



**CITY COUNCIL MEETING AGENDA
TUESDAY, SEPTEMBER 6, 2022
HELD REMOTELY & IN PERSON AT CITY HALL
124 S. LEFEVRE ST.**

- Sign up to provide Public Comment at the meeting via calling in
- Submit Written Public Comment Before 4 pm on (September 6, 2022) - *SEE NOTE*
- Join the Zoom Meeting –

<https://us06web.zoom.us/j/87288940521?pwd=N0FGd3lxaHVrakNSb1Zks3RiQ1p1dz09>

Meeting ID: 872 8894 0521

Passcode: 468256

One tap mobile

+12532158782,,87288940521#,,,,*468256# US (Tacoma)

+17207072699,,87288940521#,,,,*468256# US (Denver)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 720 707 2699 US (Denver)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 719 359 4580 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

Meeting ID: 872 8894 0521

Passcode: 468256

Find your local number: <https://us06web.zoom.us/u/kliLQLxbl>

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the council meeting, please email your comments to SDuncan@Medical-Lake.org by 4:00 p.m. the day of the council meeting and include all the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Medical Lake resident
4. The Agenda Item(s) which you are speaking about

*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.

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

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

- A. Absence(s): Councilmember Don Kennedy submitted a request for absences for the 9/6/22 and 9/20/22 meetings.

2. AGENDA APPROVAL

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

5. REPORTS

- a. Council Committee Reports
- b. Council Comments
- c. Mayor
 - i. Transportation Improvement Board (TIB) Grant Applications
 - 1. Small City Maintenance Program grant - crack sealing, fog seal, and some road repair including Stanley, Hallett, Fourth, and Graham. \$218,318.00
 - 2. Active Transportation Program grant - travel lane restructuring, bike lanes, and speed limit reduction to 25mph through the downtown district from north Lefevre at James south to Idaho. This will include sidewalk repair where needed. \$639,400.00
- d. City Administrator & City Staff
 - i. Quarter Two Budget Report – Koss Ronholt, Finance Director

6. WORKSHOP DISCUSSION

- A. Discussion of new procurement policy (Resolution 22-544 Establishing Procedures for Small Purchases, Vendor List Purchases, Competitive Bidding, and Purchase of Services)

7. GENERAL BUSINESS

- A. Consent Agenda
 - i. Approve August 16, 2022, Minutes
 - ii. Approve **September 6, 2022**, Claim Warrants **41631** through **41682** in the amount of **\$86,341.96**
- B. Action Items
 - i. Interagency Reimbursement Agreement IAA23746 Between the Washington State Administrative Office of the Courts and the City of Medical Lake

8. PUBLIC HEARING / APPEALS

- A. Resolution 22-546 Authorizing the City of Medical Lake Six-Year Traffic Improvement Plan

9. RESOLUTIONS

- A. Resolution 22-545 Juneteenth Floating Holiday Amending City of Medical Lake Personnel Policy
- B. Resolution 22-547 Authorizing Interagency Reimbursement Agreement 1AA23746 Between the Washington State Administrative Office of the Courts and the City of Medical Lake

10. ORDINANCES

A. First Read Ordinance 1100 Procurement Policy Amending MLMC 2.20.010 Purchase Requisition

11. EMERGENCY ORDINANCES – No items listed

12. UPCOMING AGENDA ITEMS

13. INTERESTED CITIZENS

14. EXECUTIVE SESSION – No items listed

15. CONCLUSION

City of Medical Lake Councilmember Excused Absence Request Form

Councilmember: Don Kennedy

Meeting Type: Committee Council
Meeting Date: 9/6/22 and 9/20/22

Reason For Absence:

- City Business
- Military Orders
- Ill or Injured
- Employer Business
- Vacation
- Other (Please Describe)

Travelling in Scotland
Sept 5 - 28

Date Requested: 8/16/22 By Phone

Approved By Council/Committee Motion On: _____

Denied By Council/Committee Motion On: _____





Budget Analysis – Quarter 2, 50% of 2022

June 30, 2022

Revenues

Rating table:

Cautionary	Standard	Above Standard
Under 50%	Near 50%	Over 50%

Period Totals:

Fund	Budgeted	Current	% of Budget
General	\$4,617,346	\$1,286,145	27%
Street	\$515,340	\$263,525	51%
Water/Sewer	\$2,734,150	\$875,838	32%
Garbage	\$896,066	\$328,445	37%

Note: Percentages are based on total budget for 2022

Rating Analysis:

- The General Fund budget was anticipating ARPA funds, which were received after report ending date, on July 5th. **No concerns noted.**
- The Water/Sewer Fund sees the largest portion of its revenues in the summer months, after the report ending date. **No concerns noted.**
- The Garbage Fund revenue projections for 2022 are overly optimistic. Revenues are on par with prior years during the same period. **No concerns noted.**



Budget Analysis – Quarter 2, 50% of 2022

June 30, 2022

Expenditures

Rating Table:

Cautionary	Standard	Above Standard
Over 50%	Near 50%	Under 50%

Period Totals:

Fund	Budgeted	Current	% of Budget
General	\$2,480,144	\$1,281,919	52%
Street	\$515,340	\$190,909	37%
Water/Sewer	\$1,943,807	\$814,699	41%
Garbage	\$644,200	\$298,584	46%

Note: Percentages are based on total budget for 2022

Rating Analysis:

- The General Fund did not include budget for ARPA expenditures, as ARPA expenditures were approved on 7/21/2022. Budget amendment is queued for 9/20/2022 Council Meeting. **No concerns noted.**

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
August 16, 2022

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

Tony Harbolt
Don Kennedy
Art Kulibert
Bob Maxwell
Dawn Olmstead
Chad Pritchard
Heather Starr

Administration/Staff

Scott Duncan, Interim City Administrator
Roxanne Wright, Admin. Asst.
Steve Cooper, WWTP Director
Sean King, City Attorney (via Zoom)

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

- A. Mayor Cooper called the meeting to order at 6:30 pm, led the Pledge of Allegiance, and conducted roll call. All council members were present.

2. AGENDA APPROVAL

- A. Added Item - Department of Commerce Solar Grant
 - i. Motion to approve the addition of the Department of Commerce Solar Grant Award to the agenda made by Councilmember Kennedy, seconded by Councilmember Pritchard. Motion carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Scott Holbrook 424 W Brooks – handed out a document and shared information about the US Civil Flag.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – No items listed

5. REPORTS

- A. City Council & Council Committee Reports
 - i. Public Safety Committee – FD3 Chief Rohrbach
 - 1. Gave an update on the current fire season and the recent Williams Lake fire. Updated on call volume.
 - 2. Reported that the recent EMS Levy did not pass. Will strategize going into next year on how to support the increased call volume.

3. Councilmember Kulibert reported that the committee discussed offroad vehicle/golf cart use within city limits.

B. Public Works – Councilmember Maxwell

- i. Reported that wells are holding up well with the heat. Shared that crosswalks are being painted. Shared that Mr. Duncan is working on grant(s) for sidewalk upgrades. Discussed possible leak in seasonal wetlands and that Mr. Cooper with the WWTP is investigating. Mayor Cooper indicated that Mr. Cooper will address the leak later in the meeting.

C. Finance Committee – Councilmember Starr

- i. Reported that the committee noticed that a few council members, as well as the mayor, were missing on the report they review regarding payments. The committee speculated that it was due to auto deposits versus physical checks. Finance Director Ronholt was not present at the meeting and therefore was unable to answer this question. They will follow up with Mr. Ronholt.
- ii. Mayor Cooper added that she advised the Finance Committee regarding the current union negotiations.

D. Council Comments

- i. Councilmember Pritchard – Shared that the library is hosting a walk around Medical Lake this Thursday, 5-7 pm. They will meet at Waterfront Park, take some lake samples, and discuss geology. Shared that he enjoyed the Bluewaters Bluegrass festival and that there was enough participation to be able to do it again next year.
- ii. Councilmember Starr – Shared her interest in the topic of golf cart use within the city.
- iii. Councilmember Kulibert – Shared that he participated in Bluegrass assisting his wife as a vendor.
- iv. Councilmember Kennedy – Shared that he also attended the festival and reported large numbers on Friday night.
- v. Councilmember Maxwell – no report
- vi. Councilmember Olmstead – no report
- vii. Councilmember Harbolt – Shared that lighting is needed at the Shepard Field parking lot. Public safety as well as vandalism is a concern.

- E. Mayor Cooper – Provided update on the RFP for legal services; received 4 responses. Shared that an offer was made on the utility clerk position. Reported that she and Ms. Rodriguez, the City Planner, met with the EWU planning department regarding participating in their internship program.

F. City Administrator & City Staff

- i. Steve Cooper, WWTP – gave an update on the water leak in a wetland area. Mayor Cooper reiterated that it is clean water, not sewer. Mr. Cooper also reported that the lake level is still within parameters.
- ii. Scott Duncan – Shared that applications are still being accepted for maintenance positions.

6. WORKSHOP DISCUSSION – No items listed

7. GENERAL BUSINESS

A. Consent Agenda

i. Approve the **August 2, 2022**, Minutes

1. Correction needed to Section 5Bii Council Comments to change "HS" to Councilmember Starr.

a. Motion to approve minutes as amended made by Councilmember Kennedy, seconded by Councilmember Olmstead, motion carried 7-0.

ii. Approve **August 16, 2022**, Claim Warrants **41578** through **41630** in the amount of **\$122,538.66** and Payroll Warrants **41569** through **41577** and Payroll Accounts Payable Warrants **20145** through **20153** in the amount of **\$148,625.80**.

1. Finance committee reviewed

2. Motion to approve warrants made by Councilmember Starr, seconded by Councilmember Kulibert, motion carried 7-0.

B. Action Items

i. SRTC Block Grant Acceptance

1. Mayor Cooper shared grant information; ADA updates on Lake Street. Explained that there will be zero cost to the city.

a. Motion to accept the grant award made by Councilmember Kennedy, seconded by Councilmember Pritchard, motion carried 7-0.

ii. Department of Commerce Solar Grant – added agenda item

1. Mayor Cooper shared grant information; solar panel at WWTP.

a. Motion to accept the grant award made by Councilmember Pritchard, seconded by Councilmember Starr, motion carried 7-0.

8. PUBLIC HEARING / APPEALS – No items listed

9. RESOLUTIONS – No items listed

10. ORDINANCES – No items listed

11. EMERGENCY ORDINANCES – No items listed

12. UPCOMING AGENDA ITEMS

A. Councilmember Pritchard requested an update on DSHS Land Lease.

B. Councilmember Starr requested a workshop regarding the north-end parking lot of Medical Lake.

13. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

A. Scott Holbrook 424 W Brooks – shared about Bluewaters Bluegrass Festival. Thanked the mayor for her work. Shared his opinion on the topic of golf carts, e-bikes, etc. Commented on Waterfront Park parking lot.

B. Lahnne Henderson 611 E Ladd – asked the location of the water leak Mr. Cooper spoke about. Mr. Cooper shared that the location is on Peter Street which is undeveloped, between Howard and N. Lefevre. Ms. Henderson also commented on the topic of golf carts and suggested including riding lawnmowers in the consideration.

14. EXECUTIVE SESSION – None

15. CONCLUSION

- A. Motion to conclude the meeting made by Councilmember Kennedy, seconded by Councilmember Pritchard, motion carried 7-0. Meeting concluded at 7:20 pm.

Terri Cooper, Mayor

Koss Ronholt, Finance Director/City Clerk

DRAFT

INTERAGENCY REIMBURSEMENT AGREEMENT IAA23746
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
CITY OF MEDICAL LAKE

THIS REIMBURSEMENT AGREEMENT (Agreement) is entered into by and between the Administrative Office of the Courts (AOC) and CITY OF MEDICAL LAKE, for the purpose of reimbursing CITY OF MEDICAL LAKE (City) for extraordinary costs of resentencing and vacating sentences under *Blake* and for the cost of refunding legal financial obligations (LFOs) under the *Blake* decision.

1. PURPOSE

The purpose of this Agreement is to provide reimbursements to assist Cities and Municipal Courts with extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences in are affected by the *State v. Blake* decision, and to provide reimbursements to assist Cities and Municipal Courts who have reimbursed or will reimburse LFOs to defendants whose convictions or sentences in Municipal Court are affected by the *State v. Blake* decision.

2. REIMBURSEMENT

- A. Extraordinary Expenses Reimbursement. AOC shall reimburse the City up to a maximum of \$3,169 for extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences are affected by the *State v. Blake* decision incurred during the period of February 25, 2021 to June 30, 2023. No reimbursement will be made under this Agreement for resentencing or vacation costs incurred after June 30, 2023, and any reimbursement requests in excess of this amount will be denied. If additional funding is appropriated by the Legislature for these purposes, the amount of reimbursement under this Agreement may be increased by agreement of the parties.
- B. LFO Reimbursement. AOC will reimburse the City up to a maximum of \$ 2,737 for payments made by the City during the period February 25, 2021 to June 30, 2023 pursuant to court order which required reimbursement by the State of Washington of legal and financial obligations. No reimbursement will be made under this Agreement for resentencing or vacation costs incurred after June 30, 2023, and any reimbursement requests in excess of this amount stated in this Section 2 (b) will be denied. If additional funding is appropriated by the Legislature for these purposes, the amount of reimbursement under this Agreement may be increased by

agreement of the parties. Nothing in this Agreement requires the City to make payments pursuant to a court order when the funds available for reimbursement are less than the amount of the payment.

- C. General. AOC shall provide reimbursement to the City for approved and completed reimbursements by warrant or account transfer within 30 days of receipt of a properly completed A-19 invoice and the completed data report as required below.

3. PERIOD OF PERFORMANCE

Performance under this Agreement begins **July 1, 2022**, regardless of the date of execution, and ends on **June 30, 2023**. The period of performance may be amended by mutual agreement of the parties if the Legislature provides additional funding or time for these purposes.

4. TERMS OF REIMBURSEMENT

a) The City shall request reimbursement as follows:

1. The City will submit its A-19 invoices monthly to payables@courts.wa.gov. A-19 invoices submitted under this agreement must include:
 - a. Payment documents from the City indicating the amounts expended, the recipients, and the date of expenditure.
 - b. Sufficient information to allow AOC to determine that the costs reimbursed are extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences are affected by the *State v. Blake*.
 - c. Proper coding for expenses under both 2.A. and B. For CITY OF MEDICAL LAKE expenses under 2.A. must be coded **40021070**, and reimbursement under 2.B. must be coded **40022090**.
2. The City shall provide a monthly report to AOC that must contain at a minimum:
 - a. A list of any case numbers associated with the services provided;
 - b. A breakdown of expenses by judicial, prosecutorial, and defense-related costs;
 - c. The amount of LFOs reimbursed, with the case number associated with that amount.
 - d. Any positions supported by these funds, broken down by judicial, prosecutorial, and defense-related positions; and
 - e. Data, including case numbers and aggregate data on the number and type of cases:
 - i. Vacated under *Blake*;

- ii. Resentenced under *Blake*; and
 - iii. Being worked on under *Blake*.
- b) By May 1, 2023, the City agrees to report any allocated funds under either 2. A. or B. that it will be unable to spend during the term of the contract, or any additional funds it anticipates needing during the term of the contract should additional funds become available. AOC reserves the right to reallocate funds that are reported to be unable to be spent.

5. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by agreement of the parties. Such amendments are not binding unless they are in writing and signed by personnel authorized to bind each of the parties.

6. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement must be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency will be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. This Agreement; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

7. WAIVER

A failure by either party to exercise its rights under this Agreement does not preclude that party from subsequent exercise of such rights and is not a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

8. SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference is held invalid, such invalidity does not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

9. AGREEMENT MANAGEMENT

The program managers noted below are responsible for and are the contact people for all communications and billings regarding the performance of this Agreement:

AOC Program Manager	City Program Manager
Christopher Stanley Chief Financial and Management Officer PO Box 41170 Olympia, WA 98504-1170 Christopher.Stanley@courts.wa.gov (360) 357-2406	Terri Cooper <i>April Bassen</i> Court Administrator <i>Deputy Clerk</i> 611 2nd St. Cheney, WA 99004 tcooper@cityofcheney.org Phone

10. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement are considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREED:

Administrative Office of the Courts

CITY OF MEDICAL LAKE

<i>Signature</i>	<i>Date</i>	<i>Signature</i>	<i>Date</i>
Christopher Stanley		April Bassen	
<i>Name</i>		<i>Name</i>	
<i>Title</i>		<i>Deputy Court Clerk</i>	



2023-2028 Six-Year Transportation Improvement Plan

NOTE: The proposed Six-Year TIP does not address every street needing repair in the City. This plan presents the streets that will have the most impact on the City if not taken care of, from both a mobility and a financial perspective.

2023

- Grant Ave. Asphalt Repair Project. This project consists of a two-inch overlay of new asphalt between Evergreen Dr. and Campbell St. Anticipated cost of this project is \$45,000. Grant funding will be needed for this project.
- Washington St. Asphalt Repair Project. This project consists of a two-inch overlay of new asphalt between Lake St. and Barker St. Anticipated cost of this project is \$45,000. Grant funding will be needed for this project.
- Hallett St. Asphalt crack seal preservation from Lake St. south to city limits. Distance 2800 ft. Anticipated cost of this project is \$ 22,000. Grant funding will be needed for this project.
- Lake St. crack seal preservation from Prentis St. east to Freeman Dr. Distance 2900ft. Anticipated cost of this project is \$22,000. Grant funding will be needed for this project.
- 4th Ave crack seal preservation from Lefevre St. west to the city limits. Distance 2600ft. Anticipated cost of this project is \$20,000. Grant funding will be needed for this project.
- Campbell St. crack seal preservation from Lefevre St. east to street end. Distance approximately 3600ft. Anticipated cost of this project is \$27,000. Grant funding will be needed for this project.
- Stanley St. crack seal preservation from S.R. 902 south to Campbell St. Distance approximately 3800ft. Anticipated cost of this project is \$29,000. Grant funding will be needed for this project.
- Graham Rd. crack seal preservation from S.R. 902 north to city limits marker. Distance approximately 2700ft. Anticipated cost of this project is \$21,000. Grant funding will be needed for this project.

2024

- Lake St. sidewalk ramp and approach upgrades between Lefevre St. and Prentis St. Anticipated cost for this project is \$500,000. Grant funding will be needed for this project.
- Grace St. Asphalt Repair Project. This project consists of a two-inch overlay of new asphalt between Broad St. and Brower St. Project would also include storm drains. Anticipated cost of this project is \$120,000. Grant funding will be needed for this project.



2025

- Lefevre St. lane restructuring and sidewalk improvement from Idaho St. north to 4th St. Anticipated cost of this project is \$440,000. Grant funding will be needed for this project
- Lefevre St. from Spence St. to 4th St. sidewalk improvement and updated school crossings. Anticipated cost of this project is \$654,000. Grant funding will be needed for this project.

2026

- Barker St. Asphalt Repair Project and sidewalk project. This project consists of full-depth reclamation paving and installation of sidewalks and a bike lane on Barker St. between Lefevre St. and Stanley St. Anticipated cost of this project is \$650,000. Grant funding will be needed for this project.

2027

- Brower St. Asphalt Repair Project. This project consists of a two-inch overlay of new asphalt between Lake St. and Percival St. Anticipated cost of this project is \$100,000. Grant funding will be needed for this project.

2028

- Fox Ridge Road Asphalt Repair Project. This project consists of a two-inch overlay of new asphalt between Graham Rd. and Wilcox Rd. Anticipated cost of this project is \$225,000. Grant funding will be needed for this project.

FACTS & FINDINGS:

1. Washington State Department of Transportation requires an annually updated Six-Year TIP.
2. Six-Year TIP is adopted by resolution.
3. A public hearing was advertised for and will be held on September 6, 2022.

RESOLUTION NO. 22-546

A RESOLUTION OF THE CITY OF MEDICAL LAKE UPDATING THE SIX (6) YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR 2023 THROUGH 2028.

WHEREAS, pursuant to RCW 35.77.010, the City of Medical Lake, Spokane County, Washington ("City") has prepared a six (6) year Transportation Improvement Program ("TIP") for the years 2023-2028; and

WHEREAS, the City of Medical City Council found the TIP to be in compliance with the City's Comprehensive Plan; and

WHEREAS, the City will utilize state and federal grants and low interest loans as necessary to supplement its financial resources, and such anticipated funding is incorporated in the TIP; and

WHEREAS, under RCW 35.77.010, the Medical Lake City Council held a public hearing on the updated TIP at City Hall, Medical Lake, Washington, on September 6, 2022.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Medical Lake that the updated TIP is hereby adopted; and

BE IT FURTHER RESOLVED, that a copy of the updated TIP, together with a copy of this Resolution, shall be filed with the Office of the Secretary, Washington State Department of Transportation; and

BE IT FURTHER RESOLVED, that City staff is authorized to apply for state and federal grants and low-interest loans in support of and consistent with the projects identified in the updated TIP.

Approved by the City Council this _____ day of September, 2022.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Clerk/Treasurer

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

RESOLUTION NO. 22-545

A RESOLUTION OF THE CITY OF MEDICAL LAKE AMENDING THE PERSONNEL POLICY TO INCLUDE AN ADDITIONAL HOLIDAY FOR EMPLOYEES

WHEREAS, the Medical Lake City Council adopted a personnel policy on February 5, 1991 wherein the personnel policy establishes policies and procedures (“Personnel Policy”) relating to the City Medical Lake employees and other such matters properly related thereto; and

WHEREAS, the Personnel Policy provides certain fringe benefits, including but not limited to legal holidays observed by the City of Medical Lake; and

WHEREAS, City Staff and the Medical Lake City Council are desirous of amending the Personnel Policy to add an additional legal holiday to be observed by the City of Medical Lake; and

WHEREAS, the City Council deems it appropriate to add a Juneteenth Floating Holiday for June 19th of each year.

NOW, THEREFORE, be it Resolved by the City Council of the City of Medical Lake, Washington as follows:

1. City of Medical Lake Personnel Policy. The Personnel Policy under Rule VII. FRINGE BENEFITS, Section 7.1 HOLIDAYS is hereby amended to include a legal floating holiday titled as “Juneteenth Floating Holiday – June 19th” and is adopted as an official legal holiday for City employees employed by the City of Medical Lake.
2. Amendments as Needed. The City of Medical Lake, through the City Council by Resolution, may amend, change, supplement or update any and all sections, terms or portions of the Personnel Policy as presently exist or as necessary.
3. Authority. The Mayor and City Administrator shall carry out the duties of enforcing the Personnel Policy and procedures prescribed therein.
4. Severability. If any section, sentence, clause or phrase of this Resolution shall be found to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remainder of said Resolution.
5. Effective Date. The Resolution shall become effective immediately upon passage by the Medical Lake City Council.

Approved by the City Council this _____ day of September, 2022.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Clerk/Treasurer

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

RESOLUTION NO. 22-547

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, WASHINGTON
AUTHORIZING INTERAGENCY REIMBURSEMENT AGREEMENT 1AA23746 BETWEEN THE
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS AND THE
CITY OF MEDICAL LAKE**

WHEREAS, in 1984 the Municipal Court of Medical Lake was established pursuant to MLMC 2.10 and RCW 3.50 as amended by the Court Improvement Act of 1984; and

WHEREAS, in October 2014 the City of Medical Lake entered into an Interlocal Agreement with the City of Cheney for Municipal Court Services; and

WHEREAS, the Municipal Court of Cheney on behalf of the City of Medical Lake possesses such jurisdiction and exercises such powers and duties set forth in RCW 3.50 to hear and adjudicate misdemeanor and gross misdemeanor charges that occur in the City of Medical Lake; and

WHEREAS, the Municipal Court of Cheney, for the City of Medical Lake operates full-service probation and pretrial services programs as authorized by Washington Court Rule ARLJ 11 for monitoring and rehabilitating defendants placed on probation by the municipal court judge; and

WHEREAS, Washington State through the Washington State Administrative Office of the Courts (AOC) are providing reimbursement for extraordinary judicial, prosecutorial, and defense-related costs of resentencing and vacating sentences of defendants whose convictions or sentences are affected by the *State v. Blake* decision; and

WHEREAS, the available reimbursement will be available to cities and municipal courts that have reimbursed or will reimburse Legal Financial Obligations (LFO) to defendants whose convictions or sentences in the municipal court are affected by the *State v. Blake* decision.

BE IT RESOLVED the Medical Lake City Council by majority vote approves the Interagency Reimbursement Agreement IAA23946 between Washington State Administrative Office of the Courts and the City of Medical Lake as signed by the Deputy Court Clerk.

ADOPTED by the City Council of the City of Medical Lake at a regular meeting this **6th day of September 2022** at the Medical Lake City Council Chambers, 124 S Lefevre St, Medical Lake, WA 99022.

Don Kennedy, Mayor Pro-Tem

Attest:

Koss Ronholt, Finance Director/City Clerk

Approved as to form:

Sean Boutz, City Attorney

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1100**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE AMENDING CHAPTER 2.20
OF THE MEDICAL LAKE MUNICIPAL CODE, CREATING NEW SECTIONS, AND
PROVIDING FOR AN EFFECTIVE DATE HEREOF.**

WHEREAS, Chapter 2.20 of the City of Medical Lake Municipal Code provides for certain purchasing procedures for the City of Medical Lake (“City”), including for all employees, officers, and officials; and

WHEREAS, the Mayor is responsible to the City Council for the proper administration of all affairs of the City, including purchasing and contracting authority on individual purchases of services and goods; and

WHEREAS, the purchasing procedures do not provide City employees and officials the ability to address financial current and future needs of the City; and

WHEREAS it is necessary to amend Chapter 2.20 of the City’s Municipal Code to address such needs.

NOW, THEREFORE, the City Council of the City of Medical Lake, Washington, do ordain as follows:

Section 1. **Section 2.20.010—Purchase requisition** is hereby amended to delete the sum of “five hundred dollars” and replace it with the sum of “seven hundred fifty dollars (\$750.00”). All other portions of Section 2.20.010 shall remain the same.

Section 2. **Section 2.20.040—Small contracts** is hereby created and shall read as follows: “Pursuant to RCW 35A.12.100, the Mayor is responsible to the City Council for the proper administration of the City. Notwithstanding Section 2.20.010, in administering the City’s affairs, the Mayor shall have purchasing and contracting authority on individual purchases of services and goods for contracts not to exceed fifteen thousand dollars (\$15,000.00) and consistent with state law. Contracts more than fifteen thousand dollars are subject to City Council approval.”

Section 3. **Section 2.20.050—Procurement policy** is hereby created and shall read as follows: “The Mayor shall have the authority to create and establish specific procurement policies and procedures consistent with this Chapter and in accordance with state law.”

Section 5. **Severability.** If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. Effective Date. This Ordinance shall be in full force and effect five (5) days after passage and publication of the Ordinance.

PASSED by the City Council this ____ day of September, 2022.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Clerk/Treasurer

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

Date of Publication:

Effective Date: