

**CITY OF MEDICAL LAKE**  
**City Council Regular Meeting**

6:30 PM  
September 15, 2020

**MINUTES**

Council Chambers  
124 S. Lefevre Street

**NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is on file and available from City Hall.**

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

Councilmembers

Elizabeth Rosenbeck  
Heather Starr  
A.J. Burton  
Don Kennedy  
Art Kulibert

Administration/Staff

Shirley Maike, Mayor  
Doug Ross, City Administrator  
Karen Langford, Finance Director  
Kendel Froese, City Attorney

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

Mayor Maike called the meeting to order at 6:30 PM.

A. Additions to Agenda: None

B. Excused Absence(s):

1. Tony Harbolt

Councilmember Burton moved to approve. Councilmember Starr seconded.  
Motion carried (5-0).

2. Jessica Roberts

Councilmember Kennedy moved to approve. Councilmember Burton seconded.  
Motion carried (5-0).

**2. Approval of Minutes**

1. August 18, 2020 Council Meeting

Councilmember Kennedy moved to approve. Councilmember Rosenbeck seconded.  
Motion carried (5-0).

2. September 8, 2020 Special Council Meeting

Councilmember Rosenbeck moved to approve with revision. Councilmember Kennedy seconded.

Motion carried (5-0).

**3. Interested Citizens: Audience Requests and Comments:** None

**4. Scheduled Items**

**A. Mayors Report:**

**1. Proclamations, Presentations and Recognitions:** None

**2. Appointments:** None

**3. Meetings and Other information:**

- Mayor Maike stated that the remaining council meetings this year will involve the budget.

**4. Staff Report:**

a.) Set Public Hearing for 2020 Revenue Sources and Possible increase in Property Tax and EMS Revenues for October 20, 2020 at 6:30 p.m.

- City Administrator Doug Ross stated that the public hearing is required and reminded Council that beginning in 2021 the City will no longer receive EMS revenue.
- City Administrator Ross explained that because the public hearing will be held remotely, public comments will have to be either emailed or dropped off in the utility payment box in front of City Hall.

Councilmember Kennedy moved to approve. Councilmember Rosenbeck seconded.

Motion carried (5-0).

b.) Additional CARES Act Coronavirus Relief Funding Discussion

- City Administrator Doug Ross explained the City had received an additional \$75,075 in CRF funding allocation.
- City Council voiced opinions and thoughts on how to dedicate the additional funding allocation.
- Small Grant Relief Grant Applications should be available soon.

- During the recent windstorm, the picnic shelter at Waterfront Park was destroyed by a fallen tree. The tree has been removed and the park has been reopened.
- The City has been looking at replacement options for the shelter. The insurance should pay for it. When the appropriate shelter is picked, the City will buy the shelter as a kit and hire a contractor to construct it.
- Greater Spokane Incorporated is having free PPE distributions for small businesses next Wednesday 9/23/2020 and Thursday 9/24/2020 at the Spokane Fairgrounds.
- The 2018/2019 audit has started. Finance Director Karen Langford has been working very hard on it.

**B. Finance Committee Report:** None

**C. Planning Commission Report:** None

- The next planning commission meeting is scheduled for 9/24/2020.

**D. Parks and Recreation Committee Report:**

- City Administrator Doug Ross said that he and Parks and Rec Coordinator Ivanna Lomas, were trying to put on a drive-in movie at Waterfront Park. They are unsure if it will work out this year.

**E. Public Works/Recycling Committee Report:** None

- Construction on the TIB grant funded sidewalk projects may be delayed until 2021.

**F. Public Safety Committee Report:** None

- Rob Sherar from the Spokane County Sheriff's Office explained that Medical Lake property crimes have remained low. A recent assault may have been linked to a series of thefts that had recently occurred.

**G. Members Report:**

- There was a brief discussion what Halloween might be like this year during the COVID-19 pandemic.

**H. Consent Agenda**

1. Approval of Claims

**Claims:** Warrants **36086** through **36091** and **36102** through **36169** in the amount of **\$543,641.18**

**Payroll Claims:** Payroll Warrants **12236** through **12245** and Payroll AP Warrants **36092** through **36101** in the amount of **\$133,232.45**

Councilmember Rosenbeck moved to approve the consent agenda. Councilmember Burton seconded.

Motion carried (5-0).

**I. Old Business:** None

**J. Executive Session:** None

**K. Adjournment:**

Councilmember Kennedy moved to adjourn. Councilmember Burton seconded.

Motion carried (5-0). Meeting adjourned at 7:10 p.m.

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Mayor

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Finance Director