



AGENDA
CITY COUNCIL MEETING
October 20, 2020
S. 124 Lefevre Street, 6:30 PM

NOTE: Virtual Participation

In response to Governor Inslee's Proclamation 20-28 regarding Open Public Meetings during the COVID-19 pandemic, there will not be a physical meeting location for the City Council meeting. In addition to and based on guidance from the Washington State Attorney General, the City Council will only be considering "necessary and routine" items to ensure the continuity of government services. Issues involving changes to city policy or regulation will not be presented for consideration of the City Council during the time period identified in the Governor's Proclamation. No public comment will be taken during the meeting, but the public may view or listen by clicking on the following link or calling the phone number below.

Join Zoom Meeting

<https://zoom.us/j/94326877356?pwd=YnVTUTBPdFpucHZuNGZ3WINWZm9pUT09>

Meeting ID: 943 2687 7356

Passcode: 007540

Dial by your location

- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 669 900 9128 US (San Jose)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

Meeting ID: 943 2687 7356

Passcode: 007540

Find your local number: <https://zoom.us/u/adQD22mDcq>

1. Call to Order, Pledge of Allegiance and Roll Call

A. Additions to Agenda

B. Excused Absence(s)

2. Approval of Minutes

1. [October 6, 2020 Council Meeting](#)

3. Interested Citizens: Audience Requests and Comments

Comments must be submitted via email to dross@medical-lake.org or by dropping off handwritten comments in the drop box at Medical Lake City Hall located at S. 124 Lefevre St. All comments must be received by 2:00 p.m. on October 20, 2020.

4. Scheduled Items

A. Mayor's Report

1. Proclamations, Presentations and Recognitions
2. Appointments
3. Meetings and Other Information
4. Staff Report

a.) Resolution 527: City Electronic Fund Transfer (EFT) Policy

b.) Ordinance 1081: Repeal of Medical Lake Municipal Code Section 2.24.035 Fire Equipment Reserve Fund; First Reading

c.) Ordinance 1082: Repeal of Medical Lake Municipal Code Section 2.24.500 Treasurer's Suspense Fund; First Reading

B. Finance Committee Report

1. Public Hearing for 2021 Revenue Sources and Possible Increase in Property Tax and Decrease in EMS Levy

NOTE: Due to the COVID-19 pandemic, this meeting will be held remotely and no public testimony will be taken during the meeting. Comments must be submitted via email to dross@medical-lake.org or by dropping off hand written comments in the utility payment box at Medical Lake City Hall located at S. 124 Lefevre St. All comments must be received by 2:00 PM on October 20, 2020.

2. Ordinance 1083: Setting the Property Tax for 2021; First Reading

3. Ordinance 1084: Setting the EMS Levy for 2021; First Reading

4. Set 2021 Preliminary Budget Hearing and 2021 Final Budget Hearing for November 3, 2020 at 6:30 p.m. and November 17, 2020 at 6:30 p.m.

C. Planning Commission Report

D. Parks and Recreation Committee Report

E. Public Works/Recycling Committee Report

F. Public Safety Committee Report

G. Members Report

H. Consent Agenda

1. Approval of Claims and Payroll

Claims: Warrants **36227** through **36272** in the amount of **\$229,127.70**.

Payroll Claims:

I. Old Business

J. Executive Session

K. Adjournment

Next Regular Council Meeting: November 3, 2020 @ 6:30 p.m.



**CITY COUNCIL
AGENDA INFORMATION
June 16, 2020**

4.A.4(a) Resolution 527: City Electronic Fund Transfer (EFT) Policy

BACKGROUND: The Washington State Auditor's Office (SAO) has requested that the City have a written policy on their Electronic Fund Transfer procedures. The proposed policy is simply the procedure currently used and approved by the SAO.

ACTION REQUESTED: Approve Resolution 527.

4.A.4(b) Ordinance 1081: Repeal of Medical Lake Municipal Code Section 2.24.035 (Fire Equipment Reserve Fund); First Reading

BACKGROUND: The City was annexed into Spokane County Fire District 3 in August of 2019 and no longer has a need or use for the Fire Equipment Reserve Fund. The presented Ordinance will repeal the fund with the contents of the fund remaining in the General Fund.

ACTION REQUESTED: Call for the First Reading of Ordinance 1081.

4.A.4(c) Ordinance 1082: Repeal of Medical Lake Municipal Code Section 2.24.500 (Treasurer's Suspense Fund); First Reading

BACKGROUND: The Treasurer's Suspense Fund was originally a fund, separate from the General Fund, used to receipt in and pay from deposits collected for various items (Special Event Permits, Park Reservations, etc.). The SAO now requires that refundable deposits be treated as General Fund revenues and expenses and therefore the Treasurer's Suspense Fund is no longer needed.

ACTION REQUESTED: Call for the first reading of Ordinance 1082.

4.B.1 Public Hearing on Revenue Sources and Potential Property Tax Increase and Potential EMS Levy Decrease

STAFF REPORT

Per RCW 84.55.120 the City is required each year to hold a public hearing to consider the next year's Revenue Sources (2021) and determine whether a property tax increase and/or EMS Levy increase is necessary.

	<u>2020</u>	<u>2021</u>
General Fund:	\$2,476,588	\$2,548,068
Street Fund:	\$173,000	\$156,000
Water/Sewer Fund:	\$1,856,550	\$1,848,050
Garbage Fund:	\$597,640	\$620,000

The City Council then deliberates on whether to increase the regular property tax levy and/or the EMS levy. By Washington State Law, without a public vote, the City may only collect an additional one percent (1%) over what was collected the previous year for both the property tax and the EMS levy. There is an additional factor that the City has not been faced with in years past: Municipalities that belong to a fire district and/or library district may only collect (again, without a public vote) a maximum of \$3.60 per \$1,000 of assessed value from its property owners in taxes (property tax, EMS Levy, Library Levy and Fire District Levy). For 2021, the City's property owners will pay the following amounts per \$1,000 of assessed value:

Spokane County Fire District 3:	\$1.50
Spokane County Library District:	\$0.50
EMS Levy (If approved by Council):	<u>\$0.00</u>
Subtotal:	\$2.00
	\$3.60 (Maximum)
	<u>-\$2.00</u> (from above)
2021 City Property Tax Rate:	\$1.60

The City's 2020 Assessed Value was \$321,673,550 and its Property Tax Rate was \$1.80 per \$1,000 of assessed value for a property tax revenue of \$579,406.40.

The City's 2020 EMS Levy revenue was \$145,580.

The City's 2021 Assessed Value is \$362,149,589 and its maximum Property Tax Rate is \$1.60 for a projected property tax revenue of \$579,439.34 which is an increase of \$32.94 (0.006%) over the previous year.

For the 2021 EMS Levy, due to being annexed into SCFD3 the amount to be collected should be set at \$0.00.

4.B.2 Ordinance 1083: Setting the Property Tax for 2021; First Reading

ACTION REQUESTED: Call for the first reading of Ordinance 1083.

4.B.3 Ordinance 1084: Setting the EMS Levy for 2021; First Reading

ACTION REQUESTED: Call for the first reading of Ordinance 1084.