

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
April 21, 2026

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
Lorin Ray-Abbott
Heath Wilbur
Don Kennedy
Tony Harbolt

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Glen Horton, Parks & Recreation Director
Elisa Rodriguez, Senior Planner
Koss Ronholt, Finance Director
Scott Duncan, Public Works Director
Roxanne Wright, 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 6:30pm, led the Pledge of Allegiance, and conducted roll call.
 - i. Councilmember Olson requested an absence. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Wilbur, carried 5-0. Councilmember Speirs was ill and requested an absence. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 5-0. All other members present in person.

2. AGENDA APPROVAL

- A. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Wilbur, carried 5-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

- A. Spokane Conservation District Presentation – Vicki Carter, Director gave presentation. See attached.

5. REPORTS

- A. Public Safety
 - i. SCSO Undersheriff Lundgren – crime stats holding steady. Sheriff Nowels (along with many others) filed lawsuit regarding the sheriff decertification law recently passed. Law enforcement career day is Friday May 1st at the training center – flyer provided for social media. Deputy Felix is the new deputy for Medical Lake. Very knowledgeable and should be a good fit.
 - ii. FD3 Chief Rohrbach – March call volume is within normal range for Medical Lake. Calls up 18% for entire district. Gearing up for possibly very active wildfire season. Member association is separate 501c, they handle annual fisherman's breakfast.

- B. Committee Reports/Council Comments
 - i. Councilmember Chad Pritchard – HCDAC meeting last week, still discussing \$44 million in Hazard Mitigation funding and how to distribute. Geo walk was held on Saturday, 30 people attended, most from surrounding areas, not Medical Lake.
 - ii. Councilmember Ray-Abbott – none
 - iii. Councilmember Wilbur – Public Safety – on track to finish this round of SCMP grant for May 1st. Conduit installation for generators and fiber going well. Asked staff to verify that a dedicated operator is not needed for any of the generators.
 - iv. Councilmember Kennedy – Attended the 84th annual Dolittle toast at FAFB and found it very informative. Shared some of what he learned. Also attended the Dollars for Scholars fundraiser on Saturday.
 - v. Councilmember Harbolt – General Government – Council strategic planning retreat will be in June. Roadway maintenance in process. FEMA paving project started on the 20th, hydrant flushing on the 9th, STA bus stop upgrades underway. City-wide Clean Up/Green Up day will be May 9th, 8am-noon. Will attend his second FD3 citizen advisory board meeting in Cheney on May 7th.
- C. Mayor Cooper – Updated on meetings recently attended, including the first meeting of the West Plains Domestic Violence Coalition. State Emergency board strategic planning meeting, looking at policy changes.
- D. City Administrator & City Staff
 - i. Sonny Weathers, City Administrator
 - 1. Awarded \$15,000 WCIA risk mitigation grant for Fox Hollow trail improvements. Staff conducting comprehensive utility rate study. Will hold public outreach campaign. Council will be able to review before budget season. Council strategic planning retreat in June. Will reach out for scheduling. Saturday the 25th events include spring youth sports kick off, fisherman’s breakfast with fishing tank, Slightly West of Spokane art show at the Rosarium.
 - ii. Koss Ronholt, Finance Director – Q1 Budget Report
 - 1. Reviewed report with council.

6. WORKSHOP DISCUSSION

- A. Service Agreement for Kitchen Management
 - i. Mayor Cooper explained the service agreement. Council discussion. August first is the target completion date for kitchen. Councilmember Wilbur would like to hear from Ms. Bishop in person regarding her plans for managing the kitchen. Councilmember Pritchard would like to see a schedule with a comprehensive picture of completion dates for the kitchen. Council in agreement to bring back for another workshop with the requested information.
- B. Waterfront Park Transfer MOU
 - i. Mr. Weathers reviewed. Council in agreement to bring back as a Resolution at the next meeting.
- C. Service Agreement with E & H Engineering for Water Main Improvements
 - i. Scott Duncan, Public Works Director and city engineer Tom Haggerty, reviewed the agreement. Asking for a \$48,000 budget amendment to complete the project that was approved to begin in 2027. Completing the engineering in advance of work beginning will allow for a smoother process. Council in agreement to bring forward as a Resolution at the next meeting.
- D. Periodic Update: MLMC Amendments relating to Affordable Housing Draft Language

- i. Ms. Rodriguez provided council with a replacement page 31 (see attached) and reviewed. Red lettering is language amended after the Planning Commission hearing. Purple is notes from legal counsel to shore up language. Most of these changes are mandated by the state. Explained addition of conversion language. Will be brought forward as an ordinance at the public hearing during a future meeting.

E. Parks Master Plan

- i. Glen Horton, Parks and Recreation Director reviewed the plan. Explained the need for a quick turnaround due to deadline to apply for RCO grant funds. Explained to council that this is “version 1.0” to meet the RCO grant standards, while continuing to work on a more robust master plan. Parks Advisory Board has reviewed plan and recommends approval. Councilmember Pritchard noted some typos and requested some changes. Discussion regarding ability to update this document as needed. Mr. Weathers confirmed that this “bare bones” plan is a living document that can be updated as needed.
 - 1. Resolution 26-808 Parks Master Plan
 - a. Motion to approve as is made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 4-1 with Councilmember Pritchard voting nay.

7. ACTION ITEMS

A. Consent Agenda

- i. Approve **April 7, 2026**, minutes.
 - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 5-0.
- ii. Approve **April 21, 2026**, Payroll Claim Warrants numbered **53569** through **53576** and Payroll Payable Warrants numbered **30341** through **30350** in the amount of **\$173,410.62** and Claim Warrants numbered **53627** through **53667** in the amount of **\$165,837.42**.
 - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Wilbur, carried 5-0.

8. PUBLIC HEARING – None.

9. EXECUTIVE SESSION – None.

10. RESOLUTIONS

- A. 26-801 Service Agreement with Cline’s Heating and Air for Kitchen HVAC
 - i. Mr. Weathers reviewed. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Kennedy, carried 5-0.
- B. 26-802 Procurement Policy 14.110 Update
 - i. Mr. Ronholt reviewed. Motion to approve made by Councilmember Harbolt, seconded by Councilmember Kennedy, carried 5-0.
- C. 26-806 Service Agreement with Allied Universal
 - i. Mr. Horton reviewed. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Wilbur, carried 5-0.
- D. 26-807 STA Small Cities MOU
 - i. Mayor Cooper reviewed. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 5-0.

11. ORDINANCES

- A. Second Read Ordinance 1144 Periodic Update: MLMC Amendments Concerning Zoning
 - i. Legal counsel read into record.
 - ii. Ms. Rodriguez reviewed schedule and noted that the only changes were the removal of strike-throughs.
 - iii. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Wilbur, carried 5-0.

- B. First Read Ordinance 1146 Relating to the Sale of Kratom Products
 - i. Legal counsel read into record.
 - ii. Motion to approve first read made by Councilmember Pritchard, seconded by Councilmember Wilbur, carried 5-0.

12. EMERGENCY ORDINANCES – none

13. UPCOMING AGENDA ITEMS – none

14. INTERESTED CITIZENS –

- A. Lahnne Henderson, resident of Medical Lake – commented on water main project and inquired who would cover payment of any damages to property during the work.

- B. Diane Nichols, resident of Medical Lake – commented on the WCIA grant for the Fox Hollow trail. She was the resident that had brought attention to the need. Thanked Mr. Duncan and Mr. Horton for listening to her. Excited for the upgrade. Thanked council for voting to approve the Parks Master Plan. Hopeful for a grant to repave the Medical Lake Trail.

15. CONCLUSION

- A. Motion to conclude at 8:31pm made by Councilmember Pritchard, seconded by Councilmember Wilbur, carried 5-0. At this time, it was noticed that Ms. Nichols had her hand raised on Zoom to give public comment. Mayor Cooper called the meeting back to order at 8:32pm and allowed Ms. Nichols to give her comments. After comments were given, a motion to conclude at 8:38pm was made by Councilmember Pritchard, seconded by Councilmember Kennedy, and carried 5-0.



Terri Cooper, Mayor




Koss Ronholt, Finance Director/City Clerk

5/5/26
Date

SPOKANE CONSERVATION DISTRICT

PROVIDING NATURAL RESOURCE MANAGEMENT SINCE 1941



Vicki Carter
Director

Kohl LeRoy
Government Affairs Coordinator

2027 RATES & CHARGES UPDATE

What is the Spokane Conservation District?

A Special Purpose District ...

- that coordinates technical, financial, and educational resources to help local land users conserve soil and water

... With a Voluntary Approach

- focused on soil health, water quality, viable trees, and forests for future generations—without regulations





Conservation History

Born out of the Dust Bowl of 1932

Spokane County Conservation Districts Formed in 1941

Four Districts Consolidated into one Spokane Conservation District in 1973




The SCD has operated under RCW 89.08 since 1939

Serving All People & All Landscapes



TREE & SHRUB SALE



TECHNICAL ASSISTANCE







RIVER RESTORATION



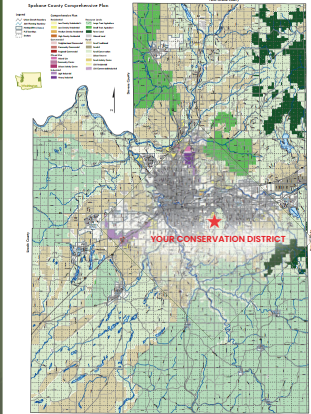
ENVIRONMENTAL EDUCATION

Spokane County by the Numbers

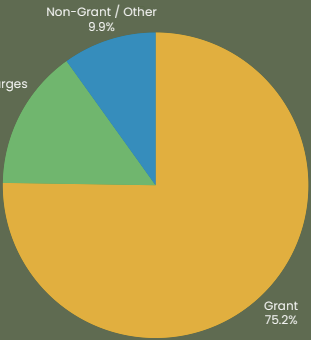
1.1 MILLION ACRES (1,781 SQ MILES)

-  548,000 acres of agricultural land
-  350,000 acres of forest
-  500+ miles of rivers, streams & tributaries
-  68 lakes + thousands of wetlands

1 CONSERVATION DISTRICT



HOW ARE WE FUNDED?



Funding Source	Percentage
Grant	75.2%
Rates & Charges	14.9%
Non-Grant / Other	9.9%

1991
Spokane County BOCC is first in WA State to authorize a Special Local Assessment

1998
BOCC authorizes increase to \$5 per parcel

2014
BOCC reauthorizes Special Assessment using soil classifications system in preparation for Rates & Charges

2019
BOCC authorizes increase to \$10 per parcel

2027
Spokane CD updates Rates & Charges at \$15 per parcel (increase per parcel of \$5/yr or \$0.42/mo) in accordance with statute

Next Steps

Current Rate: \$10 per parcel

Proposed Rate (2027): \$15 per parcel

Annual Increase: +\$5 per parcel

Monthly impact: \$0.42

- ✓ NOT A PROPERTY TAX
- ✓ FLAT PER-PARCEL RATE
- ✓ UNLOCKS GRANT MATCHES

Leveraging Local Dollars for Greater Return

Local Investment: \$1

SCD Return: \$5-\$9

SCD Leverages Rates & Charges through grants, partnerships, and cost-share programs

For \$0.42/month, every parcel in Spokane County helps secure:

- SAFER FORESTS
- CLEANER WATER
- RESILIENT COMMUNITIES
- EXPANDED EDUCATIONAL OPPORTUNITIES

...AND A HEALTHIER FUTURE FOR GENERATIONS TO COME!

What Your Has Contributed to **JUST THIS YEAR!**

- 200+** wildfire, tree health, & home safety assessments
- 1000+** residents educated yearly through conferences & workshops
- \$4 MILLION+** loaned for the purchase of direct seed & no-till equipment
- 100,000+** conservation seedlings planted
- 27+ MILES** of riparian habitat improved

Serving Our Community

We'd Love to Hear from You!

Scheduled Public Hearings:



MAY 12, AT 6:00 PM



**4422 E. 8th Ave
Spokane Valley
99212**




JUNE 16, AT 2:00 PM




What This Means for Our Community


- ✓ **Stronger local agriculture** through farm loans, grants, and technical support
- ✓ **More resilient farms and food supply** during droughts, fires, and market shifts
- ✓ **Healthier forests and safer homes** through wildfire and tree health programs
- ✓ **Cleaner lakes, streams, and groundwater** that support irrigation and recreation
- ✓ **Better habitat and outdoor recreation** for hunting, fishing, and family access

THANK YOU!






spokane.cd.org



509-535-7274



Info@SpokaneCD.org

FOLLOW @SpokaneConservation

What This Means for Our Community

- ✓ **Safer homes and neighborhoods** through professional tree risk assessments
- ✓ **Certified foresters** providing technical assistance and urban tree care guidance
- ✓ **Cooler streets and lower energy costs** through increased shade and canopy
- ✓ **Cleaner air and reduced flooding** with healthier urban trees and soils
- ✓ **Expanded youth & adult education** in urban forestry and community stewardship

\$5 Increase Will Fund

\$0.42/month supports the most requested local services



FIRE PREVENTION & HEALTHY FORESTS

- More home wildfire assessments
- Support for Firewise communities
- Urban canopy expansion
- Forest restoration, disease management, and tree risk assessments



CLEAN WATER & HEALTHY HABITAT

- Streambank restoration
- Manure, nutrient, and erosion control programs
- Removing fish barriers
- Hangman Creek stabilization
- Willow Warrior Weekend volunteer events



FARMS, FOOD, & RURAL SUPPORT

- Direct Seed & No-Till loan programs
- Vets on the Farm support
- Small acreage farming assistance
- Local match for major federal grants



LOCAL COMMUNITY SERVICES & CAPACITY

- On-site technical assistance for landowners
- Educational workshops & conferences
- Matching funds to unlock state/federal resources
- Grant administration for local projects

Accountability & Transparency

HOW WE OPERATE

- **Voluntary Services, No Regulatory Authority**
SCD provides resident-driven technical assistance (not enforcement)
- **Cost-Effective Operating Model**
Focused on leveraging grants, partnerships, and technical expertise
- **Public Transparency in Budgeting Services**
Budgets, programs, and spending are visible and accessible

OVERSIGHT & AUDIT

- **Elected and Appointed Board of Supervisors**
The SCD Board of Supervisors serve as financial and program oversight
- **Annual Reporting to County Commissioners**
Program results & financials presented each year
- **State Auditor Annual Audits**
Audited by the WA State Auditor's Office each year
- **Right to Challenge Under RCW 89.08.405(7)**
Residents have statutory rights to feedback & challenge

WHY NOW?

Our goal is to maintain high-quality services for residents without disruption.



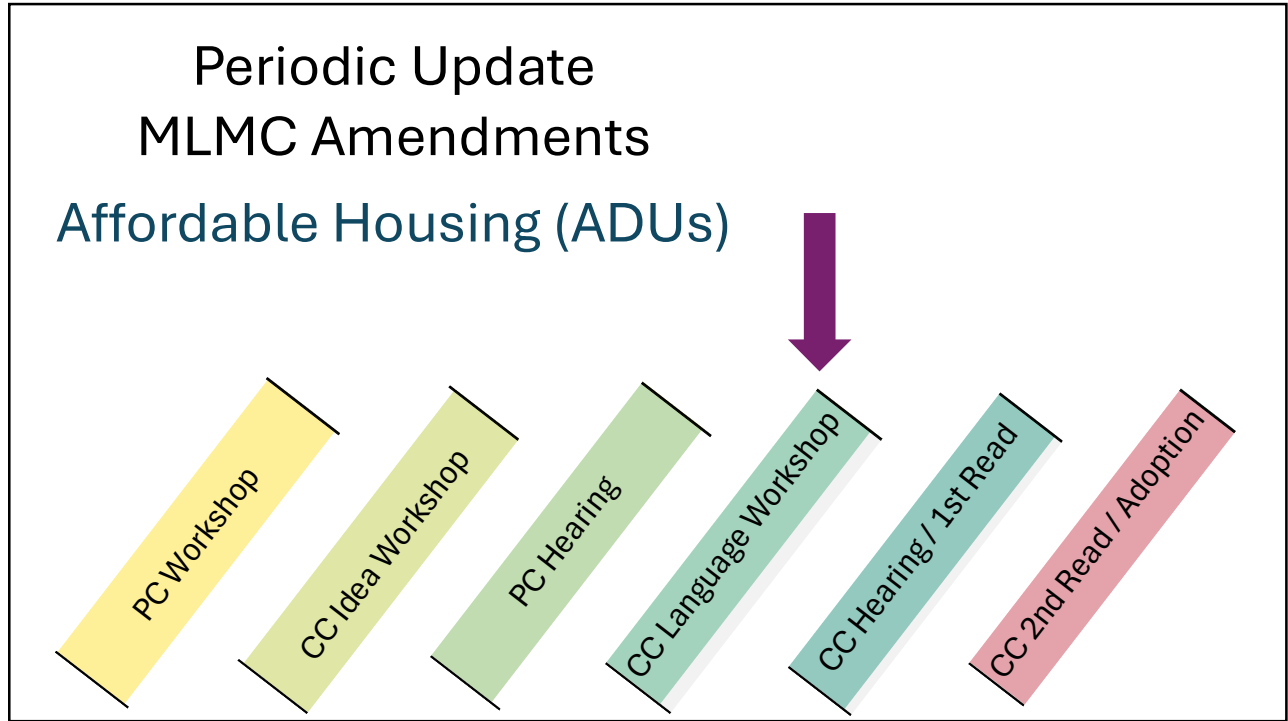
Higher Costs: Inflation in materials, equipment, and labor



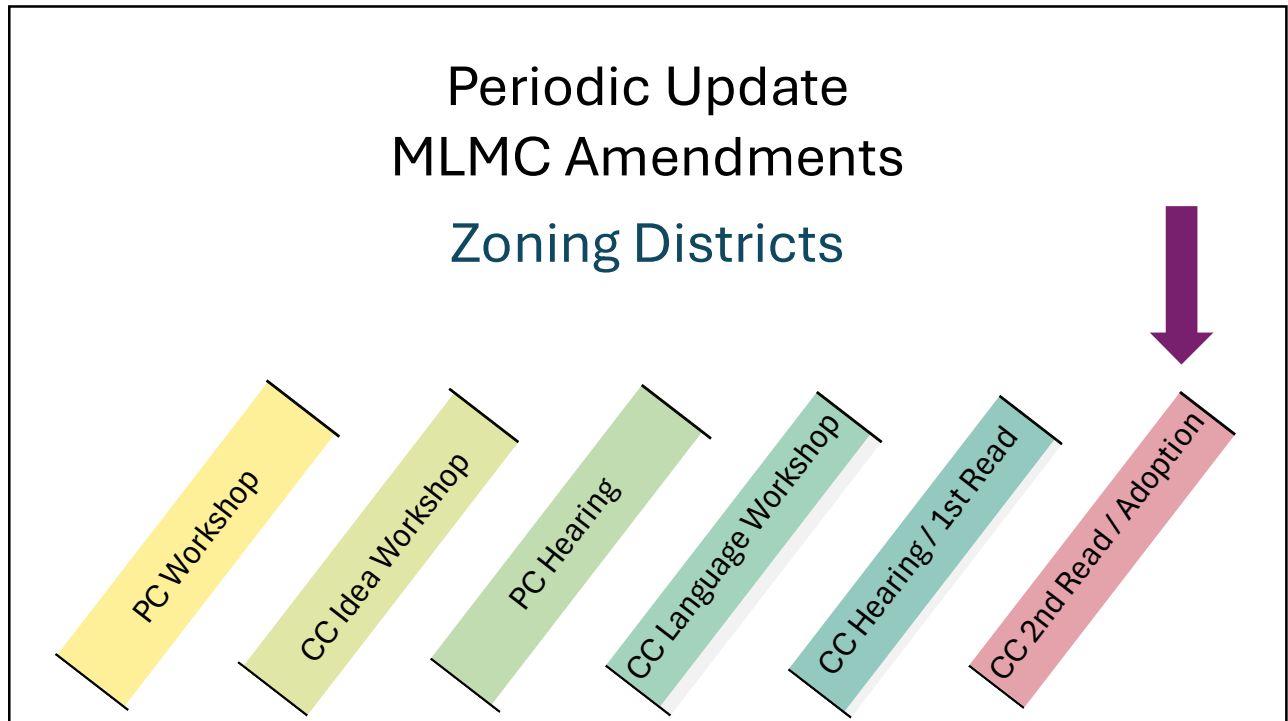
Growing Needs: More wildfire mitigation & agricultural assistance requests



Growing State & Federal Demands: Expanded state and federal program requirements.



1



2