



**CITY COUNCIL MEETING  
TUESDAY, SEPTEMBER 21, 2021  
HELD REMOTELY**

**COMMITTEE WORKSHOP DISCUSSION**

Mayor Kaminskas called the committee workshop to order at 6:01 p.m.

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

City officials who remotely attended the workshop via Zoom: Councilmembers Langford, Folyer, Garcia, Kurtz, Dunne and Severs, Kyle Dixon, Finance Director, Damon Simmons, Chief of Police, Jennifer Camp, Operations & Maintenance Director, Lisa Key, Director of Planning & Engineering, Jandy Humble, Library Director, Trevor Slocum, Crew Lead, Stephen Williams, Crew Lead and Kelsey Wright, Permit Technician.

Council Rules and Procedures: Mayor Kaminskas led Council members through the revision to the Council Rules and Procedures that had been made since the last Council workshop. Mayor & Council Members discussed revisions.

Capital Facilities Plan (CFP) Workshop: City Council deferred an abbreviated presentation on the CFP to the 7 pm meeting, to be as a third workshop under item 9, with an additional workshop planned for October 5<sup>th</sup>.

With there being no further business, the meeting workshop adjourned at 6:50 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 20-25.12, dated January 11, 2021, was being held remotely. Invocation then took place.

**INVOCATION** – Given by Mayor Pro Tem Kennedy.

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

**CALL TO ORDER** – Mayor Kaminskas called the meeting to order at 7:02 p.m.

**ROLL CALL**

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

City officials who attended the meeting via Zoom: Councilmembers Langford, Folyer, Garcia, Kurtz, Dunne and Severs, Kyle Dixon, Finance Director, Damon Simmons, Chief of Police, Jennifer Camp, Operations & Maintenance Director, Lisa Key, Director of Planning & Engineering, Jandy Humble, Library Director, Trevor Slocum, Crew Lead, Trevor Ragan, Crew Lead, Stephen Williams, Crew Lead, Kelsey Wright, Permit Technician and City Attorney Sean Boutz.

**AGENDA APPROVAL:** Mayor Pro Tem Kennedy moved to move Capital Facilities Plan Workshop under No. 9, Workshops. Councilmember Dunne seconded the motion, which carried unanimously. Mayor Pro Tem Kennedy moved to adopt the agenda as amended, seconded by Councilmember Langford. The agenda was unanimously approved as amended.

#### **CITIZEN COMMENTS:**

John Harding: A Spokane Valley resident, expressed great concerns regarding public safety impacts on the mandate going into effect on October 18<sup>th</sup>, which may result in resignations from those first responders.

Tom Sahlberg: Look forward to hearing the resolution of the written comments discussion regarding Rules and Procedures. Thanks to Ann Swenson and Katy Allen for their service. Thanks to City crews for remarkable maintenance of parks and landscape. Would like to see the City undertake a Bicycle & Pedestrian Strategic Plan.

Kottayam Natarajan: Planning on doing a green waste cleanup, not sure what it will look like yet. Also appreciates the City considering using American Recovery Plan dollars to assist utility customers in the City who may be in arrears with their utility bills.

**PROCLAMATIONS:** Kyle Dixon, the acting city clerk, introduced the proclamation declaring October 3 through 9 as Fire Prevention Week. Mayor Pro Tem Kennedy moved to approve proposed proclamation. Councilmember Severs seconded. Motion carried unanimously. Mayor Kaminskas read aloud the Proclamation. Spokane Valley Fire Commissioner Brian Asmus and Fire Marshall Greg Rogers, each shared a few words with the Council.

## REPORTS:

City Council: Council Member Dunn gave a brief report on Thought Exchange, a technology application that can help foster community engagement.

Council Member Kurtz reported that she met with the Mayor & Katy Allen regarding the timeline for starting the newly created Community Engagement Commission. She asked if the Council would support her efforts to volunteer to get the recruitment for the Engagement Commission underway.

Mayor Kaminiskas provided a timeline for implementation, with Commission Members being appointed after the first of the year. Council Member Kennedy asked that the timeline for selection target appointment by the end of the year.

Mayor Pro Tem Kennedy reported on attending the AWC Mayors training.

Council Member Garcia brought up a desire for the City Council to engage in advocating for expanded public transit service around the City.

Council Member Folyer inquired regarding the City Policy regarding monitoring posts on the City Facebook page.

Council Member Garcia asked that staff monitor other Facebook pages and encourage people back to the City Facebook for correct information.

Council Member Dunne requested a future Council workshop on social media.

Mayor: Mayor Kaminskas reported on the new IT ticketing system. Mayor also indicated that new signage at Appleway and Harvard Road will be forth coming. Mayor asked if Council was still set on rescheduling the Council meeting scheduled for election night. Council member Folyer asked if the meeting could be rescheduled to later the same week. She also shared some on opportunities to promote Winter Glow. Also discussed the County's redistricting efforts and offered to send out some sample letters supporting various redistricting scenarios. Similar information regarding the state redistricting effort.

Parks and Arts Commission: Laina Schutz shared the schedule for the installation of the Rocky Hill statue. Also mentioned a vacancy on the Parks & Arts Commission.

City Administrator: City administrator Katy Allen gave an update on the workshop schedule, along with the award of the contract for the City Hall HVAC. Jen Camp offered an update on Winter glow, and Katy outlined the timeline and process for City Administrator Recruitment. Kyle Dixon offered an update on non-profit applications for the American Rescue Plan. Katy also offered an update on construction projects underway, recruitments, and upcoming events.

## **WORKSHOP DISCUSSIONS**

WSDOT Update on Harvard Bridge & Kramer Overpass: Tom Brasch, Project Engineer with WSDOT, offered an update on the status of the Harvard Road Bridge Widening and Kramer Parkway Overpass.

Capital Facilities Plan Workshop: Lisa Key, Director of Planning & Engineering, provided an overview of the draft Capital Facilities Plan, the timeline and process for adoption.

Council Discussion on Council Appointments: Mayor Kaminiskas offered an overview of Ordinance 5, 7, 32, 33, 34, and 35. They contain positions that no longer exist. Recommended the repeal of Ordinance 5, 7, 32, 33 and 35. Ordinance 34 needs to be reviewed for potential updates. Need new ordinance for the Mayor to appoint and Council to confirm the following positions: City Administrator, Police Chiefs, all Directors, and that they be required to take an oath of office.

## **GENERAL BUSINESS**

### **Consent Agenda**

Mayor Pro Tem Kennedy moved to approve the consent agenda items: 10Ai, was to approve the September 7, 2021 city council meeting minutes; 10Aii, was to approve the September 21, 2021 vouchers and August payroll in the amount of \$588,209.72. Councilmember Langford seconded the motion, which carried unanimously.

### **Action Items**

Mayor Pro Tem Kennedy moved to approve action item 10Bi, to authorize an agreement with Northwest Municipal Advisors to secure financing for Trailhead Improvement Project. Councilmember Langford seconded the motion. Motion carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Bii, to authorize the approval of Parametrix Task Order 2021-03 for the Design of the Public Works Building and Final Site Improvements. Councilmember Kurtz seconded the motion. Motion carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Biii, to authorize the approval of Parametrix Task Order 2021-04 for the Kramer Parkway Partial Reconstruction Design. Councilmember Severs seconded the motion. After some discussion, the motion carried unanimously.

Mayor Pro Tem Kennedy moved to approve action item 10Biv, to authorize the Mayor to execute the contract with R & R Heating and Air Conditioning for City Hall HVAC upgrades. Councilmember Kurtz seconded the motion. After some discussion, the Mayor called for a vote, which carried unanimously.

Mayor Pro Tem Kennedy moved action item 10Bv to confirm the appointment of Kelsey Wright as the City Clerk. Councilmember Severs seconded the motion. After brief discussion, Mayor called for the vote. Motion carried with all ayes.

Mayor Pro Tem Kennedy moved action item 10Bvi to authorize the Mayor to execute the Avista Lighting Agreement for the Harvest Parkway Roundabout. Councilmember Kurtz seconded the motion. After brief discussion, Mayor called for the vote. Motion carried with all ayes.

## **RESOLUTIONS:**

Resolution No.21-288 – River Crossing East Second Addition Final Plat: The acting city clerk read, by title only, Resolution No. 21-288, approving the final plat of River Crossing East Second Addition. Mayor Pro Tem Kennedy moved to approve the resolution, seconded by Councilmember Langford. Motion carried unanimously.

Resolution No.21-289 – Trutina Fifth Addition Final Plat: The acting city clerk read, by title only, Resolution No. 21-289, approving the final plat of Trutina Fifth Addition. Mayor Pro Tem Kennedy moved to approve the resolution, seconded by Councilmember Severs. Motion carried unanimously.

## **ORDINANCES:**

Ordinance No. 280: The acting city clerk read by title only, Ordinance No. 288, An Ordinance of the City of Liberty Lake, Spokane County, Washington, Amending City of Liberty Lake Development Regulations Regarding Emergency Shelters, Transitional and Supportive Housing. This was a second read ordinance. The public was given an opportunity to comment.

Mayor Pro Tem Kennedy moved to approve Ordinance No. 280, seconded by Councilmember Langford. Councilmember Kurtz made a motion to amend the ordinance to change the required separation distance between facilities from 2 miles to  $\frac{3}{4}$  of a mile, seconded by Council Member Dunne. After some discussion, the Mayor opened public comment before voting on the amendment. Planning Commissioner Jamie Baird shared the Planning Commission's perspective and asked that Council approve the ordinance as amended by the Planning Commission. Planning Commissioner Chris Cargill also asked City Council to support the Planning Commission amendments. Steve Peterson also spoke in support of the Planning Commission's amendment.

Mayor Kaminskas called for the vote on the proposed amendment. Council Members Kurtz, Dunne, and Garcia, and Mayor Pro Tem voted in support of the amendment. Council Members Severs, Langford, and Folyer voted in opposition of the amendment. Motion to amend the ordinance passed 4 to 3.

After asking for public comment, Mayor Kaminskas called for a vote on the amended ordinance. Council Members Kurtz, Dunne, and Garcia, and Mayor Pro Tem voted in support of the ordinance, as amended. Council Members Severs, Langford, and Folyer voted in opposition of the amendment. The Ordinance was approved as amended by a vote of 4 to 3.

Mayor Kaminskas asked for a motion to extend the time of the meeting given the late hour. Council Member Kurtz made a motion to extend the meeting to 10:15. Motion was seconded by Council Member Dunne. Motion passed with all ayes.

Ordinance No.269E: The acting city clerk read by title only, Ordinance No. 269E, 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." This was a second read ordinance.

Mayor Pro Tem Kennedy moved to approve Ordinance No. 269E, seconded by Councilmember Severs. Motion passed with all ayes.

## **INTRODUCTION OF UPCOMING AGENDA ITEMS**

The city administrator reviewed the upcoming agenda items for the October City Council meeting.

## **PUBLIC COMMENTS**

John Harding: Continue discussion of possible approaches to addressing the concerns regarding loss of emergency service providers due to the Governor's vaccine mandate.

Steve Peterson: Congratulated Ann Swenson for her service, and congratulated Kelsey Wright on her appointment as City Clerk.

## **ADJOURNMENT**

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

These minutes were approved October 5, 2021.



Cris Kaminskas, Mayor  
City of Liberty Lake

Lisa D. Key

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

