

**CITY COUNCIL MEETING
TUESDAY, JANUARY 19, 2021
HELD REMOTELY**

PURSUANT TO GOVERNOR INSLEE'S ORDER 20-28.14 dated December 8, 2020 – ALL PUBLIC MEETINGS WILL BE 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 January 19, 2021](#)
- [Join the Zoom Meeting](#)

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

COMMITTEE WORKSHOP DISCUSSION – 6:00 p.m.

Liberty Lake Municipal Library

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**
 - Term limits
 - All other comments
7. **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**
 - Community Risk Reduction Week
8. **REPORTS**
 - City Council
 - City Administrator
9. **WORKSHOP DISCUSSIONS**
 - Process to fill vacancy for Council Position 7
 - Lodging Tax Designee

10. CONSENT AGENDA

- a. Approve January 5, 2021 City Council Minutes
- b. Approve January 19, 2021 vouchers in the amount of \$520,879.45
- c. Authorize the purchase of the 2021 Washington Digital Library Consortium to provide library patrons access to the Washington Anytime Library for digital books and audiobooks in the amount of \$7,854.00.

11. PUBLIC HEARINGS / APPEALS – *No items listed*

12. RESOLUTIONS

- Resolution No. 21-284, appointing Liberty Lake representatives to the Spokane Transit Authority Board

13. ORDINANCES

- **SECOND READ** – Ordinance No. 269-A – Amending the City's 2021 budget

14. EMERGENCY ORDINANCES – *No items listed*

15. INTRODUCTION OF UPCOMING AGENDA ITEMS

16. CITIZEN COMMENTS

- Term limits

17. EXECUTIVE SESSION– *No items listed*

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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PROCLAMATION



Proclamation

City of Liberty Lake, Washington

Community Risk Reduction (CRR) Week

Whereas, every 24 seconds, a fire department in the United States responds to a fire somewhere in the nation; and

Whereas, 74% percent of all fire deaths occurred in the home in 2018; and

Whereas, home fires were responsible for 11,200 civilian injuries and 74% of all civilian injuries in 2018; and

Whereas, an estimated \$25.6 billion in property damage occurred as a result of fire in 2018; and

Whereas, the fire service responds to a growing number of medical calls for service, surpassing 80% of total call volume in some jurisdictions; and

Whereas, Community Risk Reduction is a data-informed process to identify and prioritize local risks, followed by integrated and strategic investment of resources to reduce their occurrence and impact; and

Whereas, the value of community support from local, state, and national partners to address community risks is recognized to meet the demands on paid, combination, and volunteer members of the fire service; and

Whereas, the goal of Community Risk Reduction is to reduce the occurrence and impact of emergency events for both community members and emergency responders through deliberate action in the areas of the five E's of Education, Engineering, Enforcement, Emergency response, and Economic incentive; and

Whereas, most fire-related and many medical calls for service are preventable, with the five E's performed as part of an integrated Community Risk Reduction program; and

Whereas, Monday, January 18, 2021, is Martin Luther King Day and is nationally recognized as a National Day of Service and an opportunity for communities to reduce the risk in their community through a series of educational and other programs.

THEREFORE BE IT RESOLVED

That the week of January 18, 2021 – 24, 2021, be designated as

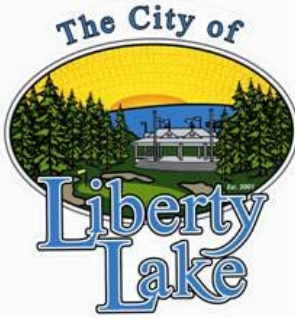
Community Risk Reduction (CRR) Week

a grassroots initiative of fire service professionals across the nation to raise awareness of the importance of CRR in the fire service community and an opportunity to make communities safer.

Dated this 19th day of January 2021.

Cris Kaminskas, Mayor

CONSENT AGENDA



**CITY COUNCIL MEETING
TUESDAY, JANUARY 5, 2021
HELD REMOTELY**

COMMITTEE WORKSHOP DISCUSSION

Mayor Pro Tem Kennedy called the committee workshop to order at 6:00 p.m.

City officials who physically attended the workshop were: Mayor Pro Tem Kennedy and City Administrator, Katy Allen.

City officials who remotely attended the workshop via Zoom were: Council Members Kaminskas, Langford, Folyer, Kurtz, Severs, and Dunne.

RJ Stevenson, Finance Director, Damon Simmons, Chief of Police, Ann Swenson, City Clerk, Jennifer Camp, Operations & Maintenance Director, Lisa Key, Director of Planning & Engineering, and Todd Henderson, IT Technician also attended the workshop via Zoom.

After roll call and going over the logistics for this evening's meeting, Mayor Pro Tem Kennedy turned the floor over to the city administrator to lead the discussion on the mayoral appointment process. She explained how a mayoral position can and should be filled.

After council discussion, it was decided that council would take a vote during their regular 7:00 p.m. meeting to determine how they wanted to move forward with the mayoral process – opening the nominations for all citizens or appointing a mayor via nomination of someone within the council.

With there being no further business, the meeting adjourned at 6:50 p.m.

REGULAR CITY COUNCIL MEETING SESSION

Prior to the invocation, Mayor Pro Tem Kennedy reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.14, dated December 8, 2020, was being held remotely. Invocation then took place.

INVOCATION – Given by Councilman Dunne

PLEDGE OF ALLEGIANCE – Led by Mayor Pro Tem Kennedy, City Council, and City Staff

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

ROLL CALL

City officials who physically attended the meeting were: Mayor Pro Tem Kennedy and City Administrator, Katy Allen.

City officials who attended the meeting via Zoom were: Council Members Kaminskas, Folyer, Langford, Dunne, Severs, and Kurtz.

The Finance Director, Chief of Police, City Clerk, Liberty Lake Municipal Library Director, Operations and Maintenance Director, Director of Planning & Engineering, City Engineer, and Information Technician also attended the meeting via Zoom.

AGENDA APPROVAL: Mayor Pro Tem Kennedy announced suggested changes to the agenda. One was to move Item 7, the introduction of the new Liberty Lake Police Officer to follow Item 6, Agenda Approval; to add under comments a section for reflections on Mayor Brickner; to add a workshop discussion for the mayor selection process, and finally, to add a report from the Parks and Arts Commission.

Council Member Kaminskas moved to remove Consent Agenda Item 10a, Appoint Mayor of City of Liberty Lake, and add back Item 9, Workshop Discussion, for further discussion for the appointment process for the mayor's replacement. Councilman Dunne seconded the motion, which carried unanimously.

Councilman Dunne moved to approve the agenda with the recommendations and motion as above. Councilman Severs seconded the motion, which carried unanimously.

Mayor Pro Tem Kennedy then opened the floor to receive council and comments regarding former Mayor Brickner. After hearing comments from the council, Mayor Pro Tem Kennedy turned the floor over to Police Chief Simmons.

ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

Chief Simmons introduced the newest Liberty Lake police officer, Ashley Lam. Officer Lam took the floor and further introduced herself. Chief Simmons then conducted the oath of office for Officer Lam.

CITIZEN COMMENTS

Dg Garcia, Liberty Lake resident: addressed the workshop topic of what comes next for the mayoral appointment. She spoke about crucial topics she had heard in the earlier workshop discussion, including relevance, duty, responsibility, and urgency. Ms. Garcia commented the selection of the mayor is most the most prudent. She urged the council to move forward swiftly and expeditiously in their selection process for a new mayor.

Sharon Carvo, Liberty Lake resident: also commented on the council moving forward to make a decision regarding the vacant mayor's seat. Ms. Carvo spoke in support of Council Member Kaminskaskas to serve as the next mayor.

Christopher Martin, Liberty Lake resident: spoke in support of Council Member Kaminskaskas to serve as the next mayor.

John Stoker, Liberty Lake resident: Spoke in support of Council Member Kaminskaskas to serve as the next mayor.

Tim Olson, Liberty Lake resident: implored the council to choose a mayor this evening. He spoke in support of Council Member Kaminskaskas to serve as the next mayor.

Mayor Pro Tem Kennedy then opened the floor to receive citizen comments from Mr. Larry Alexander, who had requested being put on the agenda this evening to discuss the Coronavirus. Mr. Alexander was not in the meeting at the time of the invite to speak.

Next, Mayor Pro Tem opened the floor to receive citizen comments regarding term limits.

Dg Garcia, Liberty Lake resident: spoke about term limits. She asked that citizens be allowed to request other items be added on to the agenda for a broader spectrum of workshop discussions. She said three-minute soundbites that citizens are allowed for comment take away from the importance of the issue.

Mr. Larry Alexander, Liberty Lake resident then took the floor for citizen comments. He did not address or speak on Coronavirus, but rather thanked former Mayor Brickner for his service.

Next, the city clerk read 25 written comments into the record, all speaking in support of Council Member Kaminskaskas to serve as the next mayor.

Shane Brickner: congratulated and welcomed new Liberty Lake Police Officer Lam. He thanked the council for their work and advocated for support of the citizens, businesses, and staff during this time. He spoke about the Liberty Lake Together message of collaboration. He spoke in support of the comments he had heard this evening, and he too spoke in support of Council Member Kaminskaskas to serve as the next mayor. In closing, he commented that city staff is an amazing group of people and this is an amazing opportunity for council to work with staff. He acknowledged his appreciation for council's guidance and decision making.

Mayor Pro Tem Kennedy then invited citizen comments on the process for the mayoral appointment. No comments were received.

REPORTS

City Council: Councilman Folyer reported he has started on his advanced municipal education. He has received seven credits so far.

City Administrator: The city administrator took the floor and spoke about the proposed schedule for future council workshops. She addressed the need to fill appointments to regional boards such as the Spokane Regional Transportation Council and Spokane Transit Authority and asked if any councilmembers were interested serving on those boards. She announced city hall will remain closed through February 4th, with appointments only during the interim. Library, PD, field operations, and Trailhead continue with safety measures in place. She announced the city's new HR Manager, Heidi Workman, will start on January 19th. She then turned the floor over to the operations and maintenance manager, who gave an update on the Winter Glow event. The city administrator resumed the floor and reported there was \$305,000 in CARES Act expenditures. She announced the planning commission will have a public hearing January 27th regarding River Crossing 2020. She turned the floor over to the city engineer, who gave an update on the Kramer road condition.

Parks & Arts Commission: Laina Schutz, Parks & Arts Chairperson gave an update on the Parks & Arts Commission's work. Mayor Pro Tem Kennedy and Councilman Severs spoke in support of having a formal presentation by the commission in follow-up to the information Chairperson Schutz shared this evening.

WORKSHOP DISCUSSION

Councilman Folyer moved to appoint the mayor from the current city council members only. Councilman Langford seconded the motion. After further discussion, Mayor Pro Tem Kennedy asked for the vote. Motion carried, 5-2, Councilmembers Dunne and Severs opposed.

Councilman Folyer moved to accept candidate resumes and letters of interest by January 12th at 5:00 p.m. Councilmember Kaminskas seconded the motion. Councilmember Severs moved to amend the motion to have resumes and vision statements due by January 11th at 5:00 p.m. so the council has 24 hours to review them. Councilman Dunne seconded. Motion on the amendment failed 2-5; Councilmembers Severs and Dunne in favor, all others opposed. Mayor Pro Tem Kennedy then called for the vote on the original motion. Motion failed 2-5; Councilmembers Folyer and Kaminskas in favor, all others opposed.

Councilman Severs then moved to go into the nomination, voting, and appointment process for the new mayor tonight. Councilman Dunne seconded the motion. After council discussion, Mayor Pro Tem Kennedy called for the vote. Motion carried 5-2; Councilmembers Langford and Folyer opposed.

Councilmember Severs nominated Council Member Kaminskas to be appointed as the mayor. Council Member Kurtz seconded the nomination.

Councilmember Dunne nominated Mayor Pro Tem Kennedy to be appointed as mayor. Council Member Kurtz seconded the nomination.

Council Member Kaminskas and Mayor Pro Tem Kennedy then took the floor, respectively, and spoke about the reasons they want to assume the mayoral position.

After discussion, Councilmember Kaminskas moved to follow the same process for voting and nominations for the mayor as is currently in place and established for voting and nominations for a councilmember. Councilmember Severs seconded the motion. Motion carried unanimously.

Votes were then taken on the first nomination. Nomination for Councilmember Kaminskas carried by majority vote with Councilmembers Dunne, Severs, Kaminskas, and Kurtz in favor.

Councilman Langford moved to add a topic to the January 19, 2021 city council agenda for opening of filings to the public for applications for the unexpired term of Cris Kaminskas. Motion carried unanimously.

The city clerk then conducted the oath of office for Mayor Kaminskas.

CONSENT AGENDA

Mayor Pro Tem Kennedy moved to approve consent agenda item 10b, approving the December 15, 2020 city council minutes. Council Member Severs seconded the motion.

Due to time constraints, Councilmember Langford then made a motion to approve consent agenda items 10b- 10i, seconded by Councilmember Severs. After brief discussion, Mayor Kaminskas called for the vote. Motion carried unanimously.

- b. Approve December 15, 2020 city council meeting minutes
- c. Approve December 29, 2020 special city council meeting minutes
- d. Approve the total vouchers through December 31, 2020 in the amount of \$697,218.75 and the January 5, 2021 vouchers in the amount of \$491,123.81
- e. Authorize the Mayor Pro Tem to sign the Agreement with The Splash / Wick Enterprises
- f. Accept donation of \$6,000 from the Friends of the Liberty Lake Library to support 2021 purchases for programming and equipment and accept an additional donation of \$1,090 provided by the Friends of the Liberty Lake Library
- g. Authorize the acquisition of a stormwater easement for Henry Road from Spokane County for a purchase price of \$14,000

- h. Authorize the execution of a purchase and sale agreement for the acquisition of right-of-way for Henry Road from Liberty Lake Land Company in the amount of \$457,984,50, as may be adjusted based upon final survey prior to closing
- i. Authorize the acquisition of right-of-way for Henry Road from Centennial Properties for a price not to exceed \$196,700

December 2020 A/P check sequence consisted of check numbers 30811 and 30812, \$187,297.96 and check numbers 30815 through 30867, totaling \$500,324.59. EFTs totaled \$9,596.20. January 5, 2021 A/P check sequence consisted of check numbers 30868 through 30875, totaling \$490,640.81 and an EFT, totaling \$483.00.

ORDINANCES

The city clerk read, by title only, Ordinance No. 269-A, amending Ordinance No. 269 passed by the City Council on December 15, 2020, entitled "An Ordinance of the City of Liberty Lake, Washington, Adopting a Budget for the Period January 1, 2021 through December 31, 2021, Appropriating Funds and Establishing Salary Schedules for Established Positions". This was a first read.

INTRODUCTION OF UPCOMING AGENDA ITEMS

The city administrator reviewed the upcoming agenda items for the January 19th city council meeting.

CITIZEN COMMENTS

Shane Brickner: commented he appreciates the thought process of the council for the mayoral appointment. He thanked everyone who was involved, as well as thanked the Parks and Arts Commission for their work.

Steve Peterson, Liberty Lake Resident: and former Mayor of the City of Liberty Lake, welcomed Cris Kaminskas "to the club".

ADJOURNMENT

There being no further business, the meeting adjourned at 9:51 p.m.

These minutes were approved January 19, 2021.

Cris Kaminskas, Mayor
City of Liberty Lake

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

DRAFT

City of Liberty Lake

Consent Agenda for January 5, 2021
City Council Meeting

Report from the Mayor for pending claims and payment of previously-approved obligations through January 5, 2021

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
	See attached check register.	
Total vouchers through December 31, 2020		\$ 509,920.79
Total vouchers through January 5, 2021		\$ 491,123.81
	12/15/2020 Spokane County Treasurer	Check No. 30811
	12/15/2020 J P Enterprises NW Inc.	Check No. 30812
		\$ 160,000.00
		\$ 27,297.96
	TOTAL	<u><u>\$1,188,342.56</u></u>

RECOMMENDATION: Approve and Authorize for Payment

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

SIGNATURES:

City Clerk

Mayor

Council Member

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 10:50:39 Date: 01/14/2021

12/31/2020 To: 12/31/2020

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo	
5246	12/31/2020	Claims	3	30878	ACRANET	34.50	BACKGROUND CHECK HR MGR
		001 - 518 10 40 00 - Human Resources Professional				34.50	
5247	12/31/2020	Claims	3	30879	AMAZON	802.56	MATERIALS
		001 - 518 30 31 00 - Centralized Services Supplies				295.72	PAPER TOWELS
		001 - 518 30 31 00 - Centralized Services Supplies				260.50	CH,LLPD REPLACEMENT AMERICAN FLAGS
		001 - 518 30 31 00 - Centralized Services Supplies				87.10	LLPD REPLACEMENT AMERICAN FLAGS
		001 - 518 30 31 00 - Centralized Services Supplies				69.65	ELECTRICAL TOOLS REPLACEMENT
		001 - 518 30 31 00 - Centralized Services Supplies				74.77	ELECTRICAL TOOLS REPLACEMENT
		001 - 576 80 31 15 - Ballfields Supplies				14.82	FLAG POLE ROPE
5248	12/31/2020	Claims	3	30880	AMERICAN ON-SITE SERVICES	1,350.00	RR RENTALS DEC 2020
		110 - 542 30 41 01 - Roadway - Professional Service				195.00	
		001 - 571 00 41 05 - Special Events Professional Ser				720.00	
		420 - 576 65 41 00 - Professional Services-Golf Gre				65.00	
		001 - 576 80 41 15 - Ballfields-Professional Service				65.00	
		001 - 576 80 41 25 - Pavillion Park-Professional Ser				180.00	
		001 - 576 80 41 35 - Town Square-Professional Serv				65.00	
		001 - 576 80 41 55 - Rocky Hill Park-Professional S				60.00	
5249	12/31/2020	Claims	3	30881	AVISTA UTILITIES	12,824.42	UTILITIES THROUGH 12302020
		001 - 518 30 47 00 - Central Services-Utility Service				1,065.26	CITY HALL
		001 - 518 30 47 00 - Central Services-Utility Service				197.77	CITY HALL-LITTLE HOUSE
		001 - 518 30 47 00 - Central Services-Utility Service				34.64	COMMUNITY MESSAGE BOARD
		001 - 521 50 47 00 - Law Enforcement - Utility Serv				1,558.25	LLPD/LLML BLDG
		110 - 542 63 47 00 - Street Lighting - Utility Service				4,670.64	STREET LIGHTS
		110 - 542 63 47 00 - Street Lighting - Utility Service				125.08	HARVEST AND MISSION ROUNDABOUT LIGHTS
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				110.16	MOLTER & APPLEWAY SIGNAL
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				68.42	APPLEWAY & LLAKE RD SIGNAL
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				68.91	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				58.45	HARVARD RD ROUNDABOUT
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				64.24	APPLEWAY & MADSON TRFC LIGHT
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				44.66	SIGNAL/APPLEWAY TRAFFIC SIGNAL
		110 - 542 64 47 00 - Traffic Control Devices-Elec/C				25.53	MISSION/MOLTER ROUNDABOUT
		110 - 542 70 47 00 - Roadside Utilities				21.47	HARVARD & INDIANA IRRIG CLOCK
		110 - 542 70 47 00 - Roadside Utilities				28.47	HARVARD RD MONUMENTS
		110 - 542 70 47 00 - Roadside Utilities				21.86	1425 N LIBERTY LAKE RD SPRINKLER
		110 - 542 70 47 00 - Roadside Utilities				21.36	23104 E APPLEWAY AVE SPKL IRRIG CLOCK
		110 - 542 70 47 00 - Roadside Utilities				21.32	22427 E APPLEWAY AVE SPKL IRRIG CLOCK
		110 - 542 90 47 00 - Maint Admin & Overhead Util				635.83	PUBLIC WORKS YARD
		001 - 571 00 41 05 - Special Events Professional Ser				161.84	WINTER GLOW POWER
		001 - 572 50 47 00 - Library Building Utilities-Elec/				700.08	LLPD/LLML BLDG
		420 - 576 61 47 00 - Golf Utilities-Elec/Gas,Wtr/Sw				1,360.39	TRAILHEAD UNIT 2
		420 - 576 61 47 00 - Golf Utilities-Elec/Gas,Wtr/Sw				92.01	TRAILHEAD PUMP
		001 - 576 80 47 15 - Ballfields Utilities-Elec/Gas,W				81.18	LIBERTY LAKE BALL FIELD 23820 E BOONE AVE
		001 - 576 80 47 25 - Pavillion Park Utilities-Elec/Ga				230.97	PAVILLION PARK IRRIGATION
		001 - 576 80 47 25 - Pavillion Park Utilities-Elec/Ga				20.60	PP PUMP @ MEADOWWOOD GC
		001 - 576 80 47 35 - Town Square Utilities-Elec/Ga				126.79	TOWN SQ PARK LIGHTS
		001 - 576 80 47 45 - Orchard Park Utilities-Elec/Ga				1,132.86	20300 E INDIANA AVE ORCHARD PARK
		001 - 576 80 47 55 - Rocky Hill Park Utilities-Elec/				52.53	ROCK HILL PARK-IRRIGATION
5250	12/31/2020	Claims	3	30882	AW REHN & ASSOCIATES	320.95	SERVICES

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 10:50:39 Date: 01/14/2021

12/31/2020 To: 12/31/2020

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 514 23 41 00 - Administrative Services-Profes			152.00	HRA MO ADMIN FEE 38 PARTICIPANTS
		001 - 514 23 41 00 - Administrative Services-Profes			168.95	EMPLOYER FUNDING NOTIFICATION 1/5-10/2021 2020 CLAIMS
5251	12/31/2020	Claims	3	30883 CANNON HILL INDUSTRIES INC	525.00	11/18/2020 P/UP 30 YD WOOD DEBRIS PWY
		110 - 542 70 41 00 - Roadside Professional Services			262.50	
		001 - 576 80 41 00 - Parks-Professional Services			262.50	
5252	12/31/2020	Claims	3	30884 CITIES INSURANCE ASSOC WA	250.00	DEDUCTIBLE REIMBURSEMENT 11/28/2020 COMP*C1535
		001 - 521 10 46 00 - Law Enforcement - Insurance			250.00	
5253	12/31/2020	Claims	3	30885 COUNTRY VISTA CAR WASH	172.00	CAR WASHES
		001 - 521 10 48 00 - Vehicle Maintenance			150.00	30 WASHES
		110 - 542 90 41 00 - Maint Admin & Overhead Prof			22.00	4 WASHES
5254	12/31/2020	Claims	3	30886 DATAPRO SOLUTIONS INC	240.67	ATTENDANCE ON DEMAND DEC 2020
		001 - 514 23 41 00 - Administrative Services-Profes			240.67	
5255	12/31/2020	Claims	3	30887 DATEC INC	727.24	FORTINET SUPPORT COTERM&RENEWAL 10/15/2020-09/17/2021
		001 - 518 30 41 00 - Central Services-Professional S			727.24	
5256	12/31/2020	Claims	3	30888 DIRECTV	269.41	SATELLITE TV 12/9/2020-1/08/2021
		420 - 576 61 47 00 - Golf Utilities-Elec/Gas,Wtr/Sw			269.41	
5257	12/31/2020	Claims	3	30889 EVERGREEN STATE TOWING	130.68	TOW '05 FORD MUSTANG
		001 - 521 10 41 00 - Law Enforcement-Professional			130.68	
5258	12/31/2020	Claims	3	30890 EXECUTECH UTAH LLC	470.45	SERVICES
		001 - 518 80 41 00 - Information Technology Servic			470.45	O365:M365 12/15/2020-1/14/2021
5259	12/31/2020	Claims	3	30891 FREE PRESS PUBLISHING INC	95.05	LEGAL ADS
		001 - 511 60 41 00 - Legislative - Professional Servi			95.05	ORD 269,273,274
5260	12/31/2020	Claims	3	30892 INLAND EMPIRE GCSA	520.00	DUES
		420 - 576 61 49 01 - Golf-Dues,Subscriptions,Mbrsl			150.00	RAGAN,TREVOR DUES MEMBERSHIP
		420 - 576 61 49 01 - Golf-Dues,Subscriptions,Mbrsl			110.00	SHERMAN,ZACHARY DUES-ASSIST OR EM
		420 - 576 61 49 01 - Golf-Dues,Subscriptions,Mbrsl			150.00	CAMP,JENNIFER DUES MEMBERSHIP
		001 - 576 80 49 01 - Parks-Registration Fees,Mbrsh			110.00	DEPAULO,BRANDON DUES-ASST OR EM
5261	12/31/2020	Claims	3	30893 NORTHWEST BUSINESS STAMP	19.95	LAM, ASHLEY R PICTURE ID
		001 - 521 10 35 00 - Law Enforcement Small Tools			19.95	
5262	12/31/2020	Claims	3	30894 PARAMETRIX	12,150.00	SERVICES THROUGH
		001 - 558 50 41 00 - CP&ED-Professional Services			1,292.50	TASK 09 PARCEL 55105.9026 BLA
		001 - 558 50 41 00 - CP&ED-Professional Services			156.25	QUIT CLAIM
		320 - 595 30 63 00 - Capital Expenditures/Expenses			8,366.25	LEGACY RIDGE INTERSECTION SIGNAL
		110 - 595 64 63 00 - Roads/Streets Const. & Other I			2,335.00	PEDESTRIAN CROSSING
5263	12/31/2020	Claims	3	30895 JOANNE T PERCY	137.94	PROGRAM SUPPLIES OCT-DEC 2020
		001 - 572 10 31 05 - Children & Adult Prgrm Suppl			137.94	

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 10:50:39 Date: 01/14/2021

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo	
5264	12/31/2020	Claims	3	30896	PETTY CASH	63.48	REPLENISH PETTY CASH
		001 - 518 30 31 00 - Centralized Services Supplies			48.23	FACILITIES HALLOWEEN DECOR/CANDY	
		001 - 572 10 31 00 - Library Supplies			15.25	FRAME CERT OF APPRECIATION	
5265	12/31/2020	Claims	3	30897	SALT DISTRIBUTORS INC	5,145.10	ROAD SALT
		110 - 542 66 31 00 - Snow And Ice Control Supplie:			5,145.10		
5266	12/31/2020	Claims	3	30898	BRETT R SARGENT	3,103.25	SERVICES
		319 - 595 50 40 00 - Henry Rd Design			3,103.25	VACUUM TRUCK SVC 12/22-23/2020	
5267	12/31/2020	Claims	3	30899	SPOKANE COUNTY TREASURER	19,256.23	SERVICES
		001 - 511 60 41 00 - Legislative - Professional Servi			12,760.50	2020 VOTER REGISTRATION	
		110 - 542 30 48 06 - Roadway - Striping			1,825.10		
		110 - 542 64 41 00 - Traffic Control Devices-Profes			3,422.51		
		312 - 595 30 60 02 - Capital Expenditures-Roadway			146.11	TIB 3-E-988(003)-1 LL RD MAINT SPRAGUE AVE/CV DR	
		320 - 595 64 60 01 - Capital Expenditures/Expenses			1,102.01	TIB 8-3-988(005)-1 HIGH SCH SIGNAL	
5268	12/31/2020	Claims	3	30900	TIRE-RAMA	153.14	SERVICES
		110 - 542 90 41 00 - Maint Admin & Overhead Prof			51.04	'19 FORD F250 ALIGNMENT,LOF	
		420 - 576 65 41 00 - Professional Services-Golf Gre			51.05	'19 FORD F250 ALIGNMENT,LOF	
		001 - 576 80 41 00 - Parks-Professional Services			51.05	'19 FORD F250 ALIGNMENT,LOF	
5269	12/31/2020	Claims	3	30901	TOUR EDGE GOLF MFG INC	647.56	JR BAGS
		420 - 576 61 34 01 - Pro Shop Merchandise			647.56		
5270	12/31/2020	Claims	3	30902	UNITED DATA SECURITY INC	150.00	2020 RECORDS DESTRUCTION
		001 - 514 23 41 00 - Administrative Services-Profes			150.00		
5271	12/31/2020	Claims	3	30903	WASHINGTON LIBRARY ASSOCIATION	40.00	ROGERS,GEORGETTE MEMBERSHIP RENEWAL
		001 - 572 10 49 00 - Library-Dues,Subscriptions,Mt			40.00		
5272	12/31/2020	Claims	3	30904	WASHINGTON STATE TREASURER	17,014.90	Q4-2020 WA ST REMIT
		001 - 558 50 40 00 - CP&ED State Bld Code Surcha			627.00		
		001 - 582 30 40 00 - Spokane County District Court			16,387.90		
					41,733.94		
					19,267.50		
					146.11		
					3,103.25		
					9,468.26		
					2,895.42		
					<u>76,614.48</u>	Claims: 76,614.48	

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 10:50:39 Date: 01/14/2021

12/31/2020 To: 12/31/2020

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

City Clerk

Date

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

City Clerk

Date

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 11:11:36 Date: 01/14/2021

01/19/2021 To: 01/19/2021

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
56	01/19/2021	Claims	3	EFT	ARCHIVESOCIAL	1,788.00	ANNUAL RENEWAL
			001 - 518 30 41 00 - Central Services-Professional S			596.00	
			001 - 521 10 41 00 - Law Enforcement-Professional			596.00	
			001 - 572 10 41 00 - Library-Professional Services			596.00	
57	01/19/2021	Claims	3	EFT	CENTURYLINK	89.54	TH PHONE 01/05-02/05/2021
			420 - 576 61 42 01 - Golf Pro Shop-Telephone,Inter			89.54	
58	01/19/2021	Claims	3	EFT	CINTAS CORPORATION NO 3	95.30	MAT SVCS 01/04,11/21
			420 - 576 61 41 03 - Facilities - Professional Service			95.30	
59	01/19/2021	Claims	3	EFT	O'REILLY AUTO PARTS	9.45	MATERIALS
			001 - 521 10 48 00 - Vehicle Maintenance			9.45	WIPER BLADE
60	01/19/2021	Claims	3	EFT	WEX BANK-CHEVRON	3,142.73	FUEL 12/7/2020-1/6/2021
			001 - 518 30 32 00 - Central Services Fuel Consume			30.54	
			001 - 521 10 32 00 - Law Enforcement Fuel Consum			2,562.53	
			110 - 542 90 32 00 - Maint Admin & Overhead Fuel			189.43	
			001 - 558 50 32 00 - CP&ED Fuel Consumed			93.60	
			420 - 576 61 32 00 - Golf Course-Fuel Consumed			7.72	
			001 - 576 80 32 00 - Parks Fuel Consumed			258.91	
61	01/19/2021	Claims	3	30905	ASSOCIATION OF WA CITIES	50.00	REGISTRATIONS
			001 - 511 60 49 00 - Legislative-Dues,Subscriptions			50.00	KENNEDY, MIKE MAYORS EXCHANGE '21
62	01/19/2021	Claims	3	30906	BOARD FOR VOLUNTEER FIREFIGHTERS	235.00	WILSON,DANIEL R
			001 - 521 10 46 00 - Law Enforcement - Insurance			235.00	
63	01/19/2021	Claims	3	30907	COEUR D ALENE METALS	321.21	MATERIALS
			110 - 542 90 31 00 - Maint Admin & Overhead Sup			321.21	MAG TANK MOUNT
64	01/19/2021	Claims	3	30908	COOPERATIVE INFORMATION NETWORK	957.34	FY '21 QTR 2 COURIER FEE
			001 - 572 10 41 00 - Library-Professional Services			957.34	
65	01/19/2021	Claims	3	30909	COUNTRY LOCK & KEY INC	114.34	SERVICES
			001 - 518 30 41 00 - Central Services-Professional S			114.34	LLML CHK/LUBRICATE ENTRY DOOR CYLINDER
66	01/19/2021	Claims	3	30910	CTC ELECTRICAL CONTRACTING INC	490.05	SERVICES
			001 - 518 30 41 00 - Central Services-Professional S			490.05	LLML PARKING LOT LIGHT REPAIR
67	01/19/2021	Claims	3	30911	DEPARTMENT OF ENTERPRISE SERVICES	400.00	LESO/1033 PROGRAM ANNUAL PARTICIPATION FEE 1/1-12/31/2021
			001 - 521 10 49 00 - Law Enforcement-Dues,Subscr			400.00	
68	01/19/2021	Claims	3	30912	EAST FARM FEED	64.24	MATERIALS
			001 - 576 80 31 01 - Parks Supplies			64.24	GOAT HAY
69	01/19/2021	Claims	3	30913	NORTH 40 OUTFITTERS	78.36	MATERIALS
			001 - 576 80 31 01 - Parks Supplies			78.36	
70	01/19/2021	Claims	3	30914	PTERA INC	3,137.27	PHONE SVCS JAN 2021
			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
			001 - 521 10 42 00 - Law Enforcement-Telephone,In			250.00	LLPD CABLE DROPS PRINTER, RM
			110 - 542 90 42 00 - Maint Admin & Overhead Tele			109.00	INTERNET,VOIP,CAMERA

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CITY OF LIBERTY LAKE

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01/19/2021 To: 01/19/2021

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			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 Serv	10.00	PARK CAMERA
			001 - 576 80 41 45 -		Orchard Park-Professional Serv	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
71	01/19/2021	Claims	3	30915	SPOKANE COUNTY ENVIRONMENTAL SERVICES	48.01	UTILITIES JAN '21
			001 - 576 80 47 45 -		Orchard Park Utilities-Elec/Ga:	48.01	
72	01/19/2021	Claims	3	30916	SPOKANE COUNTY TREASURER	951.81	SERVICES
			001 - 554 30 41 00 -		Animal Services	951.81	ANIMAL CNTRL SVCS JAN '21
73	01/19/2021	Claims	3	30917	SPOKANE REGIONAL TRANSPORTATION COUNCIL	2,990.00	2021 MEMBERSHIP DUES
			001 - 513 10 49 00 -		Dues,Subscriptions,Mbrships	2,990.00	
74	01/19/2021	Claims	3	30918	STONEWAY ELECTRIC SUPPLY CO	110.34	MATERIALS
			001 - 518 30 31 00 -		Centralized Services Supplies	110.34	LLPD BULB REPLACEMENT LOCKER RM
75	01/19/2021	Claims	3	30919	TITAN TRUCK EQUIPMENT INC	270.69	MATERIALS
			110 - 542 90 31 00 -		Maint Admin & Overhead Sup	135.34	SNOW PLOW LIGHTS
			001 - 576 80 31 01 -		Parks Supplies	135.35	SNOW PLOW LIGHTS
76	01/19/2021	Claims	3	30920	UNITED STATES GOLF ASSOCIATION	150.00	JOHNSTON,CHRIS '21 ANNUAL CLUB MEMBERSHIP
			420 - 576 61 49 01 -		Golf-Dues,Subscriptions,Mbrsl	150.00	
77	01/19/2021	Claims	3	30921	WASHINGTON FINANCE OFFICERS ASSOC	75.00	ACTIVE MEMBERSHIP 2021
			001 - 514 23 49 01 -		Administrative Services-Dues,!	75.00	GALE, ANN MARIE MEMBERSHIP
						14,378.14	
						754.98	
						435.56	
						<u>15,568.68</u>	Claims: 15,568.68

CHECK REGISTER

CITY OF LIBERTY LAKE

Time: 11:11:36 Date: 01/14/2021

01/19/2021 To: 01/19/2021

Page: 3

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

City Clerk

Date

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

City Clerk

Date



AGENDA ITEM NO.: 10c

BUSINESS OF THE CITY COUNCIL, LIBERTY LAKE, WASHINGTON

SUBJECT:

2021 WDLC & WA Anytime Library Invoice

FOR THE AGENDA OF: January 19, 2021

DEPT. OF ORIGIN: Library

EXHIBIT:

A – Invoice from Secretary of State

DEPT. HEAD APPROVAL: Jocelyn Redel

EXPENDITURE REQUIRED:	\$7,854.00
BUDGETED:	Yes

SUMMARY STATEMENT

Liberty Lake Municipal Library is a member of the Washington Digital Library Consortium (WDLC), which provides library patrons access to the Washington Anytime Library for digital books and audiobooks. This is the annual invoice for this service.

RECOMMENDED ACTION

1. Authorize the purchase.

**State of Washington
Secretary of State
INVOICE**

JOCELYN REDEL
LIBERTY LAKE MUNICIPAL LIBRARY
23123 E MISSION AVE
LIBERTY LAKE WA 99019

Account Number: K-2 LIBERT
Invoice Date: 01/07/2021
Invoice Number: 00011618

TOTAL DUE: \$ 7,854.00

Due Date: 02/06/2021

Please return top portion with your remittance.

Please remit to:

Secretary of State
PO BOX 40224
OLYMPIA, WA 98504-0224

-

Federal ID # 91-6001106

Account Number: K-2 LIBERT
Invoice Date: 01/07/2021
Invoice Number: 00011618

Due Date: 02/06/2021

If you have any questions, please call: 360-704-5266

LIBRARY - K20

DATE	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
01/07/2021	2021 WDLC JAN-DEC	1.0000	\$7,854.000	\$7,854.00
TOTAL DUE:				\$7,854.00

2021 WASHINGTON DIGITAL LIBRARY CONSORTIUM INVOICE.

ANNUAL BILLING (JAN-DEC 2021)

CONTRACT NO.: IG-6318
PLATFORM FEE: \$155.57
INVOICED COLLECTION ALLOCATION: \$1,452.03
ADDED COPY FUND: \$6,246.40

QS-4118

Please make check payable to the Secretary of State.

Please include invoice number on your check.

RESOLUTION

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 21-284**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON PROVIDING FOR THE
APPOINTMENT TO THE SPOKANE TRANSIT AUTHORITY BOARD PURSUANT TO CITY
OF LIBERTY LAKE RESOLUTION NO. 02-40.**

WHEREAS, the City of Liberty Lake desires representation on the Spokane Transit Authority Board of Directors in order to represent the interest of the citizens of Liberty Lake;

WHEREAS, the City has approved Resolution No. 02-40 which adopted and confirmed a schedule of representation between the cities of Airway Heights, Cheney, Liberty Lake, Millwood, and Medical Lake within the Public Transportation Benefit Area; and

WHEREAS, the City Council desires to appoint a representative to the Spokane Transit Authority Board; and

WHEREAS, should the appointed representative of the City of Liberty Lake not be available for the Spokane Transit Authority Board meeting(s), any Mayor available at that time from the cities identified herein shall be seated as the alternate for the City of Liberty Lake's representative for said meeting(s).

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

Mayor Pro Tem Mike Kennedy is hereby appointed as the City of Liberty Lake Representative to the Spokane Transit Authority Board for the term of January 1, 2021 through December 31, 2021. Further, Mayor Cris Kaminskas is hereby appointed as an alternate City of Liberty Lake representative to the Spokane Transit Authority Board during the same term set forth. In the event either appointed representative is unable to attend Spokane Transit Authority Board meetings or participate as needed, any Mayor available at that time from cities identified herein shall represent the City of Liberty Lake.

Adopted by the City Council of Liberty Lake, Washington this _____ day of January 2021.

Cris Kaminskas, Mayor

Attest:

Approved as to Form:

Ann Swenson, City Clerk

Sean P. Boutz, City Attorney

**SECOND READ
ORDINANCE**

**ORDINANCE NO. 269A
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

AN ORDINANCE AMENDING ORDINANCE NO. 269 PASSED BY THE CITY COUNCIL ON DECEMBER 15, 2020, ENTITLED “AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2021, THROUGH DECEMBER 31, 2021, APPROPRIATING FUNDS AND ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS”.

WHEREAS, state law provides for the adoption of a budget by the City Council of the City of Liberty Lake for the purpose of making appropriations of the total estimated revenues for each separate fund and the aggregate totals for all such funds combined;

WHEREAS, subsequent to the adoption of the annual budget, it has become necessary to make changes in certain appropriations;

WHEREAS, the following changes could not reasonably have been anticipated or known at the time Ordinance 269 was passed by the City Council;

WHEREAS, the City Council has determined that the best interest of the City is served by amending the adopted budget approved in Ordinance 269;

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

Section 1. The following accounts contained in the 2021 Budget are hereby amended as set forth in Exhibit “A” which adds appropriations for the Rocky Hill Shade Structure and the Orchard Park Sound System.

Section 2. The detail of the amendments is listed in Exhibit “B”.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Effective Date. This Ordinance shall be in full force and effective (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this _____ day of _____ 2021.

Cristella Kaminskas, Mayor

ATTEST:

Ann Swenson, City Clerk

APPROVED AS TO FORM:

City Attorney, Sean Boutz

City of Liberty Lake
2021 Budget Amendment
Exhibit A

AMENDMENT #1. Appropriate \$20,000 for Rocky Hill Shade Structure per update to CFP

AMENDMENT #2. Appropriate \$20,000 for Orchard Park Sound System per update to CFP

FUND	Revenue and Other Sources			Expenditures			Ending Fund Balance	
	Original Budget	Adjustment	Proposed	Original Budget	Adjustment	Proposed	Original Budget	Proposed
001 GENERAL FUND	7,752,405	-	7,752,405	8,162,390	40,000	8,202,390	4,294,216	4,254,216

Exhibit B

AMENDMENT #1 & #2: Rocky Hill Shade Structure and Orchard Park Sound System

Proposed Budget Amendments for 2021

Line item detail of Budget Amendment

Line item detail of Budget Amendment		2021	2021	
Line Items affected	Account Title	ORIGINAL BUDGET	PROPOSED AMENDMENT	Description
GENERAL FUND				
Expenditures				
594 76 63 07	Rocky Hill - Other Improvements	\$ 3,000	\$ 23,000	Add \$20K for Shade Structure
594 76 63 12	Orchard Park-Other Improvements	\$ 41,000	\$ 61,000	Add \$20K for Sound System
508 91 00 00	Ending Cash Balance	\$ 4,294,216	\$ 4,254,216	

Introduction of Upcoming Agenda Items



**CITY COUNCIL
ADVANCED AGENDAS**
As of January 14, 2021

Date	Item	Point of Contact
TBD	<p style="text-align: center;"><u>January 19th</u></p> Financial Investment & Policy Workshop Community sculpture presentation Follow-up special meeting with Ann Macfarlane RE: Roberts Rules of Order Role Clarity Review of City Council's Rules of Procedure Visit Spokane Presentation Lime Scooters Term Limits	<p style="text-align: center;">Councilman Severs Councilman Severs (Jennifer Camp) Mayor Pro Tem Kennedy Mayor Pro Tem Kennedy City Council Katy Allen Councilman Dunne Council Member Kurtz</p>