

CITY OF MEDICAL LAKE
City Council Regular Meeting

6:30 PM
February 17, 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
Lance Speirs
Don Kennedy
Heath Wilbur
Ted Olson

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel (via Zoom)
Scott Duncan, Public Works Director
Steve Cooper, WWTP Director
Elisa Rodriguez, Senior Planner
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 Harbolt requested an absence for personal business. Motion to approve made by Councilmember Speirs, seconded by Councilmember Kennedy, carried 6-0. All other members were present in person.

2. AGENDA APPROVAL

- A. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Mayor Cooper acknowledged comments received from resident Tammy Roberson. All council received them. *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.*

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS - none

5. REPORTS

A. Public Safety

- i. SCSO Undersheriff Lundgren – first crime stats for 2026 show nothing outside of basic trends. Will continue to monitor. Focus – legislative short session. Several bills related to law enforcement and crime. A presentation on their legislative priorities is available on the SCSO YouTube channel.
- ii. FD3 Chief Rohrbach – January calls up 32% district wide so far. Will keep an eye on this. Change in FD3 board, two long standing commissioners retired. Tim Flock and Ken Johnson are the new commissioners. Spoke on legislative agenda items and expressed appreciation to Mayor Cooper and the council for their collaboration. Shared that they are hoping to improve on the usage of the Citizens Advisory Committee, which Councilmember Harbolt is part of. Their public affairs officer is actively working on getting the group up and going and hopes to provide useful feedback.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – PFAS task force meeting - potential for a west plains water district, discussion happening. HCDAC meeting, discussed affordable housing and community development, disaster recovery. General Government Committee – wells are good. New street sweeper. Concrete pads for FEMA generators being installed, compost bin will be open in April around the 6th. WWTP doing well.
- ii. Councilmember Ray-Abbott – no report.
- iii. Councilmember Speirs- Finance Committee – reviewed claims, all good. STA workshop Thursday, sequencing for Connect 2035 plan, planning for sales tax replacement item.
- iv. Councilmember Wilbur- no report.
- v. Councilmember Kennedy – SRTC meeting - guest presentation from WSDOT regarding managing transportation on I90 was very informative. Shared some of the information from the presentation.
- vi. Councilmember Olson – Safety Committee – city maintenance working on potholes, street sweeping, upkeep. Discussed upcoming grants. Shepard field lighting (parking lot), WWTP all within standards, projects moving forward and ahead of the game due to favorable weather.

- C. Mayor Cooper – offered condolences to the family of Owen Pitts, MLHS student that recently passed. Provided update on legislative agenda items and their status. Appointed to Spokane Regional Clean Air Agency board.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator
 1. Congratulated Parks and Recreation Staff on their efforts on the AWC Well Cities program. The City met the criteria again to receive the Well City award, which is a 2% savings on premiums for staff. Planning Commission meeting on February 26th at 5:30pm.

6. WORKSHOP DISCUSSION

- A. Periodic Update – Housing Needs Assessment
 - i. Ms. Rodriguez gave a presentation, see attached.
- B. Periodic Update – MLMC Amendments concerning Zoning
 - i. Ms. Rodriguez gave a presentation, see attached.
- C. Healing Waters Strategic Plan – Progress Report
 - i. Mr. Weathers gave a presentation, see attached.

7. EXECUTIVE SESSION – None.

8. PUBLIC HEARING – None.

9. ACTION ITEMS

A. Consent Agenda

- i. Approve **February 3, 2026**, minutes.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.
- ii. Approve **February 17, 2026**, Payroll Claim Warrants numbered **53426** through **53433** and Payroll Payable Warrants numbered **30320** through **30329** in the amount of **\$144,735.73** and Claim Warrants numbered **53434** through **53473** in the amount of **\$225,716.97**.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 6-0.

10. RESOLUTIONS

A. 26-790 Policy 14.106 Cash Management Update

- i. Mr. Ronholt reviewed.
- ii. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Speirs, carried 6-0.

11. ORDINANCES

A. Second Read Ordinance 1140 Periodic Update Concerning Amendment Criteria

- i. Legal counsel read into the record.
- ii. Motion to approve made by Councilmember Olson, seconded by Councilmember Wilbur, carried 6-0.

B. First Read (continued) Ordinance 1141 Periodic Update Concerning Enforcement

- i. Legal counsel read into the record.
- ii. Councilmember Olson had some corrections/changes to propose regarding typos and grammar. Mayor Cooper and Ms. Rodriguez explained that the focus right now is changing the citation to make enforcement of what is currently in the code more effective. Will come back and address other issues later. Mr. Weathers encouraged council to keep notes on any suggestions and desired changes.
- iii. Ms. Rodriguez noted the one change from the previous meeting regarding adding the RCW reference.
 1. Motion to approve with caveat that it is only for sections 7-18 made by Councilmember Pritchard. Discussion. Councilmember Pritchard withdrew the motion. Motion to approve first read as is made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.

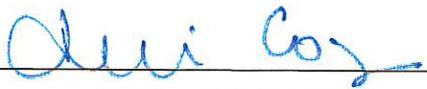
12. EMERGENCY ORDINANCES – None.

13. UPCOMING AGENDA ITEMS – None.

14. INTERESTED CITIZENS – None.

15. CONCLUSION

- A. Motion to conclude at 8:12pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.**



Terri Cooper, Mayor



Koss Ronholt, Finance Director/City Clerk

~~2/11/26~~ 2e 3/3/26

Date



1

Households by Income

	Extremely Low Income		Very Low Income	Low Income	Moderate Income				
	0-30% AMI Non-PSH	0-30% AMI PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Total	Emergency Housing
Existing Housing Units	184	0	159	839	329	96	221	1828	0
	10%	0%	9%	46%	18%	5%	12%	100%	
Needed Housing Units	95	27	65	39	21	17	65	329	15
	29%	8%	20%	12%	6%	5%	20%	100%	
Total Housing Units	279	27	224	878	350	113	286	2157	15
	13%	1%	10%	41%	16%	5%	13%	100%	
*Area Median Income									
*Permanent Supportive Housing									

2

Population by Income

	Extremely Low Income		Very Low Income	Low Income	Moderate Income				
	<30% AMI Non-PSH	<30% AMI PSH	30-50% AMI	50-80% AMI	80-100% AMI	100-120% AMI	>120% AMI	Total	Emergency Housing
Existing Population	467	0	404	2290	836	262	561	4821	0
	10%	0%	8%	48%	17%	5%	12%	100%	
Forecasted Population	241	69	165	99	53	43	165	836	15
	29%	8%	20%	12%	6%	5%	20%	100%	
Total Population	709	69	569	2390	889	305	726	5656	15
	13%	1%	10%	42%	16%	5%	13%	100%	
*Area Median Income									
*Permanent Supportive Housing									

3

Income Level and Housing Type

Housing Type	Detached Single-Family Houses	Townhouses and Plexes	Apartments	Accessory Dwelling Units	Apartments with Subsidies
Income Needed	>120% AMI	>80-120% AMI	>50-80% AMI	>50-80% AMI	0-50% AMI

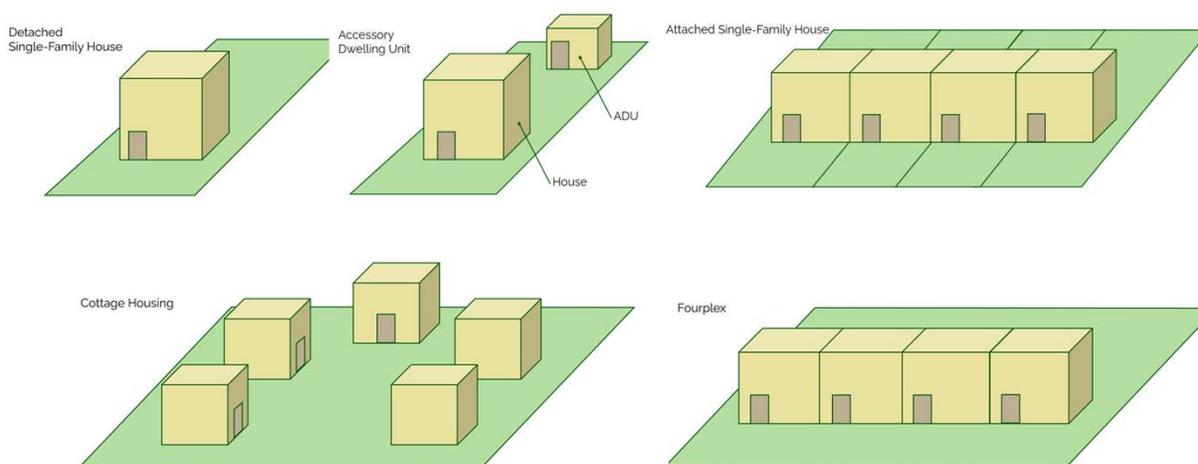
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Housing Units by Type

	Single-Family	Plexes	Apartments	Total Units
Existing Housing Units	1291	331	204	1828
	70.6%	18.1%	11.2%	100%
Additional Potential Units per LCA	204	48	41	293
	69.6%	16.4%	14.0%	100%
Total Housing Units	1495	379	245	2119
	70.6%	17.9%	11.6%	100%

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Housing Types



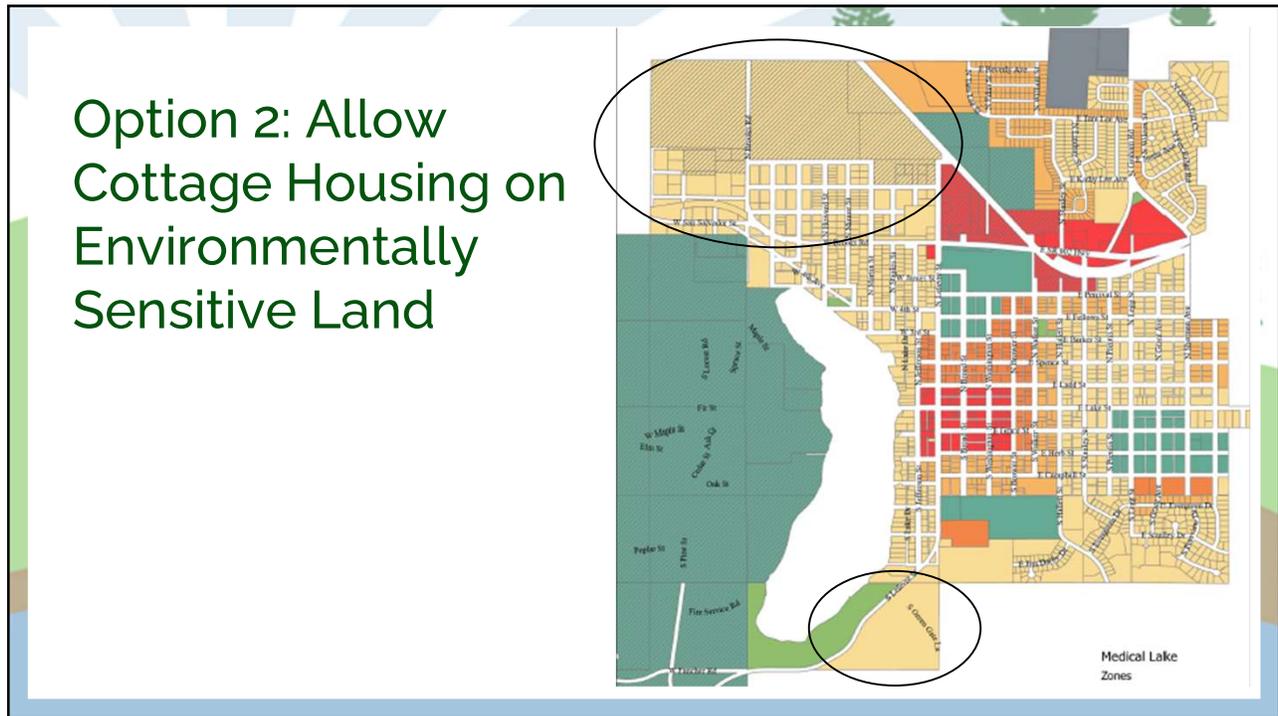
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Option 1: Rezone Industrial Land to Residential



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Option 2: Allow Cottage Housing on Environmentally Sensitive Land



8

Option 3: Change commercial zoning standards to make residential development more attainable

C-1 Zone

Residential dwelling units in conjunction with the primary commercial business, provided that any such dwelling unit is located on floors above the first story, and that use of said first story remains at a minimum of 80% commercial use

MC-1 Zone

Multifamily residential structures containing twelve or more units and residential dwelling units in conjunction with the primary commercial business

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Option 4: Remove minimum lot standards in the Multi-Family Residential (R-3) Zone

The minimum lot size is eleven thousand square feet for two units and an additional two thousand square feet for every additional unit.

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Option 5: Allow more flexibility and housing types in zones that allow dwelling units

R-1 Zone = Single-Family House

R-2 Zone = Single-Family House or Duplex or Townhouse

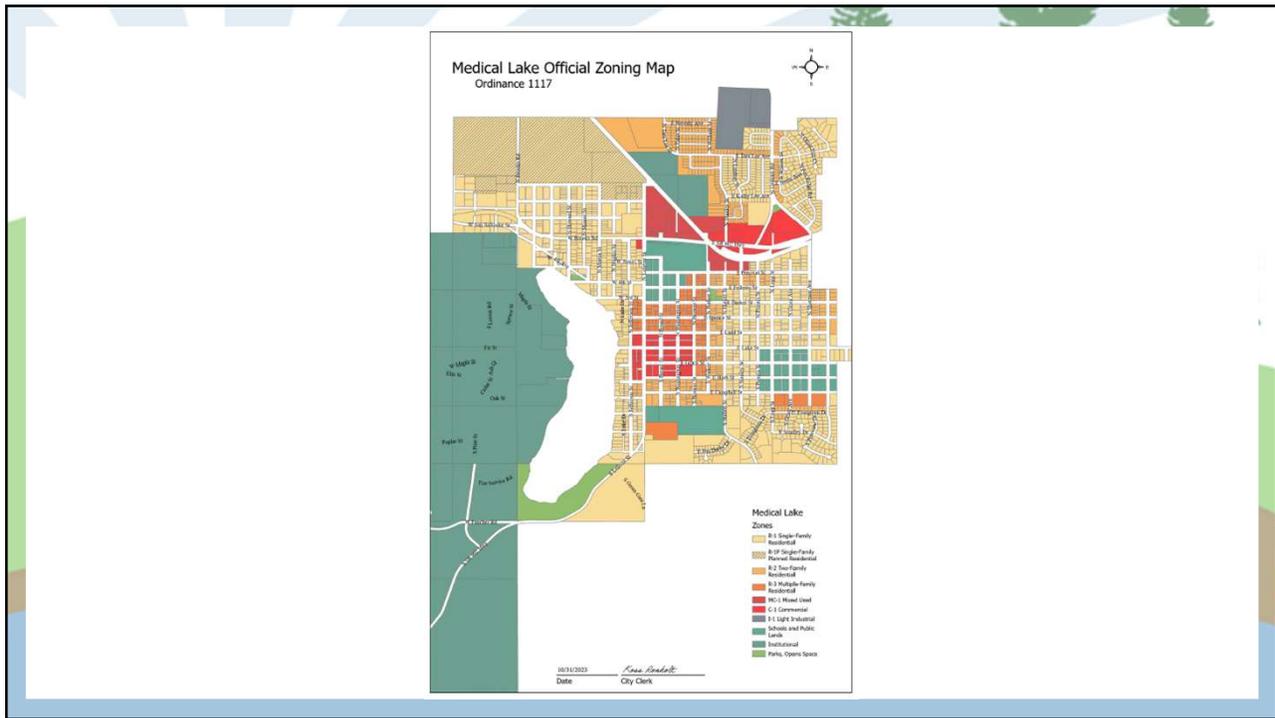
R-3 Zone = Plexes or Apartments

C-1 Zone = Apartments

MC-1 Zone = Apartments



1



2

Existing Zones

- Single-Family Residential (R-1)
- Single-Family Planned Residential (R-1P)
- Two-Family Residential (R-2)
- Multiple-Family Residential (R-3)
- Mixed Use (MC-1)
- Commercial (C-1)
- Light Industrial (L-1)
- Schools and Public Lands
- Institutional
- Parks, Open Space

3

Lot Size Standards

Zone	Max Density	Min Lot Size	Min Lot Width	Min Street Frontage
Single-Family Residential (R-1)	7.3 units per acre	6,000 sf	60 feet	50 feet
Single-Family Planned Residential (R-1P)	7.3 units per acre	6,000 sf	60 feet	50 feet
Two-Family Residential (R-2)	9.2 units per acre	9,500 sf (4,750 sf)	80 feet	60 feet
Multiple-Family Residential (R-3)	18.3 units per acre	11,000 sf (2 units) + 2,000 per additional unit	80 feet	60 feet
Mixed Use (MC-1)	None	3,500 sf	40 feet	30 feet
Commercial (C-1)	None	3,500 sf	30 feet	30 feet
Light Industrial (L-1)	Residential not allowed	5,000 sf	50 feet	50 feet
Schools and Public Lands	Residential not allowed	6,000 sf	60 feet	50 feet
Institutional	Residential not allowed	none	none	none
Parks, Open Space		none	none	none

4

Development Standards

Zone	Max Building Coverage	Front Setback	Garage Entrance Setback	Rear Setback	Interior Side Setback	Exterior Side Setback	Max Height
Single-Family Residential (R-1)	35%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Single-Family Planned Residential (R-1P)	35%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Two-Family Residential (R-2)	45%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Multiple-Family Residential (R-3)	45%	15 feet	none	5 feet*	5 feet	10 feet	40 feet
Mixed Use (MC-1)	85%*	5 feet	5 feet	5 feet*	5 feet	5 feet	40 feet
Commercial (C-1)	100%	none	none	none	none	none	40 feet
Light Industrial (L-1)	45%*	30 feet	none	20 feet*	10 feet*	30 feet	40 feet
Schools and Public Lands	35%	15 feet	none	5 feet	5 feet	10 feet	35 feet
Institutional	none	none	none	none	none	none	none
Parks, Open Space	none	none	none	none	none	none	none

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Use

- Residential
 - Retail
 - Office
 - Storage
 - Parking
 - Industrial
- Commercial
 - Medical
 - School
- Government

Development

- House
- Duplex
- Apartments
- Building
 - Shop
 - Garage
 - Shed
- Landscaping
- Parking Lot
- Fence

6

Uses (R-1 example)

Permitted (Primary) Uses

- (1) One single-family building per lot;
- (2) Noncommercial gardening and fruit raising;
- (3) Signs in accordance to [Chapter 17.39](#), Signs;
- (4) Fences and hedges in accordance to [Chapter 17.40](#), Fences and Hedges;
- (5) Planned unit developments a minimum of two acres in size, in accordance to [Chapter 17.34](#), Planned Unit Development;
- (6) Wireless communication service facilities in accordance to [Chapter 17.52](#), Wireless Communications Facilities;
- (7) Animals in accordance with MLMC [Title 7](#), Animals.

Conditional Uses

- (1) Churches, schools, hospitals and government;
- (2) Dependent care housing;
- (3) Essential public facilities other than secure community transition facilities.

Accessory Uses

- (1) One above or below ground private swimming pool per lot shall be enclosed by a fence at least forty-eight inches high with a locking entry gate or otherwise in accordance with the International Building Code.
- (2) Outdoor patio and/or deck (covered and uncovered);
- (3) Home occupations in accordance with [Chapter 17.45](#), Home Occupation Permit;
- (4) One of the following accessory buildings provided in subsection (4)(A) of this section and one of the accessory buildings provided in subsection (4)(B) of this section and any combination of two of the accessory buildings provided in subsection (4)(C) of this section:
 - (A) Attached garage or carport or structure that combines these two uses.
 - (B) Detached garage or carport or work shop or structure that combine one or more of these uses.
 - (C) Detached minor structure such as a storage building, gazebo, hot-tub enclosure, greenhouse, or play house.

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Permitted Uses (C-1 example)

- | | |
|---|---|
| <ol style="list-style-type: none"> (1) Specified wireless communications facilities pursuant to MLMC Chapter 17.52, Wireless Communications Facilities; (2) Banks and professional offices; (3) Barbershops, beauty parlors; (4) Billiard and pool parlors; (5) Theaters, recreational centers and other places of amusement; (6) Restaurants, cafes, taverns; (7) Small machinery rental and repair (individual machine weighing less than five hundred pounds); (8) Studios, undertaking establishments; (9) Package liquor sales; (10) Bus depots; (11) Commercial garages, automobile sales, service, motor vehicle drive-yourself auto and truck rentals, gasoline service stations; (12) Lumberyards having as the essential purpose the sale of merchandise to customers; (13) Laundries and dry-cleaning establishments; (14) Heating and plumbing equipment sales, supplies, installation and service; (15) Accessory uses, such as repair service relating to the sales in the essential and permitted uses; (16) Operation of motors and other equipment relating to the function of the essential use; (17) Signs in accordance with MLMC Chapter 17.39, Signs; (18) Mini-storage facilities provided that they are not located within the established central business district boundaries; (19) Animal hospitals and clinics for the treatment and the hospitalization of dogs and cats and other small animals, excluding livestock, while actually undergoing medical treatment; the conduct of a kennel for the board or keeping of animals is not a permitted use in a C-1 zone; | <ol style="list-style-type: none"> (20) Post offices, library, government offices; (21) Parking in accordance with MLMC Chapter 17.36, Off-Street Parking; (22) Newspaper offices, printing and copying services; (23) Nursery, greenhouse; (24) Upholstery shops; (25) Hotel, motel, bed and breakfast; (26) Carwash; (27) Educational services; (28) Residential dwelling units (apartments or condominium-type) in conjunction with the primary commercial business, provided that any such dwelling unit is located on floors above the first story, and that use of said first story remains at a minimum of eighty percent commercial use; (29) Grocery and convenience stores; (30) Fraternal halls; (31) Exercise facility/spa; (32) Any uses not listed may be permitted if it is found that the proposed use conforms with the spirit and intent of all sections of the C-1 zone. (33) Day care center. |
|---|---|

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Housing Types

R-1 Zone = Single-Family House

R-2 Zone = Single-Family House or Duplex or Townhouse

R-3 Zone = Plexes or Apartments

C-1 Zone = Apartments

MC-1 Zone = Apartments

9

Actions Being Considered

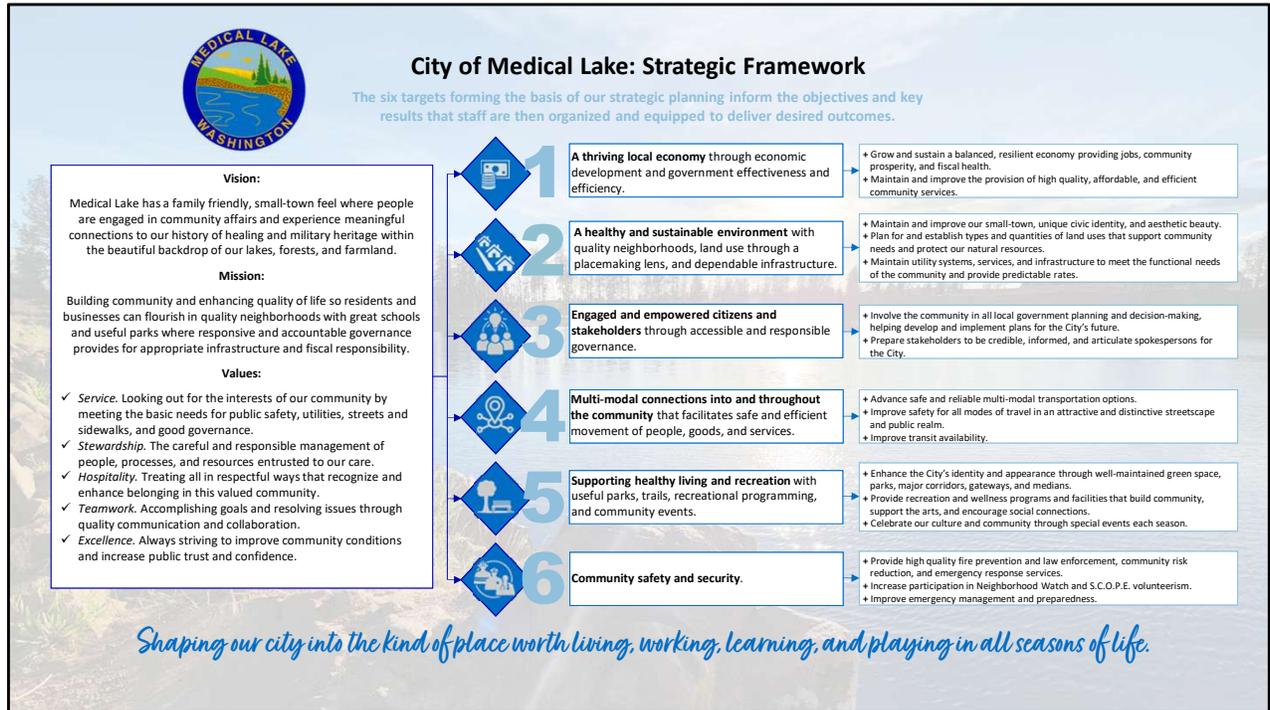
1. Remove R-1P Zone
2. Consolidate C-1 , I-1, and MC-1 Zones
3. Consolidate Schools & Public Land, Institutional, and Parks Open Space
4. Reconsider minimum lot size for zones other than R-1
5. Reconsider residential restrictions in commercial zones
6. Allow more housing types in residential zones.
7. Provide for the opportunity cottage housing in low-density zones.
8. Simplify use categories
9. Consolidate development standards
10. Clean up permitted (primary), accessory, and conditional uses

10

2026 PROGRESS REPORT OVERVIEW



The 2026 Progress Report for the Healing Waters Strategic Plan provides a concise yet comprehensive look at the City of Medical Lake’s achievements over the past year, reflecting our commitment to strengthening community well-being, enhancing infrastructure, and ensuring long-term sustainability. At its core, the report highlights continued collaboration between City Council, administrative staff, local partners, and residents, demonstrating how shared priorities translate into meaningful action.



Last year’s accomplishments capture the essence of Medical Lake's ongoing dedication to dependable services, thoughtful planning, and community-centered governance. Efforts emphasize the importance of resilience, stewardship, and intentional investment as guiding principles shaping citywide decisions. Additionally, this progress report outlines how the city has leveraged grants and partnerships to accelerate progress while ensuring responsible use of public funds.

MUNICIPAL ACHIEVEMENTS



Waterfront Park Transfer: The legislature approved a government-to-government transfer from DSHS to the City along with \$100,000 for administrative related fees, resulting in Waterfront Park and the Medical Lake Trail becoming City-owned assets.

Grant Dollars Delivered: The City was awarded over \$2.6 million in grants that required only \$260,000 of local match and completed over \$700,000 of previously grant funded investments in utilities and transportation facilities.

Public Safety Prioritized: Our community policing model continues to have impact, and uniformed security added in Waterfront Park effectively reinforced rules relating to alcohol, dogs, noise, and park hours, improving how people experience Medical Lake.

Lefevre St. Complete Streets: This project improved and replaced sidewalks and added pedestrian lighting, street trees, and enhanced transit stops to make safer conditions for all users.

CREATING CONDITIONS FOR A THRIVING ECONOMY



Medical Lake continues to advance a thriving local economy supported by efficient, values-driven governance. Recent progress reflects a deliberate focus on strengthening the City's economic foundation while modernizing how services are delivered. Strategic investments in infrastructure, planning, and regulatory improvements have helped create conditions that support small businesses, attract new investment, and ensure public resources are managed responsibly.

Key accomplishments include the successful application and execution of grant funding, implementation of policies that address vacant commercial properties, expanded broadband access through partnerships with Comcast and Zply Fiber, and streamlined permitting and right-of-way processes. These efforts have reduced barriers for businesses, improved customer service, and positioned the City to respond more effectively to growth and redevelopment opportunities.

ENSURING LIVABILITY, RESILIENCE, AND SUSTAINABILITY



Medical Lake remains committed to investing in a healthy and sustainable environment by protecting natural resources, strengthening neighborhood quality, and modernizing essential infrastructure. Recent progress reflects a balanced approach that supports environmental stewardship while ensuring dependable services for residents and businesses.

Key outcomes include advancements in utility planning and infrastructure, groundwater and environmental studies to better understand and protect local resources, and continued investment in stormwater, sewer, and water systems to improve reliability and regulatory compliance. Efforts focused on land use planning and placemaking are helping preserve Medical Lake's small-town character while guiding growth in ways that support livability, accessibility, and long-term resilience.

Ongoing initiatives include capital improvement projects, a utility rate study, asset management efforts, and updates to planning and development regulations. These efforts are designed to reduce long-term costs, improve service levels, and ensure infrastructure investments align with community priorities and future needs.

REFLECTING COMMUNITY PRIORITIES



Medical Lake is benefitting from strengthened civic engagement by making local government more accessible, transparent, and responsive to the community. Recent progress reflects a commitment to involving residents, partners, and stakeholders in meaningful ways that support informed decision-making and shared ownership of the City's future.

Key outcomes include expanded opportunities for public participation through advisory boards, steering committees, surveys, open houses, and special outreach efforts tied to planning initiatives and policy decisions. Legislative coordination and interagency partnerships have also strengthened the City's ability to advocate for community priorities while keeping residents informed about issues that affect Medical Lake.

Ongoing initiatives focus on improving how the City communicates and engages. Website updates, expanded digital outreach, development of a comprehensive communications plan, and continued use of public meetings and community events are helping ensure information is timely, clear, and easy to access.

MAKING IT EASIER TO MOVE THROUGHOUT THE CITY



Medical Lake is advancing safe, reliable, and accessible multi-modal connections that support everyday mobility and strengthen connections between neighborhoods, downtown, parks, and regional destinations. Recent progress reflects a focus on improving streets and pathways so people can move safely and efficiently whether walking, biking, driving, or using transit.

Key outcomes include progress on the Lefevre St. Complete Streets project, ADA accessibility improvements, street maintenance and preservation work, and enhanced transit amenities. These efforts improve safety for all users, address aging infrastructure, and make it easier to navigate the community while supporting economic activity and access to services.

Ongoing initiatives include implementation of the City's transportation planning efforts, continued pursuit of grant funding, coordination with regional transit providers, and design and engineering for future street, sidewalk, and trail improvements. The City is also integrating transportation investments with land use planning and capital improvement planning to ensure long-term sustainability and connectivity.

SUPPORTING AN ACTIVE, CONNECTED COMMUNITY



Medical Lake treats recreation as a core component of livability and health, embedding it in planning, infrastructure, and cultural identity. We offer year-round, diverse programming while partnering with and contributing to seasonal community events that encourage and support participation for all ages and abilities. Recent progress reflects a commitment to providing useful, accessible parks, trails, programs, and events that encourage physical activity, social connection, and community pride.

Key outcomes include expanded recreation programming, well-attended community events, and continued improvements to parks and recreational facilities. Investments in park amenities, maintenance, and programming have increased participation across all ages while reinforcing parks and public spaces as gathering places that support wellness and belonging.

Ongoing initiatives focus on enhancing parks and trail infrastructure, upgrading facilities and equipment, expanding recreation offerings, and strengthening partnerships that support events and programming. Planning efforts continue to prioritize accessibility, long-term maintenance, and alignment with community needs so recreation assets remain reliable and welcoming over time.

MAKING A SAFE, RESILIENT, AND PROTECTED COMMUNITY



Public safety and emergency management have been elevated as a core line of effort for Medical Lake in recent years, linking emergency preparedness, hazard mitigation, and infrastructure resilience to long-term recovery and day-to-day operations.

Key outcomes include enhanced security and enforcement measures in high-use public spaces, adoption and implementation of emergency preparedness and hazard mitigation planning, and investments in safety-related infrastructure and technology. These efforts help reduce risk, improve response capability, and reinforce community standards that support safe and welcoming public places.

Ongoing initiatives focus on advancing emergency management planning, strengthening partnerships with regional public safety agencies, improving facilities and equipment, and integrating safety considerations into capital planning and infrastructure projects. The City continues to emphasize prevention, preparedness, and coordination to ensure resources are used effectively and responsibly.

COMMUNITY IMPACT



Benefits to the Community

Dependable services, improved infrastructure, and a growing local economy supported by a City organization focused on results and committed to maintaining Medical Lake as a great place to live, work, and do business.

Local government that reflects the values and priorities of the people it serves through greater awareness of City actions, clearer pathways to participate in decision making, and increased confidence that community voices are heard.

Reliable utilities, cleaner water, and improved neighborhood quality through balanced efforts preserving Medical Lake's character, enhancing quality of life today, and responsibly preparing for future generations.

Safer streets, improved accessibility, expanded transportation choices, and stronger connections to schools, parks, businesses, and regional job centers resulting in a more walkable and connected community.

Expanded opportunities to stay active, connect with neighbors, and enjoy shared spaces.

Safer parks and public spaces, improved emergency preparedness, reliable emergency response, and a clear focus on safety.