

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
August 18, 2026

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

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers

Chad Pritchard
Lorin Ray-Abbott
Don Kennedy
Tony Harbolt

Administration & Staff

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

REGULAR SESSION AND PUBLIC HEARING – 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 is on vacation and requested an absence. Motion to approve made by Councilmember Harbolt, seconded by Councilmember Kennedy, carried 4-0.
 - ii. Councilmember Speirs is also on vacation and requested an absence. Motion to approve made by Councilmember Harbolt, seconded by Councilmember Kennedy, carried 4-0.
 - iii. Councilmember Wilbur requested an absence for his birthday. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 4-0.
 - iv. All other members were present in person.

2. AGENDA APPROVAL

- A. Mayor Cooper requested to add a report by the Senior Planner on the proposed fueling station and soils project. Motion to approve agenda as amended made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 4-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – None.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS – None.

5. REPORTS

- A. Public Safety
 - i. FD3 Chief Rohrbach – Reported on fire activity nationally and locally. We are busiest region in nation. At PL5 (preparedness level), highest level in nation. Spokane area prioritized because of rating. Spoke on Spokane Complex fires. Old Trails was arson, suspect in custody. Still extreme fire danger. Resources positioned and ready to go. Overall call volume for Medical Lake – 84, at upper end, most all year. DSHS also had more calls. New EMS levy will be on the ballot in November. Preliminary information handed out to Council and reviewed.

See attached. Education is the goal. EMS includes firefighters that are fully trained EMTs as well. They can respond to any emergency; fire and medical.

- ii. SCSO Undersheriff Lundgren – discussed Spokane Complex fires and their response. Discussed progression of what they have learned with each incident. Updated on security cameras – all fully operational, Real Time crime center monitoring, and deputies in the field can access cameras in the field. Solved one local incident at the park using the recorded video. Mayor Cooper expressed gratitude.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – Blue Waters Bluegrass Festival was still held in spite of the smoke. Cancelled Geo Walk due to smoke. Reported on Thursday's HCDAC meeting. Noted that four citizens from Medical Lake attended and expressed concerns about the \$44 million, wondering if Gray Road fire victims will see any of it. Yes, it is still earmarked for that recovery. Mayor clarified that the money is available through reimbursement, the county does not have \$44 million on hand to distribute. Spoke on No Name Ditch – West Plains Stream ran an ad and he's receiving calls on it.
- ii. Councilmember Ray-Abbott – none
- iii. Councilmember Kennedy – Finance Committee – reviewed claims and warrants with no issues found.
- iv. Councilmember Harbolt – Public Safety and General Government Committees – working on reclaimed water issues. Discussed budget retreat, poll went out to determine dates/times. Upcoming workshops. Finishing up scrub seal starting 24th. FEMA generators are all installed and functional.

C. Mayor Cooper – nothing additional

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator
 - 1. Reminder to respond to budget retreat poll. Recognized outstanding work being done on capital improvement projects. Noted that we are heading into budget season.
 - 2. Capital Improvement Project Status – gave presentation. See attached.
- ii. Dave Yuhas, Code Enforcement Officer
 - 1. 2026 Q2 Code Enforcement Report – gave presentation. See attached.
- iii. Elisa Rodriguez, Senior Planner – Spoke about the proposed fuel station in front of Lake's grocery store. Gave status update. Only requirement is SEPA. City issued DNS (determination of non-significance). No hearing requirement. Once the SEPA process is complete, it moves into the building permit process. Spoke on the city's proposed stormwater swales. SEPA and Shoreline review required. Will need public hearing for shoreline review and the Planning Commission will make determination.

6. WORKSHOP DISCUSSION

- A. Periodic Update: MLMC Amendments concerning Impact Fee Language
 - i. Elisa Rodriguez, Senior Planner reviewed briefing sheet and process thus far. Reviewed proposed new code language. Summarized report regarding methodology. Discussed next steps.

ACTION ITEMS

- A. Consent Agenda
 - ii. Approve **August 4, 2026**, minutes.
 - 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 4-0.

- iii. Approve **August 18, 2026**, Payroll Claim Warrants numbered **53985** through **53992** and Payroll Payable Warrants numbered **30384** through **30395** in the amount of **\$198,414.79** and Claim Warrants numbered **53993** through **54044** in the amount of **\$304,585.70**.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 4-0.

7. PUBLIC HEARING

- A. Periodic Update: Ordinance 1151 concerning Subdivisions
 - i. Mayor Cooper opened the hearing at 8:05pm.
 - ii. Ms. Rodriguez reviewed Ordinance 1151. Same language as seen at the August 4th workshop. Reviewed by legal counsel with no substantive changes. Reviewed briefing sheet. Streamlining, more user friendly. Reviewed proposed updates. Discussion.
 - iii. Mayor Cooper opened for public comment – none.
 - iv. Mayor Cooper closed the hearing at 8:13pm.
 - v. First Read Ordinance 1151 concerning Subdivisions
 1. Legal counsel read into record.
 2. Motion to approve first read of Ordinance 1151 made by Councilmember Pritchard, seconded by Councilmember Harbolt, carried 4-0.

8. EXECUTIVE SESSION – None.

9. RESOLUTIONS – None.

10. ORDINANCES

- A. See 8Ai

11. EMERGENCY ORDINANCES – None.

12. UPCOMING AGENDA ITEMS

13. INTERESTED CITIZENS

- A. Mike Gerry, County resident – pleased with grants being received. Spoke on fires and questions regarding funding for victims. Donations, non-profits – wondering who has been helped in the community by those. Shared concern that citizens won't see those funds and where those funds have gone.
 - i. Mayor Cooper addressed some of the comments regarding funding from the county. Can be tracked through county's HCDAC page. Go to Innovia website for how funding was distributed from them.

14. CONCLUSION

- A. Motion to conclude at 8:25pm made by Councilmember Pritchard, seconded by Councilmember Kennedy, carried 4-0.


Terri Cooper, Mayor


Koss Ronholt, Finance Director/City Clerk

9/11/2026
Date



FIRE

2026 EMS LEVY – MEMBER TALKING POINTS

Key Messages

- The proposed EMS levy is **\$0.50 per \$1,000 of assessed property value.**
- That's about **\$4.17 per month for every \$100,000 of assessed value.**
- The levy would provide **dedicated funding for Emergency Medical Services (EMS).**
- EMS calls make up **approximately 75% of SCFD3's emergency responses.**
- SCFD3 provides EMS through **firefighter/EMTs** who also respond to fires, rescues, vehicle crashes, wildland fires, and other emergencies.

What the Levy Would Fund

- Hire **14 full-time firefighter/EMTs.**
- Add **24-hour staffing** at two additional stations.
- Current planning focuses on **Station 31 (Cheney area)** and **Station 36 (Spangle area).**
- Those stations would serve the **entire district**, not just those communities.

Why Additional Staffing?

- Emergency call volume continues to increase.
- The current volunteer-based response model is becoming harder to sustain.
- Career staffing provides reliable 24-hour response.
- Additional staffing helps reduce routine demand on volunteers while preserving them for larger and simultaneous emergencies.

What It Means for Service

- More firefighters available when emergencies happen.
- Better 24-hour coverage across the district.
- Drive-time modeling shows target coverage would improve from **65% to 73%**, allowing firefighters to reach **more than 700 additional emergency calls** within the target drive time.

If You Don't Know the Answer

- It's okay to say: **"I don't know, but I'd be happy to connect you with someone who can answer that."**

Direct questions back to PAD (tbunce@scfd3.org), Chiefs, Commissioners, SCFD3 social media direct message or call 509-235-6645.



FIRE

2026 EMS Levy Public Information

Educational information

What would it cost?

Proposition No. 1 is a proposed six-year EMS levy at a rate of \$0.50 per \$1,000 of assessed property value, with collection beginning in 2027. The levy revenue would be used for emergency medical services, including related personnel, training, equipment, supplies, vehicles, and structures needed to provide EMS.

Assessed property value	Estimated annual cost	Estimated monthly cost
\$100,000	\$50	\$4.17
\$200,000	\$100	\$8.33
\$300,000	\$150	\$12.50
\$400,000	\$200	\$16.67
\$500,000	\$250	\$20.83
\$600,000	\$300	\$25.00
\$700,000	\$350	\$29.17

SCFD3's current regular fire levy rate is \$1.48 per \$1,000. If the \$0.50 rate EMS levy were approved, the estimated combined rate would be \$1.98 per \$1,000.

What would residents get?

If approved, the EMS levy would provide dedicated funding to hire 14 full-time firefighter/EMTs. The current staffing plan includes 12 line positions and 2 officer positions. All 14 positions would be able to operate in emergency response capacity.

The district's current plan is to add 24-hour staffing in two priority areas:

Central district / Cheney area

Preferred location: Station 31

Southeast district / Spangle area

Preferred location: Station 36

Today, SCFD3's 24-hour staffed stations are Station 33 in Four Lakes and Station 311 in Medical Lake. The levy-funded plan would move the district toward at least four staffed response locations, while keeping volunteers as an essential part of the response system.



Why is this important?

Most SCFD3 emergency calls are medical calls- approximately 75% of all emergencies. However, SCFD3 does not operate as an ambulance-only service. District firefighter/EMTs provide emergency medical care and also respond to fires, wildland fires, vehicle crashes, rescues, hazardous materials incidents, and other emergencies.

The EMS levy is legally dedicated to EMS. The people providing that EMS response are firefighter/EMTs who work inside SCFD3's all-hazard emergency response system.

The levy funds EMS response capacity. The responders providing that EMS care are firefighters who also respond to fires, rescues, crashes, wildland incidents, and other emergencies.

Why add staffing?

Volunteers continue to provide a significant level of service. SCFD3's current response model was built around limited career staffing and a large volunteer response system. That model has served the district for years, but it is no longer keeping pace with today's emergency demand.

That model has served the district well, but it is becoming harder to sustain. Emergency call volume continues to increase, while the demands placed on volunteers have grown beyond what a primarily volunteer response model can reliably absorb.

Career staffing is intended to provide reliable 24-hour response capacity while reducing routine response pressure on volunteers and preserving volunteer availability for structure fires, wildland fires, simultaneous incidents, extended operations, and larger emergencies.

What difference would more staffed stations make?

Modeling shows that adding two additional staffed stations would improve coverage within the district's target drive time from **65% to 73%**—allowing firefighters to reach **more than 700 additional emergency calls** within that target drive time.

SCFD3 uses emergency call data and drive-time modeling to evaluate where staffed resources can provide the greatest districtwide benefit. Based on 2022–2024 analyzed call data, the current two-station staffed model using Stations 33 and 311 reached 5,988 of 9,115 analyzed calls within an 8.5-minute drive time (65%). A four-station model using Stations 31, 33, 36, and 311 reached 6,714 analyzed calls within the same drive time (73%). Within a 15-minute drive time, the four-station model reached 8,733 analyzed calls (95%). These figures measure drive time only. Total response time also includes call processing, dispatch, turnout time, travel, and other operational factors.

How soon would staffing change?

Staffing increases would not occur immediately following voter approval of the levy. Instead, SCFD3 would begin implementing a phased hiring and training plan designed to ensure new personnel are successfully integrated into the organization. The District will also actively pursue grant funding and other funding opportunities to help offset implementation costs and potentially accelerate hiring.



Based on current planning, it is estimated that building a fully trained workforce would take approximately 21 months, allowing time for grant opportunities, recruitment, hiring, firefighter academy training, and field development.

These timelines are planning estimates and may be adjusted based on grant availability, hiring conditions, academy scheduling, labor processes, and the operational needs of the District. This measured approach helps ensure the district maintains high training standards while responsibly managing public resources.

Best short summary:

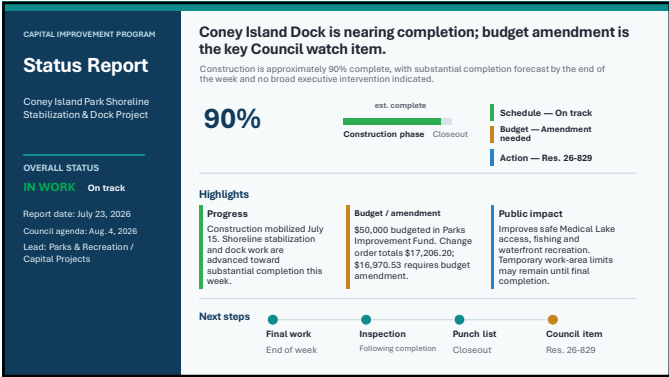
The proposed Emergency Medical Services levy would cost about \$4.17 per month for each \$100,000 of assessed property value. If approved, SCFD3 would use the funding to hire 14 firefighter/EMS personnel and staff two additional stations 24 hours a day. Current planning is focused on Station 31 in Cheney and Station 36 in Spangle, but these stations would be part of the districtwide response system, not resources for only those communities.

SCFD3's current response model was built around limited career staffing and a large volunteer response system. That model has served the district for years, but it is no longer keeping pace with today's emergency demand. Call volume, staffing limitations, training requirements, and operating costs have outpaced the current system, while volunteer and career firefighters are being asked to cover more emergencies with limited resources. When crews are already committed, pulled across long distances, or multiple emergencies happen at the same time, the whole district feels the impact. Volunteers are also being requested more often on top of training, work, and family responsibilities, making the volunteer side of the system harder to sustain.

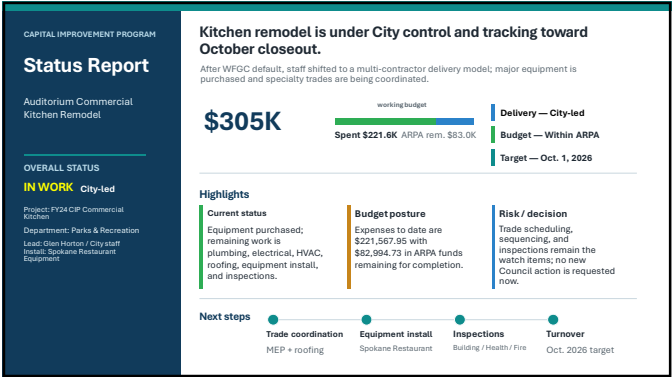
The levy is legally dedicated to EMS. SCFD3 provides EMS through firefighter/EMTs who also respond to fires, rescues, vehicle crashes, wildland fires, and other emergencies. The goal is to maintain and improve emergency services, keep crews better positioned across the district, make volunteer service more manageable and sustainable, and expand 24-hour staffed response coverage for the entire service area.



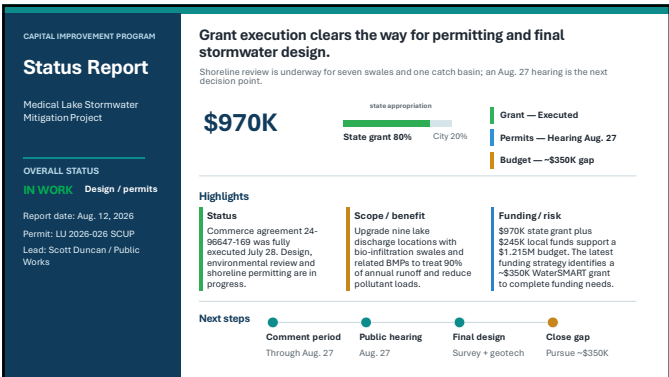




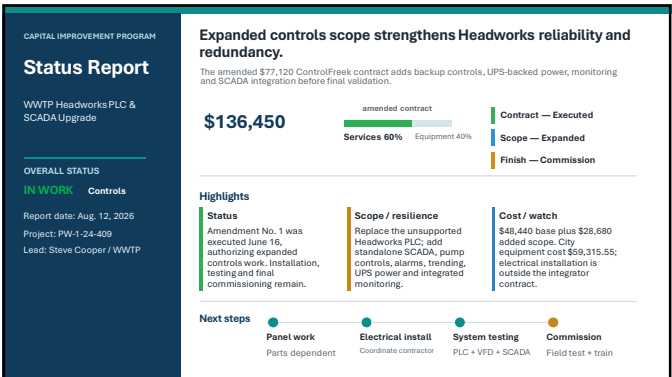
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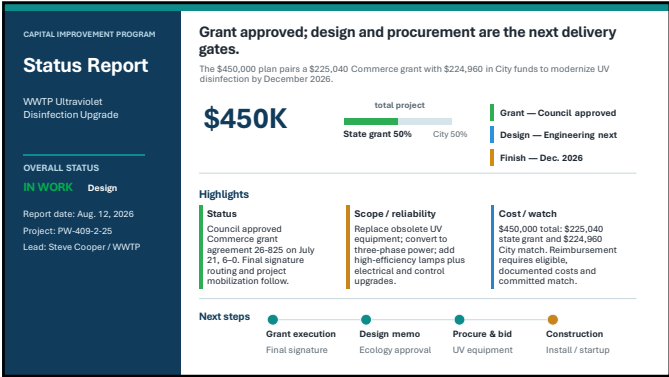
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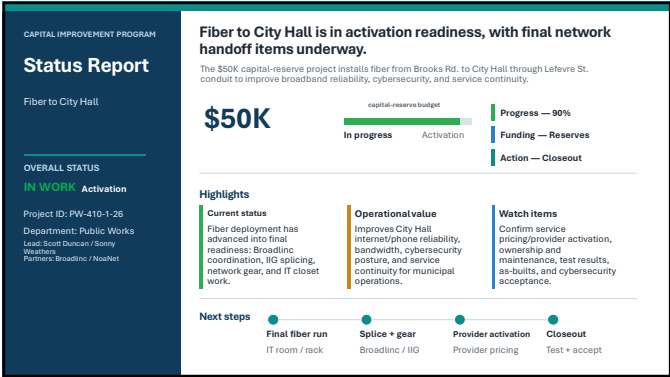
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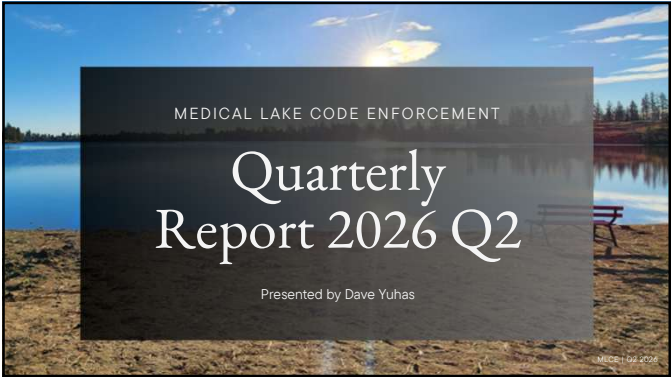
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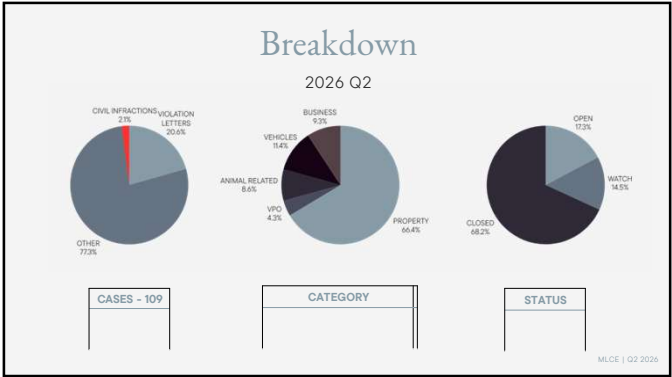
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MOVING FORWARD

01 LEGAL

- Continued focus on voluntary compliance
- Outreach - Yard management / Alleys and RoW
- Reviewing options for more efficient abatement procedures on non-compliant properties

02 PLANS

- Continued training and professional development in code enforcement, officer safety, and legal procedures
- Addressing unauthorized occupancy, unsafe structures, and property sanitation concerns
- Managing a high-volume caseload as part-time (24hr) employee

03 CHANGES

- Code changes - Parking on lawn, RVs Boats, Trailers on roads, alleys or RoW

MLCE | Q2 2026

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