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[Kelsey Wright](#)

reported via email

*(Wed, 6 Nov 2024 at 9:11 AM)*

To: "pdc@pdc.wa.gov" <pdc@pdc.wa.gov>

Cc: ckaminskas@libertylakewa.gov

External Email

Casey,

The Mayor forwarded your email to me for response to your question. I am the City Clerk for Liberty Lake. Initially, a clarification is necessary relative to the two meetings as it appears that there may be some overlap between the two meetings and the Mayor's comments. The meeting on September 17<sup>th</sup> was a workshop for the City Council to discuss process and whether the members wanted to take positions on any initiatives. The meeting was not intended for the Council to act on a specific initiative. As such, you will see in the attached agenda for September 17<sup>th</sup> that the Council identified the discussion under its workshop item. There were varying thoughts among Council members about supporting or opposing initiatives and the process involved, so the Council scheduled a workshop to discuss it. Upon conclusion of the discussion and to give direction to City staff, the Council did vote to have staff prepare resolutions for the two initiatives. However, there was no vote on any specific initiative at the meeting on September 17<sup>th</sup>.

The link below will provide you with the October 1<sup>st</sup> packet that includes the noticed agenda and specific resolutions provided to the public, which identify the respective initiatives and what those initiatives involved. In Liberty Lake, all resolutions provide the public the opportunity to comment, which was done in this case and is in addition to the other noted opportunities for the public to comment as identified in the agenda. After public comment was received, and as the Mayor indicated below, the Council voted 4-3 on Initiative 2117 and Initiative 2066 failed due to lack of a moving motion.

[https://www.libertylakewa.gov/AgendaCenter/ViewFile/Agenda/\\_10012024-1024](https://www.libertylakewa.gov/AgendaCenter/ViewFile/Agenda/_10012024-1024)

Please let me know if you have any questions.

Thank you kindly,



**Kelsey Hardy** | City of Liberty Lake

City Clerk | 509.755.6729 | [khardy@libertylakewa.gov](mailto:khardy@libertylakewa.gov)

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**CITY COUNCIL MEETING  
TUESDAY, SEPTEMBER 17, 2024  
HELD REMOTELY & IN PERSON AT CITY HALL  
22710 E COUNTRY VISTA DRIVE**

Instructions for providing public comment can be found at the end of the agenda.

Questions or need assistance? Please contact the city clerk at  
[khardy@libertylakewa.gov](mailto:khardy@libertylakewa.gov).

**6:00 P.M. WORKSHOP SESSION**

- A. Public Hearing - Code of Ethics Complaint

**7:00 P.M. REGULAR SESSION**

- 1. Invocation**
- 2. Pledge of Allegiance**
- 3. Call to Order**
- 4. Roll Call**
- 5. Agenda Approval**
- 6. Citizen Comments**
- 7. Announcements / Proclamations / Special Presentations**
  - A. Proclamation - National Service Dog Month
- 8. Reports & Inquiries**
  - A. City Council
  - B. Mayor
  - C. City Administrator
  - D. Library Board of Trustees
  - E. Parks & Arts Commission
  - F. Liberty Lake Sewer & Water District

## 9. Workshop Discussions

- A. Library Design and Construction Project
- B. Community Engagement Plan - Comprehensive Plan Update
- C. Position on Initiatives

## 10. General Business – Consent Agenda

- A. September 3, 2024 Meeting Minutes  
**Recommended Action:** Approve the September 3, 2024, meeting minutes.
- B. September 10, 2024 Town Hall Meeting Minutes  
**Recommended Action:** Approve the September 10, 2024, town hall meeting minutes.
- C. September 17, 2024 Vouchers  
**Recommended Action:** Approve the September 17, 2024, vouchers and the August 16-31, 2024, payroll and benefits in the total amount of \$540,308.80.
- D. On-Call Planning Services Contract with SCJ Alliance  
**Recommended Action:** Approve and authorize the Mayor to sign the contract with SCJ Alliance for on-call planning services.
- E. Purchase of 16ft Equipment Trailer  
**Recommended Action:** Approve the purchase of the 16ft equipment trailer in the amount of \$7,176.00 and payment of \$512.55 in state taxes for registration of the trailer for a total amount of \$7,688.55.
- F. Pavillion Park Shelter Roof Replacement with Apex Roofing  
**Recommended Action:** Approve and authorize the Mayor to sign the contract with Apex Roofing in the amount of \$25,345.77, authorize a down payment of \$8,871.77, and a contingency of 15%, for a total amount not to exceed \$29,147.64.
- G. Davis Artist Agreement - Trailhead Wall Map  
**Recommended Action:** Authorize the Mayor to sign the Davis Artist Agreement for the Trailhead wall art map in the amount of \$4,000, plus applicable taxes, and a \$500 stipend.
- H. Battista Artist Agreement - Kramer Parkway Liberty Lake Together Art  
**Recommended Action:** Approve and authorize the Mayor to sign the Battista Artist Agreement, for Kramer Parkway Liberty Lake Together Art, in the amount of \$20,000 plus applicable taxes.
- I. Rocky Hill Park Tennis Court Resurfacing  
**Recommended Action:** Authorize the Mayor to sign the quote from Arrow

Concrete & Asphalt Specialties in the amount of \$93,664.31, and approve a 10% contingency for a total amount not to exceed \$103,030.74

- J. Pavillion Park South Basketball Sports Court Resurfacing  
**Recommended Action:** Authorize the Mayor to sign the quote from Arrow Concrete & Asphalt Specialties in the amount of \$35,831.85, and approve a 10% contingency for a total amount not to exceed \$39,415.04.

- K. Pavillion Park Tennis Court Resurfacing  
**Recommended Action:** Authorize the Mayor to sign the quote from Arrow Concrete & Asphalt Specialties in the amount of \$51,054.82, and approve a 10% contingency for a total amount not to exceed \$56,160.30.

- L. 20' Netting Along the #1 Tee Box at Trailhead  
**Recommended Action:** Approve the quote from Northwest Fence in the amount of \$55,036.24 for netting improvements along the #1 tee box at Trailhead with a 50% down payment.

- M. Banking Services Agreement with Banner Bank  
**Recommended Action:** Approve and authorize the Mayor to execute the 5-year banking services agreement with Banner Bank.

## **11. General Business - Action Items**

- A. Award of Contract for Sign Code Amendment to Berk Consulting, Inc.  
**Recommended Action:** Approve and authorize the Mayor to execute the contract with Berk Consulting, Inc. for sign code amendments.
- B. Liberty Lake Police Department Mobile Data Computer Required Model Upgrade  
**Recommended Action:** Approve the purchase of 12 new MDCs, with a cost totaling \$50,460.00 plus tax.

## **12. Council Comments**

## **13. Public Hearings / Appeals**

- A. 2025 Budget - Citizen Input

## **14. Resolutions**

- A. Resolution No. 24-264, "A Resolution of the City of Liberty Lake Adopting the Public Engagement Plan for the 2026 Periodic Comprehensive Plan Update."

## **15. Ordinances**

- A. 1st Read - Ordinance No. 300A, "An Ordinance Amending Ordinance No. 300 Passed by the City Council on December 5, 2023, Entitled 'An Ordinance of

the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2024, through December 31, 2024, Appropriating Funds and Establishing Salary Schedules for Established Positions."

- B. 2nd Read - Ordinance No. 304, "An Ordinance of the City of Liberty Lake, Washington, Adopting the City of Liberty Lake Stormwater Management Plan."
- C. 2nd Read - Ordinance No. 305, "An Ordinance of the City of Liberty Lake, Washington, Amending The City of Liberty Lake Development Code and the River District Specific Area Plan Development Regulations."
- D. 2nd Read - Ordinance No. 3B, "An Ordinance of the City of Liberty Lake, Washington, Repealing Ordinance No. 03, Ordinance No. 03A, and Ordinance No. 03A2, Regarding Payment of Claims or Obligations."
- E. 2nd Read - Ordinance No. 4A, "An Ordinance of the City of Liberty Lake, Washington, Repealing Ordinance No. 4 Establishing a General Fund Petty Cash Account for the City of Liberty Lake for the Purpose of Making Minor Authorized Disbursements."
- F. 2nd Read - Ordinance No. 8B, "An Ordinance of the City of Liberty Lake, Washington, Repealing Ordinance No. 8 and ordinance No. 8A Providing for the Monthly Payment of the Salaries for Mayor, City Council and Staff Members."
- G. 2nd Read - Ordinance No. 9A, "An Ordinance of the City of Liberty Lake, Washington, Repealing Ordinance No. 9 Establishing City Holidays."
- H. 2nd Read - Ordinance No. 11A, "An Ordinance of the City of Liberty Lake, Washington, Repealing Ordinance No. 11 Providing for Small Contract Authorization."

## **16. Emergency Ordinances**

## **17. Introduction of Upcoming Agenda Items**

## **18. Citizen Comments**

## **19. Executive Session**

## **20. Adjournment**

### **JOIN ZOOM MEETING**

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

#### **Meeting Instructions:**

Join from a PC, Mac, iPad, iPhone or Android device:

<https://us02web.zoom.us/j/83557862246>

Or One tap mobile:

+12532050468,,86578556158# US  
+12532158782,,86578556158# US (Tacoma)

Or join by phone:

Dial: +1 253 205 0468 or +1 253 215 8782

**Webinar ID: 835 5786 2246**

### **PUBLIC COMMENT**

If you wish to provide oral public comments during the Council meeting, you may do so in-person at City Hall or virtually via zoom. If you wish to speak in-person, please fill out a yellow Request to Speak Form. If you wish to speak via zoom, please join the zoom meeting using the meeting information above. The Mayor will invite public comments during the appropriate section of the agenda, at which time you can raise your hand, or send a request to speak to our meeting host using the chat function within the zoom meeting.

### **WRITTEN PUBLIC COMMENTS**

If you wish to provide written public comments for the council meeting, please email your comments to [khardy@libertylakewa.gov](mailto:khardy@libertylakewa.gov) by 4:00 p.m. the day of the council meeting and include all 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

\*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.