



**CITY COUNCIL SPECIAL MEETING
TUESDAY, AUGUST 29, 2023
HELD REMOTELY & IN PERSON AT CITY HALL
124 S. LEFEVRE ST.**

- Join the Zoom Meeting –

<https://us06web.zoom.us/j/87041858384?pwd=ZlgwV2k0ZCtyUUUvOU9WNHpRUlFIUT09>

Meeting ID: 870 4185 8384

Passcode: 253288

One tap mobile

+12532050468,,87041858384#,,,,*253288# US

+12532158782,,87041858384#,,,,*253288# US (Tacoma)

Find your local number: <https://us06web.zoom.us/j/87041858384?pwd=ZlgwV2k0ZCtyUUUvOU9WNHpRUlFIUT09>

Questions or Need Assistance? Please contact City Hall at 509-565-5000

SPECIAL SESSION – 6:30 PM

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
- 2. AGENDA APPROVAL**
- 3. REPORTS**
 - A. Council Comments
 - B. Mayor
 - C. City Administrator & City Staff
 - i. Status Report on Gray Road Fire
- 4. ACTION ITEMS**
 - A. Swearing in of Keli Shaffer to City Council Position #6
- 5. RESOLUTIONS**
 - A. Resolution 23-622 – Emergency Declaration Gray Road Fire
- 6. CONCLUSION**



City of Medical Lake
124 S. Lefevre
P.O. Box 369
Medical Lake, WA 99022-0369

City Hall: (509) 565-5000 Fax: (509) 565-5008 Parks & Recreation: (509) 565-5007 Crime Check: (509) 456-2233 Fire: (509) 235-6645
Emergency: 911 Fire District 3

SPECIAL MEETING **NOTICE**

PURSUANT TO RCW 42.30.080, NOTICE IS HEREBY GIVEN TO ALL INTERESTED PARTIES THAT: The City of Medical Lake's Mayor and City Council will hold a Special Meeting on Tuesday, August 29 at 6:30 p.m. The meeting will be held in-person at City Hall, 124 S. Lefevre Street, Medical Lake, Washington and remotely via Zoom. The agenda items for the Special Meeting are:

1. Gray Fire Status Report
2. Swearing in of Keli Shaffer to City Council Position #6
3. Resolution 23-622 – Emergency Declaration, Gray Road Fire

The Zoom link can be found per the published agenda.

Roxanne Wright, Administrative Assistant

Posted: August 29, 2023



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Terri K Cooper, Mayor

August 19, 2023

RE: Emergency Declaration – Gray Fire

Dear City Staff,

I hope this letter finds you in good health and spirits. It is with a heavy heart that I write to you today to address the pressing and alarming situation that our beloved City of Medical Lake is facing. As you are undoubtedly aware, a devastating wildfire has rapidly spread throughout our region, causing significant destruction and posing an imminent threat to our community, its residents, and the environment.

Given the severity and potential consequences of this wildfire, and in accordance with the established protocols and procedures, I am left with no choice but to declare a state of emergency for the City of Medical Lake. This declaration will provide our city with the necessary resources, tools, and authority to effectively respond to and manage this crisis in a coordinated and efficient manner.

The wildfire, which began August 18, 2023 and has since escalated due to unfavorable weather conditions and challenging terrain, has led to the evacuation of numerous residential areas within our city's boundaries. The safety and well-being of our residents remain our top priority, and it is imperative that we take all necessary actions to ensure their protection.

I have been in close contact with local and regional emergency response agencies, as well as state and federal authorities, to secure additional resources such as firefighting personnel, equipment, and air support to aid in our firefighting and containment efforts. Our emergency operations center has been activated, and we are closely monitoring the situation's developments to make informed decisions for the safety of our community.

Let us stand united as a community and face this challenge with resilience, courage, and compassion. Together, we will overcome this adversity and work tirelessly to restore the City of Medical Lake to its rightful state of tranquility and prosperity.

Please do not hesitate to reach out to my office for any information, assistance, or support you may require. I extend my deepest gratitude to each of you for your unwavering service to our community.

Thank you,

Terri Cooper, Mayor

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 23-622**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE DECLARING A
STATE OF EMERGENCY AND WAIVING PROCUREMENT
REQUIREMENTS PURSUANT TO SECTION 3A OF THE CITY OF MEDICAL
LAKE PROCUREMENT POLICIES**

WHEREAS, the City of Medical Lake (“City”) and surrounding area experienced a life-threatening wildfire (“Gray Road Fire”) on August 18, 2023, which caused severe damage to City property and land; and

WHEREAS, the Mayor wrote a letter to City Staff on August 19, 2023, declaring a state of emergency as a result of the Gray Road Fire and authorizing the emergency use of resources to combat the fires and subsequently restore the City; and

WHEREAS, Section 3A of the City’s procurement policies state that procurement requirements may be waived in the event of an emergency; and

WHEREAS, the City Council finds that an emergency situation does exist and that it is appropriate to waive the aforementioned procurement requirements in relation to any purchases that occur as a result of the Gray Fire,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, WASHINGTON, pursuant to Section 3A of the City’s Procurement Policy, a State of Emergency does exist for the above stated reasons to waive procurement requirements for purchases in response to the damages caused by the Gray Fires.

ADOPTED this 29th day of August, 2023.

Mayor, Terri Cooper

Attest:

Approved as to Form:

Finance Director, Koss Ronholt

City Attorney, Sean P. Boutz