



**AGENDA  
PLANNING COMMISSION  
REGULAR MEETING  
MAY 16, 2024, 5:30 PM**

**COMMISSION ATTENDANCE IN PERSON  
PUBLIC MAY ATTEND IN PERSON OR  
REMOTELY VIA ZOOM**

Join Zoom Meeting:

<https://us06web.zoom.us/j/8444846563?pwd=UVlWTWtqYzl1VGNwWXJPakhWalJCZz09&omn=85086969625>

Meeting ID: 844 484 6563

Passcode: 446645

One tap mobile

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Find your local number: <https://us06web.zoom.us/u/keJnPZTYnM>

**WRITTEN PUBLIC COMMENTS**

If you wish to provide written public comments for the Planning Commission meeting, please email your comments to [erodriguez@medical-lake.org](mailto:erodriguez@medical-lake.org) by 2:00 p.m. the day of the commission meeting and include all the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Medical Lake resident
4. The Agenda Item(s) which you are speaking about

\*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 2:00 p.m. will be provided to the Planning Commission in advance of the meeting.

**Questions or Need Assistance? Please contact City Hall at 509-565-5000**



- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**
  - a) Excused Absences
- 2) ADDITIONS TO AGENDA**
- 3) APPROVAL OF MINUTES**
  - a) April 18, 2024, Meeting minutes
- 4) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
- 5) STAFF REPORTS**
- 6) SCHEDULED ITEMS**
  - a) Comprehensive Plan Overview – Public Services and Facilities
- 7) PUBLIC HEARING – None scheduled.**
- 8) COMMISSION MEMBERS' COMMENTS OR CONCERNS**
- 9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
- 10) CONCLUSION**

City of Medical Lake  
124 S. Lefevre Street – City Council Chambers  
**Planning Commission Meeting**  
**April 18, 2024, 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.**

**1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

- i) Commissioner Hudson called the meeting to order at 5:30 pm, led the Pledge of Allegiance, and conducted roll call. Commissioner Munson had to step out right before the meeting began and returned at 5:32 pm. Commissioners Jorgenson, Mayulianos, Hudson, and Mark were all present from the beginning.

**2) ADDITIONS TO AGENDA**

- a) Elisa Rodriguez requested to move the May meeting to the third Thursday which would be May 16<sup>th</sup>. Motion to approve made by commissioner Mayulianos, seconded by commissioner Mark, carried 5-0.
- b) Motion to approve agenda as amended made by commissioner Mayulianos, seconded by commissioner Hudson, carried 5-0.

**3) APPROVAL OF MINUTES**

- a) March 28, 2024, Minutes
  - i) Motion to approve made by commissioner Mark, seconded by commissioner Jorgenson, carried 5-0.

**4) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- a) Sonya Sievers, Medical Lake citizen submitted a letter to Mrs. Rodriguez with several questions for the commission. Commissioner Hudson asked if her questions are borne out of concerns. Responded yes and voiced some of those concerns. All commissioners received a copy of the letter. *The submitted letter is 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).*

**5) STAFF REPORTS**

- a) Elisa Rodriguez, City Planner addressed the submitted questions and answered a few. Shared that the Hazard Mitigation Plan bid award went to Choleta. Shared on the topic of ‘placemaking’ which is the process of making spaces for the people based on wants and needs of the community. This will be a topic of further discussion with the commission.

**6) SCHEDULED ITEMS**

- a) STA Connect 2035, 10-Year Strategic Plan Presentation
  - i) Mike Tresidder with the Spokane Transit Authority (STA) gave a presentation (see attached). Discussion held with commission members.
- b) Lefevre Street Improvements presentation
  - i) Sonny Weathers, City Administrator shared a video and gave a presentation (see attached).
- c) Comprehensive Plan Overview – Transportation
  - i) Elisa Rodriguez gave a presentation to begin the conversation (see attached). Discussion held on each slide, gathering input from commissioners.

7) **PUBLIC HEARING** – None scheduled.

8) **COMMISSION MEMBERS' COMMENTS OR CONCERNS**

- a) Commissioner Mayulianos – asked status of press release. Mr. Weathers – still under review. Asked about Martin Street property and if anything had begun. Mrs. Rodriguez – no building permits or inquiries on a sale have been received.
- b) Commissioner Mark – made notes on transportation plan summary in the packet and asked next steps. Mrs. Rodriguez asked her to share her notes and will provide further information after reviewing.
- c) Commissioner Mayulianos – in reference to commissioner Hudson’s discussion with a resident at a previous meeting regarding the resident providing an educational wetland program – does the city have a place to put a manmade educational wetland? Mr. Weathers – possible but hasn’t been explored.
- d) Commissioner Hudson – inquired about the large concrete blocks at the WWTP. Mr. Weathers – they are ballasts for the steel structure for the solar array panels. Commissioner Hudson - asked about the panels withstanding hail. Mr. Weathers - will review specs.

9) **INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- a) none

10) **CONCLUSION**

- a) Motion to conclude at 7:16 pm made by commissioner Munson, seconded by commissioner Mayulianos, carried 5-0.

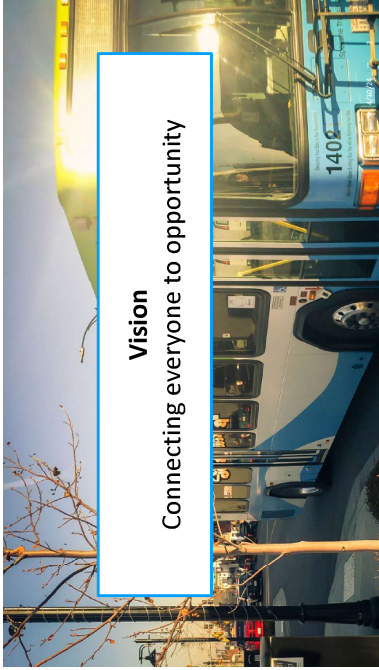
\_\_\_\_\_  
Roxanne Wright, Administrative Assistant

\_\_\_\_\_  
Date



**Connect 2035**  
Medical Lake Planning Commission

How a great city moves.™



**Vision**  
Connecting everyone to opportunity

### Connect 2035 Goals

Each goal in Phase 1 is supported by strategies, possible actions, and headline performance measures



**Goal 1 – Elevate the customer experience**



**Goal 2 – Lead and collaborate with community partners to enhance the quality of life in our region**



**Goal 3 – Strengthen our capacity to anticipate and respond to the demands of the region**

### What is Connect 2035?

- STA's next 10-year strategic plan
- Phase 1 Strategic Foundation – adopted in December 2022
  - Informed by community input
  - Updated agency mission and vision
  - Developed goals, strategies, and headline performance measures



### What we heard people want for the future

- 

Buses that come often is the #1 priority for the future of transit
- 

Service to more places is the #2 priority for the future of transit
- 

People want STA to prioritize expanded hours all week
- 

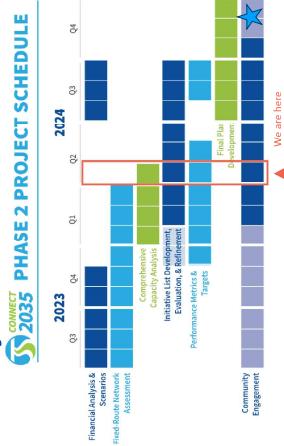
People see the opportunity for STA to be a leader in sustainability and climate change

### Connect 2035 Phase 2 Process

## Guiding Questions for Phase 2

- What programs, projects, and supporting investments are needed to deliver on the Phase 1 Strategic Foundation?
- How should STA's service, modes, and network evolve?
- How can desired new investments align with funding?
- What will be required (e.g., resources, new capabilities, facilities) to successfully deliver the Connect 2035 strategic plan?

## Phase 2 Project Schedule



## Fixed-Route Assessment Goals

- Finalize delivery of STA Moving Forward
- Respond to any changes in travel markets due to the lasting impacts of the pandemic
- Ensure systemwide efficiency and effectiveness
- Identify best the opportunities for future mobility goals

## Phase 2 Process Overview

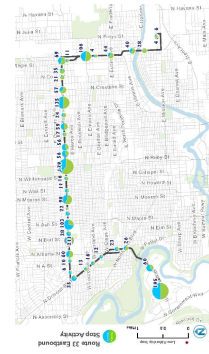


## Connect 2035 Funding and Investment Principles

- Ensure STA can deliver and maintain the improvements made since 2016 (STA Moving Forward, 2021 Near-Term Investments)
- Leverage STA's current financial position to deliver strategic, one-time investments aligned with Connect 2035
- Any potential future service expansions will require a new revenue source

## STA Performs Well

- Post-Covid recovery outpaces peers
- As of September, weekday ridership is about at 2019 levels
- Weekend ridership exceeds 2019 levels
- The systemwide average for productivity is excellent for a system this size





## Connect 2035 Initiatives

### Core Initiatives

**Condition:** Renewal of additional 0.2% sales tax rate

**Source:** Use and leverage available resources

- Initiatives:**
- One-time projects (e.g., capital, pilots)
  - Cost-neutral service optimization
  - Highest priority investments that fit within available resources

**Timeframe:** ~ 2025 - 2030



### Enhanced Initiatives Requiring Additional Funding

**Condition:** New funding source (e.g., additional 0.1% sales tax rate or other) identified and in place

**Source:** TBD

- Initiatives:**
- High priority investments that can't be delivered with resources available today
  - Can include recurring investments (e.g., new/expanded service)

**Timeframe:** ~ 2030 - 2035



## Connect 2035 Engagement

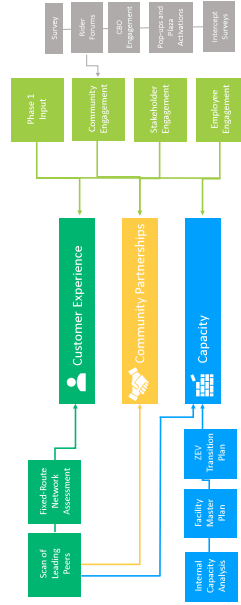
- Website: [staconnect2035.com](http://staconnect2035.com)
- Connecting with Stakeholder Organizations
- Insight Network
- Board engagement tours
- Three completed to-date
- Upcoming:
  - 4/24 – Paratransit Dispatch
  - May – Fleek Valley Service Center



## Connect 2035 Engagement: Upcoming

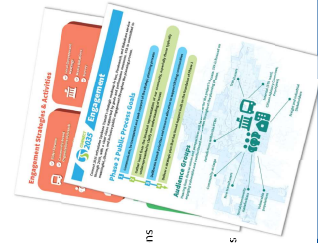
- General public survey (April-May)
- Presentations (April-May):
  - Plan Commissions
    - Liberty Lake, Spokane County, Spokane Valley, Medical Lake, Airway Heights, Cheney
  - City of Spokane Community Assembly-TBD
- Listening Sessions (April-May):
  - Community-based Organizations
  - Employers
  - Healthcare
  - STA Riders
  - Plaza Activity
- Purpose:
  - Gather feedback on proposed network themes
  - Gather ideas/themes for initiative potential initiative development

## Sourcing Candidate Initiatives



## Connect 2035 Engagement

- Awareness
  - Posters in STA Plaza
  - Regional Open Houses
  - Planning Commissions
  - Regular updates in STA Moving Forward newsletter
  - Initial conversations with leadership of community organizations
  - Notifications to Connect Card users via emails
- Network Feedback & Initiative Development
  - Rider Forums
  - Tabling/Presentations/Discussion at community partner events and locations
  - General public survey
  - Employee tabling
  - Board member input

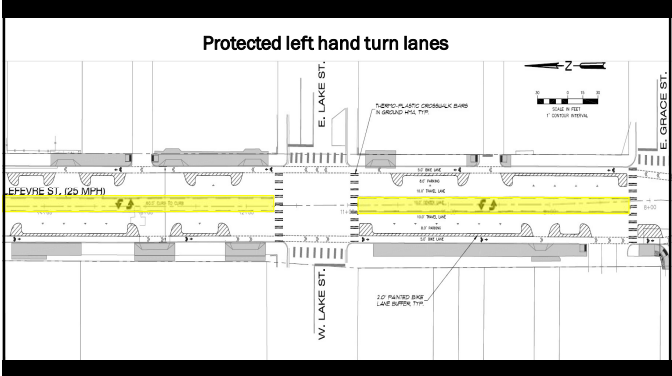


## Questions?

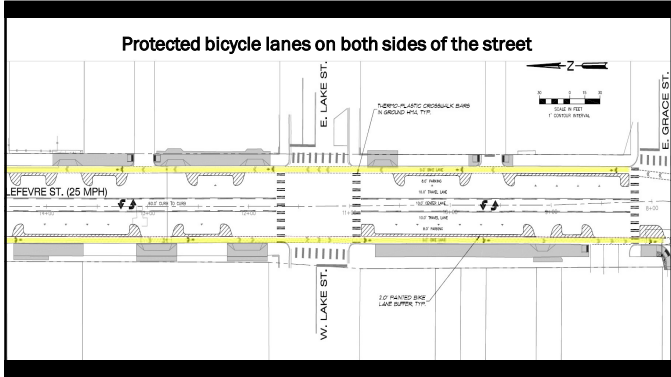




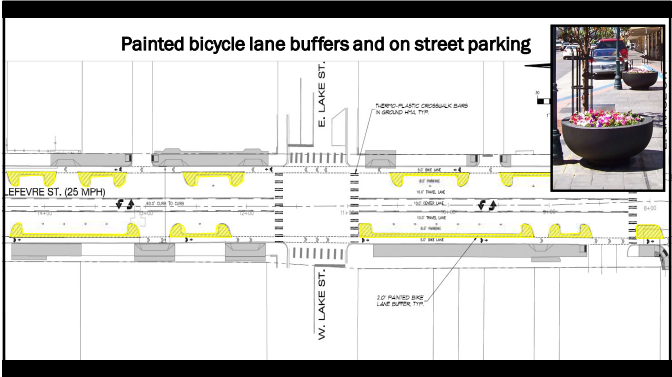
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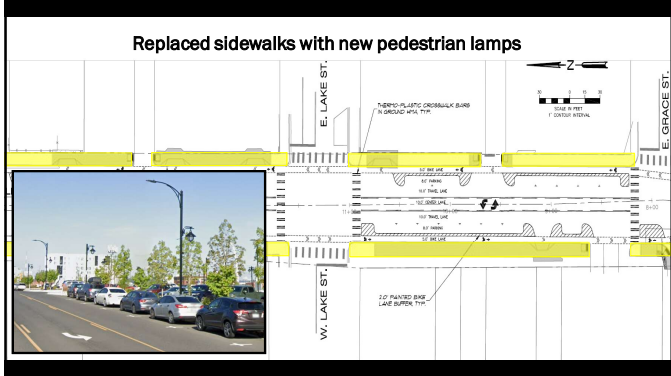
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3



4



5



6



1

TRANSPORTATION ELEMENT

**Purpose:**

- Supports Land Uses
- Provides for a Multi-Modal Transportation System
- Emphasizes Sustainability and Healthy Communities

2

TRANSPORTATION ELEMENT

**Level of Service (LOS)**

Defines how well vehicle traffic flows along a street.

3

TRANSPORTATION ELEMENT

Create a network of pedestrian and bicycle routes to link residents with parks, community services, and commercial areas.

4

TRANSPORTATION ELEMENT

Effectively use and maintain a multimodal transportation system within the City and connect to neighboring communities.

5

TRANSPORTATION ELEMENT

Improve multimodal safety along city streets, especially SR-902.

6

TRANSPORTATION ELEMENT

**Ensure adequate access for public safety vehicles and neighborhood evacuation.**

7

TRANSPORTATION ELEMENT

**Beautify the transportation system.**

8

TRANSPORTATION ELEMENT

**Encourage physical activity.**

9

TRANSPORTATION ELEMENT

**Encourage citizen participation.**

10



City of Medical Lake  
124 S Lefevre Street  
PO Box 369  
Medical Lake, WA 99022-0369  
509-565-5000

May 9, 2024

Dear Commissioners,

During our May 16<sup>th</sup> meeting we will be discussing Chapter 5, Public Services and Facilities. Please read the chapter to prepare.

Once again, I have put together all of the goals, policies, and actions that the current Comp Plan notes as public facilities related. There is also a summarized list of the goals and policies below.

I have attached an outline of the Capital Facilities and Utilities Element information that the Growth Management Act (GMA) requires the City to have in the Comp Plan.

I know it is a lot of work, but I really appreciate it when you read through the materials so we can have an informed discussion.

As stated previously, this will not be the only chance to discuss this topic. All of the elements of the comprehensive plan are intertwined, and we will return to each one throughout the process.

Please feel free to contact me with any questions and I look forward to hearing your thoughts on this topic. Also, please invite friends and family to attend the meeting. We will give them time to speak if they choose to.

Sincerely,

Elisa Rodriguez

City Planner

**Per RCW 36.70A.070 (Growth Management Act)**

**The capital facilities and utilities elements shall include the following items:**

The capital facilities element must include:

- A. An inventory of existing capital facilities owned by public entities. This includes facilities not owned by the City of Medical Lake.
- B. A forecast of future needs for facilities.
- C. Proposed locations and capacities for future facilities.
- D. A six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money
- E. A requirement to reassess the land use element if probable funding falls short of meeting existing needs.

The utilities element must include:

The general location, proposed location, and capacity of all existing and proposed utilities including, but not limited to, electrical, telecommunications, and natural gas systems.

**2019 Comprehensive Plan**  
**Goals, Policies, and Actions**  
**Related to Public Services and Facilities**

Goals

3. Have convenient, attractive, and visible pedestrian and bicycle access to community facilities and neighborhoods, making the trail system one of the State's best.
9. Ensure levels of service are reasonable and appropriate and the ability exists to maintain them over time.
10. Ensure all public facilities and services are in place, or expected to be in place, at the time development occurs.
11. Ensure adequate park, recreation and open spaces are provided for and maintained for the continued enjoyment of the community.
12. Provide services at a level that is fiscally sustainable.
13. Adequately site essential public facilities without compromising surrounding neighborhood integrity and character and without hindering the overall livelihood of the community.

Policies

1. Encourage and facilitate acquisition and development of open space in new residential subdivisions and neighborhoods.
2. Develop trails to link neighborhoods, commercial and industrial uses, natural areas, and parks, negotiating trail connections in project design, and increasing public awareness of the trail, bike, and sidewalk system.
11. Make walking and bike riding an attractive transportation alternative.
12. Keep the transportation system safe for all users.
15. Prioritize street network improvements ensuring the most important projects are completed first.
16. Encourage efficient and appropriate use of rights of way.
20. Find opportunities to cooperate with private development interests.
21. Keep LOS standards appropriate and employ them in making land use decisions.
22. Use land use decisions and other strategies to manage or reduce demand on public services and facilities.
23. Phase development to be compatible with availability of services and facilities.

24. Master plan utilities proposed to serve annexation areas.
25. Supply adequate parkland and manage facilities to keep pace with changes in demand.
26. Require development impact fees and land dedication.
27. Pursue funding through other sources where possible.
28. Coordinate with Spokane County and other county jurisdictions to ensure fair-share distribution of essential public facilities without necessarily precluding them from locating in Medical Lake.
29. Coordinate with Spokane County and other county jurisdictions to ensure that impacts from essential public facilities surrounding development are identified/mitigated.
30. Coordinate with Spokane County and other county jurisdictions to ensure that impacts from essential public facilities to local budgets, services and facilities are identified and mitigated.
33. Encourage revenue-producing parks and recreation development opportunities.
34. Leverage funding of park and recreational improvements.
45. Encourage citizen participation in civic activities and community planning efforts.
54. Establish residential neighborhoods as safe, clean and healthy places to live.
55. Encourage appropriate development at community gateways and support community efforts to design, install and maintain entry markers.
56. Make trails accessible to all residents and businesses to encourage physical activity.
57. Use natural areas to preserve habitat and to maintain function of ecologically sensitive areas.
63. To establish alternative funding methods for projects implementation rather than continued reliance on the city's current expense fund.
64. Make capital budget decisions in conformance with the adopted comp plan.
65. Ensure land use element is consistent with available funding and reassess the land use element if funding falls short.
66. Ensure local transportation network attains minimum LOS standards by either identifying specific strategies to manage demand, increasing local transportation capacity in impacted areas, or reassessing applicability of applied LOS standard in impacted areas.
67. Ensure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property.
74. Fund improvements and maintenance of public facilities including parks and trail systems through event sponsorship and grant applications.

75. Promote exercise programs and special events by providing exercise stations, hosting bike races, marathons, and triathlons.

#### Actions

17. Inventory safety hazards & prioritize their abatement.

30. Review level of service standards as part of the annual budgeting process, ensuring that impacts from development are mitigated sufficiently to maintain the adopted levels of service.

31. Develop a concurrency ordinance and maintain a map of public facilities to ensure facilities are in place to serve the forecast demand and proposed development at the appropriate levels of service.

35. Periodically review impact fees to ensure new development pays for the demand that it generates.

36. Study utility rates and revise as necessary to ensure community members are paying their fair share of utility costs.

39. Target grants that require no more than 50% local match.

40. Conduct a study to determine the specific needs and desires of the community, especially those of more vulnerable populations such as teens, seniors, and the homeless population.

48. Publicize vacancies for local commissions and widely advertise for City Council candidacy.

49. Develop an annual citizen recognition program for outstanding civic service.

58. Develop maintenance and design standards to ensure that neighborhood centers maintain intimate scale, provide for a variety of uses, and minimize reliance on automobiles for transportation.



Summary of current Public Services and Facilities related Goals and Policies of the Comp Plan

1. Ensure all public facilities and services are in place, or expected to be in place, at the time development occurs.
2. Increase parks, trails, and open space at the same pace as development.
3. Prepare for the siting of essential public facilities.
4. Supply adequate parkland and manage facilities to keep pace with changes in demand.
5. Pursue grant funding for capital facilities projects.
6. Encourage revenue-producing parks and recreation opportunities.
7. Encourage citizen participation.