

**CITY OF MEDICAL LAKE**  
**City Council Retreat - Special Meeting**

8 AM  
June 28, 2024

Council Chambers  
124 S. Lefevre Street

**MINUTES**

**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**

Ted Olson  
Keli Shaffer  
Lance Speirs  
Don Kennedy  
Bob Maxwell

**Administration/Staff**

Terri Cooper, Mayor  
Sonny Weathers, City Administrator  
Koss Ronholt, Finance Director  
Scott Duncan, Public Works Director  
Steve Cooper, WWTP Director  
Elisa Rodriguez, City Planner  
Roxanne Wright, Administrative Assistant  
Glen Horton, Parks and Recreation Director

**SPECIAL SESSION – 8:00 AM**

**1. WELCOME**

- A. Mr. Weathers welcomed everyone, went over the goals for the meeting and led the Pledge of Allegiance.
- B. Mayor Cooper thanked council and staff for their work and vision for the city.

**2. OPENING DISCUSSION**

- A. Discussed the map of the city for the “Plenty To Do on Route 902” campaign. Suggestions for additions to the map were given.
- B. Re\*Imagine Medical Lake will host a welcome home reflection event on the anniversary of the Gray Fire, August 18<sup>th</sup> at Waterfront Park.

**3. STRATEGIC PLANNING**

- A. Mr. Weathers reviewed the vision, mission, values, and six targets that were developed at the last council retreat. Translating them into actionable steps is the goal for this retreat.
- B. Mayor Cooper discussed post-fire impacts on small businesses and how the city can best support them.
- C. Mr. Weathers reviewed each target and team discussion was held.

- i. Transportation
  - 1. Discussed desire to add more STA routes to connect Medical Lake, Cheney, and Airway Heights.
  - 2. Mr. Duncan shared his meeting with the Washington State Transportation Board.
- ii. Public Safety
  - 1. Mayor Cooper shared that side by sides are legal anywhere the speed limit is 35 mph or under. Shared priorities for the City, both short and long-term.
- iii. Economic Development - Industrial growth – keep it east of Craig Road. Protect natural beauty here. Land between Medical Lake and Craig Road is designated for residential growth only.
  - 1. Spoke on upgrading WWTP. Preserving water and lake quality. Environmental, social, economic – all three are equally important.
- iv. Healthy Living and Recreation – Mr. Horton shared about the activities offered during summer youth camps.
- v. Public Health, Safety, and Security – Discussed how to provide opportunities for the citizens. CHAS may be a possibility.
- vi. Education – want to be good partners with MLSD to collaborate.

D. Public Works Departmentalization

- i. Mr. Weathers explained the concept and reason why it's needed.
- ii. Mr. Ronholt gave more details. Operational and budget need to consolidate. Would have designated positions. Each position would have a single funding source. Vetting process through management and union. Mayor spoke on the reorganization that was done within city hall (finance, directors, etc.), this is next step. Creates mobility and longevity. Want to keep people.

E. Comprehensive Planning

- i. Mr. Weathers – AWC and MRSC collaborating; AWC website – can watch webinars on this and their publication on infrastructures. Spoke about looking creatively for funding to support projects. Public Works loans – no interest, same as cash. Good way to keep reserves.
- ii. Mr. Weathers reviewed categories of the Capital Improvement Plan. Discussed acquisition of Waterfront Park property from DSHS that is in the works.
- iii. Reviewed the needs for WWTP and Public Works.
- iv. Discussion on drawing people to Medical Lake. I-90 loop signs, city signs etc. Mr. Ronholt shared that there remaining ARPA funds for beautification and signage is the top item.

  
\_\_\_\_\_  
Terri Cooper, Mayor

  
\_\_\_\_\_  
Koss Ronholt, Finance Director/City Clerk

Aug. 6, 2024  
Date