

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
October 21, 2025

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 can be accessed through the city's website www.medical-lake.org.

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers

Chad Pritchard
Lance Speirs
Bob Maxwell
Ted Olson
Tony Harbolt

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Koss Ronholt, Finance Director
Roxanne Wright, Administrative Clerk
Scott Duncan, Public Works Director
Elisa Rodriguez, City Planner

REGULAR SESSION & PUBLIC HEARING – 6:30 PM

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

- A. Mayor Cooper called the meeting to order at 6:31pm, led the Pledge of Allegiance, and conducted roll call. Councilmember Kennedy is on vacation and requested an absence. Motion to approve made by Councilmember Speirs, seconded by Councilmember Olson, carried 5-0. All other members were present in person with one vacancy.

2. AGENDA APPROVAL

- A. Motion to approve made by Councilmember Speirs, seconded by Councilmember Maxwell, carried 5-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS –

- A. None.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

- A. Recognition of 6th District Legislators
 - i. Mayor Cooper reviewed the day, tour of fire area and discussions on infrastructure and legislative priorities. Representative Mike Volz shared that he is not running for re-election and has enjoyed working with the city. Expressed appreciation of the efforts and relationship with Mayor Cooper, Mr. Weathers and staff. Mayor expressed appreciation for all his support and work, particularly with the transfer of Waterfront Park. Mayor acknowledged Representative Holy's work in acquiring funding for police services. Mr. Weathers expressed appreciation and stated that it takes all levels of government working

together. Mayor Cooper noted that our Federal delegation was invited but with the government shutdown, they were unable to attend. Read statement from Senator Patty Murray regarding the wildfire recovery effort. Expressed her appreciation to Senator Murray for her support in the Gray Road fire recovery.

5. REPORTS

A. Public Safety

- i. SCSO Justin Lundgren – provided follow up information on the incidents that occurred in Medical Lake on September 27th. Explained that officer involved shootings have specific guidelines that must be followed. Explained the process and limit regarding what they can share as the involved agency. Shared pertinent facts of the events leading up to the shooting. Councilmember Pritchard asked about the victims of the burglary on that night; if they received any offers for counseling, etc. Officer Lundgren stated that they do offer resources to victims. Mayor Cooper shared that she spoke to the victims and confirmed that they were provided with resources.
- ii. FD3 Dustin Flock Division Chief – just wrapped up fire prevention week, enjoyed getting to go into the schools. Fire season coming to an end, burn bans lifted. Average fire season enabled them to assist other agencies. HUD grant available, targeting Gray Road/Elk fire footprint. Shared the fire department's role and response to the initial call on September 27th of a brush fire at Lake's grocery store.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – HCDAC meeting gave quantitative assessment of funding, available on their website under disaster recovery home. Expressed support of FD3 in their grant application. Promoted the PFAS presentations on November 3rd at MLHS, 6pm and November 6th at EWU, 12pm. Medical Lake results will be a large focus of the presentation.
- ii. Councilmember Speirs – STA is in their annual budget review process. Updated on upcoming programs in the next 10-year cycle. Finance Committee reviewed claims, no issues.
- iii. Councilmember Maxwell – no report.
- iv. Councilmember Olson – thanked Mayor Cooper for the opportunity to attend the Legislator Appreciation dinner; found it very informative. Public Works crews are working on pre-winter road prep. Comcast at work, then Zply fiber coming in next. The compost bin will close on November 17th.
- v. Councilmember Harbolt – Finance Committee – his questions as a new committee member were all answered by Mr. Ronholt, who will share details later in the meeting.

- C. Mayor Cooper – recently attended a meeting with the Office of the Insurance Commissioner and State Emergency Management. Very informative. They are taking a proactive approach to assess how to better respond to wildfire and other disasters. Was involved in a car accident on Hallett and Grace, car failed to yield. Realized how dangerous that road is as a route to school and talked to Public Works Director Scott Duncan about installing stop signs to improve safety.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator – shared appreciation from staff for Council's input at the October 15th budget retreat. Fall Festival is this Saturday.
- ii. Elisa Rodriguez, City Planner – Staff Report
 1. Planning Commission currently has a vacancy that will be advertised soon. Will have another vacancy opening in January. Provided information on the Comprehensive Plan Update and gave a presentation. See attached. Encouraged council to review staff reports, watch Planning Commission and offer suggestions.

6. WORKSHOPS – None

7. PUBLIC HEARING

- A. Open Public Hearing 2026 Revenue Sources and Property Tax
 - i. Mayor Cooper opened the public hearing at 7:38pm.
- B. Koss Ronholt, Finance Director - 2026 Utility and Administrative Rates and 2026 Property Tax
 - i. Reviewed purpose and process of the public hearing and gave presentations.
 - ii. Council discussion.
- C. Public Comment
 - i. Kathy Carpenter, resident of Silver Lake community – spoke about tax assessments and Gray Fire property tax exemptions for those that lost homes. Stated that Spokane County has misplaced several exemptions that were filed. Ms. Carpenter encouraged citizens to file the exemption form #640117 again. Mayor spoke with Representative Volz’s office and will talk to County Treasurer’s office regarding this issue as well. Noted that this comment was not related to the public hearing but would be taken as a citizen comment.
 - ii. Mayor Cooper spoke about the property tax discussion at the budget retreat. Her hope is that council would opt for no increase since the city will be focused on other rate increases.
 - iii. Mayor Cooper called for public comment, none was offered.
 - iv. Mayor Cooper closed the public hearing at 8:08pm.
- D. Council Action – 2026 Property Tax Intent of Direction
 - i. Motion to opt for a 0% property tax increase for 2026 made by Councilmember Pritchard, seconded by Councilmember Olson, carried 5-0.

8. ACTION ITEMS

- A. Consent Agenda
 - i. Approve **October 7, 2025**, minutes.
 - 1. Correction to Section 6.A.i. – “Kylie” Twohig should be “Kyle”.
 - a. Motion to approve minutes as amended made by Councilmember Harbolt, seconded by Councilmember Maxwell, carried 5-0.
 - ii. Approve **October 21, 2025**, Payroll Claim Warrants numbered **53041** through **53048** and Payroll Payable Warrants numbered **30283** through **30291** in the amount of **\$186,414.91** and Claim Warrants numbered **53049** through **53089** in the amount of **\$581,727.13**.
 - 1. Motion to approve made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 5-0.

9. RESOLUTIONS

- A. 25-777 2026 Capital Improvement Plan Update
 - i. Mr. Weathers reviewed. Update includes the addition of facility condition reports.
 - ii. Motion to approve made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 5-0.
- B. 25-778 Security Camera and Light Pole Installation
 - i. Mr. Weathers reviewed.
 - 1. Motion to approve made by Councilmember Olson, seconded by Councilmember Maxwell, discussion regarding the cost of camera installation in the bid proposal. The cameras will be installed by SCSO, not Dorsh & Kahl. Mr. Weathers will get clarification and speak to the contractor. Councilmember Olson withdrew his motion to approve, and Councilmember Maxwell withdrew his second.

10. ORDINANCES – none

11. EXECUTIVE SESSION

- A. Review Qualifications of Vacant Council Position 6 Applications (Per RCW 42.30.110 (h) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;)
 - i. Mayor Cooper stated reason for executive session, explained process and action needed after. Session will begin at 8:24pm and go until 8:44pm.
 - ii. Council, Mayor Cooper, Mr. Weathers, and legal counsel went into session at 8:24pm and the regular meeting was called back to order at 8:45pm.
- B. Nominations of top three applicants
 - i. Councilmember Pritchard motioned to nominate Patrick Flaherty, seconded by Councilmember Harbolt, carried 5-0.
 - ii. Councilmember Harbolt motioned to nominate JoeDavid Veliz, seconded by Councilmember Olson, carried 5-0.
 - iii. Councilmember Speirs motioned to nominate Lorin Ray-Abbott, seconded by Councilmember Maxwell, carried 5-0.
 - iv. Mayor Cooper explained that the three nominees will be interviewed during the November 4th council meeting.

12. EMERGENCY ORDINANCES - none

13. UPCOMING AGENDA ITEMS - none

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS –

- A. Lahníe Henderson, resident of Medical Lake – asked for an update on the ongoing audit and if the final report/exit interview will be provided to the public. Mayor Cooper – results will be available on the Secretary of State’s website as well as the City’s newsletter and website. Mr. Ronholt – no updates to provide as the auditor has been on vacation the past week. Confirmed that there will be an exit interview and that results will also be shared at a council meeting as well.
- B. Tammy Roberson, resident of Medical Lake – commented on the addition of two sections to the Critical Areas Ordinance that will be done during the Comprehensive Plan Update next year.

15. CONCLUSION

- A. Motion to conclude at 8:52pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 5-0.



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk

11/4/25

Date

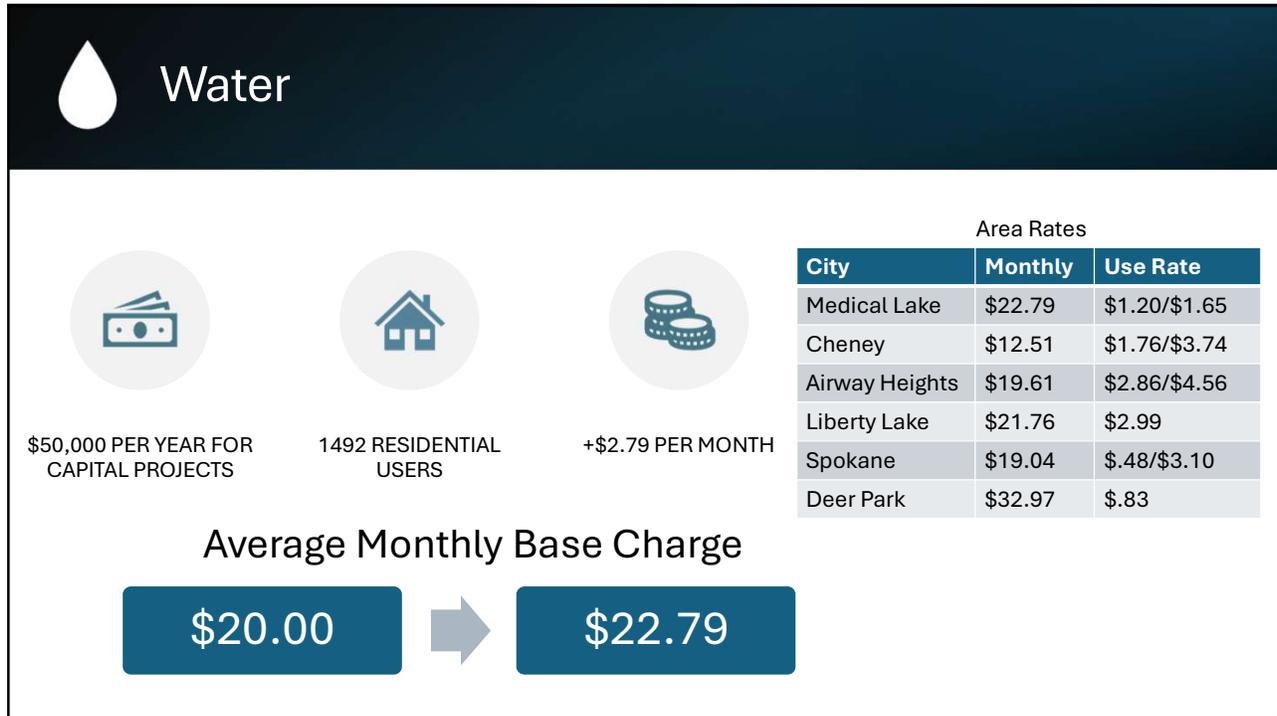


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Rates to Review

				
WATER	SOLID WASTE	WASTEWATER	UTILITY TAX	ADMINISTRATIVE

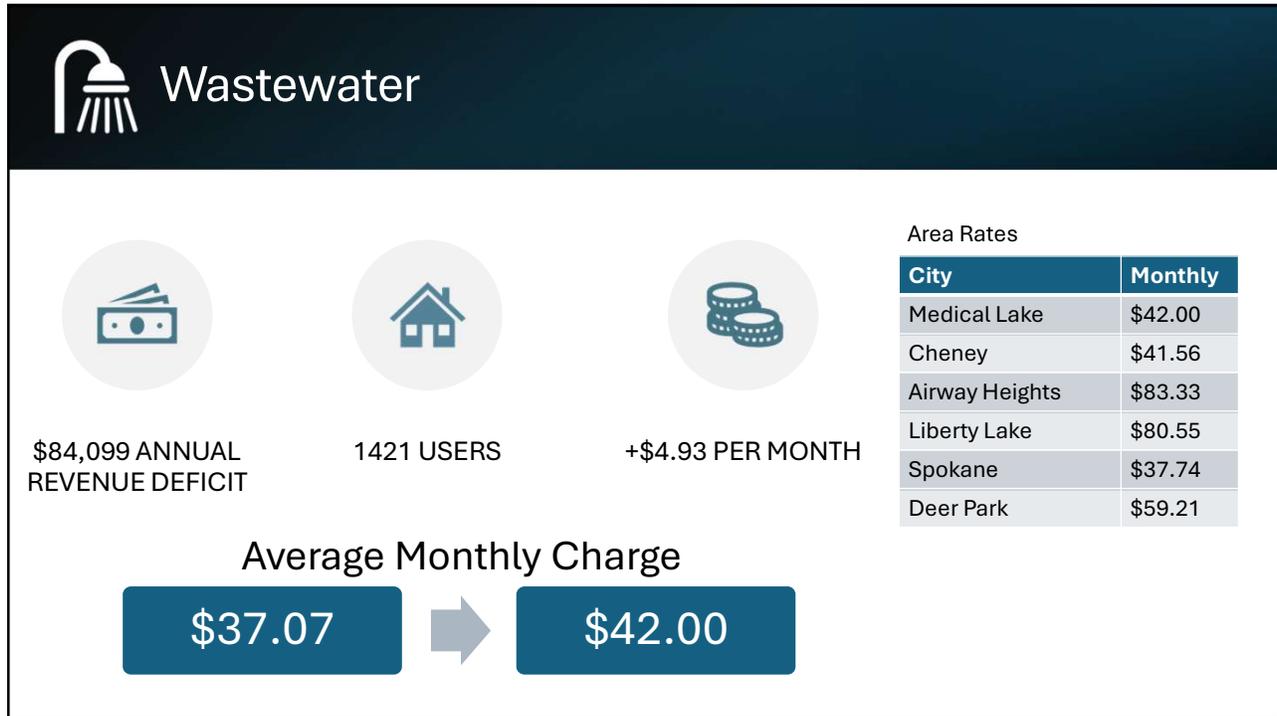
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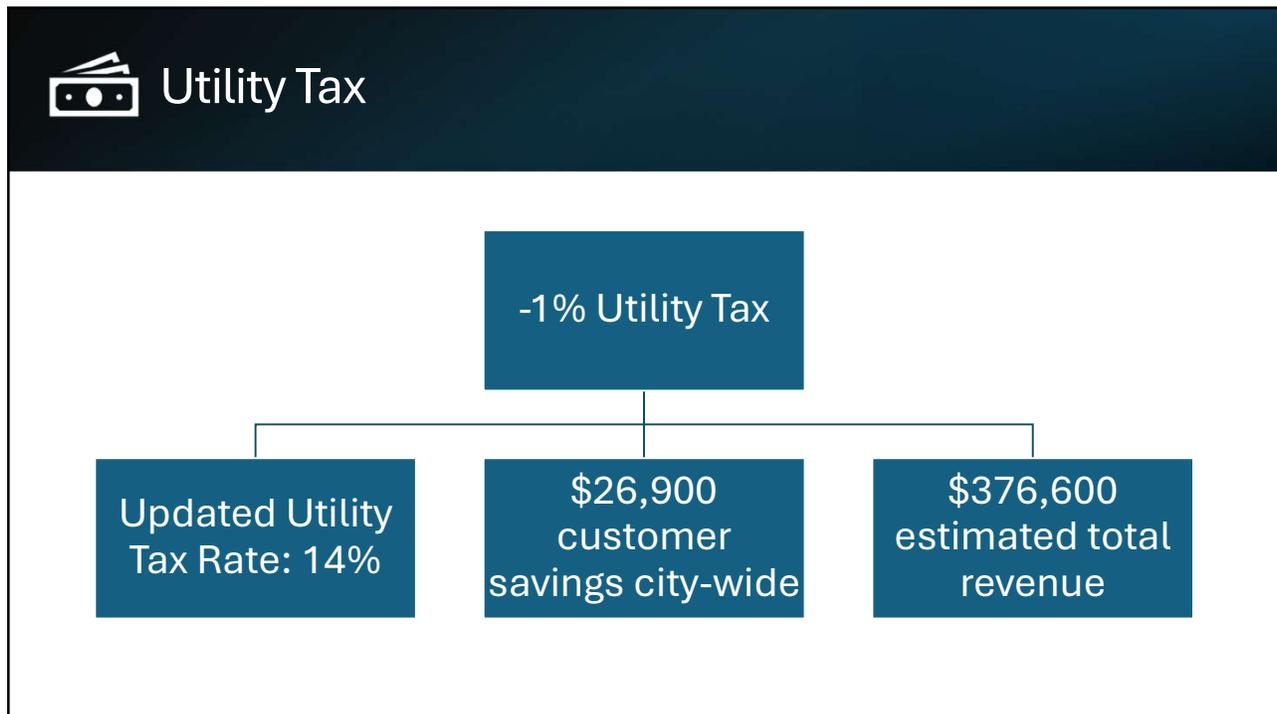
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Utilities Summary

Monthly Charge	Average Bill	Increase (Decrease)	New Average
Water	\$22.79	\$2.79	\$22.79
Garbage	\$35.38	\$2.71	\$38.09
Sewer	\$37.07	\$4.93	\$42.00
Utility Tax	\$13.87	-1%	\$14.40
Total	\$106.32	\$10.33	\$117.28

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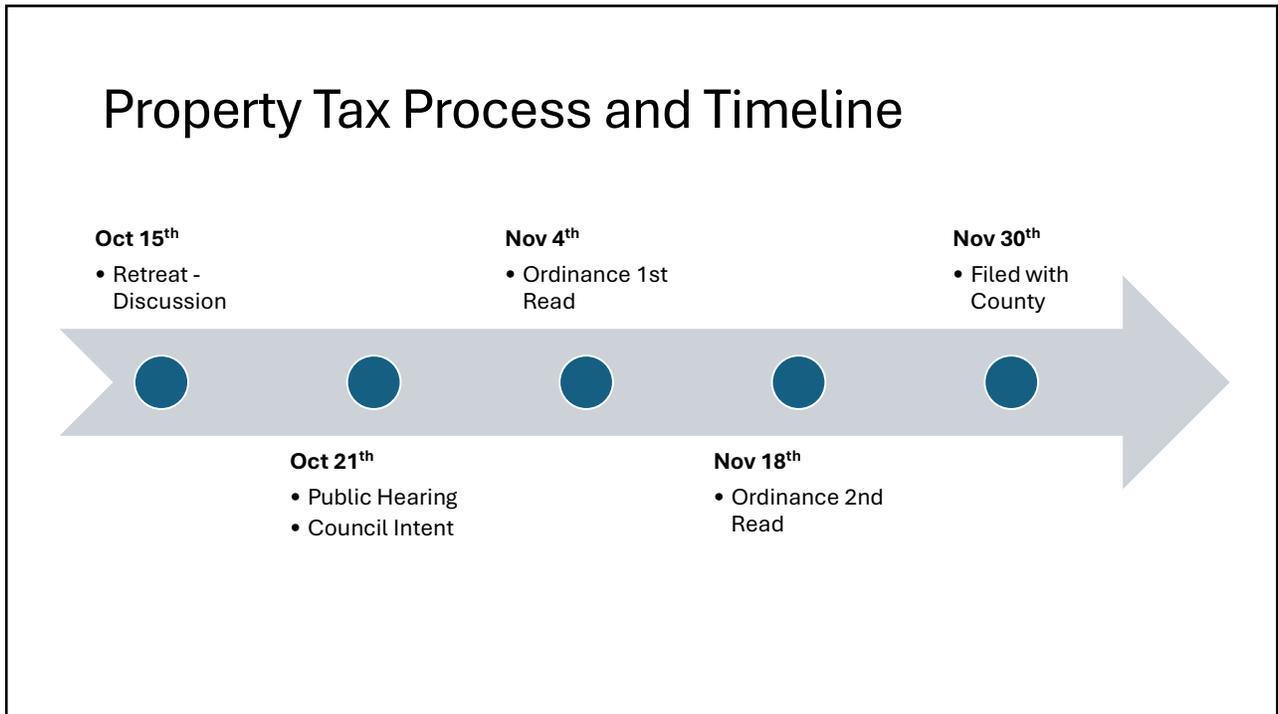
Administrative

None
proposed

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Property Tax Comparison of Spokane County Municipalities

	City	County	State	School	Library	Fire	2025 Total
Medical Lake	1.1785	0.7347	2.2933	3.2676	0.3340	1.4905	\$9.30
Deer Park	0.7925	0.7347	2.2933	2.5763	0.3340	2.0927	\$8.82
Liberty Lake	.8851	0.7347	2.2933	3.7954	-	2.4905	\$10.20
Cheney	3.7045	0.7347	2.2933	3.9229	0.3340	-	\$10.99
Airway Heights	3.3652	0.7347	2.2933	3.9229	0.3340	-	\$10.65
Spokane Valley	0.7870	0.7347	2.2933	3.7954	0.3340	2.4905	\$10.44
Spokane	3.0220	0.7347	2.2933	3.84292			\$9.89
Millwood	1.2489	0.7347	2.2933	3.5167	0.3340	2.4905	\$10.62

Rates are per \$1,000 of assessed property value.

COMMUNITY		<ul style="list-style-type: none"> ✓ Law Enforcement ✓ Municipal Court ✓ Parks & Recreation ✓ Streets ✓ City Services 		<ul style="list-style-type: none"> ✓ Fire/EMS ✓ Library ✓ Regional Parks ✓ Streets ✓ County Services 		<p>Medical Lake School District</p> <ul style="list-style-type: none"> ✓ Schools
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An Explanation of Property Taxes in Medical Lake, Washington

City County State School District

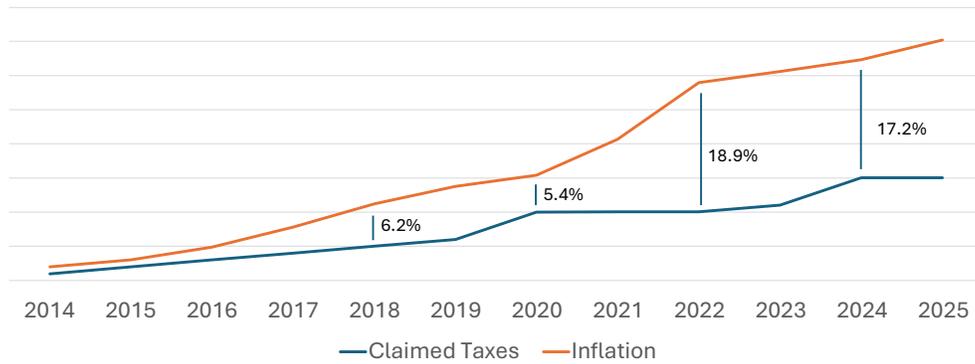


For every dollar of property tax collected in the City of Medical Lake, this is where the money goes. Any City increases to property taxes only impact the City portion of taxes.

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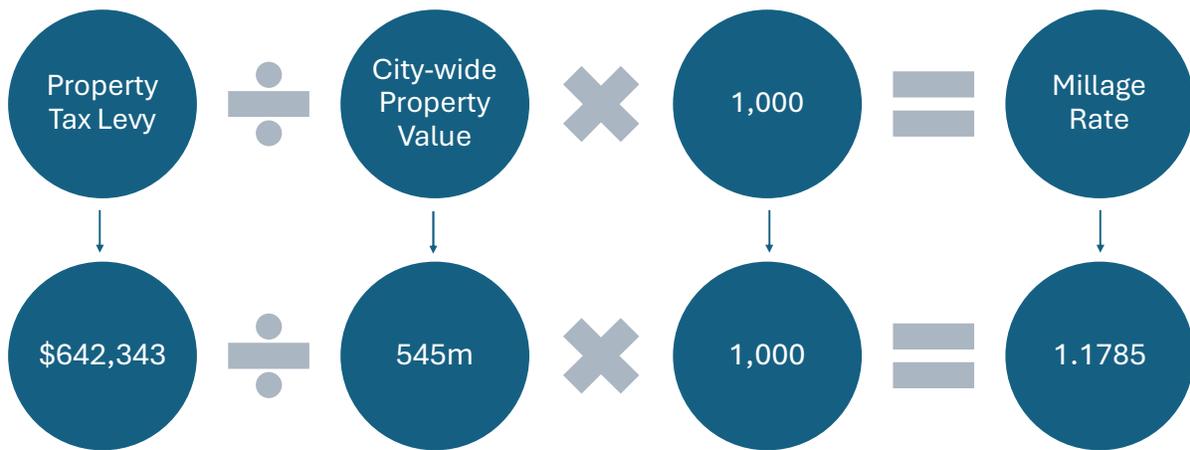
Property Tax levy vs. Inflation

Accumulated Increases: Property Taxes vs. Inflation



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Millage Rate Calculation 2025



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Property Tax Levy Options

- 2025 Millage Rate: 1.1785
- Banked capacity: \$44,777 / 6.98% maximum increase
- \$5.7m increase over 2025 City's Assessed value (decreases millage)

Example: Citizen with \$400,000 value property

No increase		1% Increase		6.98% Increase	
Millage Rate	1.1663	Millage Rate	1.1779	Millage Rate	1.2477
Total Tax	\$466.52	Total Tax	\$471.16	Total Tax	\$499.08
Tax Increase	\$0.00	Tax Increase	\$4.64	Tax Increase	\$32.56
Total Levy	\$642,343	Total Levy	\$648,766	Total Levy	\$687,178

Based on 9/30/2025 Spokane County estimations, subject to change

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Council Intent

- To draft property tax ordinance, staff requires **a motion to direct staff** for the 2026 property tax levy amount.
- Must be between 0% and a maximum levy of 6.98%



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