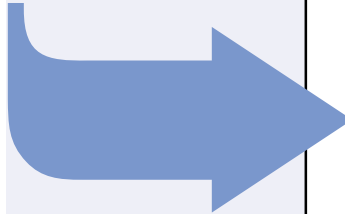


# Liberty Lake

## New City Summary

WASHINGTON STATE BOUNDARY REVIEW BOARD FOR SPOKANE COUNTY Nov 2000

### FACTS



- Name of City:  
**City of Liberty Lake**
- Type of Government:  
**Non-Charter Code City**
- Form of Government:  
**Mayor-Council**
- 2000 Population:  
**3,265**
- Land Area:  
**4.62 Square miles**
- 2000 Taxable Assessed Value: **\$278,078,510**
- 2000 Retail Sales:  
**\$42 million**
- Incorporation Approved by Voters:  
**November 7, 2000**
- Filing Period for Candidates: **December 22, 26-29, 2000**
- Compensation:  
Mayor **\$150/month**  
Council **\$20/meeting**
- Filing Fees for Mayor:  
**\$18.00/Council-no fee**
- Residency:  
**One year within City**
- Date of Primary Election:  
**February 6, 2001**
- Date of General Election:  
**April 24, 2001**
- Optimum Date for Official Incorporation:  
**September 1, 2001**

### New City of Liberty Lake

The new City of Liberty Lake is situated 17 miles east of downtown Spokane and two miles west of the Idaho state line. It has an estimated population of 3,265 at present and is projected to grow to a population of 9,753 within ten years. The new city will encompass about four and a half square miles and the boundaries are shown on the map below. It was approved by the voters for incorporation on November 7, 2000.

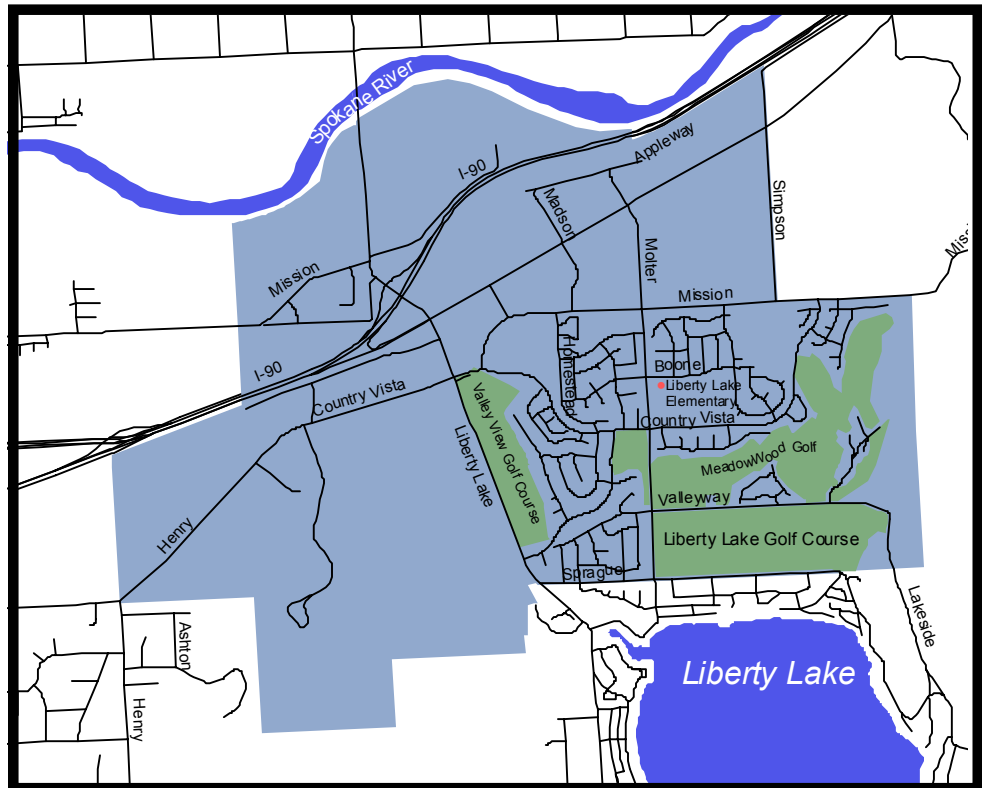


**Liberty Lake**

The next steps for the new city are critical to its long term success: services must be provided, staff must be hired, an "interim" and first-year budget must be prepared; operating and fiscal policies must be adopted; and a working relationship with special purpose districts, other cities, and Spokane County must be developed. Open public meeting laws apply to the interim city council.

This fact sheet is one resource that was developed to help facilitate the transition from unincorporated Spokane County to the new City of Liberty Lake.

### New City of Liberty Lake Boundary



## New City Guide

A new city must be organized, staffed, and funded to begin official operation between 180 and 360 days after voter approval of the incorporation.

### Transition Period

Even before the new city mayor and council are elected, a well-organized and representative transition team can provide much of the groundwork for many of these decisions. Several committees are proposed to be formed in Liberty Lake to expedite this process. A series of forums is proposed to present different elements of importance for consideration of Liberty Lake residents.

### Interim Period

The "interim city council" refers to the elected council during the time period between the date of the certification of the results of the election at which its members are chosen and the official date of incorporation, a date which the interim council will choose. This interim council serves as the city council upon the official incorporation date.

### Powers of Interim City Council

Adoption of Ordinances and Resolutions  
Adoption of Contracts and Agreements  
Adoption of SEPA Policies and Procedures  
Borrowing Power

- issue tax or revenue anticipation notes or warrants
- borrow from the federal, state, and other governments

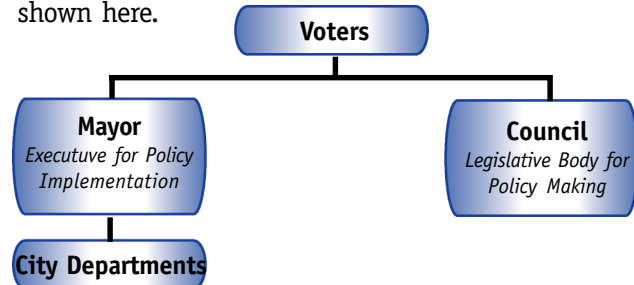
Adoption of Property Tax Levy  
Acquisition of City Facilities, Equipment, and Insurance  
Hiring of Staff  
Ballot Propositions to Authorize Taxes  
Fire Protection and/or Library District Annexation  
Adoption of Development Moratoria  
Adoption of Budgets

### Official Date of Incorporation

Choosing the official date of incorporation is basically a process of considering which revenues the new city will receive, and when these will become available. For Liberty Lake, the optimum date appears to be September 1, 2001. This date takes fullest advantage of the revenue streams that flow to the new city, allowing time for the adoption of the city's property tax ordinance, while ensuring County road maintenance responsibility for the maximum time possible after incorporation.

## Mayor-Council Form of Government

With the Mayor - Council form of government, a mayor and seven council members are elected and serve for four year terms. The organization is shown here.



### Municipal Services

When a new city incorporates, it becomes the primary service provider to residents within its boundaries. Critical decisions must be made by the interim city council concerning what services the city will initially provide, what level of services will be provided, what services will be provided by contract, and with whom the city will contract for those services. A city government typically provides services in these areas:

**Public Safety:** The new city is responsible for police and fire protection, small animal control. Annexation to Fire District No. 1 can be voted upon within one year of incorporation. Police services can be provided through a contract with the Spokane County Sheriff's Department or a city police department. Small animal control can be provided by Spokane County, the new city, or another entity.

**Public Works:** Roads administration, construction, and maintenance and stormwater management can be contracted with Spokane County or a private contractor, and could eventually be provided by the new city. The new city is within the Liberty Lake Sewer and Water District and will not be affected by incorporation. Because of franchises, the solid waste collection will continue to be provided by Waste Management, a private company.

**Land Use Planning:** The new city will be required to develop plans under the Growth Management Act and designate an Urban Growth Area. The new city can either hire staff or a consultant for development of its plan. The new city can contract for Building and Code Enforcement with Spokane County. The interim city council can impose a moratorium on development permits or approvals within its boundaries.

**Parks and Recreation:** Purchase, operation and maintenance of the existing park would be negotiated with the County. The two golf courses located in Liberty Lake will continue to be owned and operated by Spokane County.

For more information, call the Boundary Review Board Office at 477-4237 or [brb@spokanecounty.org](mailto:brb@spokanecounty.org).