\$7,800,000	\$4,325,000					Harvard anticipated to be awarded by Sept, Henry under construction
20 A	Harvard Bridge Widening & I-90 Ramp	Appleway to Mission		\$								
20 B	Henry Road Overpass/Roadway Extension	Country Vista to Mission		\$								
21	Intersection Improvements (Signal)	Legacy Ridge & Country Vista Intersection	TIB/HRM/UT/REET	\$ 480,000	\$115,000	\$480,000						As per Engineer's Estimate in TIB application submitted
22	Country Vista Rebuild/ Operational Improvements	W City Limits to Liberty Lake Rd	TIB/REET/UT	\$ 3,176,000				\$135,000	\$1,520,500	\$1,520,500		\$ Amounts and timing approved in TIP
23	Intersection Improvements (Add turn lane)	Country Vista /Appleway Avenue	HRM	\$ 160,000			\$40,000	\$120,000				
24	Appleway Frontage Improvements	Fairway to E City Limits	REET/UT	\$ 2,200,000			\$200,000	\$2,000,000				
25	Mission Ave Frontage Improvements	W City Limits east to Glenbrook (southside)	REET/UT	\$ 750,000						\$50,000	\$700,000	Approved TIP deferred this out to 2025 & 2026
26	Network Analysis Update & Corridor Study	City Wide	HRM	\$	\$75,000							To be completed in 2020
27	Intersection Improvements (Signal)	Ridgeline HS Main Entrance	TIB/HRM/UT/REET/GEN	\$ 385,000	\$115,000	\$385,000						As per bid awarded
28	Solar-powered School Zone Speed Limit Signs	Country Vista/ Ridgeline HS	HRM/UT/REET	\$	\$5,500							
29	Smart Signal Control	Multiple Locations	HRM	\$ 35,000		\$35,000						Deferred from 2020
30	Stormwater Master Plan	Multiple Locations	STRMW/APA	\$ 250,000		\$250,000						Only if City successful in securing 75% grant/Outcome of Master Plan to id STRMW/APA capitol projects
TOTALS				\$ 19,561,000	\$ 4,635,500	\$ 8,950,000	\$ 4,565,000	\$ 2,255,000	\$ 1,520,500	\$ 1,570,500	\$ 700,000	

City of Liberty Lake
DRAFT 2021 - 2026
Capital Facilities Plan

2021 Project #	PROJECT NAME	LOCATION	FUNDING SOURCE	PROJECT TOTAL (2021-2026)	Current Year 2020	2021	2022	2023	2024	2025	2026	Notes
TRANSPORTATION ASSET MANAGEMENT												
A-10	Annual Street Maintenance Allocation	TBD	UT	\$ 300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	Adopted TIP changed this to \$50,000 annual general maintenance; specific overlay projects to be called out, based on 2024 Preservation Master Plan
A-11	Liberty Lake Road Overlay	Sprague Avenue to Country Vista Drive	TIB/UT	\$	\$840,000							To be completed in 2020
A-12	Mission Ave Overlay	Country Vista to Molter	TIB/REET/UT	\$ 400,000			\$400,000					
A-13	Sprague Avenue Overlay	Liberty Lake Road to Gage	TIB/REET/UT	\$ 1,126,000							\$1,126,000	Approved TIP deferred this project out to 2026
A-14	KramerParkway Overlay	Sprague to Country Vista	TIB/REET/UT	\$ 645,000					\$645,000			Approved TIP added this project
A-15	Pavement Condition Study/ Preservation Master Plan	Citywide	UT	\$ 117,000					\$65,800	\$25,600	\$25,600	To prioritize future preservation projects
TOTALS				\$ 2,588,000	\$ 890,000	\$ 50,000	\$ 450,000	\$ 50,000	\$ 760,800	\$ 75,600	\$ 1,201,600	
TRAILS & PEDESTRIAN PATHWAYS¹												
31	Pedestrian Crossing Allocation	Multiple Locations	GF, REET	\$ 363,000	\$40,000	\$90,000	\$69,000	\$40,000	\$40,000	\$62,000	\$62,000	Deferred \$25K from 2020. Annual funding based on cost estimates for signals identified and prioritized as per adopted policy and engineer's matrix Note: Locations/costs subject to change, based on Pedestrian Master Plan
32	Trail Lighting Master Plan	Multiple Locations	GF, REET	\$ 25,000			\$25,000					
33	Sidewalk Improvements	Madson, from Mission to Appleway	GF, REET	\$ 280,000						\$280,000		Adopted TIP rescheduled this project from 2022 to 2025
34	Sidewalk Improvements	Mission Ave , Northside, Aladdin to Caufield	GF, REET	\$ 175,000		\$175,000						Last segment needs to be rescheduled from 2020 to 2021 (\$175K deferred from 2020)
35	Sidewalk Master Plan	Multiple Locations	GF, REET	\$ 25,000		\$25,000						Rescheduled from 2020 to 2021
TOTALS				\$ 868,000	\$ 40,000	\$ 290,000	\$ 94,000	\$ 40,000	\$ 40,000	\$ 342,000	\$ 62,000	
FLEET EQUIPMENT												
36	12M Grader lease		UT	\$ 111,300	\$ 34,905	\$ 37,100	\$ 37,100	\$ 37,100				3 year lease
37	926M Loader X2		UT	\$ 105,000	\$ 31,549	\$35,000	\$35,000	\$35,000				3 year lease
38	305 Mini Ex		UT	\$ 9,400	\$ 9,191	\$ 9,400						3 year lease
39	Street Sweeper		STRMW/ APA/ GRAN	\$ 300,000			\$ 300,000					
40	Scag Zero		GF	\$	\$15,000							Purchased in 2020
41	Freighliner		GF, UT	\$ 250,000				\$250,000				
42	5 Yard Sand/Salt Spreader		UT	\$	\$50,000							Purchased in 2020
43	Roller		GF, UT	\$ 30,000					\$30,000			
44	14K Tilt Deck Trailer		GF, UT	\$	\$10,000							Purchased in 2020
TOTALS				\$805,700	\$150,645	\$81,500	\$372,100	\$322,100	\$30,000	\$0	\$0	
FLEET EQUIPMENT ASSET MANAGEMENT												
A-16	Tractor with 3 point Aerator		GF	\$ 100,000			\$100,000					
A-17	Pickup -1/2 Ton		GF	\$ 200,000	\$ 50,000	\$50,000	\$50,000	\$50,000	\$50,000			
A-18	Pickup 1 Ton		GF	\$ 180,000		\$60,000	\$60,000	\$60,000				
A-19	Kubota RTV with plow blade		GF	\$ 28,000	\$ 28,000			\$ 28,000				Purchased
A-20	Zero Turn		GF, GOLF	\$ 15,000			\$15,000					
A-21	Zero Turn		GF, GOLF	\$ 15,000			\$15,000					
A-22	Zero Turn		GF, GOLF	\$ 15,000			\$15,000					
A-23	Turfcat		GF, GOLF	\$ 25,000			\$25,000					
A-24	Gator		GF, GOLF	\$ 9,000	\$ 9,000							
A-25	Gator		GF, GOLF	\$ 9,000			\$9,000					
A-26	Gator		GF, GOLF	\$ 9,000				\$ 9,000				
A-27	Gator		GF, GOLF	\$ 9,000				\$ 9,000				
A-28	Gator		GF, GOLF	\$ 9,000				\$ 9,000				
A-29	Toro ReelMaster 3250D		GF, GOLF	\$ 45,000			\$ 45,000					
A-30	JD 2500A		GF, GOLF	\$ 45,000			\$ 45,000					
A-31	Club Car Golf Picker		GOLF	\$	\$18,000							Purchased
A-32	14 Golf Carts		GOLF	\$ 95,000		\$95,000						
A-33	Stand-on Mower		GF	\$ 8,000		\$8,000						
A-34	Toro Reclmaster 5410D Fairways		GOLF	\$ 70,000				\$70,000				
TOTALS				\$ 886,000	\$ 96,000	\$ 222,000	\$ 379,000	\$ 235,000	\$ 50,000	\$	\$	

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Capital Facilities Plan

2021 Project #	PROJECT NAME	LOCATION	FUNDING SOURCE	PROJECT TOTAL (2021-2026)	Current Year 2020	2021	2022	2023	2024	2025	2026	Notes
COMPUTER EQUIPMENT ASSET MANAGEMENT												
A-35	COLL-BI Server	Police Station (Security)	GF	\$ 30,000		\$ 15,000					\$15,000	
A-36	COLL-HyperV Server	Police Station (Main Server)	GF	\$ 60,000		\$ 30,000					\$30,000	
A-37	FS01 Server	Library	GF	\$ 3,000							\$3,000	
A-38	Fortigate Firewall	Police	GF	\$ 8,500	\$4,250			\$4,250			\$4,250	
A-39	Fortigate Firewall	Police	GF	\$ 8,500	\$4,250			\$4,250			\$4,250	
A-40	Fortigate Firewall	ProShop	GF	\$ 8,500	\$4,250			\$4,250			\$4,250	
A-41	Fortigate Firewall	Library	GF	\$ 8,500	\$4,250			\$4,250			\$4,250	
A-42	Edge Switch	City Hall	GF	\$ 2,000	\$1,000			\$1,000			\$1,000	
A-43	Edge Switch	Police	GF	\$ 2,000	\$1,000			\$1,000			\$1,000	
A-44	Edge Switch	Police	GF	\$ 2,000				\$1,000			\$1,000	
A-45	Edge Switch	Library	GF	\$ 2,000				\$1,000			\$1,000	
A-46	UPS Battery BackUp	Police	GF	\$ 1,000				\$500			\$500	
A-47	UPS Battery Backup	Library	GF	\$ 250	\$250						\$250	
A-48	COLL-19-INSP1	City Hall - Chris Mccary	GF	\$ 800					\$800			Updated Based on Todd H inventory
A-49	COLL-19-INSP2	City Hall - Wayne Hammond	GF	\$ 800					\$800			
A-50	COLL-20-PLNRENG	City Hall - Megan Abhold	GF	\$ 800	\$800					\$800		
A-51	INSPECTOR1-2014	City Hall-Temp Building Inspector	GF	\$ 800				\$800				Due for replacement -replace with COLL-18-SCOTTB?
A-52	Planner-HP	City Hall - Megan Abhold (laptop back up)	GF	\$ 800			\$800					Due for replacement
A-53	COLL20ENA35B17	City Hall - Lisa Key Notebook	GF	\$ 800	\$800					\$800		
A-54	COLL-18-PLAN	City Hall - Kelsey Wright	GF	\$ 800				\$800				
A-55	COLL20PLNEN5	City Hall-Kelsey Wright Notebook	GF	\$ 800	\$800					\$800		
A-56	COLL20ENA37B18	City Hall-Ben Schmitt Notebook	GF	\$ 800	\$800					\$800		
A-57	LLL-MICHELLE		GF	\$ 800						\$800		
A-58	LLL-JOANNE		GF	\$ 800						\$800		
A-59	LLL-WORKROOM		GF	\$	\$800							
A-60	LLL-RONDA		GF	\$	\$800							
A-61	LLL-JOCELYN		GF	\$ 800		\$800						
A-62	LLL-CHECKOUT		GF	\$ 800				\$800				
A-63	LLL-DELAIN		GF	\$ 800				\$800				
A-64	LLL-GEORGETTE		GF	\$ 800					\$800			
A-65	LLL-JANDY		GF	\$ 800					\$800			
A-66	LLPD-PC20	LLPD-Derek Arnold	GF	\$ 1,000						\$1,000		
A-67	POLICE-2013		GF	\$ 1,000						\$1,000		
A-68	LLPD-PC03	LLPD-Jeff Jones	GF	\$ 1,000		\$1,000						
A-69	LLPD-PC05	LLPD- Darin Morgan	GF	\$ 1,000		\$1,000						
A-70	LLPD-PC07	LLPD- Jeff Isaac	GF	\$ 1,000						\$1,000		
A-71	LLPD-PC07	LLPD- Mark Holthaus	GF	\$ 1,000			\$1,000					
A-72	LLPD-PC08	LLPD- Mike Bogenreif	GF	\$ 1,000			\$1,000					
A-73	LLPD-PC09		GF	\$	\$1,000							
A-74	LLPD-PC10	LLPD- Ray Bourgeois	GF	\$	\$1,000							
A-75	LLPD-PC21	LLPD- Jordan Bowman	GF	\$ 1,000						\$1,000		
A-76	LLPD-PC12	LLPD- Matt McKay	GF	\$ 1,000						\$1,000		
A-77	POLICE11		GF	\$	\$1,000							
A-78	POLICE12	Chaplin Bauer	GF	\$ 1,000		\$1,000						
A-79	LLPD-PC17	LLPD- Reserve Officer	GF	\$ 1,000					\$1,000			
A-80	LLPD-PC16	LLPD- Tuan Nguyen	GF	\$ 1,000			\$1,000					
A-81	LLPD-PC19	LLPD-Jordan Sowell	GF	\$ 1,000			\$1,000					
A-82	LLPD-PC04	LLPD- Stephani Olivas	GF	\$								
A-83	LLPD-PC18	LLPD- Erin Kelly	GF	\$ 1,000						\$1,000		
A-84	LLPD-PC14	LLPD-Sakti Hiatt	GF	\$ 1,000						\$1,000		
A-85	LLPD-PC15	LLPD-Chief	GF	\$ 1,000			\$1,000					
A-86	IRRIGATION-PC (Break Room Shop)		GF	\$ 800					\$800			
A-87	LB-14-JOY (Joice)		GF	\$ 800						\$800		
A-88	MGRIFFIN-PC (Engineering Intern)		GF	\$ 800						\$800		
A-89	SHOP001-PC (Mic Curry)		GF	\$	\$800							
A-90	SEASONAL-2013 (Break Roomk Shop)		GF	\$	\$800							
A-91	LL-14-SHOP (Jeff Nelson)		GF	\$	\$800							
A-92	COLL-18-SUR1 (Stephen Williams)		GF	\$ 800		\$800						
A-93	COLL-18-SUR2 (Trevor Ragan)		GF	\$ 800		\$800						
A-94	COLL-18-SUR3 (Trevor Slocum)		GF	\$ 800			\$800					
A-95	COLL-18-FRONT1	City Hall- Tait Hunter	GF	\$ 1,600			\$800	\$800				
A-96	COLL-19-PC1	City Hall - Jen Camp	GF	\$ 800					\$800			
A-97	COLL-17-SUR3 (Zach Sherman)		GF	\$ 800				\$800				
A-98	COLL-16-LAPTOP (Ryan Rapp)		GF	\$ 800		\$800						
A-99	COLL18-PROSHOP1		GOLF	\$ 800		\$800						
A-100	COLL18-PROSHOP2		GOLF	\$ 800				\$800				
A-101	COLL18-TRAILSRV		GOLF	\$ 800					\$800			
A-102	DESKTOP-9RP235Q (Ryan Rapp Tablet)		GF	\$								
A-103	COLL-19-SUR1	City Hall - Anita Eylar	GF	\$ 800				\$800				
A-104	TOUGHPAD (Field Computer)		GF	\$								
A-105	COLL-19-Seasonal (Breakroom)		GF	\$								

City of Liberty Lake
DRAFT 2021 - 2026
Capital Facilities Plan

2021 Project #	PROJECT NAME	LOCATION	FUNDING SOURCE	PROJECT TOTAL (2021-2026)	Current Year 2020	2021	2022	2023	2024	2025	2026	Notes
A-106	CITY099	City Hall - Tricia Sacco	GF	\$ 800				\$800				
A-107	COLL-20-CTYADMIN-A81-B1	City Hall-Katy Allen Notebook	GF	\$ 800	\$800					\$800		
A-108	COLL-20-FIN-A82-B2	City Hall-RJ Notebook	GF	\$ 800	\$800					\$800		
A-109	ANN-2019	City Hall- Ann Swenson	GF	\$ 800					\$800			
A-110	COLL-17-NUC		GF	\$ 800		\$800						
A-111	COLL-17-ACCT1	City Hall- Ann Marie Gale	GF	\$ 800					\$800			
A-112	COLL-17-DESK1 (Ryan Rapp)		GF	\$ 800			\$ 800					
A-113	LL-15-MAYOR		GF	\$	\$800							
A-114	COLL-17-CSUR1		GF	\$ 800			\$800					
A-115	COLL-17-CSUR3		GF	\$ 800			\$800					
A-116	COLL-17-CSUR4		GF	\$ 800			\$800					
A-117	COLL-17-CSUR5		GF	\$ 800			\$800					
A-118	COLL-17-CSUR6		GF	\$ 800			\$800					
A-119	COLL-17-CSUR7		GF	\$ 800			\$800					
A-120	COLL-17-CSUR8		GF	\$ 800			\$800					
TOTALS				\$ 188,250	\$ 31,850	\$ 52,000	\$ 14,600	\$ 28,700	\$ 8,200	\$ 15,000	\$ 69,750	
UTILITIES-CAPITAL PROJECTS BY OTHERS												
45	River District - Indiana Ave. Sewer	Trutina Development - East of Harvard Rd.	OTR/TIF/LIFT	\$	\$100,000							
46	River District - Indiana Ave. Water	Trutina Development - East of Harvard Rd.	OTR/TIF/LIFT	\$	\$150,000							
47	River District - Indiana Ave. Sewer	Bitterroot to Harvard Rd	OTR/TIF/LIFT	\$	\$65,000							
48	River District - Indiana Ave. Water	W. Of Harvard Rd. to W. Boundary of Courtyard Plat 2013.PI0002	OTR/TIF/LIFT	\$	\$65,000							
49	River District - Sewer Lift Station, Force Main, & Other Associated Improvements		OTR/TIF/LIFT	\$								Completed
50	River District - Telido Station Offsite Sewer		OTR/TIF/LIFT	\$								Completed
51	River District - Telido Station Offsite Water Main		OTR/TIF/LIFT	\$								Completed
52	River District - Wellington St. Sewer		OTR/TIF/LIFT	\$								Completed
53	River District - Wellington St. Water		OTR/TIF/LIFT	\$								Completed
54	Underground Utility Program (Liberty Lake Rd., Molter Rd., Mission Ave.)		GF	\$ 150,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
TRANSPORTATION CAPITAL PROJECTS BY OTHERS²												
55	Harvard Rd & Indiana Ave Intersection Improvements	Harvard Rd & Indiana Intersection	OTR/TIF/LIFT	\$ 1,200,000		\$1,200,000						
56	Harvard Road & Wellington Roundabout	Harvard Rd & Wellington Intersection	OTR/TIF/LIFT	\$ 750,000		\$187,500	\$562,500					
57	Mission Improvements	Harvest Parkway east to Corrigan Road	OTR/TIF/LIFT	\$ 1,100,000	\$250,000	\$1,100,000						
58	Street & Drainage Improvements	Bitterroot to Harvard Rd.	OTR/TIF/LIFT	\$	\$750,000							
59	Transit Parking	TBD	OTR/TIF/LIFT	\$ 5,000,000			\$ 2,500,000	\$ 2,500,000				
60	Cataldo Extension & Connection - Phase I	Western States Frontage	OTR/TIF/LIFT	\$ 1,500,000	\$ 900,000	\$ 1,500,000						
61	Cataldo Extension & Connection - Phase II	Western States Boundary to Henry Road	OTR/TIF/LIFT	\$ 1,530,000			\$ 105,000	\$ 1,425,000				
62	Henry Road Improvements	Sprague to Country Vista Dr	OTR/TIF/LIFT	\$	\$ 2,013,000							
63	Indiana Ave Construction	Bitterroot East to Harvard Rd	OTR/TIF/LIFT	\$	\$ 2,164,500							Completed
64	Indiana Ave Construction	Trutina-East of Harvard Road	OTR/TIF/LIFT	\$	\$ 600,000							
TOTALS				\$ 11,230,000	\$ 6,832,500	\$ 4,012,500	\$ 3,192,500	\$ 3,950,000	\$ 25,000	\$ 25,000	\$ 25,000	

General Note: All costs are listed in 2021 dollars

COLOR LEGEND

BLUE = CAPITAL PROJECTS

RED=ASSET MANAGEMENT PROJECTS

GREEN= CAPITAL PROJECTS BY OTHERS

Revisions from the 9/15/2020 draft

ATTACHMENT A
2021-2026 CAPITAL FACILITIES PLAN
PROJECT DESCRIPTIONS

Parks & Public Facilities Capital Projects

Trailhead Facility Upgrades: Placeholder for Trailhead Facility upgrades, as may be identified by City Council. If no action is recommended, critical maintenance will need to be completed as indicated in “Trailhead Improvements” under Parks & Public Facilities Asset Management.

Public Works Yard Development: Clearing, grading, site planning, permanent fencing, permanent lighting, electricity and temporary structures have been completed to date. Anticipate completion of water line installation in 2020, with frontage improvements to include sidewalk, road widening, street trees & landscaping, paving & sewer, anticipated to be completed in 2021. Building anticipated to be constructed in 2022-2023.

Rocky Hill Park Shade Structure: City Council approved replacing the Rocky Hill Splash Pad, with a shade structure in the 2019-2024 CFP, due to cost and difficulties in permitting under new regulations. The shade structure was originally proposed to be purchased and installed in 2021, but has been deferred to 2022.

Rocky Hill Park Splash Pad: City Council included this in the 2020-2025 CFP as a placeholder, with no funding year identified. Based on a 3,000 square foot design, the cost for design and construction with contingency is estimated at \$180,000. If City Council wishes to move forward with this project, it needs to determine what year and whether or not this replaces the Rocky Hill Park Shade Structure.

Town Square Master Plan: Given status of other 2020 priority projects continuing into 2021, staff recommends deferring this project until at least 2022.

Town Square Park Expansion: This is a placeholder for Town Square Park improvements as may be identified in the Town Square Master Plan.

Fallen Heroes Circuit Course- Orchard Park: Approved in the 2020-2025 CFP for design and installation in 2021. Proposed to be deferred to 2022 to accommodate 2020 projects that were deferred due to CO-VID.

Sound System for Orchard Park Pavilion: The 2020-2025 CFP included the purchase and installation of sound system for 2021 (similar to Pavillion Park sound system). Proposed to be deferred to 2022 to accommodate 2020 projects that were deferred due to CO-VID.

Orchard Park Community Gardens: Staff recommendation for installation at Orchard Park was included in the 2020-2025 CFP as a placeholder, but no funding year was identified. Need to identify year of construction.

Library Facility Upgrades: Placeholder for Library facility improvements as may be identified in the Library needs assessment, and dependent upon possible City Hall Library co-location. If no action is

recommended, critical maintenance will need to be completed as indicated in “Library Facility Improvements” under Parks & Public Facilities Asset Management.

Public Art: Funding proposal as recommended by the Parks & Art Commission in their 2020 plan.

Kiosks: Electronic public information kiosks to be piloted at Pavillion Park, the Library and Orchard Park. Staff recommends pushing out. Estimated cost is \$50,000 per kiosk. When funded, City will also need to incorporate funding for software maintenance in the operating budget.

River District Community Message Board: Location in River District to be determined.

Parks & Public Facilities Asset Management: Asset management budgets for each of the public facilities listed below are based on the identified maintenance items from the asset management assessments, and as recommended by the asset management software. The CFP includes engineering costs, equipment, taxes, and contingency where applicable.

- Pavillion Park Improvements
- Rocky Hill Park Improvements
- Trailhead Improvements
- Orchard Park Improvements
- Town Square Improvements
- Liberty Lake Ball Field Improvements
- City Hall Building Improvements
- Library Building Improvements
- Police Station Building Improvements
- Library / PD Site
- Public Works Yard Maintenance

Transportation Capital Projects

Harvard Rd Bridge Widening/ I-90 Westbound On-Ramp/Henry Road Overpass: Combines Harvard & Henry Roads, as state funding is intertwined, and depends on credits for ROW, etc. For the Harvard Road bridge widening and ramp improvements, the contract for construction has been awarded, with construction to begin in fall. Henry Road design is underway, and it is expected to go out to bid in the spring of 2021, with construction continuing through 2022. Note that CFP costs for this project reflects combined City-State funding.

Country Vista & Legacy Ridge Intersection Improvements: Intersection improvements to include design, construction, inspection and contingency for a signal. The City has applied for a TIB grant for construction in 2021, with design scheduled to begin this fall.

Country Vista Rebuild/Operational Improvements: Improvement costs to include design, construction, inspection, and contingency for pavement replacement and operational corridor improvements to include landscape islands, pedestrian crossings, as may be identified in Network Analysis and Corridor Study, from Liberty Lake Road west to the City limits.

Country Vista & Mission Intersection Improvements: This project was intended to address intersection improvements to be determined by the Network Analysis and Corridor Study. The project is recommended to be removed, as the network Analysis determined that this project was not warranted, even at build out.

Country Vista & Appleway Intersection Improvements: Intersection improvements to include design, construction, inspection and contingency, for the addition of a right turn lane.

Appleway Improvements - Fairway to E City Limits: Improvement costs to include design, construction, inspection and contingency, for road widening, sidewalks, swales, and street trees along frontages not subject to developer improvements, and the addition of medians consistent with Appleway Avenue's aesthetic corridor designation.

Mission Ave Frontage Improvements - Southside, City Limits east to Glenbrook: Acquisition of right-of-way, and design, construction, inspection and contingency for road widening, curbs, swales, street trees and sidewalks along the south side of Mission Avenue, from City limits east to Glenbrook.

Intersection Improvements (signal) at Ridgeline HS Main Entrance: Addition of a signal at entrance to Ridgeline High School and Country Vista Drive. Project was funded with a 2020 TIB grant, with 70% of the cost covered by the TIB grant. Design was completed in 2020, and the project is currently out to bid, with construction planned for 2021.

Solar-powered School Zone Speed Limit Signs: This 2021 project includes the cost of equipment and installation of solar-powered flashing school limits signs for Country Vista corridor in the vicinity of the new high school.

Smart Signal Control: To provide signal coordination on Appleway and Liberty Lake /Harvard Road. Cost includes signal communication consultant, controller communication, installation and cloud storage. Funding for this project was deferred from 2020.

Stormwater Master Plan: With funding from the Stormwater Reserves and Aquifer Protection funds, the master plan will help the City develop a policy and capital improvement plan to maintain and upgrade the City's stormwater management facilities. Staff seek CMAQ grant funding in support of this project.

Transportation Asset Management

Annual Street Maintenance Allocation: Annual funding for pot-hole repair, crack sealing, restriping, etc.

Mission – Country Vista to Molter- Grind and Overlay: This maintenance project was identified for construction in 2022, given relative roadway condition, and will be a candidate for TIB preservation grant.

Sprague Avenue Overlay: Potential grind and overlay project proposed for 2026 for possible TIB grant funding at 70%.

Kramer Parkway Overlay: Preservation project to grind and overlay Kramer Road from Country Vista to Sprague Avenue, proposed for construction in 2024. This project is a candidate for TIB preservation funding.

Pavement Condition Study/ Preservation Master Plan: This 2024 proposes to complete a City-wide pavement condition study, and to develop a data-driven street preservation master plan to identify and prioritize needed roadway preservation projects as the City's infrastructure ages.

Trails & Pedestrian Pathways

Annual Pedestrian Crossing Allocation: Annual funding for pedestrian crossing improvements and flashing beacons. In 2020, funds allocated were used for design of five prioritized intersections, with actual construction deferred due to Co-VID. Construction dollars proposed in this CFP include equipment and construction costs as based on the engineer's estimate of probable cost, based upon project locations prioritized in accordance with the City's adopted policy, recognizing that future projects will be determined through Pedestrian Master Plan and prioritization policy. Note that \$25,000 in 2020 is proposed to be deferred to 2021 for construction.

Trail Lighting Master Plan: Identified as a 2022 project in the 2020 – 2025 CFP. No changes proposed.

Sidewalk Improvements-Mission Ave, Northside, between Aladdin & Caulfield: Remaining funds from the sidewalk Improvements to close sidewalk gaps on the north side of Mission from City limits to SW corner of River Crossing East, and Mission Ave Temporary Trail grindings in 2019. The 2020 project was to address the final, 330-foot sidewalk gap on north side of Mission Ave, west of Caulfield & east of Aladdin is proposed to be deferred to 2021 due to Co-VID.

Sidewalk Master Plan: Funding for project in 2021 to identify and prioritize pedestrian projects was deferred from 2020 due to Co-VID and staff capacity issues.

Fleet Equipment

12M Grader lease: The three-year lease for this equipment expires in 2020. The budget in 2021 through 2023 is based on a three-year equipment lease, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2024.

926M Loader: The three-year lease for these two loaders expires in 2020. The budget in 2021 through 2023 is based on a three-year equipment lease, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2024.

305 Mini Ex: The three-year lease for these two loaders expires in 2020. The budget in 2021 through 2023 is based on a three-year equipment lease, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2024.

Street Sweeper: Currently, the City contracts for street sweeping services on an as-needed basis. Staff will be submitting a grant application from the Washington's Section 319 Nonpoint Source Pollution in 2021 to cover 75% of the purchase cost. The City will not move forward with this purchase unless the grant application is funded.

Freightliner: For use with sand/salt spreader needed for winter maintenance. Will also serve as a second truck for hauling materials.

Roller: To allow for compaction in street repair projects, proposed for purchase in 2024.

Fleet Equipment Asset Management: The following Operations & Maintenance equipment is included the fleet equipment rotation, with the replacement schedule based on the equipment's useful life.

- JD Aercore 1500 Tractor Mount Aerator
- Pickup
- Pickup
- Kubota RTV with plow blade
- Pickup
- Pickup
- Zero Turn
- Zero Turn
- Turfcats
- Gator

- Gator
- Toro ReelMaster 3250D
- JD 2500A
- Club Car Golf Picker

Computer Equipment Asset Management: Computer and associated equipment in City inventory are in a 5 to 6 year rotation for replacement. Computer replacement includes hardware and operating system, but does not generally include software, which is addressed in the operating budget, most commonly through annual licenses.

Utilities-Capital Projects by Others: The following utility projects are developer driven, and will be constructed by others. They are included in the City's CFP, however, because they are eligible for reimbursement through TIF/LIFT.

- River District - Indiana Ave. Sewer (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- River District - Indiana Ave. Water (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- River District - Indiana Ave. Sewer (Bitterroot to Harvard Rd)
- River District - Indiana Ave. Water (W. Of Harvard Rd. to W. Boundary of Courtyard Plat 2013.PI0002)
- River District - Sewer Lift Station, Force Main, & Other Associated Improvements
- River District - Telido Station Offsite Sewer
- River District - Telido Station Offsite Water Main
- River District - Wellington St. Sewer
- River District - Wellington St. Water

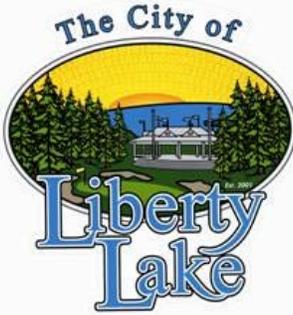
Underground Utility Program (Liberty Lake Rd., Molter Rd., Mission Ave.)

Transportation Capital Projects by Others: The following transportation capital projects are developer driven, and will be constructed by others. They are included in the City's CFP, however, because they are eligible for reimbursement through TIF/LIFT.

- Harvard Rd & Indiana Ave Intersection Improvements
- Harvard Road & Wellington Roundabout

- Mission Improvements - Harvest Parkway east to Corrigan Road
- Indiana Ave. (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- Indiana Ave. Water (Bitterroot to Harvard Rd.)
- Transit Parking
- Cataldo Extension & Connection
- Henry Road Improvements - Sprague to Country Vista Dr
- Indiana Ave Construction - Glenbrook Rd to East of Harvard Rd

CONSENT AGENDA



**CITY COUNCIL MEETING
TUESDAY, OCTOBER 6, 2020
HELD REMOTELY
22710 E. COUNTRY VISTA DRIVE**

COMMITTEE WORKSHOP DISCUSSION

Mayor Brickner called the committee workshop to order at 6:00 p.m.

City officials who physically attended the meeting were:

Katy Allen, City Administrator, RJ Stevenson, Finance Director, Darin Morgan, Acting Chief of Police, Ann Swenson, City Clerk, and Todd Henderson, Information Technology.

City officials who remotely attended the meeting via Zoom were:

Mayor Brickner, Mayor Pro Tem Kennedy, Council Members, Folyer, Severs, and Kurtz. Councilman Dunne joined the meeting at 6:08 p.m. Council Member Kaminskis joined the meeting at 6:48 p.m.

The Operations & Maintenance Director, Liberty Lake Municipal Library Director, and City Engineer also attended via Zoom.

After roll call, Mayor Brickner turned the floor over to the Director of Planning & Engineering, who shared a PowerPoint on the City's 2021 Capital Facilities Plan (CFP). She then turned the floor over to the council for discussion.

After debate and discussion about the backup unit rooftop unit at the Liberty Lake police and library building, council directed staff to moving forward with bidding for a backup generator and HVAC rooftop and lighting unit for the building. It was also determined that the Director of Planning & Engineering would provide councilmembers with a capital plan prioritization matrix for them to fill out individually and return prior to the next CFP workshop on October 20th. Staff will also provide the city council members a copy of the Parks, Recreation, Open Space, and Trails Plan for their review.

With there being no further business, the meeting adjourned at 6:58 p.m.

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 20-28.11, dated October 2, 2020, was being held remotely. Invocation then took place.

INVOCATION – Given by Mayor Pro Tem Kennedy

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:

Katy Allen, City Administrator, RJ Stevenson, Finance Director, Darin Morgan, Acting Chief of Police, Ann Swenson, City Clerk, and Todd Henderson, Information Technology.

City officials who remotely attended the meeting via Zoom were:

Mayor Brickner, Mayor Pro Tem Kennedy, Council Members Kaminskas, Folyer, Severs, Dunne, and Kurtz. The City Attorney, Liberty Lake Municipal Library Director, Operations and Maintenance Director, Director of Planning & Engineering, City Engineer, and Streets Lead also participated via Zoom.

Mayor Pro Tem Kennedy moved to excuse Council Member Langford due to a family medical issue. Council Member Dunne seconded the motion, which carried unanimously.

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

CITIZEN COMMENTS:

The city clerk read three comments into the record. The first was from Murray D. Dick and Vicki Anne Dick. The second was from Martha Gehrett. The third was from Dr. Stephen and Julie Craig. All comments spoke in opposition to the city selling the 23-acre property adjacent to Liberty Lake Drive.

PROCLAMATION

The city clerk read a proclamation into the record designating the week of October 4 – 10, 2020 as Fire Prevention Week.

MAYOR AND CITY COUNCIL REPORTS & INQUIRIES

Councilman Dunne reflected on action taken for a tree removal project on a Mission Avenue by the Meadowood Homeowners' Association (HOA). He noted there is nothing in city code that prohibits property owners from removing trees from their private

property. He reported the project got put on hold for procedural reasons and the HOA is consulting with the architectural review committee.

Mayor Pro Tem Kennedy reported on his and Mayor Brickner' attendance via Zoom at the Association of Washington's Mayors' Exchange conference.

Laina Schultz, Parks and Arts Commission Chairperson, gave an update on the work and projects the Parks and Arts Commission has been doing.

Mayor Brickner reported that he received a thank you card from the Liberty Lake Winery. The business owners were grateful for their ability to extend their outdoor seating because of the city's help to provide canopies to them. Mayor acknowledged the passing of Liberty Lake resident, Dick Canfield, and extended condolences. He also recognized the HUB and drive-in theater style of events they are having to keep the community entertained. Mayor Brickner announced the city has received several applications for the lateral police officer and chief of police positions. He was happy to see such great response to the vacancies. He announced there will be an open house for a meet and greet for citizens, staff, and councilmembers to meet the top candidates on October 21st. Interviews will be scheduled shortly afterward.

Discuss City Council Rules of Procedure, Section 4.1 Order of Business

Mayor Pro Tem Kennedy then took the floor and led the discussion on Section 4.1 of the City Council's Rules of Procedure, addressing the order of business. He proposed permanently adding the topic for Workshop Discussion to all council agendas, suggesting that it would be no different than having the topic of Citizen Comments listed on the agenda. Council members Dunne and Kaminskis spoke in opposition to the proposal and Councilman Folyer suggested changing the name of the item to "General Council Discussion", noting it would be a perfect time to pull information discussed during their 6:00 p.m. workshops into their regular 7:00 p.m. meetings. Council Member Kurtz proposed adding agenda items as an additional subject to the Mayor and City Council Reports & Inquiries agenda topic. At the conclusion of the discussion, no decision was made. It was determined it would be best to continue this conversation during the upcoming special city council meeting with Ann Macfarlane, who will facilitate the topic of "Great City Council Meetings".

CITY ADMINISTRATOR REPORT

The city administrator inquired whether there were any questions on this evening's agenda. She then turned the floor over to the city's street lead, who gave an update on snow removal. At the conclusion of his update, the acting police chief took the floor and reported on the flag donation to the police department. The city engineer then took the floor and gave an update on Harvard and Henry Roads. Next, the finance director gave an update on the budget and finance. The Liberty Lake Municipal Library Director then took the floor and gave a library update. The city administrator resumed the floor and

gave updates on employee recruitments, COVID, and events, reservations and program.

ACTION ITEMS

Consent Agenda

Mayor Pro Tem Kennedy moved to approve action item 10Ai, approving the September 15, 2020 city council minutes. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Aii, approving the October 6, 2020 vouchers in the amount of \$652,262.89. Council Member Kaminskis seconded the motion, which carried unanimously.

A/P check sequence consisted of manual check number 30453, totaling \$1,024.78 and check numbers 30459 through 30524, totaling \$642,259.58. EFTs totaled \$8,978.53.

General Business

Mayor Pro Tem Kennedy moved to approve the agreement with Ann Macfarlane for an online training workshop for elected officials. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve the Coronavirus Relief Contract Amendment A to provide additional funding to the City of Liberty Lake in the amount of \$165,000 and authorize the Mayor to execute the agreement. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to accept the donation from Dannetta Garcia for the LLPD flag. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to accept the donation from Coca Cola Swire for 10 cases of energy drinks for LLPD. Council Member Kaminskis seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize a total of \$7,012 to remove striping on Knox Avenue and authorize the Mayor to sign the work order with Road Products, Inc. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve Task Order No. 2020-08 with Parametrix for design services for the Legacy Ridge intersection signal in an amount not to exceed \$51,815. Council Member Severs seconded the motion. After brief discussion, Mayor called for the vote, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize a total of \$353,488.16 to construct the Ridgeline High School traffic signal and authorize the Mayor to sign contract with

Midland Electric after TIB approval and Midland Electric signing. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve the Transportation Improvement Board Consultant Supplemental Agreement, amending the original contract amount from \$51,808.24 to \$61,660.62 to include construction support services, and authorize the Mayor to execute the Agreement. Council Member Kaminskas seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve the addendum to the Palenque lease agreement. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve the purchase of de-ice for snow services in an amount not to exceed \$40,000. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to approve the purchase of granular salt for snow removal services in an amount not to exceed \$20,000. Council Member Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy moved to authorize a total of \$12,826.88 to purchase water and sewer taps for the public works yard and authorize the Mayor to sign the agreement with the Liberty Lake Sewer and Water District for tap purchase once plans are approved. Council Member Kurtz seconded the motion, which carried unanimously.

FIRST READ ORDINANCE

The city clerk read, by title only, Ordinance No. 264D into the record, amending Ordinance No. 264 passed by the City Council on December 17, 2019, entitled “An Ordinance of the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2020, through December 31, 2020, Appropriating Funds and Establishing Salary Schedules for Established Positions.”

Council Member Kaminskas moved to suspend the City Council Rules of Procedure and move this to a second read Ordinance for council’s consideration and action. Council Member Severs seconded the motion, which carried unanimously.

SECOND READ ORDINANCE

The city clerk read, by title only, Ordinance No. 264D into the record, amending Ordinance No. 264 passed by the City Council on December 17, 2019, entitled “An Ordinance of the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2020, through December 31, 2020, Appropriating Funds and Establishing Salary Schedules for Established Positions.”

Council Member Severs moved to adopt Ordinance No. 264D, seconded by Council Member Kaminskas. 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 reviewed the upcoming agenda items for the October 20th City Council meeting.

Councilman Folyer requested to add an action item to the October 20th agenda regarding the council's direction to staff regarding the HVAC rooftop units lighting at the police and library building.

CITIZEN COMMENTS

Ellen Williams, Legacy Ridge resident: thanked everyone for their dedication and hard work. She spoke about a wild rumor floating around about property on Legacy Ridge hill and the city's intent to sell it. She asked the council to be transparent and open regarding this discussion and come to a common decision regarding the possible sale of the city's owned 23-acre parcel in that area.

The city clerk read into the record a comment from Margaret Vidmar regarding the 23 acres of the conservation property to be sold. Ms. Vidmar spoke in opposition of selling the property.

EXECUTIVE SESSION

As per RCW 42.30.110(1)(i), at 9:15 p.m., Mayor Brickner called adjournment into Executive Session for discussion of potential litigation for 20 minutes. At 9:35 p.m., the city administrator announced an extension of the executive session for an additional 10 minutes. The session adjourned at 9:51 p.m.

ADJOURNMENT

No action was taken following the Executive Session. There being no further business, the meeting adjourned at 9:51 p.m.

These minutes were approved October 20, 2020.

Shane Brickner, Mayor
City of Liberty Lake

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

City of Liberty Lake

Consent Agenda for October 20, 2020
City Council Meeting

Report from the Mayor for pending claims and payment of previously-approved obligations through October 20, 2020

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	See attached check register.	
Total Vouchers through October 20, 2020		\$202,790.25
September payroll, benefits, quarterlies		<u>\$470,622.20</u>
	TOTAL	<u>\$673,412.45</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

Time: 13:07:58 Date: 10/14/2020

MCAG #: 2757

10/20/2020 To: 10/20/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4039	10/20/2020	Claims	3	EFT	BTAC ACQUISITION CORP	879.91	BOOKS
					001 - 572 20 34 06 - Library Books & Other Materi	879.91	
4040	10/20/2020	Claims	3	EFT	CENTURYLINK	90.76	TH PHONE SVC 10/5-11/5/2020
					420 - 576 61 42 01 - Golf Pro Shop-Telephone,Inter	90.76	
4041	10/20/2020	Claims	3	EFT	CINTAS CORPORATION NO 3	190.60	MAT SVC 9/23,30, 10/5,12/2020
					420 - 576 61 41 03 - Facilities - Professional Service	190.60	
4042	10/20/2020	Claims	3	EFT	CITY SERVICE VALCON-CREDIT CARD	446.10	FUEL
					110 - 542 90 32 00 - Maint Admin & Overhead Fuel	446.10	
4043	10/20/2020	Claims	3	EFT	LIBERTY LAKE SEWER AND WATER DISTRICT	9,623.62	UTILITIES SEPT 2020
					001 - 518 30 47 00 - Central Services-Utility Service	391.75	CITY HALL
					001 - 518 30 47 00 - Central Services-Utility Service	263.05	CITY HALL IRR2
					001 - 521 50 47 00 - Law Enforcement - Utility Serv	282.46	LLPD/LLML BLDG
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	1,743.22	HARVARD RD IRR21
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	420.72	LIBERTY LAKE DR IRR1
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	122.56	MDWD VISTAS IRR5
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	378.68	MDWD VISTAS IRR8
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	404.07	MISSION&MOLTER IRR15
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	244.16	MISSION/MOLTER ROUNDABOUT IRR16
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	957.38	MOLTER RD IRR4
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	222.15	MDWD VISTAS IRR7
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	83.50	MDWD VISTAS IRR6
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	82.82	MISSION&SIGNAL IRR
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	536.04	MDWD VISTAS 4 TR C IRR9
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	372.09	WOODBROOK TR B IRR11
					410 - 542 30 47 00 - Roadway - Utilities-Elec/Gas,W	145.05	LIBERTY LAKE RD IRR22
					110 - 542 30 47 01 - Roadway - Utility Services	305.18	APPLEWAY (B) AVE IRR20
					001 - 572 50 47 00 - Library Building Utilities-Elec/	126.90	LLPD/LLML BLDG
					420 - 576 61 47 00 - Golf Utilities-Elec/Gas,Wtr/Sw	352.19	TRAILHEAD
					001 - 576 80 47 15 - Ballfields Utilities-Elec/Gas,W	78.35	BALLFIELDS DRINKING FOUNTAIN/RESTROOMS 23900 E BOONE AVE
					001 - 576 80 47 25 - Pavillion Park Utilities-Elec/Ga	80.21	PAVILLION PARK RESTOOM&SPLASH PAD
					001 - 576 80 47 35 - Town Square Utilities-Elec/Ga	78.35	TOWN SQUARE PARK
					001 - 576 80 47 35 - Town Square Utilities-Elec/Ga	262.84	TOWN SQUARE IRR18
					001 - 576 80 47 55 - Rocky Hill Park Utilities-Elec/	78.35	ROCKY HILL RESTROOMS
					001 - 576 80 47 55 - Rocky Hill Park Utilities-Elec/	859.81	ROCKY HILL PARK IRR14
					001 - 576 80 47 55 - Rocky Hill Park Utilities-Elec/	751.74	ROCKY HILL PARK WINROCK&MISSION IRR13
4044	10/20/2020	Claims	3	EFT	LOWES	656.33	STOLEN TRUCK REPLACEMENT TOOLS
					110 - 542 90 30 00 - PWY Break In Insurance Claim	656.33	
4045	10/20/2020	Claims	3	EFT	MASTERCARD	30.15	COVID-19 EXPENSES
					001 - 518 30 40 00 - COVID-19 Professional Servic	15.00	2E PATRON COUNTER 9/1-10/1/2020
					001 - 518 30 40 00 - COVID-19 Professional Servic	15.00	23 PATRON COUNTER 10/1-11/1/2020
					001 - 572 10 41 00 - Library-Professional Services	0.15	
4046	10/20/2020	Claims	3	EFT	MASTERCARD	646.47	MATERIALS
					001 - 514 23 41 00 - Administrative Services-Profes	13.06	DROPBOX
					001 - 518 30 40 00 - COVID-19 Professional Servic	44.97	4C ZOOM 9/27-10/26/2020
					001 - 518 30 41 00 - Central Services-Professional S	25.00	FACILITIES TECH JOB POSTING
					001 - 521 10 41 00 - Law Enforcement-Professional	50.00	POLICE CHIEF POSTING
					110 - 542 90 32 00 - Maint Admin & Overhead Fuel	15.00	FULE P/U GMC NAMPA ID

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		110 - 542 90 41 00 -		Maint Admin & Overhead Prof	130.68	PWY RING SECURITY ANNUAL
		001 - 558 50 31 00 -		CP&ED Supplies	69.70	'18 INT'L RESIDENTIAL CODE STUDY COMPANION
		001 - 558 50 49 00 -		CP&ED-Dues,Subscriptions,M	40.00	ABHOLD,WRIGHT WEBINAR PREPARING A CODE ENFORCEMENT CASE FOR THE HEARING EXAMINER
		001 - 572 20 34 06 -		Library Books & Other Materi	75.74	KAZOO MAGAZINE 2 YR SUBSCRIPTION
		420 - 576 61 31 04 -		Facilities Supplies	56.07	WATER HEATER PART
		420 - 576 61 31 04 -		Facilities Supplies	126.25	WATER HEATER PART
4047	10/20/2020	Claims	3	EFT O'REILLY AUTO PARTS	172.86	MATERAILS
		110 - 542 90 31 00 -		Maint Admin & Overhead Sup	55.18	SHOP SUPPLIES
		110 - 542 90 31 00 -		Maint Admin & Overhead Sup	3.65	COMPRESSOR FITTING
		420 - 576 61 31 03 -		Maintenance Supplies	55.19	SHOP SUPPLIES
		001 - 576 80 31 01 -		Parks Supplies	55.18	SHOP SUPPLIES
		001 - 576 80 31 01 -		Parks Supplies	3.66	COMPRESSOR FITTING
4048	10/20/2020	Claims	3	EFT OFFICE DEPOT	716.83	OFFICE SUPPLIES
		001 - 514 23 31 00 -		Administrative Services Suppli	644.14	
		001 - 558 50 31 00 -		CP&ED Supplies	12.70	
		001 - 571 00 31 04 -		Special Events Supplies	12.70	
		001 - 572 10 31 00 -		Library Supplies	34.59	PENS
		001 - 576 80 31 01 -		Parks Supplies	12.70	
4049	10/20/2020	Claims	3	EFT SITEONE LANDSCAPE SUPPLY LLC	154.96	MATERIALS
		410 - 542 40 31 00 -		Drainage Supplies	91.28	GRANIT GRAVEL
		001 - 576 80 31 01 -		Parks Supplies	63.68	SPRINKLER HEADS
4050	10/20/2020	Claims	3	EFT STATE OF WASHINGTON	797.80	CH USE TAX Q3 2020
		001 - 513 10 31 00 -		Executive Supplies	3.84	
		001 - 513 10 41 00 -		Executive-Professional Service	1.03	CITY ID BADGE TAIT HUNTER
		001 - 518 30 30 19 -		COVID-19 Supplies	0.12	4C ZOOM COUNCIL MTGS
		001 - 518 30 30 19 -		COVID-19 Supplies	201.75	5C LL BUSINESSES REOPENING TABLES
		001 - 518 30 30 19 -		COVID-19 Supplies	3.04	4C WRIGHT,WILLIAMS WINDOWS 10 @HOME WORK LAPTOP
		001 - 518 30 40 00 -		COVID-19 Professional Servic	2.88	4C DIGITAL PORTAL MICROSOFT WINDOWS 10 PROF DIGITAL KEY-BEN/LISA LAPTOPS
		001 - 518 30 40 00 -		COVID-19 Professional Servic	2.67	2B LLML LIVE OCCUPANCY MONITORING
		001 - 518 30 40 00 -		COVID-19 Professional Servic	1.33	4C ZOOM COUNCIL MTGS
		001 - 518 30 40 00 -		COVID-19 Professional Servic	1.29	4C ZOOM SVC
		001 - 518 30 40 00 -		COVID-19 Professional Servic	4.00	4C ZOOM SVC
		001 - 521 10 41 00 -		Law Enforcement-Professional	1.78	ID BADGE JORDAN SOWELL
		110 - 542 30 31 00 -		Roadway Supplies	41.50	
		410 - 542 40 31 00 -		Drainage Supplies	4.71	DRAIN ROCK SWALE
		110 - 542 70 31 01 -		Roadside Supplies	0.83	FREIGHT OUT
		110 - 542 70 31 01 -		Roadside Supplies	0.81	FREIGHT IN
		110 - 542 70 31 01 -		Roadside Supplies	21.61	
		110 - 542 90 31 00 -		Maint Admin & Overhead Sup	0.59	
		110 - 542 90 31 00 -		Maint Admin & Overhead Sup	24.62	
		110 - 542 90 40 00 -		PWY Break In Insurance Claim	26.87	PAVILLION PARK REPLACEMENT KEYS
		110 - 542 90 40 00 -		PWY Break In Insurance Claim	54.63	REKEY LOCKS DUE TO THEFT
		110 - 542 90 41 00 -		Maint Admin & Overhead Prof	2.76	
		110 - 542 90 41 00 -		Maint Admin & Overhead Prof	5.52	
		110 - 542 90 41 00 -		Maint Admin & Overhead Prof	2.76	
		110 - 542 90 41 00 -		Maint Admin & Overhead Prof	2.76	
		001 - 558 50 31 00 -		CP&ED Supplies	0.74	

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		001 - 558 50 41 00		CP&ED-Professional Services	1.25	ID BADGE BEN SCHMITT
		001 - 558 50 41 00		CP&ED-Professional Services	1.02	CITY ID BADGE MEGAN ABHOLD
		001 - 571 00 31 00		Recreation Supplies	0.74	
		001 - 572 10 31 00		Library Supplies	1.90	
		001 - 572 10 31 00		Library Supplies	4.93	SCOTCH TAPE
		001 - 572 10 41 00		Library-Professional Services	14.19	
		001 - 572 10 41 01		Software Maint/data Ba	0.98	TECHSOUP WINDOWS SERVER STD
		001 - 572 20 34 06		Library Books & Other Materi	1.15	
		420 - 576 61 31 00		Pro Shop Supplies	29.90	
		420 - 576 61 31 00		Pro Shop Supplies	48.39	
		420 - 576 61 31 00		Pro Shop Supplies	11.57	
		420 - 576 61 31 00		Pro Shop Supplies	17.93	
		420 - 576 61 31 03		Maintenance Supplies	0.59	
		420 - 576 61 31 03		Maintenance Supplies	6.79	PARTS TANK SPRAYER
		420 - 576 65 31 01		Maintenance Of Golf Course	0.22	BASALT CHIP GRAVEL
		001 - 576 80 31 01		Parks Supplies	19.23	FOREST DEPOT MOWER BLADES
		001 - 576 80 31 01		Parks Supplies	0.59	
		001 - 576 80 31 01		Parks Supplies	0.74	
		001 - 576 80 31 01		Parks Supplies	24.62	
		001 - 576 80 31 45		Orchard Park Supplies	0.83	FREIGHT OUT
		420 - 594 76 64 00		Golf-Furniture,Computers&Eq	195.80	
4051	10/20/2020	Claims	3	EFT STATE OF WASHINGTON	7,557.12	TH B&O/SALES TAX SEPT 2020
				420 - 576 61 41 00 - Golf Pro Shop-Professional Ser	7,557.12	
4052	10/20/2020	Claims	3	EFT STERICYCLE INC	10.36	ON CALL
				001 - 521 50 41 00 - Law Enforcement Building-Prc	10.36	
4053	10/20/2020	Claims	3	EFT WASHINGTON STATE DEPT OF REVENUE	2,054.40	Q3 2020 LEASEHOLD EXCISE TAX RETURN
				420 - 576 61 40 01 - Restaurant Lease Leasehold Ex	2,054.40	
4054	10/20/2020	Claims	3	EFT WASTE MGMT OF SPOKANE	380.58	PWY GARBAGE SVC SEPT 2020
				110 - 542 90 47 00 - Maint Admin & Overhead Util	380.58	
4055	10/20/2020	Claims	3	EFT WEX BANK-CHEVRON	2,815.38	FUEL 9/7-10/6/2020
				001 - 518 30 32 00 - Central Services Fuel Consume	43.69	
				001 - 518 80 30 00 - Supplies For Consumption IT	26.21	
				001 - 521 10 32 00 - Law Enforcement Fuel Consun	2,416.74	
				110 - 542 90 32 00 - Maint Admin & Overhead Fuel	47.09	
				001 - 558 50 32 00 - CP&ED Fuel Consumed	47.41	
				420 - 576 61 32 00 - Golf Course-Fuel Consumed	14.56	
				001 - 576 80 32 00 - Parks Fuel Consumed	219.68	
4056	10/20/2020	Claims	3	EFT WILBUR-ELLIS COMPANY LLC	3,013.81	MATERIALS
				001 - 518 30 31 00 - Centralized Services Supplies	60.27	
				410 - 542 40 31 00 - Drainage Supplies	331.52	
				001 - 576 80 31 15 - Ballfields Supplies	753.46	
				001 - 576 80 31 25 - Pavillion Park Supplies	723.31	
				001 - 576 80 31 45 - Orchard Park Supplies	452.07	
				001 - 576 80 31 55 - Rocky Hill Park Supplies	693.18	
4057	10/20/2020	Claims	3	30526 A TO Z RENTAL	37,706.63	COVID-19
				001 - 518 30 30 19 - COVID-19 Supplies	37,706.63	5C LL BUSINESSES TENTS&SIDEWALLS
4058	10/20/2020	Claims	3	30527 ABADAN REPROGRAPHICS/IMAGING	91.77	NOA SIGN
				001 - 558 50 40 03 - CP&ED Legal Notices Reimbu	91.77	BLD2020-0454
4059	10/20/2020	Claims	3	30528 ARROW CONSTRUCTION SUPPLY INC	946.41	MATERIALS

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			111 - 576 80 30 00 -		General Parks Supplies	946.41	TRAIL MAINT
4060	10/20/2020	Claims	3	30529	AVISTA UTILITIES	11,102.36	UTILITIES 8/28-9/29/2020
			001 - 518 30 47 00 -		Central Services-Utility Service	760.80	CITY HALL
			001 - 518 30 47 00 -		Central Services-Utility Service	81.76	CITY HALL-LITTLE HOUSE
			001 - 518 30 47 00 -		Central Services-Utility Service	38.53	COMMUNITY MESSAGE BOARD
			001 - 521 50 47 00 -		Law Enforcement - Utility Serv	825.27	LLML/LLPD BLDG
			110 - 542 63 47 00 -		Street Lighting - Utility Service	4,636.04	STREET LIGHTS
			110 - 542 63 47 00 -		Street Lighting - Utility Service	124.92	HARVEST AND MISSION ROUNDOABOUT LIGHTS
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	104.74	MOLTER & APPLEWAY SIGNAL
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	67.49	APPLEWAY & LLAKE RD SIGNAL
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	65.99	LLAKE RD & CVISTA SIGNAL
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	22.85	SCHOOL SPEED SIGN
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	38.43	HARVARD RD ROUNDOABOUT
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	68.95	APPLEWAY & MADSON TRFC LIGHT
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	45.58	SIGNAL/APPLEWAY TRAFFIC SIGNAL
			110 - 542 64 47 00 -		Traffic Control Devices-Elec/C	22.72	MISSION/MOLTER ROUNDOABOUT
			110 - 542 70 47 00 -		Roadside Utilities	21.85	HARVARD & INDIANA IRRIG CLOCK
			110 - 542 70 47 00 -		Roadside Utilities	28.46	HARVARD RD MONUMENTS
			110 - 542 70 47 00 -		Roadside Utilities	21.91	1425 N LIBERTY LAKE RD SPRINKLER
			110 - 542 70 47 00 -		Roadside Utilities	21.38	23104 E APPLEWAY AVE SPKL IRRIG CLOCK
			110 - 542 70 47 00 -		Roadside Utilities	21.27	22427 E APPLEWAY AVE SPKL IRRIG CLOCK
			110 - 542 90 47 00 -		Maint Admin & Overhead Util	124.03	PUBLIC WORKS YARD
			001 - 572 50 47 00 -		Library Building Utilities-Elec/	370.77	LLML/LLPD BLDG
			420 - 576 61 47 00 -		Golf Utilities-Elec/Gas,Wtr/Sw	1,337.98	TRAILHEAD UNIT 2
			420 - 576 61 47 00 -		Golf Utilities-Elec/Gas,Wtr/Sw	1,059.20	TRAILHEAD PUMP
			001 - 576 80 47 15 -		Ballfields Utilities-Elec/Gas,W	123.41	LIBERTY LAKE BALL FIELD 23820 E BOONE AVE
			001 - 576 80 47 25 -		Pavillion Park Utilities-Elec/Ga	199.93	PAVILLION PARK IRRIGATION
			001 - 576 80 47 25 -		Pavillion Park Utilities-Elec/Ga	316.19	PP PUMP @ MEADOWWOOD GC
			001 - 576 80 47 35 -		Town Square Utilities-Elec/Ga	139.93	TOWN SQ PARK LIGHTS
			001 - 576 80 47 45 -		Orchard Park Utilities-Elec/Ga	348.40	20300 E INDIANA AVE ORCHARD PARK
			001 - 576 80 47 55 -		Rocky Hill Park Utilities-Elec/	63.58	ROCK HILL PARK-IRRIGATION
4061	10/20/2020	Claims	3	30530	AW REHN & ASSOCIATES	638.70	SERVICES
			001 - 514 23 41 00 -		Administrative Services-Profes	140.00	HRA MO ADMIN FEE SEPT 2020
			502 - 517 30 29 00 -		Health Insurance Services	58.29	EMPLOYER FUNDING NOTIFICATION 09/29-10/04/2020
			502 - 517 30 29 00 -		Health Insurance Services	440.41	EMPLOYER FUNDING NOTIFICATION 10/6-12/2020
4062	10/20/2020	Claims	3	30531	FRANCOISE BENKA	350.00	UTILITY BOX SUNFLOWER PHOTO
			111 - 594 76 60 02 -		Capital Outlays Public Art	350.00	
4063	10/20/2020	Claims	3	30532	CENTRAL PRE MIX CONCRETE CO	910.42	TOP DRESSING SAND
			420 - 576 65 31 01 -		Maintenance Of Golf Course	910.42	
4064	10/20/2020	Claims	3	30533	COEUR D ALENE PAVING INC	269.56	3/4" CRUSHED BASE
			410 - 542 40 31 00 -		Drainage Supplies	269.56	
4065	10/20/2020	Claims	3	30534	COOPERATIVE INFORMATION NETWORK	4,055.56	FY '21 ANNUAL DUES,FY'21 QTR 1 COURIER FEE
			001 - 572 10 41 00 -		Library-Professional Services	957.34	
			001 - 572 10 49 00 -		Library-Dues,Subscriptions,Mt	3,098.22	

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4066	10/20/2020	Claims	3	30535	COUNTRY VISTA CAR WASH	223.50	CAR WASHES
					001 - 521 10 48 00 - Vehicle Maintenance	180.00	36 WASHES
					110 - 542 90 41 00 - Maint Admin & Overhead Prof	38.50	
					001 - 558 50 41 00 - CP&ED-Professional Services	5.00	1 WASH
4067	10/20/2020	Claims	3	30536	CUSTOM SALT SOLUTIONS LLC	6,425.10	HEAT WAVE LIQUID DE-ICER
					110 - 542 66 31 00 - Snow And Ice Control Supplie:	6,425.10	
4068	10/20/2020	Claims	3	30537	DATAPRO SOLUTIONS INC	290.22	SERVICES
					001 - 514 23 41 00 - Administrative Services-Profes	290.22	AOD HOSTING SEPT 2020
4069	10/20/2020	Claims	3	30538	DESIGN SPACE MODULAR BUILDINGS PNW LP	372.95	PWY 8X40 GROUND LEVEL OFFICE RENTAL 10/18-11/17/2020
					110 - 542 90 41 00 - Maint Admin & Overhead Prof	372.95	
4070	10/20/2020	Claims	3	30539	EBSCO INDUSTRIES INC	816.75	CONSUMERREPORTS.ORG
					001 - 572 10 41 01 - Software Maint/data Ba	816.75	
4071	10/20/2020	Claims	3	30540	EVANS CRAVEN & LACKIE PS	5,500.00	PROF SVCS 8/25-9/23/2020
					001 - 515 41 41 00 - External Legal Services - Cons	5,500.00	
4072	10/20/2020	Claims	3	30541	EXECUTECH UTAH LLC	488.98	SERVICES
					001 - 518 80 41 00 - Information Technology Servic	488.98	O365:M365 9/15-10/14/2020
4073	10/20/2020	Claims	3	30542	FEDERAL SIGNAL CORP	333.23	SHOP SUPPLIES
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	111.08	
					420 - 576 61 31 03 - Maintenance Supplies	111.07	
					001 - 576 80 31 01 - Parks Supplies	111.08	
4074	10/20/2020	Claims	3	30543	FISHERS TECHNOLOGY	48.11	CONTRACT OVERAGE 9/12-10/11/2020
					001 - 572 10 41 00 - Library-Professional Services	48.11	
4075	10/20/2020	Claims	3	30544	GOLF CARS ETC	228.08	PARTS
					420 - 576 61 31 03 - Maintenance Supplies	228.08	GOLF CARTS
4076	10/20/2020	Claims	3	30545	GRAINGER	22.06	MATERIALS
					001 - 518 30 31 00 - Centralized Services Supplies	22.06	SPECIALTY DRILL BIT
4077	10/20/2020	Claims	3	30546	GRANICUS LLC	6,033.07	COUNCIL CHAMBER RECORDING
					001 - 594 14 64 00 - Finance-Furniture,Computers&	6,033.07	
4078	10/20/2020	Claims	3	30547	HUNTER SERVICE SPECIALISTS INC	166.68	SAFETY INSPECTION LIFT
					110 - 542 90 41 00 - Maint Admin & Overhead Prof	55.56	
					420 - 576 65 41 00 - Professional Services-Golf Gre	55.56	
					001 - 576 80 41 00 - Parks-Professional Services	55.56	
4079	10/20/2020	Claims	3	30548	INSIGHT DISTRIBUTING INC	601.00	TRASH LINERS
					001 - 576 80 31 01 - Parks Supplies	601.00	
4080	10/20/2020	Claims	3	30549	MIDAMERICA BOOKS	528.82	BOOKS
					001 - 572 20 34 06 - Library Books & Other Materi:	528.82	
4081	10/20/2020	Claims	3	30550	MIZUNO USA INC - NDC	256.13	CLUBS
					420 - 576 61 34 01 - Pro Shop Merchandise	256.13	
4082	10/20/2020	Claims	3	30551	NATIONAL BARRICADE CO	1,242.77	MATERIALS
					110 - 542 64 41 00 - Traffic Control Devices-Profes	239.58	CITY LIMIT SIGNS
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	859.44	SIGNS
					001 - 576 80 41 00 - Parks-Professional Services	143.75	PARK SIGNAGE

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4083	10/20/2020	Claims	3	30552	NORTH 40 OUTFITTERS	1,448.23	MATERIALS
					110 - 542 66 31 00 - Snow And Ice Control Supplie:	653.39	REPLACE DEICE PUMP
					110 - 542 90 30 00 - PWY Break In Insurance Clain	178.59	TRANSFER PUMP
					110 - 542 90 30 00 - PWY Break In Insurance Clain	206.85	FILING GUIDE,SWIVEL,FUEL NOZZLE,FUEL FILTER
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	169.88	TRANSFER PUMP
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	67.14	HIGH LIFT REPLACEMENT TOW STRAPS
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	38.09	SPRAYER WAND,POST POUNDER
					420 - 576 61 31 03 - Maintenance Supplies	67.15	HIGH LIFT REPLACEMENT TOW STRAPS
					001 - 576 80 31 01 - Parks Supplies	67.14	HIGH LIFT REPLACEMENT TOW STRAPS
4084	10/20/2020	Claims	3	30553	NORTHWEST PUMP & EQUIPMENT	77.47	MATERIALS
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	25.82	FUEL TANK/SHOP SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	25.83	FUEL TANK/SHOP SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	25.82	FUEL TANK/SHOP SUPPLIES
4085	10/20/2020	Claims	3	30554	PACIFIC GOLF & TURF	2,020.09	PARTS
					420 - 576 61 31 03 - Maintenance Supplies	308.33	
					420 - 576 61 31 03 - Maintenance Supplies	1,711.76	
4086	10/20/2020	Claims	3	30555	PETTY CASH	10.00	REPLENISH PETTY CASH
					001 - 558 50 41 00 - CP&ED-Professional Services	10.00	NOTARY SVC AFFIDAVIT OF
4087	10/20/2020	Claims	3	30556	PLANET TURF	326.70	MATERIALS
					420 - 576 65 31 01 - Maintenance Of Golf Course	326.70	GREENS FERT
4088	10/20/2020	Claims	3	30557	PROFORCE LAW ENFORCEMENT	1,028.70	LESS LETHAL AMMO
					001 - 521 10 31 00 - Law Enforcement Supplies	1,028.70	
4089	10/20/2020	Claims	3	30558	PTERA INC	2,887.27	PHONE SVCS OCT 2020
					001 - 518 30 42 00 - Central Services - Communicat	1,543.77	INTERNET,FIBER/CROSS CONNECT,PHONES,VOIP
					001 - 521 10 42 00 - Law Enforcement-Telephone,In	580.15	INTERNET,VOIP,PARK CAMERA RH&BF
					110 - 542 90 42 00 - Maint Admin & Overhead Tele	109.00	INTERNET,VOIP,CAMERA
					001 - 572 10 42 00 - Library-Telephone,Internet,Pos	427.85	INTERNET,VOIP,PHONES
					420 - 576 61 42 01 - Golf Pro Shop-Telephone,Inter	93.00	INTERNET,VOIP
					001 - 576 80 41 25 - Pavillion Park-Professional Ser	10.00	PARK CAMERA
					001 - 576 80 41 35 - Town Square-Professional Ser	10.00	PARK CAMERA
					001 - 576 80 41 45 - Orchard Park-Professional Ser	10.00	PARK CAMERA
					001 - 576 80 42 15 - Ballfields-Telephone,Internet,F	34.50	PARK CAMERAS/IRRIGATION
					001 - 576 80 42 45 - Orchard Park-Telephone,Intern	34.50	PARK CAMERAS/IRRIGATION ORCHARD PARK
					001 - 576 80 42 55 - Rocky Hill Park-Telephone,Int	34.50	PARKCAMERAS/IRRIGATION
4090	10/20/2020	Claims	3	30559	TED PULVER	350.00	MCKINNEY,JACOB INTERVIEW/PRETEST?TEST/OST TEST/GRADING/REPORT
					001 - 521 10 41 00 - Law Enforcement-Professional	350.00	
4091	10/20/2020	Claims	3	30560	R&R PRODUCTS INC	341.05	MATERIALS
					420 - 576 61 31 03 - Maintenance Supplies	341.05	AERATOR TINES
4092	10/20/2020	Claims	3	30561	RACOM CORPORATION	807.51	REPLACE KENWOOD UHF DIGITAL,ANTENNA
					110 - 542 90 30 00 - PWY Break In Insurance Clain	807.51	
4093	10/20/2020	Claims	3	30562	SHOWCASES	64.69	ONE TIME PLAYAWAY CASE
					001 - 572 10 31 00 - Library Supplies	64.69	

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4094	10/20/2020	Claims	3	30563	SIRCHIE FINGER PRINT LAB	240.00	EVIDENCE SUPPLIES
					001 - 521 10 31 00 - Law Enforcement Supplies	240.00	
4095	10/20/2020	Claims	3	30564	SPECIALTY MOBILE MIX INC	609.84	CONCRETE DRAINAGE
					410 - 542 40 41 00 - Drainage-Professional Services	609.84	
4096	10/20/2020	Claims	3	30565	SPOKANE COUNTY ENVIRONMENTAL SERVICES	48.01	UTILITIES
					001 - 576 80 47 45 - Orchard Park Utilities-Elec/Ga	48.01	
4097	10/20/2020	Claims	3	30566	SPOKANE COUNTY SOLID WASTE	17.00	TRASH DUMP
					110 - 542 70 31 01 - Roadside Supplies	17.00	
4098	10/20/2020	Claims	3	30567	SPOKANE COUNTY TREASURER	23,501.36	SERVICES
					001 - 519 70 40 01 - Spokane County - Jail	9,096.98	GEIGER/COUNTY JAIL SVCS OCT 2020
					110 - 542 30 48 06 - Roadway - Striping	9,233.93	LONG LINES & STRIPING SEPT 2020
					110 - 542 64 41 00 - Traffic Control Devices-Profes	3,822.80	SIGNAL MAINTENANCE SEPT 2020
					001 - 554 30 41 00 - Animal Services	924.08	ANIMAL CNTRL SVC NOV 2020
					320 - 595 64 60 01 - Capital Expenditures/Expenses	423.57	CV DR HIGH SCHOOL SIGNALIZATION TIB 8-3-988(001)-1
4099	10/20/2020	Claims	3	30568	SPOKANE HOUSE OF HOSE INC	213.55	MATERIALS
					110 - 542 90 31 00 - Maint Admin & Overhead Sup	71.18	SHOP SUPPLIES
					420 - 576 61 31 03 - Maintenance Supplies	71.19	SHOP SUPPLIES
					001 - 576 80 31 01 - Parks Supplies	71.18	SHOP SUPPLIES
4100	10/20/2020	Claims	3	30569	SPOKANE REGIONAL CLEAN AIR AGENCY	5,018.50	LOCAL ASSESSMENT 5TH QTR 2020
					001 - 553 70 40 00 - Pollution Control And Remediat	5,018.50	
4101	10/20/2020	Claims	3	30570	SPOKANE VALLEY FIRE DEPT	1,310.00	SERVICES
					001 - 558 50 40 01 - CP&ED Protective Inspection (207.00	FIRE ALARM PLAN CHECK STE 204 JACKSON 5
					001 - 558 50 40 01 - CP&ED Protective Inspection (1,103.00	FIRE ALARM/SUPPRESSION PLAN CHECK SWISS PRODUCTIONS
4102	10/20/2020	Claims	3	30571	THE HOME DEPOT PRO	372.15	MATERIALS
					001 - 518 30 30 19 - COVID-19 Supplies	87.98	JANITORIAL SUPPLIES
					420 - 576 61 31 04 - Facilities Supplies	284.17	PALENQUE TP,PAPER TOWELS
4103	10/20/2020	Claims	3	30572	THE SPOKESMAN REVIEW	291.20	CH SUBSCRIPTION 26 WEEKS
					001 - 514 23 49 01 - Administrative Services-Dues,!	291.20	
4104	10/20/2020	Claims	3	30573	TITAN TRUCK EQUIPMENT INC	659.93	HEADACHE RACK
					110 - 542 90 30 00 - PWY Break In Insurance Clain	659.93	
4105	10/20/2020	Claims	3	30574	UNIFIRE INC	1,306.80	2B CITIZEN FACE MASKS
					001 - 518 30 30 19 - COVID-19 Supplies	1,306.80	
4106	10/20/2020	Claims	3	30575	UNITED RENTALS INC	300.29	SALT PAD ROLLER RENTAL
					110 - 542 66 41 00 - Snow And Ice Control-Professi	300.29	
4107	10/20/2020	Claims	3	30576	VISIT SPOKANE	21,597.06	Q3 2020 TOURISM
					117 - 557 30 41 17 - Intergov't Payment TPA	21,597.06	
4108	10/20/2020	Claims	3	30577	WALTS MAILING SERVICE LT	1,273.09	COVID-19 EXPENSE

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 13:07:58 Date: 10/14/2020

MCAG #: 2757

10/20/2020 To: 10/20/2020

Page: 8

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 518 30 40 00 - COVID-19 Professional Servic			1,273.09	2E LLML POSTCARDS TO CITIZENS COVID-19 COMPLIANCE
4109	10/20/2020	Claims	3	30578	WASHINGTON FINANCE OFFICERS ASSOC	75.00	GALE BUDGET,ACCOUNTING&REPORTING SYSTEM CASH BASIS TRAINING
			001 - 514 23 49 01 - Administrative Services-Dues,!			75.00	
4110	10/20/2020	Claims	3	30579	WASHINGTON STATE AUDITORS OFFICE	825.63	2019 ACCOUNTABILITY/FINANCIAL AUDIT
			001 - 514 23 41 00 - Administrative Services-Profes			825.63	
4111	10/20/2020	Claims	3	30580	WASHINGTON STATE TREASURER	24,657.23	Q3-2020 WA STATE REMIT
			001 - 558 50 40 00 - CP&ED State Bld Code Surcha			961.00	
			001 - 586 00 40 00 - Court Remittances			23,696.23	
4112	10/20/2020	Claims	3	30581	BEN WICK	1,225.00	SPLASH ADS OCT 2020
			001 - 558 70 41 00 - Econ. Dev. - Advertising			1,225.00	
						121,833.94	
						32,125.27	
						1,296.41	
						21,597.06	
						423.57	
						7,019.35	
						17,995.95	
						498.70	
						202,790.25	Claims: 202,790.25

"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."

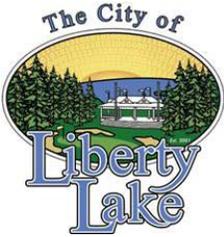
City Clerk

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.: 10iii

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:
Police Dept. and Library HVAC and Lighting work contract

FOR THE AGENDA OF: October 20th, 2020

DEPT. OF ORIGIN: Planning & Engineering

EXHIBIT:
Contract

DEPT. HEAD APPROVAL: Director

EXPENDITURE REQUIRED:	Yes
BUDGETED:	Yes

SUMMARY STATEMENT

The Public Safety/Library building has 9 gas fired packaged rooftop units. Five of these units serve the Police Department, and several of the units have been replaced over time. The three remaining units serving the Police Department have exceeded their useful life and need to be replaced. The building also has eight (8) exterior mounted 250-Watt High Pressure Sodium fixtures, which have exceeded their useful life and need to be replaced with LED's.

The lowest responsive proposal was R&R Heating and Air Conditioning with a cost of \$42,471 for replacement of the HVAC rooftop units and thermostats, and \$1,633.50 for lighting replacement. These prices include all taxes and fees.

Staff is requesting is requesting a total of \$50,720 which includes the proposal price, inspection costs and contingency. Under this approval staff will manage the contingency.

ALIGNMENT WITH STRATEGIC PLAN GOALS

Quality Facilities and Infrastructure (*Prepare Cost Estimates and Phasing Plans, Develop Schedule for Design and Construction*) – Approving the replacement of the rooftop units, thermostats, and exterior and lighting provides quality infrastructure for our Library, Citizens, and Police Department operations.

RECOMMENDED ACTION

1. Authorize a total for \$50,720 to replace HVAC rooftop units, thermostats, and lighting. Authorize the Mayor to sign the attached contract with R&R Heating and Air Conditioning.



R&R Heating & Air Conditioning

5202 N Florida St.
Spokane WA 99217
Phone (509) 484-1405
Fax (509) 483-5255
www.RandRHeating.com

Lic.# RRHEAA*106BW

October 12, 2020

PROPOSAL

Prepared For: Ben Schmitt City of Liberty Lake 23127 E Mission Ave Liberty Lake, WA 99019 Phone: 509-867-6219 bschmitt@libertylakewa.gov	Prepared By: Robert Dixon Project Manager / Estimator rdixon@randrheating.com	Job Site Details: City of Liberty Lake 23127 E Mission Ave Liberty Lake, WA 99019
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Included Items:

- 2- Carrier 48FCFA04A2A3-0A0C0 packaged gas/electric roof top units
5-tons cooling capacity
208/230/1 power
Curb adapter
Complete 1st year Carrier CCS labor
Economizer
- 1- Carrier 48FCFA06A2A3-0A0C0 packaged gas/electric roof top units
3-tons cooling capacity
208/230/1 power
Curb adapter
Complete 1st year Carrier CCS labor
Economizer
- 6- Carrier Connect Wi-Fi 7-day programmable thermostats
- 3- Gas piping modifications
- 3- Low voltage wiring modifications
- 8- Replacement of exterior light fixtures
- 3- Disconnect and reconnect electrical for rooftop units
- Demo & disposal of existing equipment and fixtures
- Startup and commissioning
- One-year parts and labor warranty
- WA State Prevailing Wage Labor
- Crane & rigging
- Permits

Price: \$40,500 + \$3,604.50 tax = \$44,104.50 Total

Deductive Option: Deduct \$1,500 + \$133.50 tax to retrofit light fixtures

Additive Option: Add \$2,975 + \$264.78 tax for a one-time tune up on the remaining (6) rooftop units. This includes coil cleaning, filters, belts and a contactor replacement. Any needed repairs will be on a time and material basis.

...continued on next page...

Initial Here: _____



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5202 N Florida St.
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Lic.# RRHEAA*106BW

ACCEPTANCE

We are hereby authorized to furnish all materials & labor required to complete the project described in above proposal, for which purchaser agrees to pay the amount mentioned in said proposal and according to the terms thereof which by signing this I have read and agree by the terms and conditions printed on this form.

Property Owner's Name (Print): City of Liberty Lake

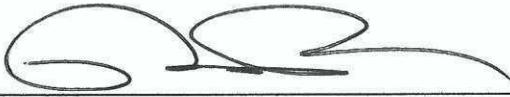
Owners Address: 23123 & 23127 E Mission Avenue

Liberty Lake, WA

Authorized Signature: _____

Print Name: Shane Brickner, Mayor Date: _____

R&R Heating & Air Conditioning:

Authorized Signature:  _____

Print Name: ROBERT DIXON Date: 10/14/2020

This proposal is only acceptable within (30) thirty days of the above date and approved by install manager. Payments shall be due upon receipt of invoice and all delinquent payments shall bear interest at 1.5% per month. If R & R Heating is required to commence legal action to recover against the purchaser under this agreement, the non-prevailing party agrees to pay such sum as the court may judge reasonable as attorney's fees, together with such sums as may be allowed as attorney's fees by an appellate court to the prevailing party. **25% DUE UPON SIGNING PROPOSAL AND AGREEMENT OR CREDIT PRE-APPROVAL. TERMS: Net 10th. CREDIT CARDS MAY BE ACCEPTED AND WILL INCUR AN ADDITIONAL 3% PROCESSING FEE.**

TERMS AND CONDITIONS

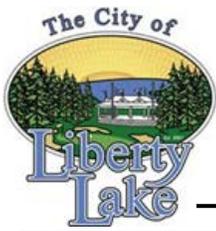
- 1) The acceptance of this proposal constitutes a contract binding between R&R Heating & Air Conditioning, Inc. hereinafter referred to as R&R, and the Purchasers of Service and Materials, hereinafter referred to as the Purchaser, according to all of the terms and conditions set forth on the first page and contained hereinafter.
- 2) This contract is contingent upon the Purchaser providing R&R, upon request, a credit application and a showing of a satisfactory credit rating.
- 3) The Purchaser agrees that if it fails to make any payments to R&R as herein provided, for any cause, within seven (7) days from the time the payment is due, R&R may stop its work, without prejudice to any other remedies R&R may have.
- 4) R&R shall not be held responsible for unclean conditions caused by other contractors or subcontractors.
- 5) The title to and right to possession of all materials delivered, whether stored, erected or in course of erection, shall remain the property of R&R until the same shall have been fully paid for. Should the Purchaser default in any of the terms or conditions of this agreement or be adjudged bankrupt or make an assignment for the benefit of creditors or become insolvent, the whole of the unpaid purchase price hereunder shall immediately become due and payable and R&R may take any and all necessary steps to enforce and collect payment thereof and may at its option take necessary steps to remove the materials and equipment from the project.
- 6) Any material or equipment delivered to the job site shall become the property of the Purchaser subject to Paragraph 5 above, and the Purchaser shall, at his expense, insure physical loss.
- 7) The Purchaser hereby agrees to indemnify and save harmless, R&R from all liability, for any loss, damage, injury, death or other casualty to person or property caused or occasioned from the performance of said work, excepting however any loss or damage resulting from negligence on the part of R&R. R&R shall use ordinary care in performing all work, but shall not be liable for incidental or consequential damages.
- 8) No damages shall be assessed against R&R for delays or causes attributed to other subcontractors or arising outside the scope of this contract, or caused by strikes, accidents, or other delays, or for any reason beyond the control of R&R.
- 9) The Purchaser shall notify R&R in advance when the premises will be ready for the installation; shall at all times give free and unobstructed access to the place where the work is to be done; shall put and keep all areas in which work is being done in a condition satisfactory to R&R, so that the work to be done under this agreement can be started promptly and completed without delay.
- 10) The Purchaser agrees that any alteration, addition, or deviation which is made necessary once the work is commenced and which was unable to be determined before work is commenced, involving extra costs, will become an extra charge over and above this contract, as shall all extras and modifications which may be issued or entered into subsequent to the execution of this contract.
- 11) The Purchaser shall be responsible for maintaining its or his own liability insurance and any other insurance as they deem necessary to protect themselves from any contingencies. R&R shall maintain its own liability insurance and any other insurance for its own protection. It is agreed between the parties hereto that R&R is an independent contractor and is not in any way an agent of or an employee of the Purchaser.
- 12) All invoiced amounts are due upon receipt of the invoice. Any monies not paid within 15 days of its due date shall bear interest at the rate of 1.5% per month on the balance, until paid.
- 13) The Purchaser expressly agrees that should it become necessary for R&R to place this contract in the hands of an attorney for collection, or if suit shall be brought to collect any of the principal or interest due under this contract, the Purchaser shall pay, in addition to the principal and interest due, a reasonable attorney fee and further the Purchaser shall pay all costs of the legal action, including but not limited to, filing fees, depositions, service fees, payment for witnesses, and court costs.
- 14) The parties agree that in the event it becomes necessary to enforce any of the terms and conditions of this contract, that the forum, venue and jurisdiction in that particular action shall be Spokane County, Washington, except where a lien has been filed and, in that instance, venue and jurisdiction shall be the site of the work.
- 15) This agreement and its enforcement shall be governed by the Law of the State of Washington.
- 16) This agreement is further subject to approval by an officer of R&R within 30 days.
- 17) Warranties/Limitations: All material, equipment and supplies shall be in accordance with the specifications contained in this proposal. R&R warrants that the materials supplied, other than equipment, are free from defects in material and workmanship for a period of twelve (12) months from the date of essential completion of the work or operation of the system for beneficial use of the buyer, whichever first occurs. All equipment is covered by the equipment manufacturer's warranty/guarantee, if any. R&R subrogates and extends to the Purchaser all limited and unlimited warranties provided by the manufacturers of equipment used in the performance of the herein described work. Warranty work is performed during R&R's normal business hours, but can be performed after normal hours if Purchaser pays the difference between standard labor rate and overtime labor rate. R&R makes no other warranties, express or implied, as to the fitness for particular purpose or warranty of merchantability. R&R assumes no liability for loss of revenue or any other consequential damages due to equipment, material or systems failure.
- 18) If Purchaser terminates this proposal agreement prior to or during installation, R&R has the right to bill Purchaser for re-stocking fees, permits and any/all expenses incurred.

19) **NOTICE TO CUSTOMER:** This contractor is registered with the state of Washington, registration no. RRHEAA*106BW, and has posted with the state a bond or deposit of \$12,000.00 for the purpose of satisfying claims against the contractor for breach of contract including negligent or improper work in the conduct of the contractor's business. The expiration date of this contractor's registration is 8/1/2022. **THIS BOND OR DEPOSIT MIGHT NOT BE SUFFICIENT TO COVER A CLAIM THAT MIGHT ARISE FROM THE WORK DONE UNDER YOUR CONTRACT.** This bond or deposit is not for your exclusive use because it covers all work performed by this contractor. The bond or deposit is intended to pay valid claims up to \$12,000.00 that you and other customers, suppliers, subcontractors, or taxing authorities may have. **FOR GREATER PROTECTION YOU MAY WITHHOLD A PERCENTAGE OF YOUR CONTRACT.** You may withhold a contractually defined percentage of your construction contract as retainage for a stated period of time to provide protection to you and help insure that your project will be completed as required by your contract. **YOUR PROPERTY MAY BE LIENED.** If a supplier of materials used in your construction project or an employee or subcontractor of your contractor or subcontractors is not paid, your property may be liened to force payment and you could pay twice for the same work. **FOR ADDITIONAL PROTECTION, YOU MAY REQUEST THE CONTRACTOR TO PROVIDE YOU WITH ORIGINAL "LIEN RELEASE" DOCUMENTS FROM EACH SUPPLIER OR SUBCONTRACTOR ON YOUR PROJECT.** The contractor is required to provide you with further information about lien release documents if you request it. General information is also available from the state Department of Labor and Industries.

I have received a copy of this disclosure statement:

Authorized Signature: _____ Date: _____

Introduction of Upcoming Agenda Items



**CITY COUNCIL
ADVANCED AGENDAS**
As of October 15, 2020

Date	Item	Point of Contact
6:00 – 8:15 p.m.	October 27th Special Meeting WORKSHOP: Great City Council Meetings, facilitated by Ann Macfarlane, Jurassic Parliament	Katy Allen
6:00 PM 7:00 PM	<u>November 3rd</u> WORKSHOP: 2021 Budget PRESENTATION: Peter King, CEO, AWC – recognizing Mayor Brickner & Mayor Pro Tem Kennedy for their achievement in getting their advanced Certificate of Municipal Leadership PRESENTATION: Visit Spokane, Meg Winchester, CMP President & CEO WORKSHOP DISCUSSION: Term Limits Award bid for internet and phone services Approve addendum for agreement for city attorney services PUBLIC HEARING: City of Liberty Lake’s 2021 budget	RJ Stevenson Katy Allen Katy Allen Council Member Kurtz RJ Stevenson RJ Stevenson RJ Stevenson
6:00 – 8:00 PM	November 10th Special Meeting WORKSHOP: City of Liberty Lake’s 2021 proposed budget	RJ Stevenson
6:00 PM 7:00 PM	<u>November 17th</u> WORKSHOP: City-owned 23-acre parcel in Legacy Ridge PUBLIC HEARING: Annual Comp Plan & Code Amendments FIRST READ ORDINANCE: Adopting Annual Comp Plan & Code Amendments	Katy Allen Lisa Key
6:00 PM 7:00 PM	<u>December 1st</u> PUBLIC HEARING: Annual Comp Plan & Code Amendments FIRST READ ORDINANCE: Adopting City’s 2021 budget FIRST READ ORDINANCE: Adopting the City’s Capital Facilities Plan SECOND READ ORDINANCE: Adopting Annual Comp Plan & Code Amendments	Lisa Key RJ Stevenson Lisa Key Lisa Key
6:00 PM 7:00 PM	<u>December 15th</u> SECOND READ ORDINANCE: Adopting City’s 2021 budget SECOND READ ORDINANCE: Adopting the City’s Capital Facilities Plan	RJ Stevenson