

**CITY COUNCIL MEETING  
TUESDAY, APRIL 20, 2021  
HELD REMOTELY**

**COMMITTEE WORKSHOP DISCUSSION**

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

City officials who physically attended the workshop were: Mayor Kaminskas, Mayor Pro Tem Kennedy, Councilmember Woodruff, City Administrator, Katy Allen, and IT Technician, Todd Henderson.

City officials who remotely attended the workshop via Zoom were: Councilmembers Folyer, Kurtz, Langford, and Dunne.

Damon Simmons, Chief of Police, Darin Morgan, Police Sergeant, Ann Swenson, City Clerk, Jennifer Camp, Operations & Maintenance Director, Lisa Key, Director of Planning & Engineering, Ben Schmitt, City Engineer, Heidi Workman, HR Director, and Trevor Ragan, Crew Lead, also attended the workshop via Zoom.

The city administrator led the discussion regarding the city council's priorities. She shared previous resolutions establishing priorities as adopted by prior councils. She then shared the strategic plan and gave an option to establish priorities with the headers to mirror the categories from the adopted strategic plan for 2021 – 2022 for an exhibit to a resolution, should council want to establish a resolution setting their priorities.

Mayor Kaminskas then took the floor and invited council comments. Councilman Dunne spoke in support of the outline as presented. He advocated for the Kramer Parkway Overpass to be a priority. Councilmember Kurtz suggested some new headers such as: Trailhead; COVID Impacts; Transportation; Parks & Recreation; Miscellaneous; and Community Engagement. Councilmember Folyer inquired how often this would be reviewed. Mayor Kaminskas responded annually. Mayor Pro Tem Kennedy suggested being flexible with the document, and to review it annually. Councilmember Woodruff would like to see the library facility included as a priority. Mayor Kaminskas suggested adding performance measures to determine the success of the plan.

After council debate and discussion, it was determined that council will come up with subcategories for the four pillars that mirror the strategic plan. An updated draft will be brought back for further discussion and editing.

With there being no further business, the meeting adjourned at 6:21 p.m.

## **REGULAR CITY COUNCIL MEETING SESSION**

Prior to the invocation, Mayor Kaminskas reviewed the logistics for this evening's meeting which, per Governor Inslee's Order 20-28.15, dated January 19, 2021, was being held remotely. Invocation then took place.

**INVOCATION** – Given by Councilmember Langford

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

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

### **ROLL CALL**

City officials who physically attended the meeting were: Mayor Kaminskas, Mayor Pro Tem Kennedy, Councilmember Woodruff, City Administrator, Katy Allen, and IT Technician, Todd Henderson.

City officials who attended the meeting via Zoom were: Councilmembers Folyer Dunne, Langford, and Kurtz.

The Finance Director, Chief of Police, City Clerk, City Attorney, Operations and Maintenance Director, Director of Planning & Engineering, and City Engineer also attended the meeting via Zoom.

Mayor Pro Tem Kennedy moved to excuse Councilmember Severs for family reasons, stating he might be 10-15 minutes late to arrive. Councilmember Woodruff seconded the motion, which carried unanimously.

**AGENDA APPROVAL:** Mayor Pro Tem Kennedy moved to approve the agenda as presented. Councilmember Woodruff seconded the motion, which carried unanimously.

### **CITIZEN COMMENTS:**

Lisa Williksen: spoke in opposition to the proposed stadium that is being proposed south of Liberty Lake for the Liberty Boys Academy.

Kottayam Natarajan, Liberty Lake Sewer & Water District Commissioner: reminded everyone to have their backflow preventers tested and certified. He spoke about the tree cutting by Liberty Drive near the golf course, reporting that Avista needed to do this to keep trees away from power lines.

### **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**

The Liberty Lake Chief of Police introduced the new police officer, Michael Marroquin. Officer Marroquin took the floor and further introduced himself and provided some additional background.

Councilmember Severs joined the meeting at 7:12 p.m.

**Tourism Recovery:** Meg Winchester, CMP, President and CEO, and Jamie Rand, Chief Marketing Officer, from Visit Spokane then gave a Tourism Recovery Presentation, which included their hospitality business recovery campaign; Room to Roam creative strategy and direction; use of local influencers; key outcomes; and moving forward with new their website Roaming Forward.

## **REPORTS**

**City Council:** Councilmember Woodruff reported about the Friends of the Library's summer activities. Councilmember Kurtz reported on her first virtual office hours, Coffee with Councilmember Kurtz on Thursday mornings. Three people from the community had discussion with her for 1.5 hours, some topics included a dog park, community pools, and citizen input. She reminded everyone that submittals for applications to run for office end in May for anyone interested. Councilmember Severs reported on the Spokane Transit Authority's board meetings; infrastructure projects and federal funding; electric busses; and alternative routes for the City were discussed.

**Mayor:** Mayor Kaminskas confirmed this year's 4<sup>th</sup> of July parade by the lake has been cancelled. Fireworks will take place. She thanked Councilmember Dunne for his inspiration for a 20th anniversary tee shirt for the City. She also gave an update on Spokane Regional Transportation Council's Interlocal Agreement.

**Liberty Lake Municipal Library Board:** Board Trustee, Tim Olsen, said he did not have a report. He did echo councilmember's comments during the committee workshop for projects that can be done at the library that would benefit the library.

**Planning Commission:** Commissioner Jamie Baird reported the planning commission was very productive during the last round. The findings, conclusions and recommendations for the proposed landscape and sign codes were ratified, and they had their first workshop on City's 2021 comp plan.

**City Administrator:** The city administrator took the floor and reported on the American Rescue Plan. She talked about guiding principles, timeline, and a possible future workshop to discuss the spending for the city's receipt of \$2.39 million. She reported two mobile COVID vaccine clinics are scheduled for May 7<sup>th</sup> and June 4<sup>th</sup>. The site will be at the STCU parking lot from 2:00-6:00 p.m. She reported a HUB and City sponsored cornhole event is scheduled for late August. She then turned the floor over to the city engineer, who gave updates on public works projects. The city administrator resumed the floor and outlined the schedule for the city council's May 7<sup>th</sup> Trailhead workshop. She reported the recruitment for a salary commissioner is underway and concluded her report by announcing upcoming events.

## **WORKSHOP DISCUSSION**

Landscape Ordinance: The Director of Planning & Engineering took the floor and gave a PowerPoint presentation to review city's landscape ordinance and the proposed amendments as recommended by the planning commission.

## **GENERAL BUSINESS**

### **Consent Agenda**

Mayor Pro Tem Kennedy moved to approve all three consent agenda items: 10Ai, to approve the March 30, 2021 special city council meeting minutes; 10Aii, to approve the April 6, 2021 city council minutes; and 10Aiii to approve the vouchers in the amount of \$728,694.73. Councilmember Woodruff seconded the motion, which carried unanimously.

A/P check sequence consisted of check numbers 31179 through 31244, totaling \$295,622.37, EFTs, totaled \$9,393.82. Payroll consisted of check number 31119, totaling \$227.50 and EFTs totaled \$423.451.04.

### **Action Items**

Mayor Pro Tem Kennedy moved to approve action item 10Bi, to approve Amendment No. 1 to Task Authorization No. 2020-08 with Parametrix for additional engineering and design work for the Legacy Ridge intersection signal, changing the original contract amount from \$51,815 to \$61,780. Councilmember Langford seconded the motion. After brief discussion, Mayor called for the vote. Motion carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Bii, to confirm Mayor's appointments of Chris Cargill as a voting member and Conrad Band as an adjunct member to the planning commission. Councilmember Woodruff seconded the motion. Motion carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Biii to approve the quote with Executech to assist the City of Liberty Lake with Office 365 email migration and MFA implementation up to \$29,397 and approve the monthly quote (#1067673) for Office 365 in the amount of \$1,816.45. Councilmember Woodruff seconded the motion, which carried unanimously.

## **INTRODUCTION OF UPCOMING AGENDA ITEMS**

The city administrator reviewed the upcoming agenda items for the May 4<sup>th</sup> city council meeting.

## **CITIZEN COMMENTS**

Steve Peterson, Liberty Lake resident: commented on the City's investigation of former Mayor Shane Brickner's term of office. With the investigation completed, he asked that

the report by the investigator be released to the public in its entirety to ensure transparency in this matter.

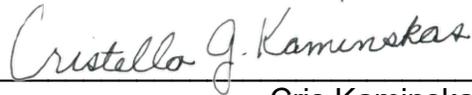
### **EXECUTIVE SESSION**

Per RCW 42.30.110(1)(g) Mayor Kaminskas called for Executive Session to begin at 8:50 p.m. for 30 minutes. At 9:20 p.m. the city administrator announced an extension of the meeting for an additional 40 minutes. The session adjourned at 9:58 p.m.

### **ADJOURNMENT**

With there being no further business, the meeting adjourned at 9:58 p.m.

These minutes were approved May 4, 2021.



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Cris Kaminskas, Mayor  
City of Liberty Lake



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*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.*