

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

6:30 PM  
August 20, 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**

Chad Pritchard  
Keli Shaffer  
Lance Speirs  
Don Kennedy  
Bob Maxwell  
Ted Olson

**Administration/Staff**

Terri Cooper, Mayor  
Sonny Weathers, City Administrator  
Glen Horton, Parks & Recreation Director  
Scott Duncan, Public Works Director  
Roxanne Wright, Administrative Assistant  
Sande Nettleton, Administrative Clerk

**REGULAR SESSION – 6:30 PM**

**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.
  - i. On August 6<sup>th</sup>, Councilmember Harbolt submitted a request for absence from this meeting. Motion to approve made by Councilmember Olson, seconded by Councilmember Speirs, carried 6-0.

**2. AGENDA APPROVAL**

- A. Add Section 9B Resolution 24-695 Electric Vehicle Charger at the Medical Lake Library
  - i. Motion to approve agenda as amended made by Councilmember Shaffer, seconded by Councilmember Speirs, carried 6-0.

**3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- A. Mayor Cooper acknowledged receipt of e-mailed comments from a Medical Lake citizen regarding the Coney Island dock project. *The full comments are part of the official record on file at City Hall and can be requested in person or by sending an e-mail to [records@medical-lake.org](mailto:records@medical-lake.org).*
- B. Tammy Roberson, Medical Lake resident – shared comments on Coney Island dock project.

**4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – none.**

**5. REPORTS**

- A. Public Safety
  - i. SCSO Undersheriff Kittilstved – there has been a slight uptick in vehicle prowls, otherwise not much change. Encouraged citizens to not leave valuables in their vehicles and be sure to lock doors. Reflected on the one-year Gray Road Fire anniversary. Staff developed an evacuation employment process. Updated on increase in academy applicants.

**9. RESOLUTIONS**

- A. 24-691 Healing Waters Strategic Plan Adoption
  - i. Mr. Weathers reviewed the process thus far. Opened to Council input.
  - ii. Councilmember Olson stated that there was a typo in the Resolution. The last Whereas needs an apostrophe after the s in Councils. Mr. Weathers stated that the s should be stricken instead so it reads "the City Council desires to adopt..."
  - iii. Motion to approve as amended made by Councilmember Shaffer, seconded by Councilmember Olson, carried 6-0.
  
- B. 24-695 Electric Vehicle Charger at the Medical Lake Library
  - i. Mayor reviewed and opened for Council input.
  - ii. Councilmember Olson shared that everyone he has spoken to about this topic opposes it. Shared some of the reasons for opposition and offered alternative suggestions.
  - iii. Councilmember Kennedy – feels that it is a waste of money even though Avista is paying for it.
  - iv. Councilmember Pritchard responded that it is pretty standard in cities now. It offers a service to the community.
  - v. Mayor Cooper stated that if the city finds it to be a nuisance or problematic, a request can be made to have it removed.
  - vi. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Speirs, tied vote 3-3 with Councilmembers Kennedy, Maxwell, and Olson voting nay. Mayor Cooper cast the deciding aye vote. Resolution passes.

**10. ORDINANCES** - none

**11. EXECUTIVE SESSION** - none

**12. EMERGENCY ORDINANCES** - none

**13. UPCOMING AGENDA ITEMS** – Mayor Cooper – add a workshop on Legislative Agenda for the next meeting. Asked Councilmembers to submit any items they have to Mr. Weathers.

**14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- A. Tammy Roberson, Medical Lake resident – shared frustration that her questions that she had submitted in emailed comments to council were not answered. Spent her comment time asking them in person.
  - i. Mr. Weathers responded to one of the questions. Mayor Cooper stated that the questions would be reviewed and responded to as appropriate.

**15. CONCLUSION**

- A. Motion to conclude at 8:08 pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.

  
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Terri Cooper, Mayor

  
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Koss Ronholt, Finance Director/City Clerk

9/13/24  
Date



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## OBJECTIVES AND PRIORITIES



- **Recreation Programming**
  - Improving the program offerings to the residents of Medical Lake.
  - Offering high quality programs that our participants want to come back to.
- **Community Events**
  - Offer community events that compliment our nonprofit partners ongoing events.
- **Parks and Trails**
  - Maintain the natural beauty that Medical Lake has to offer.
  - Improve our existing parks and trails.
  - Create more recreational opportunities for our residents and visitors.

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## RECENT FOCUS OF DEPARTMENT

- **Parks and Recreation Advisory Board**
  - The Parks and Recreation Advisory Board has just started its work with planning for the future of the department.
- **Capital Improvement Projects**
  - We are planning more capital Improvement projects than the City has since the creation of Waterfront Park.
- **Expanded Programming**
  - Have added many programs for Community Members.
- **Linger at the Lake Concert Series**
  - Our first City organized Community Event.



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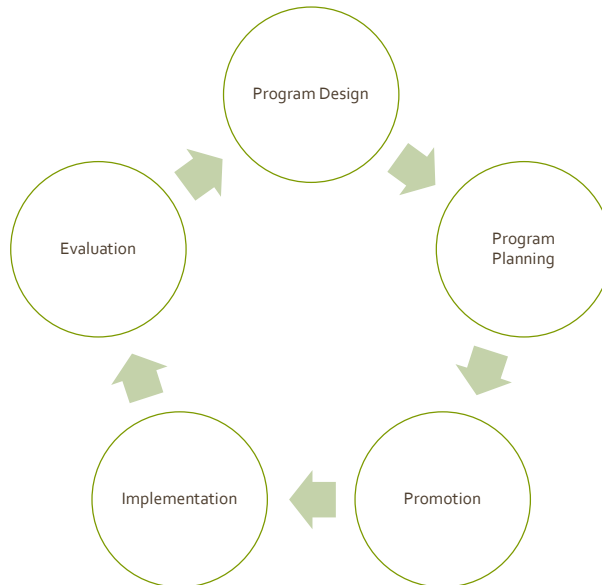
## PROGRAMS BY THE NUMBERS

- Increased Numbers
- Improved program results
- Better Promotion of Programs
- Partnerships/ sponsorships for programs and events.



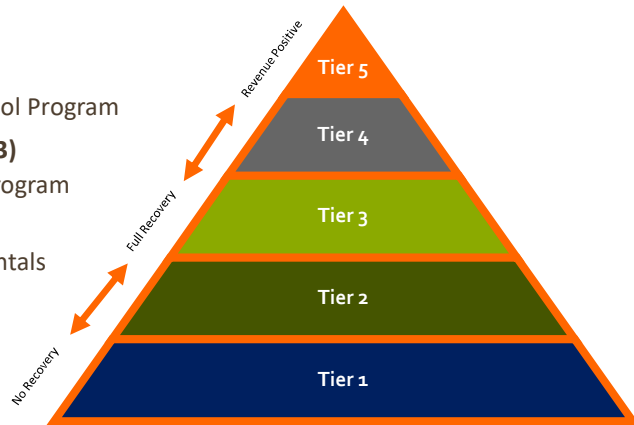
Program	2022	2024
Fall Youth Sports	90	147
Winter Youth Sports	73	121
Spring Youth Sports	116	135
After School Program	0	12/ month x 10 month
Summer Camp	0	12 / week x 9 weeks

## PROGRAM DESIGN PROCESS



## PARKS AND RECREATION COST RECOVERY PHILOSOPHY

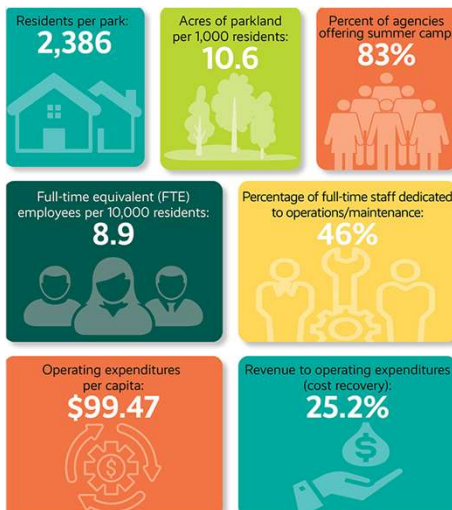
- **Mostly Community Benefit (Tier 1)**
  - Community Events, Parks, and Maintenance
- **Considerable Community Benefit (Tier 2)**
  - Community Garden, Safety Classes, After School Program
- **Balanced Individual / Community Benefit (Tier 3)**
  - Youth Sports, Teen Programs, Before School Program
- **Considerable Individual Benefit (Tier 4)**
  - Summer Camps, Individual Classes, Facility Rentals
- **Mostly Individual Benefit (Tier 5)**
  - Adult Sports, Adult Day Trips, Resale Items



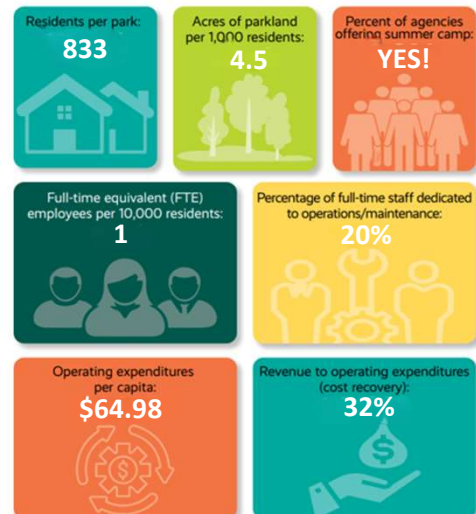
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## HOW ARE WE DOING?!

### Nation Wide NRPA Agency Performance Review:



### Medical Lake Comparable:



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## OPERATIONAL PLANS AND CONTROLS

- Parks Master Plan
- MLSD Facilities Agreement
- Waterfront Park Acquisition
- DOC Work Crew
- Managing Parks and Recreation Advisory Board
- Annual Budget
- Program Related Contracts
- Staff Meetings and Trainings



## STAFF REPORT SNAPSHOT

### PARKS AND RECREATION

**Short Range:**

- RCO Grant Presentation, Aug. 21st 4:20pm
- Quarterly Newsletter – Almost Complete
- Self Assessment – Aug Council Meeting
- 2025 Budget
- Bus Fixes
- Tables, Benches, Garbage placement
- DaySmart Rec Software

**Long Range:**

- Master Plan
- Capital Improvements

**Issues:**

- Park Staff leaving for School

**Successes:**

- Blue Waters