



**CITY COUNCIL REGULAR MEETING
TUESDAY, JUNE 2, 2026
HELD REMOTELY & IN PERSON AT CITY HALL
124 S. LEFEVRE ST.**

- Sign up to provide Public Comment at the meeting via calling in.
- Submit Written Public Comment Before 4 pm on (JUNE 2, 2026) - *SEE NOTE*

Please note: To better serve our community, we are now offering Live Streaming of our Council Meetings on our YouTube channel (link is provided below). This will enable citizens who wish to just view the meeting and not participate (provide comments) to do so in the comfort of their homes. Those that wish to provide input during the citizen comment periods may join the meeting as usual via the Zoom link.

- **Join the Zoom Meeting –**
<https://us06web.zoom.us/j/81125384157?pwd=kof6KZTYZhqbh68bIDDMxRwMbFaCCb.1>

Meeting ID: 811 2538 4157
Passcode: 892172

One tap mobile
+16694449171,,81125384157#,,,,*892172# US
+17193594580,,81125384157#,,,,*892172# US

Join instructions
https://us06web.zoom.us/meetings/81125384157/invitations?signature=K-hxxs8Bsun-bND1TYuh7z6DA0wajPflhG_QtxRPOGU

- **Watch the Live Stream on YouTube -**
<http://www.youtube.com/@CityofMedicalLake>

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the council meeting, please email your comments to sweathers@medical-lake.org by 4:00 p.m. the day of the council 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 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.

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

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
2. **AGENDA APPROVAL**
3. **INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
4. **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**
5. **REPORTS**
 - A. Committee Reports/Council Comments
 - B. Mayor
 - C. City Administrator & City Staff
 - i. Sonny Weathers, City Administrator
 - ii. Koss Ronholt, Finance Director – Grant Status Report May 2026
6. **WORKSHOP DISCUSSION**
 - a. Fireworks Code Review (*page 3*)
 - b. Draft Transportation Master Plan (*page 4*)
 - c. Commercial Kitchen Management Consulting Service Agreement (*page 103*)
7. **ACTION ITEMS**
 - A. Consent Agenda
 - i. Approve **May 19, 2026**, minutes. (*page 112*)
 - ii. Approve **June 2, 2026**, Claim Warrants numbered **53763** through **53789** in the amount of **\$92,226.38**. (*page 116*)
 - iii. Fireworks Retail Sales Permit 2026A for Life Springs Fellowship (*page 117*)
 - iv. Fireworks Retail Sales Permit 2026B for J & M LLC (*page 118*)
 - v. Fireworks Retail Sales Permit 2026C for The Good Stuff (*page 119*)
 - vi. Fireworks Public Display Permit for Founders Day Festival June 19, 2026 (*page 120*)
8. **PUBLIC HEARINGS** – None.
9. **EXECUTIVE SESSION** – None.
10. **RESOLUTIONS**
 - A. 26-800 Service Agreement with Icon Commercial Roofing for Commercial Kitchen Project (*page 121*)
11. **ORDINANCES**
 - A. Second Read of Ordinance 1145 Concerning Affordable Housing (*page 129*)
12. **EMERGENCY ORDINANCES**
13. **UPCOMING AGENDA ITEMS**
14. **INTERESTED CITIZENS**
15. **CONCLUSION**



To: Mayor and City Council
From: Sonny Weathers, City Administrator
TOPIC: 2026 FIREWORKS CODE REVIEW

Requested Action:

Staff direction. For workshop discussion and information.

Key Points:

- The City currently allows limited sale and discharge of consumer fireworks under MLMC Chapter 5.10, with authority for the Fire Chief to prohibit discharge during periods of extreme fire danger.
- Following the 2025 advisory vote, a majority of participating voters supported continuing to allow fireworks, while.
- City Council recognizes associated public safety risks and wishes to explore a targeted code amendment to align the sale of fireworks with existing restrictions on use during high fire danger conditions.
- Proposed updates would provide clear authority to suspend fireworks sales when discharge is prohibited, improving enforceability and reducing risk.

Background Discussion:

The City regulates fireworks under adopted local code, consistent with state law, which allows jurisdictions to set time, place, and manner restrictions on sale and discharge. Current code establishes limited sales (July 1–4) and discharge (July 4 only), with discretionary authority for the Fire Chief to restrict use during unsafe conditions. The recent advisory ballot measure, initiated by Council to gauge public input, affirmed continued community support for fireworks, while reinforcing the need to balance tradition with public safety considerations. The ability to restrict discharge without also addressing sales creates a potential enforcement gap and may undermine the City’s public safety objectives during periods of elevated fire risk.

Public Involvement:

The advisory ballot process provided a structured opportunity for community input, with 1,425 ballots submitted by registered voters and a 58.61% majority favoring continued allowance of fireworks. Prior to and following the ballot measure, residents have expressed a range of perspectives, including support for traditional celebrations and concerns related to fire risk, public safety, and quality of life.

Next Steps:

Per Council discretion, staff will bring forward an ordinance for consideration and action at the 6/16 City Council meeting.



City of Medical Lake
124 S. Lefevre St.
P.O. Box 369
Medical Lake, WA 99022-0369

6/2/2026 City Council Meeting

To: City Council
From: Elisa Rodriguez, Senior Planner
TOPIC: Periodic Update: DRAFT Transportation Master Plan

Requested Action:

Provide feedback and guidance on the DRAFT Transportation Master Plan

Key Points:

A DRAFT Transportation Master Plan is attached. City staff have worked closely with the consultant through multiple iterations of this document. Staff has reviewed this version and identified some minor typographical issues along with one notable correction needed: the reference to a "South UGA Area" in Chapter 6. The City does not currently have, nor is it proposing, a south UGA area as depicted.

At this stage, your review is critical from both a technical and broader policy perspective. Following input from Planning Commission and City Council, staff will incorporate feedback into a final draft, which will then be presented through the required public hearing process.

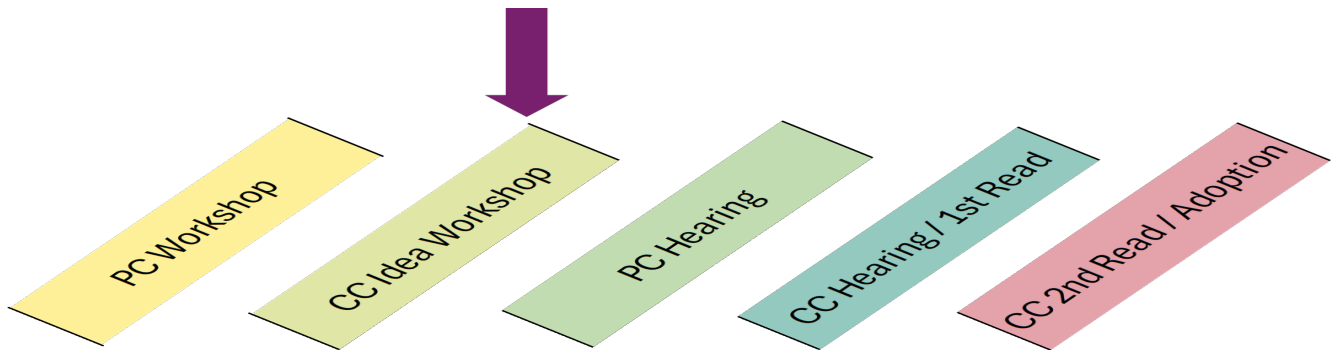
The Transportation Master Plan establishes a long-term framework for developing and maintaining a safe, efficient, and well-connected transportation system in Medical Lake. It enables the City to identify current and future needs, prioritize infrastructure investments, and coordinate improvements with anticipated growth and development. By evaluating traffic patterns, roadway conditions, and safety data, the plan supports targeted improvements that reduce accidents and enhance safety for drivers, pedestrians, and cyclists. In addition, having an adopted plan provides a framework for decision making and strengthens the City's ability to compete for state and federal funding, ensuring that local resources are used more effectively. The plan also promotes mobility and connectivity by supporting a balanced transportation network that includes vehicles, walking, biking, and regional connections. The Transportation Master Plan informs both the Capital Improvement Plan and the Comprehensive Plan.

Background Discussion:

There is no evidence the City of Medical Lake has ever had a stand-alone transportation plan. There has been a transportation element in the Comprehensive Plan at least since the first GMA compliant plan was adopted in 1997.

The level of technical analysis required for a transportation plan is beyond the City's in-house capacity. Therefore, using Periodic Update grant money, the City contracted with Ardurra to perform the necessary analyses and produce a Transportation Plan.

This workshop is the second step in a 5-step adoption process for the Transportation Master Plan.



Public Involvement:

The concepts and strategies of Transportation Master Plan are based on the information gathered in outreach activities throughout 2025. Public Hearings will be held by the Planning Commission and the City Council. In addition, the draft is on the City website for review and comment by the public.

Next Steps:

The Planning Commission is scheduled to hold a public hearing at the June 25, 2026 meeting to consider a recommendation to the City Council for adoption.

CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN



May 2026



ACKNOWLEDGEMENTS:

CITY OF MEDICAL LAKE

Council Members

- Mayor Terri Cooper
- Heath Wilbur
- Ted Olson
- Don Kennedy
- Tony Harbolt
- Lance Speirs
- Lorin Ray-Abbott
- Chad Pritchard

City Administrator

- Sonny Weathers

City Planner

- Elisa Rodriguez

PREPARED BY, CONSULTANTS

- CivTech
- Ardurra

Contents

- CHAPTER 1. INTRODUCTION..... 1
 - 1.1 PURPOSE & STUDY AREA3
- CHAPTER 2. GOALS & POLICY 5
 - 2.1 CITY BACKGROUND DOCUMENTS7
 - 2.2 GOALS, OBJECTIVES, AND POLICIES8
- CHAPTER 3. EXISTING CONDITIONS 11
 - 3.1 DEMOGRAPHICS12
 - 3.2 STREET NETWORK15
 - 3.3 TRAFFIC COUNTS & CAPACITY18
 - 3.4 FREIGHT.....19
 - 3.5 SAFETY20
- CHAPTER 4. FORECAST CONDITIONS 26
 - 4.1 TRAFFIC FORECASTS27
 - 4.2 FORECAST PERFORMANCES32
 - 4.3 ROADWAY IMPROVEMENTS37
- CHAPTER 5. MULTIMODAL DISCUSSION 41
 - 5.1 ACTIVE TRANSPORTATION42
 - 5.2 CITY TRANSIT50
 - 5.3 MEDICAL LAKE SCHOOL DISTRICT53
- CHAPTER 6. TRANSPORTATION IMPROVEMENT PROGRAM .. 56
 - 6.1 TIP COST ESTIMATES57
 - 6.2 MEDICAL LAKE TIP59
 - 6.3 LONG-RANGE PROJECTS60
 - 6.4 FUNCTIONAL CLASSIFICATION REVISIONS66
 - 6.5 UGA ROADWAY ALIGNMENTS66
 - 6.6 INFLATION67

Exhibits

- Exhibit 1.1. Medical Lake Study Area 5
- Exhibit 3.1. Medical Lake Census Tract 139 13
- Exhibit 3.2. Existing Functional Classification Map 17
- Exhibit 3.3. Medical Lake Freight Map 23
- Exhibit 3.4. 5-Year (2020-24) Collision History Map 22
- Exhibit 4.1. Medical Lake TAZ Map 29
- Exhibit 4.2. Current & Forecast Intersection Turn Movements .. 34
- Exhibit 4.3. Intersection LOS and Configurations 36
- Exhibit 5.1. Medical Lake Sidewalk Map 44
- Exhibit 5.2. FHWA Safe Facilities Results 45
- Exhibit 5.3. Medical Lake Bicycle Facilities 46
- Exhibit 5.4. FHWA Facility Selection Matrix47
- Exhibit 5.5. Sample Complete Street Cross Section w/Park..... 45
- Exhibit 5.6. FHWA Crossing Treatment Matrix..... 45
- Exhibit 5.7. Medical Lake Transit Map..... 51
- Exhibit 5.8. Medical Lake School District 54
- Exhibit 5.9. Safe Routes Map..... 55
- Exhibit 6.1. Wellesley Avenue & A Street Roundabout..... 62
- Exhibit 6.2. Medical Lake Short-Term Improvement Map 63
- Exhibit 6.3. Medical Lake Mid-Term Improvement Map 64
- Exhibit 6.4. Medical Lake Long-Term Improvement Map 65
- Exhibit 6.5. Proposed Functional Classifications 68
- Exhibit 6.6. Proposed Alignments, North UGA 69
- Exhibit 6.7. Proposed Alignments, South and East UGA's 70

Tables

Table 3.1. Economic Demographics 13
Table 3.2. Housing Demographics 14
Table 3.3. Road Data 18
Table 3.4. Street Capacity Thresholds 19
Table 3.5. Street Capacity Analysis 19
Table 3.6. Summary Intersection Collisions 23
Table 4.1. Year 2050 & Full-Build Trip Generation 30
Table 4.2. Year 2050 && Full-Build Traffic Forecasts 31
Table 4.3. Street Capacity Thresholds 32
Table 4.4. Intersection Levels-of-Service, PM Peak Hour 32
Table 5.1. FHWA Sidewalk Needs by Roadway Type 42
Table 6.1. Medical Lake 6-Year TIP 60

Appendices

Appendix A: Glossary of Terms

Appendix B: LOS Definitions

Appendix C: Collision Summary Data

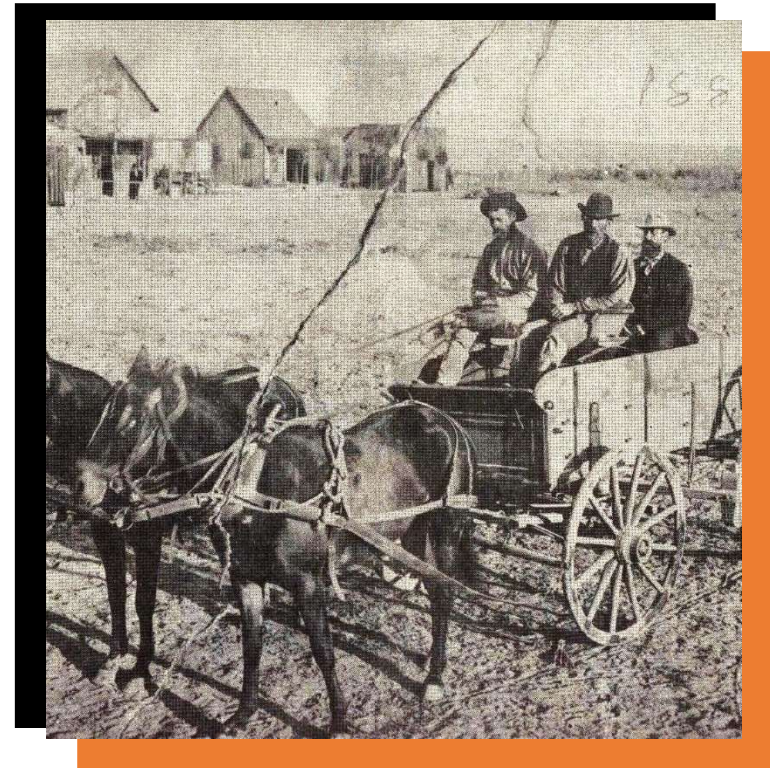
Appendix D: Summary LOS Worksheets





CHAPTER 1

INTRODUCTION



Chapter 1

Medical Lake, Washington has experienced a steady rate of population growth during the City's 135-year history. The city has grown from 617 people in 1890 to 4,900 people in 2025; an average 1.55% annual growth rate in population over time. However, there have been decades with strong gains, 30% increases have occurred, as precipitated by events like the construction of Eastern State Hospital in 1891 or the development of Fairchild Air Force Base in 1942. More recently, the early 2000's saw a significant increase in population with the construction of large housing developments.

City leadership desires and is promoting continued growth in the community. They are working to advance projects that increase water and sewer capacity, this will allow for housing and commercial/retail business development. In addition, leadership is promoting the family-friendly feel of a small and enjoyable downtown environment complimented by bike and pedestrian improvements to enhance primary routes with multimodal enhancements, designating some roads as complete streets. Leaders postulate that a walkable and bikeable City, supported by Spokane Transit Authority (STA) services, will support travel alternatives, reducing reliance on personal autos, to minimize travel demand, promote healthy lifestyles, provide context sensitive street appeal, and diminish environmental impacts.

A leading example includes the recently finalized Lefevre Street (SR 902) Pedestrian and Bicycle project, Hancock Street to Brooks Road. City officials collaborated with the Transportation Improvement Board (TIB) of Washington to upgrade 0.55-miles of sidewalk, lighting, planter boxes, bike lanes (coming this year), and trees in the downtown core. This has enhanced streetscapes and active transportation facilities, which are widely used by citizens who can walk or bike to work, or for those who enjoy active movements in the Medical Lake central business district for recreational purposes.

With growth, City leaders understand the potential does exist to increase vehicle travel demand. However, it is understood the practical capacity of arterial streets and collectors is likely sufficient to support reasonable growth trends over the next 25-plus years. Yet, a few pivotal junctions and select street segments may experience capacity issues. With that understanding, the City would like to focus on transportation endeavors that improve multimodal networks, like Lefevre Street, to improve travel options and the community-focus of Medical Lake, as well as affecting environmental benefits. Again, the City recognizes the great benefits offered by Spokane Transit Authority (STA); they wish to incorporate bus facilities into street designs, where appropriate and as supported by STA.

At the direction of the Medical Lake City Council and City Leaders, the Medical Lake Transportation Master Plan (TMP



or Plan) recommends multimodal strategies and solutions for the City. The Plan recommends active transportation and transit solutions to build mobility options and help diminish impact on the operation of key intersections and roadways. The Plan provides goals and policy advice to help promote active mobility and complete streets objectives. The intent of the Plan is to present a network strategy for assuring safe, practical, and context sensitive movements for all modes of travel as based on the consideration/review of current and forecast travel conditions.

1.1 PURPOSE & STUDY AREA

The Transportation Master Plan was developed in compliance with “best” Complete Street practices, pursuant to Title 8 of the Medical Lake Municipal Code (MLMC). Also, the Plan recognizes the guidance provided with Revised Code of Washington (RCW) Chapters 47.04.320 and 47.24.06. The Plan works to recommend multimodal projects relevant to and supportable by funding agencies like TIB and the Washington State Department of Transportation (WSDOT), as it pertains to complete streets, transit, and active transportation.

This Plan recommends mobility and multimodal solutions for addressing travel demand issues in Medical Lake over two horizons; the year 2050 and a full-build scenario. Improvements for the 2050 scenario are referred to as “short-term” and are meant for the 6-Year Medical Lake

Transportation Improvement Program (TIP). The horizon is 2032, recognizing Council will adopt this plan by years end, and TIP updated and finalized by June of 2026.

At the request of City leaders, a full-build land use scenario was developed. The purpose of this analysis is to identify where roadway capacity constraints may emerge over the long term, enabling City leaders to plan for potential right-of-way needs and building setbacks when reviewing land use proposals or advancing street improvement projects for 2032 or 2050.

Traditional capacity and unique multimodal measures of effectiveness were employed to help identify projects and quantify how residents will interact with the street network. These analyses were used to develop solutions for the year 2032, 2050, and long-term conditions for Medical Lake.

STUDY AREA

Medical Lake is situated in West Plains region of Spokane County about 14 miles southwest of the City of Spokane; aligned roughly midway between Interstate-90 (I-90) and U.S. Highway 2 (US 2). Access to/from the City is provided by State Route 902 (SR-902), Brooks Road, Lake Street, and Espanola Road/San Salvador Street. Fairchild Air Force base is 3.9 miles to the north; Airway Heights is 8.3 miles northeast. The City has commercial centers on Lake Street and Lefevre Street. Residential areas are aligned throughout the community. Streets are arranged mostly in a grid network; however,

newer neighborhoods have been laid out with limited through streets, the balance as dead-end streets with cul-de-sacs. SR 902 separates newer residential developments from rest of Medical Lake.

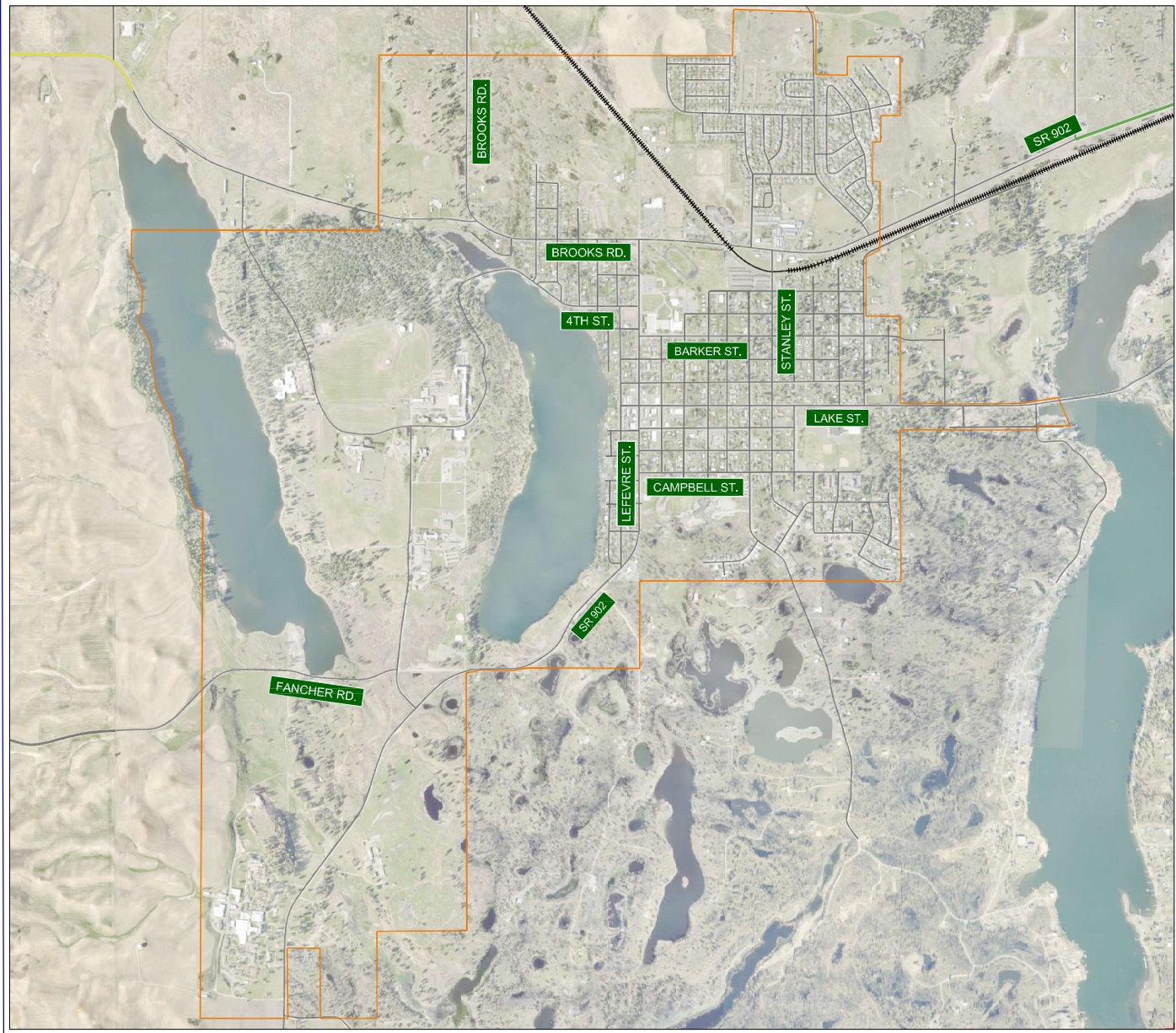
Arterials and collectors support most city commute needs as shown in Exhibit 3.1. A summary of these federally classified roads include:

- Arterials:
 - State Route 902 (East city limit to Lefevre)
 - Lefevre Street
- Major Collectors:
 - Brooks Road
 - Howard Street (Brooks Road to 4th Street)
 - 4th Street (Jefferson to DSHS campus)
 - Jefferson Street (4th Street to Lake Street)
 - Lake Street
 - Fancher Road
 - State Route 902 (Waterfront Park to South city limit)
- Minor Collectors:
 - San Salvador Street
 - Barker Street (Lefevre Street to Stanley Street)
 - Stanley Street (SR 902 to Campbell Street)
 - Campbell Street (Lefevre Street to Stanley Street)

The Plan was developed per directives of the City Council and staff, but it is recognized that other authorities have

influence within Medical Lake's municipal boundaries. The Plan will be shared for review and comment by agencies such as Spokane County, WSDOT, and STA. **Exhibit 1.1** displays municipal boundaries and what will constitute the study area for the Plan.





N.T.S.

LEGEND

- CITY URBAN BOUNDARY
- WASHINGTON EASTERN RAIL

Exhibit
1.1

CITY AREA AND BOUNDARY



CITY OF MEDICAL LAKE
TRANSPORTATION MASTER PLAN
MEDICAL LAKE, WASHINGTON



CHAPTER 2

GOALS & POLICY



Chapter 2

City officials are working on the 2026 to 2046 update to the Medical Lake Comprehensive Plan. This Transportation Plan highlights key objectives, goals and policies, which will guide development of the multimodal transportation network for the City. This section highlights the conclusions that will feed into the Transportation Element of the Comprehensive Plan.

2.1 CITY BACKGROUND DOCUMENTS

The context of the overarching visions of Medical Lake must be understood when developing this Transportation Master Plan. Through coordination with City leaders and the public, staff created a Vision Statement that supports development of the Comprehensive Plan. This statement is as follows:

The Comprehensive Plan endeavors to shape the City into the kind of place worth living, working, learning, and playing in all seasons of life by:

- *Nurturing Medical Lake’s small-town charm and community spirit while honoring its history.*
- *Integrating the natural and built environment in a thoughtful and sustainable manner.*
- *Creating safe, walkable neighborhoods with accessible parks and housing for all.*
- *Establishing equitable access to resources, strong social connections, and a healthy environment.*

- *Encouraging a thriving economy through community partnerships and recreational tourism, with a focus on downtown revitalization.*

The statements of “Creating safe, walkable neighborhoods with accessible parks and housing for all” and “Establishing equitable access to resources, strong social connections, and a healthy environment” guide development of this Transportation Master Plan. The goals and policies identified, and many of the improvements highlighted by the Transportation Improvement Program, were developed to encourage a multi-modal network that provides access to community resources, connects citizens, and promotes healthy lifestyles.

In addition, City leaders created a foundation document for the Comprehensive Plan through prior development of a 2025 Strategic Plan that sets goals and objectives for managing the City. The Strategic Plan guides “the important work of staff, citizen advisory boards, and Council as we strategically and collectively achieve the stated vision, mission, and values;” resulting to the following target as it relates to transportation:

Multi-modal connections into and throughout the community. Advancing safe and reliable multi-modal transportation that facilitates the safe, efficient movement of people, goods, and services.

The transportation strategic objectives that support this statement and the subsequent development of the Comprehensive and Transportation Master Plans were identified from the Strategic Plan. A summary of these select statements (from a range of objectives) include:

4.1 Integrated Multi-modal Transportation Network -

- 4.1.1. *Have convenient, attractive, and visible pedestrian and bicycle access to community facilities and neighborhoods, making the trail system one of the state's best.*
- 4.1.2. *Use and maintain the transportation system effectively for all motorized and nonmotorized transportation modes within the city and between Medical Lake and neighboring communities.*
- 4.1.3. *Improve pedestrian and vehicular safety along city streets, especially SR-902, and enhance SR-902's ability to serve commercial land uses.*
- 4.1.4. *Improve aging and/or missing transportation infrastructure with safe accommodations for people and vehicles.*
- 4.1.5. *Improve safety for all travel modes in an attractive and distinctive streetscape and public realm.*

4.2 Access to Transit -

- 4.2.1. *Make public transportation available to all city residents and workers.*
- 4.2.2. *Improve transit availability and increase ridership.*

2.2 GOALS, OBJECTIVES, AND POLICIES

The Strategic Plan and the draft vision statement for the Comprehensive Plan demonstrate the desire to improve mobility and safety along SR 902 and provide multimodal enhancements throughout the community. The following Goals and Policies were developed to meet the visions and objectives identified in these documents in coordination with City leaders.

Goal 1: A Safe, Low-Risk, and Human-Centered Transportation System

Create and maintain a transportation system that protects the lives and well-being of all users—including pedestrians, bicyclists, transit riders, motorists, and people with mobility challenges—through safe-systems design, proactive planning, and a commitment to reducing accidents.

Policy 1: Prioritize Vulnerable Users

Design and operate streets to protect the safety of people walking, rolling, biking, and using mobility devices, especially near schools, parks, downtown, transit stops, and along the State Route 902 corridor.

Policy 2: Adopt Safe-Systems and Complete Streets Principles

Design streets, crossings, and public spaces using safe-systems and complete-streets principles to reduce conflict points, slow vehicle speeds where appropriate,



improve crossings, and create safer conditions for all modes and ages.

Policy 3: Reduce Collisions

Focus investments and interventions on State Route 902 corridor and the intersection of Stanley and Lake Streets to reduce the likelihood and severity of collisions.

Goal 2: A Connected, Accessible, and Seamlessly Navigable Transportation System

Create a transportation system that provides convenient, and complete access for all people—regardless of age, ability, or mode—through a well-connected network of streets, sidewalks, trails, and transit that links homes, jobs, parks, schools, commercial centers, community services, and regional destinations.

Policy 1: Build a Complete, Connected Multimodal Network

Develop and maintain a network of walking, rolling, biking, and transit facilities that offer continuous, direct, and barrier-free connections between key destinations, including beginning and end of trip facilities.

Policy 2: Prioritize Accessibility for All Users

Ensure that transportation facilities meet ADA standards, support mobility-assistive devices, and remove barriers that limit access for seniors, youth, and individuals with disabilities.

Policy 3: Strengthen Local and Regional Connectivity

Enhance connections between neighborhoods and public services, parks, schools, transit stops, and commercial areas.

Policy 4: Enhance Wayfinding and Network Legibility

Provide clear signage, route information, and intuitive street and trail design that make the transportation network easy to navigate for residents and visitors.

Policy 5: Address Gaps and Barriers Proactively

Identify and fix sidewalk gaps, missing crosswalks, inaccessible transit stops, disconnected trail segments, and poor street connectivity.

Goal 3: A Mobility-Focused, Efficient, and Reliable Transportation System

Provide a transportation system that enables efficient, reliable, and seamless mobility for all users.

Policy 1: Improve Network Efficiency Across All Modes

Enhance the performance of the street, trail, and transit networks through system management, connectivity improvements, and multimodal planning.

Policy 2: Enhance Regional Mobility

Collaborate with regional partners to improve mobility between Medical Lake, Fairchild Air Force Base, and other West Plains job and commercial centers.

Goal 4: A Transportation System That Strengthens Community and Economic Vitality

Develop and maintain a transportation system that supports a thriving local economy, strengthens community identity, and enhances access to businesses, jobs, public services, and cultural destinations, while fostering vibrant, connected neighborhoods and commercial districts.

Policy 1: Support Local Business Districts Through Transportation Investments

Prioritize transportation improvements that enhance access, visibility, and circulation for local businesses.

Policy 2: Strengthen Community Identity Through Street Design

Use street design, public spaces, signage, and landscaping to reinforce community character, support placemaking, and create attractive gateways and corridors.

Policy 3: Promote Tourism Through Mobility Enhancements

Improve transportation access to parks, trails, historical sites, and regional attractions to support tourism, recreation, and local spending.

Policy 4: Integrate Transportation and Land Use to Foster Vibrant, Walkable Places

Coordinate transportation planning with zoning and development patterns to encourage mixed-use,

walkable centers that attract businesses and enhance community vitality.

Goal 5: A Healthy, Sustainable, and Equitable Transportation System

Create a transportation system that supports public health, reduces environmental impacts, and provides equitable and sustainable travel options for all residents—walking, biking, transit, and driving—while reducing greenhouse gas emissions and promoting active lifestyles.

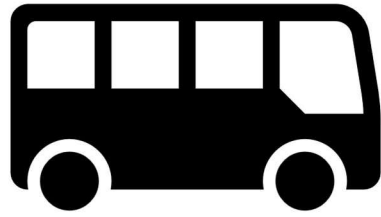
Policy 1: Promote Active Transportation

Prioritize walking, rolling, and bicycling through infrastructure and land-use decisions that encourage daily physical activity and reduce dependence on single-occupancy vehicles.

Policy 2: Reduce Transportation-Related Emissions

Support low-carbon mobility options—including transit, EV infrastructure, and compact development patterns—to reduce greenhouse gas emissions, air pollution, and climate impacts.





CHAPTER 3

EXISTING CONDITIONS



Chapter 3

This section documents current travel conditions within the City and provides a basis for gauging the impact of future changes, as precipitated by land use development with associated traffic increases.

3.1 DEMOGRAPHICS

Demographics were found using U.S. Census Bureau Data, available through American Community Survey, Decennial Census¹. Also, the 2046 Medical Lake Land Capacity Analysis was used to augment population and land use discussions.

POPULATION

Medical Lake was confirmed to have a current population of 4,874 people in 2020 by US Census. The 2046 Medical Lake Land Capacity Analysis confirms a 2023 population of 4,195, representing nearly 1% growth over 3-years. The Land Capacity analysis indicates the population of Medical Lake will increase to 5,159 persons by 2046, over a 5% increase over 23 years. This equates to 0.24% growth annually.

Relevant to the future condition's discussion, confirming the growth in population is important as it assures associated traffic gains will also occur. With that said, while population forecasts are useful for confirming that growth is anticipated by City leaders, per Chapter 4, land use forecasts provide the basis for estimating forecast travel demands.

This is mentioned to indicate that, even if population growth trends vary from what has been discussed, this will not have a bearing on the conclusions derived for this Plan. Land use is the basis for forecasting, and traffic impacts are related to development growth regardless of forecast year.

Current and future populations summaries are as follows:

- **2020:** 4,874 residents, Census
- **2023:** 4,915 residents, Land Capacity Analysis
- **2032:** 5,022 residents, Estimated from Annual Growth
- **2046:** 5,195 residents, Land Capacity Analysis
- **2050:** 5,245 residents, Estimated from Annual Growth

Medical Lake and the surrounding area are comprised of a single census tract. A tract is a geographic area for which the Census Bureau defines demographics, like population, housing, age, ethnicities, etc. Census Tract 139 encompasses the City of Medical Lake. This is shown by **Exhibit 3.1** on the next page. Key year 2024 census for Medical Lake is below:

- 19.1% are age 19 and under
- 15.8% are age 65 and older
- 49.2% are female persons
- 15.8% have a disability
- 8.4% of persons are in poverty
- 87.9% are White
- 6.2% are Hispanic or Latino
- 4.1% are Black

1. <https://data.census.gov/all?q=Medical+Lake+city,+Washington>

ECONOMIC

Economic demographics were studied to identify commute times, degree of vehicle dependency, and network use. Commute data helps provide an understanding of how residents are moving in the network, given employment data. This also provides insight into how the community is traveling in the system (travel mode). Salary data supports deductions regarding need for travel options. **Table 3.1** shows key economic factors identified from Medical Lake 2024 Census data.

Table 3.1. Economic Demographics	
Category	Population Percentage
Employment:	
Employed	56.7%
Unemployed	0.7%
Not in Labor Force	43.3%
Commuting:	
Drives Alone	76.5%
Carpools	7.4%
Public transit	3.0%
Walked	2.1%
Work from Home	10.9%
Error / Not Known	0.3%
Income per Household:	
Less than \$10,000	4.0%
\$10,000 to \$14,999	7.1%
\$15,000 to \$24,999	3.2%
\$25,000 to \$34,999	7.0%
\$35,000 to \$49,999	4.8%
\$50,000 to \$74,999	17.6%
\$75,000 to \$99,999	15.5%
\$100,000 to \$149,999	29.3%
\$150,000 to \$199,999	10.8%
\$200,000 or more	0.8%

Source: United States Census Bureau

As shown, 43.7% of residents have household salaries that fall below a Spokane County median annual income of \$75,000. 43.3% of the city population is not in the labor force (not of working age, does not work, or is retired). Also, 76.5% of the workforce drive or commute alone. Also, 10.9% of employees work

from home, 7.4% commute by carpool, 3.0% use transit, and 2.1% walk or bike to work.

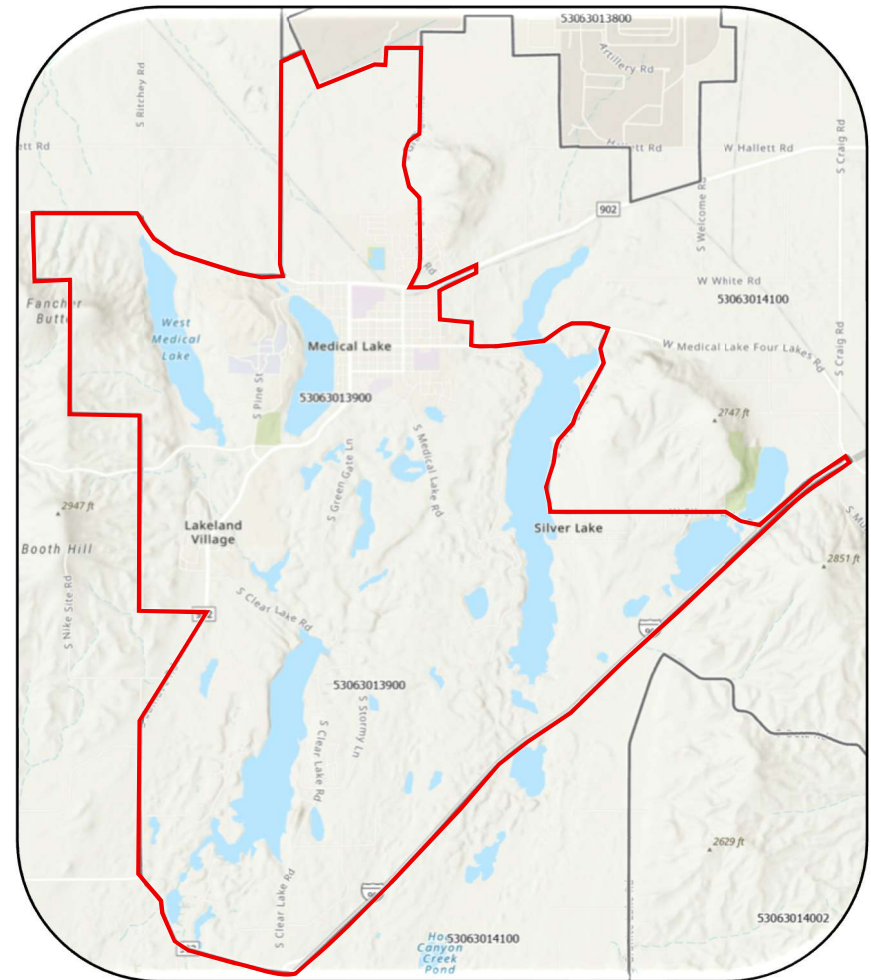


Exhibit 3.1. Medical Lake Census Tract 139 (Boundary Red Line)

A conclusion offered from Census data is an apparent reliance on personal automobiles. Increased multimodal infrastructure options could offer the benefit of improved health and/or reduced costs of autos. An extension of multimodal facilities would also reduce travel demand on roads, resulting in a reduction of infrastructure maintenance.

This reliance on personal autos will continue with growth and development unless multimodal projects are advanced. Providing accessible, connected multimodal networks is a focus of this Plan, per the direction of City officials, to address commute imbalances. The focus is on pedestrian, bicycle, and transit facilities to help redirect citizens away from single-use automobiles.

HOUSING

The US Census provides household data that may be used as an additional economic indicator, and this also provides growth details for Medical Lake. This data includes the number of homes, household types, and average housing size. **Table 3.2** summarizes key 2024 housing demographics for the city.

Data indicates 2,055 existing households have an average household size of 2.13 persons per home. With that said, there are 1,195 families in Medical Lake with an average size of 2.93 persons per family. The proportion of families having dependents older than 60 and younger than 18 are 30.7% and 21.7%, respectively.

The data indicates most residents own their homes (68.9%) with others as renters (31.1%). Most dwellings are single family homes (67.6%) with the next segment including multifamily units (26.6%) like town homes, apartments, or condominiums. The balance (5.8%) are mobile homes.

Table 3.2. Housing Demographics

Category	Percentage of Population
Household:	
Total households	2,055
Average household size	2.13
Families:	
Total families	1.195
Average family size	2.80
Household Type:	
Households with one or more people under 18 years	21.7%
Households with one or more people 60 years and over	30.7%
Householder living alone	36.5%
Units:	
1-unit structures	63.9%
2-or-more-unit structures	30.2%
Mobile homes and all other types of units	5.9%
Tenure:	
Owner-occupied housing units	66.1%
Renter-occupied housing units	33.9%
Source: United States Census Bureau	

Collectively, a conclusion can be derived from housing data that enforces household income determinations. There is a need for multimodal infrastructure to provide travel choice;

this is evidenced by households with young or elderly drivers. There is also a high percentage of renters correlating with a high percentage of multifamily units and mobile homes; these are also strong indicators for the need for active transportation and transit accommodations.

TRANSPORTATION

With housing and economic demographics established, the US Census provides travel characteristic information for the City of Medical Lake. Demographic data relates to commute times, which infers where people are working in relation to dwellings within Medical Lake.

The average commuter has a 21.4-minute commute (one-way). Of commuters, 29.0% of residents work in Medical Lake, the near areas of the West Plains, and at Fairchild Air Force Base; supported by commute lengths of 14 minutes or less. About 70% work outside of the city, defined by commutes that exceed 15 minutes, traveling to and from areas such the City of Spokane, City of Spokane Valley, and other areas of Spokane County. Roads with the most demand during the commute peak hours (in traveling to/from Medical Lake) include SR-902, Brooks Rd, I-90, US-2, and Craig Road.

3.2 STREET NETWORK

The street network within Medical Lake is primarily aligned as a grid system, which is an efficient way of moving residents between land uses. Contrarily, while providing residential appeal, cul-de-sacs and curved streets can have dead ends

and are often disconnected. This creates longer travel distance between major streets and destinations. A grid system with more connecting streets should be implemented to promote multimodal mobility. A network with dead ends, long blocks, and horizontal curves should be limited as to not reduce mobility. The City prefers an enhanced network approach. In fact, dead end streets (cul-de-sacs) are limited by MLMC, allowed only with permission of the Public Works Director.

Most of the City's older neighborhoods, including the downtown and business districts, follow a traditional street grid that provides multiple access points, short blocks, and no dead-end streets. In contrast, some newer residential areas were built with cul-de-sacs, curvilinear streets, and limited connectivity. The City is now moving away from this development pattern, consistent with MLMC standards, to reduce barriers to mobility and strengthen the overall transportation network.

I-90 and US 2 are the major Highways that access this region; of which, Medical Lake capitalizes on regional access mostly from I-90. State Route 902 is the highest utilized route to access the City from I-90; this route loops through the City to connect with I-90 at the Cheney-Medical Lake Interchange (Exit 264) and the Medical Lake Interchange (Exit 272).

San Salvador Road (Espanola Road), Brooks Road, Fancher Road, and Lake Street (Medical Lake / 4-Lakes Road) are secondary routes to/from the City. They extend into Spokane



County, and in the case of Brooks Road, extend north to provide access to/from US 2. Dominant travel patterns/commutes include:

- City of Spokane by SR 902 east to I-90 and Exit 272.
- West Plains industry by SR 902 east.
- Fairchild Air Force Base by Brooks Road to US 2 or SR 902 to Craig Road.
- Airway Heights via SR 902 to Craig Road or Hayford Road.
- Western Washington via SR 902 to Exit 264 or Brooks Road to US 2.

INVENTORY

Roads are classified to understand how each serves local, regional, and State mobility. Federal Functional Classification (FFC) is the designation used by the Federal Highway Administration (FHWA) to classify roads, and this has been adopted by Washington State and most local agencies. Medical Lake's FFC map is shown in **Exhibit 3.2**.

Compliance with the FFC is imperative for funding requests, as grants require class designations to be eligible for award. Classes include interstates, highways, principal and minor arterials, major and minor collectors, and local streets, often with urban or rural distinction. Class definitions are noted by mobility and accessibility characteristics that define as found on the FHWA website:

https://www.fhwa.dot.gov/planning/processes/statewide/related/highway_functional_classifications/section03.cfm.

A description of functional classifications is as follows:

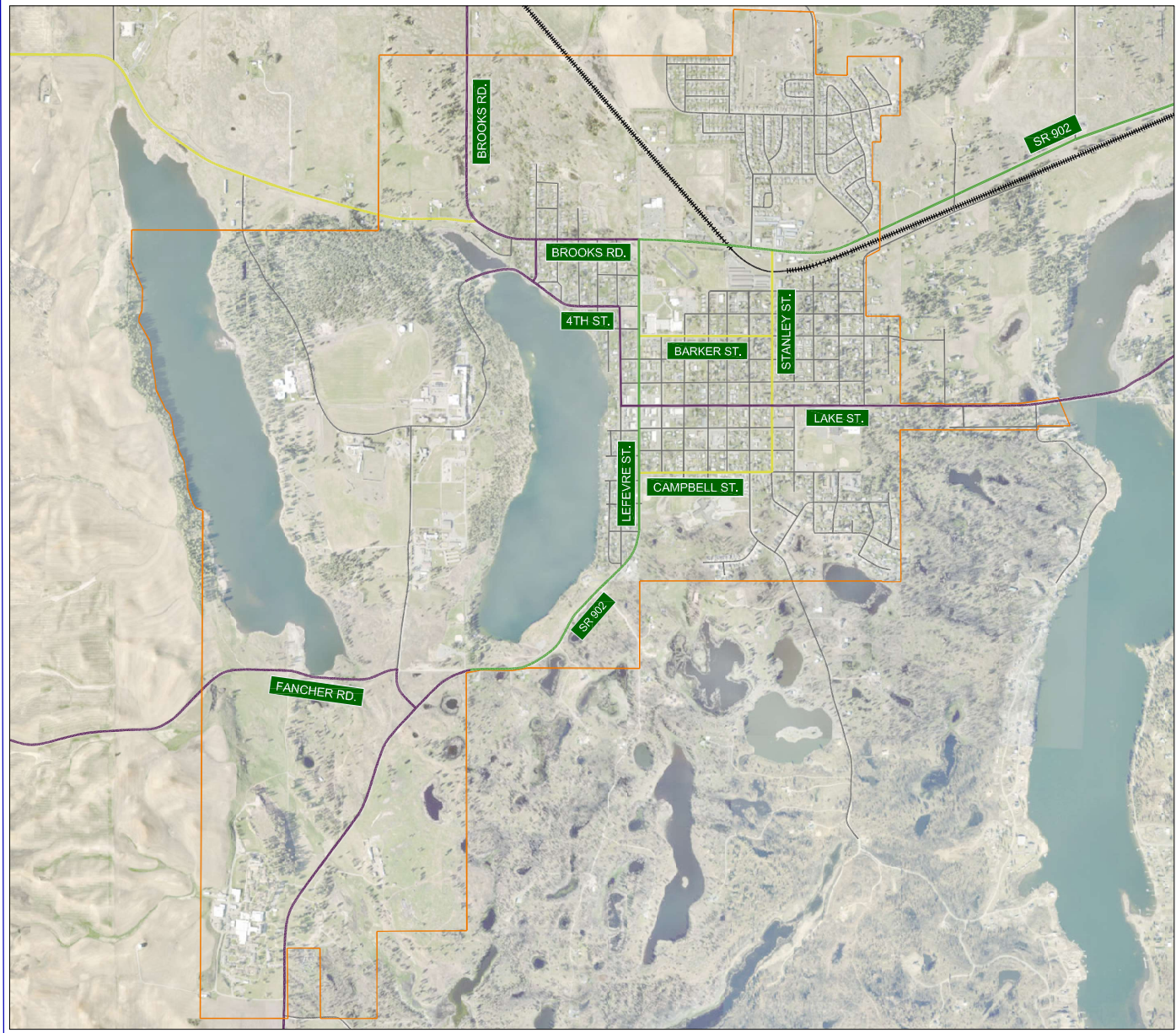
Principal Arterial. Streets and roads connecting primary community centers with major facilities. Principal arterials serve through traffic with limited direct access to abutting land uses.

Minor Arterial. Streets and roads connecting community centers to principal arterials, with partially controlled and infrequent access to abutting land uses.

Collector. Streets and roadways connecting residential commercial centers and residential neighborhoods with smaller community centers and facilities as well as access to minor and principal arterials. Through traffic is a lesser priority and access to abutting land uses is a priority.

Local Street. Streets and roadways providing access to abutting land uses as well as principal, minor and collector arterials. Through traffic is not a priority.

Access Street. Perform a variety of functions with the primary purpose of providing access to abutting land uses. Through traffic is not encouraged and buses and heavy trucks are not recommended except as needed for commercial or industrial uses. Also serve as easements for utilities and open spaces between buildings and as an element to the urban environment.



N.T.S.

LEGEND

	PRINCIPAL ARTERIAL
	MINOR ARTERIAL
	MAJOR COLLECTOR
	MINOR COLLECTOR
	LOCAL STREET
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL



Exhibit 3.2	EXISTING FEDERAL FUNCTIONAL CLASSIFICATIONS (FFC)
	CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON

Medical Lake uses a statutory speed limit of 25 mph unless posted otherwise per MLMC Ordinance 8.08. A summary of classifications, speed limits, and other road characteristics is summarized with **Table 3.3**. Note there are no principal arterials within the City.

counts were assembled for baseline information, and for a high-level capacity analysis. Counts were collected from WSDOT for functionally classified SR 902.

CAPACITY METHODOLOGY

Street capacity review for this Transportation Master Plan measures current and forecast average daily traffic (ADT) volumes against levels-of-service (LOS) thresholds shown in the 2020 Quality/Level-of-Service Handbook (Florida DOT, 2020). The methods presented by this handbook use street cross-section (i.e., number of lanes), speed, class, and travel assumptions to quantify conditions. The fundamental capacity methods are based on the regionally and locally accepted/endorsed methods of the Highway Capacity Manual (HCM); this FDOT resource presents an approach which simplifies capacity results for use in planning analyses. Further definition and description of LOS are included as **Appendix B**.

Thresholds used for this Plan are based on the FDOT category that pertains to “State Signalized Arterials” in a suburban environment. Per FDOT methodology, these volumes are reduced by 10% in application for town streets. However, an adjustment of 15% was applied to establish capacity for three and five-lane sections. The resulting LOS capacity thresholds used for the City are shown in **Table 3.4**.

Table 3.3. Road Data				
Functional Class and Street	Alignment/Limits (North to South & West to East)	No. Lane	Speed (mph)	Parking
Minor Arterial				
SR 902	Lefevre St to City Limit	2	30	No
SR 902 (Lefevre St)	Brooks to Waterfront Park	2	30	Yes*
Major Collector				
W 4 th Street	Howard St to Jefferson St	2	20 - 25	Yes
Brooks Road	City limits to Lefevre St	2	30	No
Howard Street	Brooks Rd to W. 4 th St	2	25	No
Jefferson St	W. 4 th St to Lake St	2	20 - 25	No
Lake Street	Lake St to City Limit	2	20 - 25	Yes*
SR 902	Waterfront Park to City Limit	2	30	No
Fancher Road	City Limit to SR 902	2	25 - 30	No
Minor Collector				
Barker Street	SR 902 to Stanley St	2	20	No
Campbell Street	SR 902 to Stanley St	2	20 - 25	No
Road/San Salvador Street	City Limit to Brooks Rd	2	30	No
Stanley St	SR 902 to Campbell St	2	25	No
* Parking allowed in designated areas				

3.3 TRAFFIC COUNTS & CAPACITY

This Plan focuses on the safety and multimodal elements of the street network. Available average daily traffic (ADT)

Table 3.4. Street Capacity Thresholds

Functional Class	Arterial	Collector	Local	Alley
Number Lanes	Average Daily Traffic			
- Two lanes	13,300	6,600	2,000	200
- Three lanes	15,300	7,600	NA	NA
- Four lanes	29,200	13,100	NA	NA
- Five lanes	33,600	15,100	NA	NA

The volumes above are thresholds that suggest a practical capacity limit; over which, the roadway will not function well. An additional metric is the volume-to-capacity ratio.

A volume-to-capacity (V/C) assessment is performed by dividing the count or forecast volume with the applicable threshold above. When using this metric, a V/C ratio of 0.79 or less indicates practical street capacity is available. An assessment of 0.80 to 0.99 is noted as “approaching standard.” Finally, V/C noted at 1.0 or higher should be identified as surpassing available street capacities.

The City does use level of service (LOS) as the rating system for the capacity of roads. LOS “D” is a reasonable and an achievable standard for the City of Medical Lake’s principal arterial roadways. The thresholds prior relate to the LOS C standard for arterials and collectors. If the V/C above are below the approaching threshold condition, a LOS A or B equivalent is reached, 0.79 or less. If the V/C of 0.80 to 0.99 occurs, a LOS C equivalency is reached. Exceeding 1.0

indicates the LOC C standard is not met; possibly triggering need for mitigating improvement measures.

VOLUMES AND CAPACITY REVIEW

The traffic counts identified prior were reviewed against FDOT capacity thresholds relating to V/C and LOS requirements. Again, SR 902 counts were identified from WSDOT GIS for the year 2023. These counts are recent enough for capacity analysis. A summary of the volume, capacity threshold, a V/C calculation, and an equivalent LOS grade is provided with **Table 3.5** for the typical weekday.

Table 3.5. Existing Street Capacity Analysis

SR 902 Location	ADT* Volume	LOS Threshold	V/C Calculation	Equivalent City LOS
East City Limit	8,765	13,300	0.66	≤ LOS B
Stanley Street	6,390	13,300	0.48	≤ LOS B
Lefevre Street	5,790	13,300	0.44	≤ LOS B
Lake Street	4,630	13,300	0.35	≤ LOS B
Jefferson Street	2,765	13,300	0.21	≤ LOS B

* Parking allowed in designated areas

As shown, an equivalent LOS B or better is noted for SR 902 from Lefevre Street to the eastern City limits. The conclusion is also confirmed for Lefevre Street to the southern City limit. The determinations are made as V/C are all below 0.79.

3.4 FREIGHT

WSDOT officials specify five tonnage classes for roadways in the State ranging from T5 with 20,000 tons in 60 days to T1 with

over 10,000,000 tons per year. The truck routes in and around Medical Lake with tonnage class listings as follows:

- T3 (300,000 to 4,000,000 tons/year) – SR 902 (Lefevre Street), Brooks Road, and San Salvador/Espanola Road.
- T5 (20,000 to 105,000 tons/year) – Fancher Road

The Washington Eastern Gateway rail line is aligned through the north City limits, owned by WSDOT. This line extends from Coulee City to Cheney spanning the Cities of Hartline, Almira, Wilbur, Creston, Davenport, and Reardon. There is a transfer location in Cheney where access is secured to the Burlington Northern-Santa Fe and Union Pacific rail lines, respectively.

This is a R3 rail line, supporting 300,000 to 4,000,000 tons/year. A map of freight and rail routes are shown with **Exhibit 3.3**, as distinguished by routes by tonnage class.

3.5 SAFETY

Collision histories were reviewed for all roads in Medical Lake, including intersections, driveways, and mid-block locations. Collisions were reviewed for a timeline ranging from January 1, 2020, to December 31, 2024. Collision data was sourced through a records request of the WSDOT safety office. Raw Collision data is provided in Appendix C.

A total of 83 recorded collisions occurred in the 5-year study period, an average of 17 incidents a year. When reviewing collision data, it is important to note an incident may involve

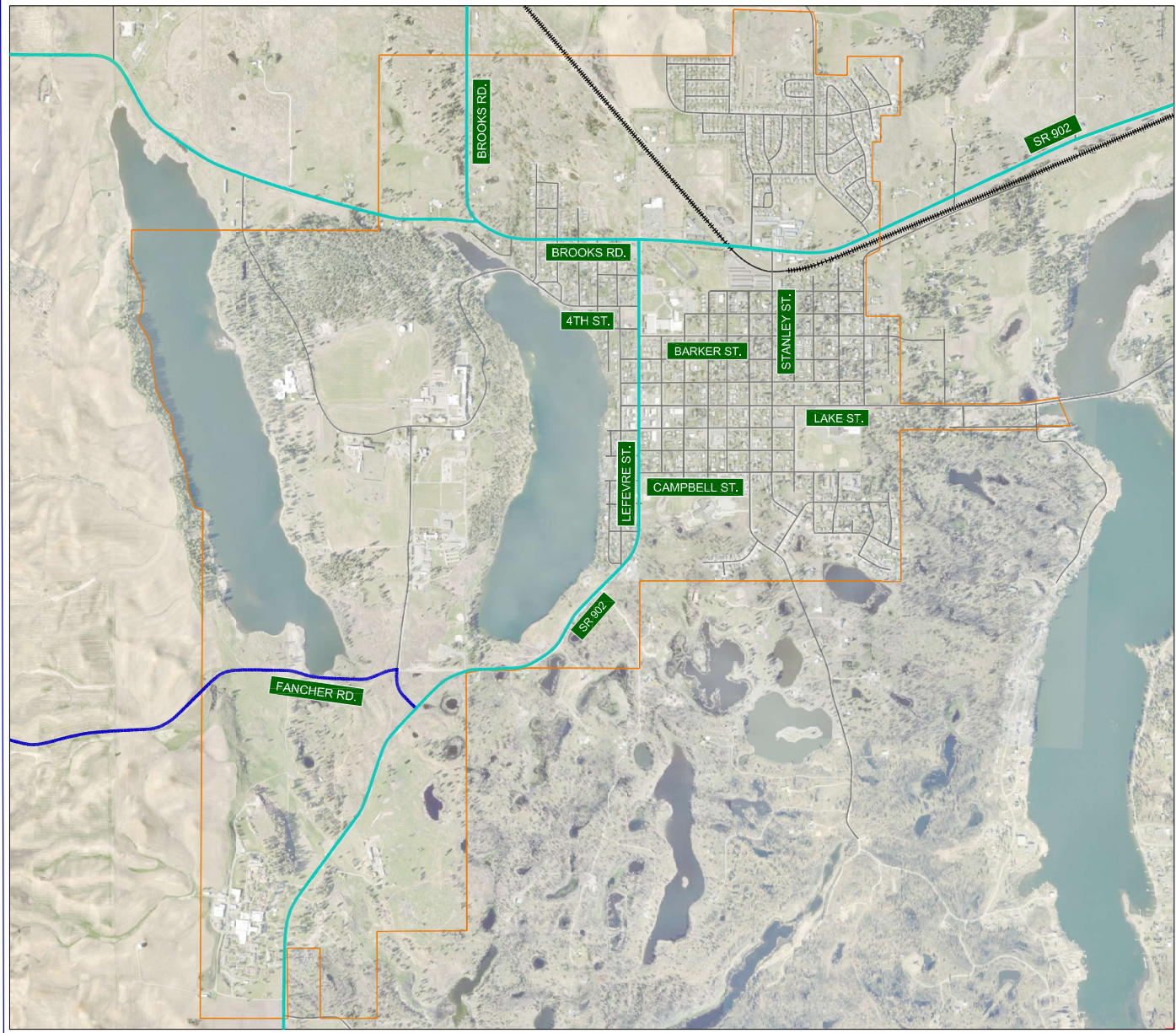
two or more vehicles, but this is reported as one accident. Thus, it should be noted that there were 151 vehicles involved in 83 reported collisions within the City of Medical Lake.

Overall, 33% of collisions involved injuries (27-incidents). Three (3) incidents included a serious injury. There were no fatalities noted from collision data. No pedestrian or bicycle-related incidents were reported. Per WSDOT data, 57% of collisions (47 incidents) occurred at intersections. 7% of collisions (6-incidents) were noted at driveways. 36% of collisions (30-incidents) occurred between intersections and driveways.


Collision types and occurrence summaries are as follows:

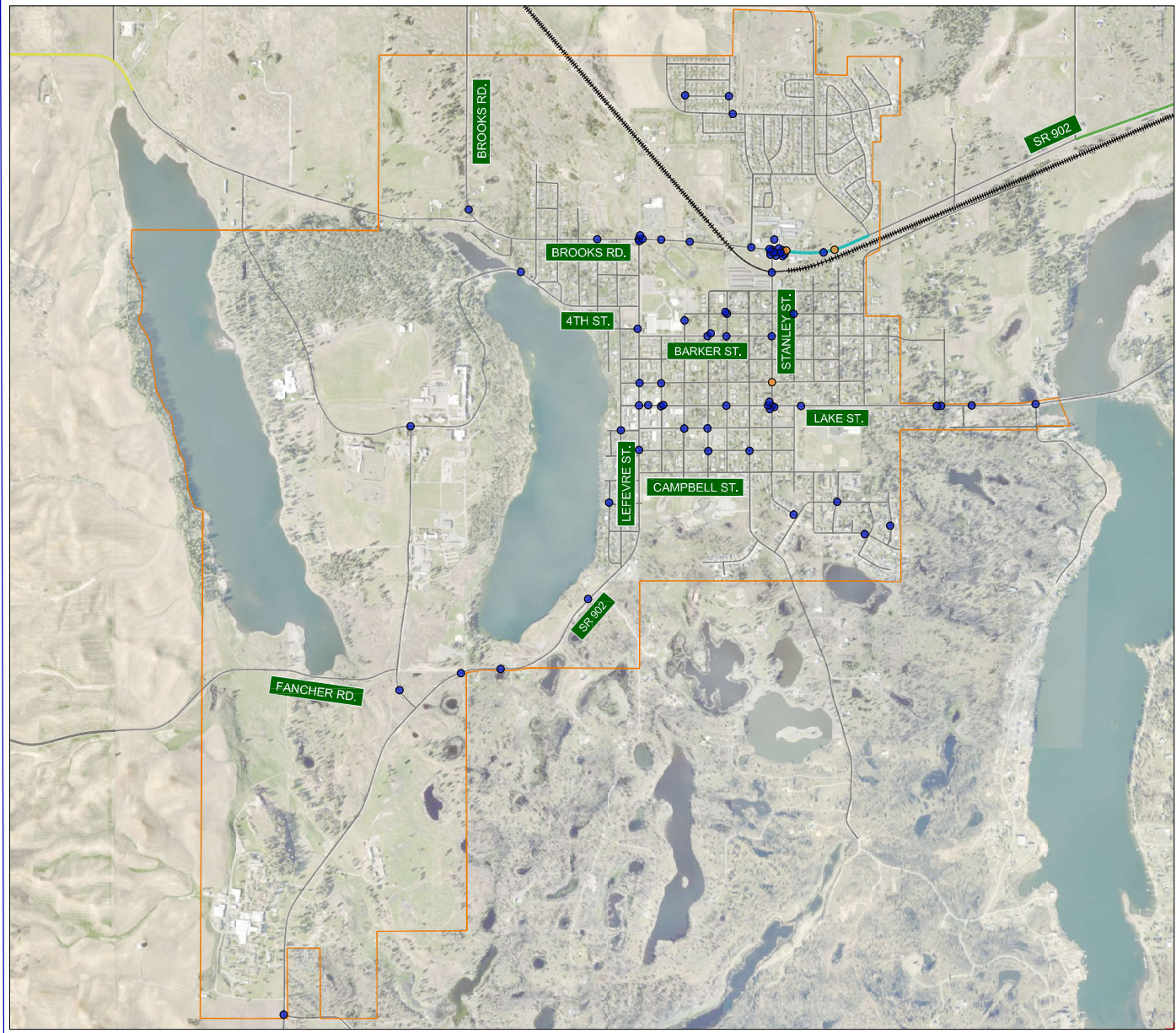
- 39% right angle; a right-turn vehicle and a through vehicle collide at an intersection or driveway.
- 29% object; vehicle collides with an object, a parked vehicle, or runs off road.
- 18% same direction sideswipe; vehicle strikes another in an adjacent lane traveling same direction.
- 6% left angle; left-turn vehicle tees into another going straight or turning left opposite direction.
- 5% opposite sideswipe; through vehicle hits another through vehicle traveling opposite direction.
- 2% Animal Strike; vehicle hits a wild or domesticated animal large enough to cause vehicle damage.

Accidents were shown graphically by **Exhibit 3.4** for years 2020 to 2024 for Medical Lake.



LEGEND	
	T-3 TRUCK ROUTE
	T-5 TRUCK ROUTE
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL - R-3 RAIL ROUTE

Exhibit 3.3	MEDICAL LAKE FREIGHT MAP
 CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	



LEGEND	
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	DAMAGE ONLY OR MINOR INJ.
	SEVERE INJURY
	SRTC HIGH INJURY NETWORK

Exhibit 3.4	5-YEAR COLLISION (2020-24) HISTORY MAP
-----------------------	---



CITY OF MEDICAL LAKE
TRANSPORTATION MASTER PLAN
MEDICAL LAKE, WASHINGTON

Table 3.6. Summary Intersection Collisions

Intersections	Total	Avg
Lake & Stanley	13	2.6
SR 902 & Stanley North	5	1.0
SR 902 & Lefevre	5	1.0
Barker & Brower	2	0.4
Fellows & Walker	2	0.4
SR 902 & Stanley North	1	0.2
Barker & Stanley	1	0.2
Fellows & Prentis	1	0.2
Fellows & Barker	1	0.2
Grace & Washington	1	0.2
Herb & Hallett	1	0.2
Herb & Brower	1	0.2
Lake & Walker	1	0.2
Lake & Broad	1	0.2
Lake & Freeman	1	0.2
Maple & Spruce	1	0.2
Broad & Ladd	1	0.2
Stanley & Ladd	1	0.2
Stanley & SR 902	1	0.2
Grant & Evergreen	1	0.2
Jefferson & Hancock	1	0.2
William & Connie Ray	1	0.2
SR 902 & Hancock	1	0.2
SR 902 & Lake	1	0.2
SR 902 & Ladd & First	1	0.2
SR 902 & Third	1	0.2
Totals	47	9.4

FOCUS AREA

Intersections are typically the focal point of incidents within a community. As indicated, 57% of recorded City collisions occurred at intersections. Collision data was reviewed to identify high incident intersections in the City. A summary of recorded incidents is shown with **Table 3.6** (page 22).

As shown, most intersections in the City experienced a single incident in 5 years. Of 26 intersections, only five experienced two or more collisions, and three with five or more incidents. These three following intersections of concern for the City.

More specific analysis was performed for intersections of safety concern. Note, the *Manual on Uniform Traffic Control Devices (MUTCD, 11th Edition, FHWA)* and A

Policy on Geometric Design of Highways and Streets (7th Edition, AASHTO) were used as guidance for safety and capacity project proposals, highlighted by the future conditions discussion.

Lake Street / Stanley Street, 13-Incidents

Data indicates 12 of the 13 collisions were right angle, the primary contributing factors include “Did not grant right-of-way to other vehicle” or “disregard traffic sign.” From the field review and consideration of data, it seems that drivers do not expect a two-way stop at this location. In addition, clear sight lines are limited in three of four corners.

Drivers commuting Stanley Street stop and roll forward, not expecting moving traffic and having a blocked view of approaching vehicles. Conversely, moving eastbound and westbound drivers, also with limited sight lines, do not anticipate vehicles pulling forward into the intersection. The result is an incident.

Improvement options to incrementally help address the incident issue:

- Add cross traffic (MUTCD W2-1) and street name (W16-8P) signs on Lake Street in advance of Stanley Street letting drivers know there is cross traffic ahead.
- Add stop signs (MUTCD R1-1) to convert into an all-way stop. This could be blinking solar lights if the City wished



to increase visibility. Advanced “stop ahead” signs (MUTCD W3-1) can be used to notify drivers of the all-way stop. The signs would replace those noted above.

- Install a compact urban roundabout with pedestrian and bicycle treatments, spitter islands with crossing refuge, and a mountable-center island.

SR 902 & Stanley Street North, 5-incidents

WSDOT data indicates 4 of 5 collisions were same direction sideswipes. Contributing circumstances include “Following too closely,” “Did not grant right-of-way to other vehicle,” and “Exceeding reasonable safe speed” were identified for 4 out of the 5 collisions as well.

A field visit and data suggest there is a geometric issue staging incidents between the westbound through and right-turn vehicle movements. The causal factor of incidents is not as apparent as the prior issue. However, a narrow westbound through-lane matched with a right turn lane having a shorter than MUTCD-recommended taper, given posted speed, and with location of the driveway in the turn lane, may contribute to the collision issue.

Incremental improvements to help address the issue include:

- Reflective pavement markers could be used to clearly separate through and right-turn lanes at the junction.
- Relocate drive west and lengthen the taper of the right-turn lane, as possible; the AASHTO recommended

transition rate is 165-feet, but this will not be fully achievable given built environment.

- Install a compact urban roundabout with pedestrian and bicycle treatments, spitter islands with crossing refuge, and a mountable-center island.



SR 902 & Lefevre Street, 5-incidents

WSDOT data indicates all incidents involved “Entering at angle” with the contributing circumstances “Did not grant right-of-way to other vehicle” and “Exceeding reasonable safe speed.”

As before, WSDOT data and a field visit do not indicate a strong causal factor. However, this is a large intersection, and the westbound SR 902 movement does not stop (free movement). These factors likely lead to confusion over driver right-of-way.

Potential remediations to incrementally help address the collision issue include:

- Add a stop sign (MUTCD R1-1) on the westbound approach to convert into an all-way stop. Advanced “stop ahead” signs (MUTCD W3-1) should be used to notify approaching drivers of the



all-way stop. Solar stop signs with flashing lights can be used if the City wishes to promote higher visibility.

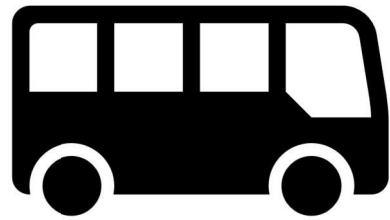
- Install a compact urban roundabout with pedestrian and bicycle treatments, splitter islands with crossing refuge, and a mountable-center island.

SRTC High Injury Network

The Spokane Regional Transportation Council (SRTC) reviews collision data for Spokane County. Through this regional review, the SRTC has identified SR 902 as a part of the high injury network (HIN) for a segment extending from south Stanley Street to Graham Road. An HIN determination was based on eight collisions identified from a review of 2018 to 2022 collision data.

There are two incidents that occur in this segment with the 2020 to 2025 data used by this Plan. This is a reduction from the SRTC data. The conclusion from this comparison is that this is a “watch” segment of the corridor; meaning the City should monitor collision data for this area. If the incident trend goes up, then remediations can be considered. In the interim, no recommendations are provided.





CHAPTER 4

FORECAST CONDITIONS



Chapter 4

This section summarizes forecast transportation conditions for roadways identified for analysis by City officials. Provided is a description of the forecast land use assumptions, developed traffic forecasts, capacity conditions, and recommended road and intersection improvements.

4.1 TRAFFIC FORECASTS

Travel forecasts were generated from land uses assumptions documented by the Medical Lake Land Capacity Analysis, refined in coordination with City officials. The Land Capacity Analysis (LCA) indicates there are 150-acres of undeveloped or underdeveloped residential and commercial properties in corporate limits. These were assumed for future land use development with this Transportation Plan.

In addition, City staff has proposed three urban growth area expansions for future development, anticipating the growth areas above will be absorbed in the indefinite future. A summary of these locations include:

1. **North Growth Area**

90-acres, north City limits between Washington Eastern Rail and Graham Road.

2. **East Growth Area**

100-acres, south of Lake Street and east of Sherman Avenue to Silver Lake.

3. **South Growth Area**

40-acres, east of Lefevre Street to Green Gate Lane at southern limits of City.

Further, the LCA indicates Medical Lake is expected to gain an additional 204 single family homes and 89 multi-family units, based on the current zoning ordinance. Minimal commercial growth is anticipated; a 5,000 square-foot retail pad was assumed in coordination with City officials. These comprise year 2050 development forecasts.

Full build land uses were developed per discussion with City staff. Full growth includes the occupancy of 150-existing acres and 230-expansion acres; total growth of 380-acres. Including year 2050 development assumptions, full build represents the construction of 615 single family units, 1,035 apartments and townhomes, and 27,000 acres of commercial/retail area.

A 550-student elementary school was also assumed on a 10.3-acre site owned by the school district; just north of the City wastewater treatment plant and west of Tara Lee Avenue. The full-build scenario is to test system capacity, not predict the need in a certain year.

A summary of land use assumptions for year 2050 and the full build condition is summarized as follows:

Year 2050 Land Use Assumptions

- Single Family Homes, 204 homes



- Multifamily (Apartments & Townhomes), 89 units
- Shopping center/Commercial, 5,000 square feet (s.f.)

Full Build Assumptions

- Single Family Homes, 615 homes
- Multifamily (Apartments & Townhomes), 1,035 units
- Shopping Center/Commercial, 27,000 s.f.
- 550-Student Elementary School

These are land uses for new construction and not businesses or residences that exchange hands and/or are reoccupied. In most situations, such an exchange results in the roughly equal generation of trips and there is minimal need for reconciliation for a study like this Transportation Master Plan.

LAND USE ALLOCATION

The location and allocation of land uses are driven by parcel location, land use type, and density assumptions (i.e., housing units and building area), as developed in coordination with City officials. Residential and commercial land uses were organized into 23 aggregated transportation analysis zones (TAZs) which help simplify the presentation of data and help with the assignment of forecast trips onto the street network.

Exhibit 4.1 shows the City TAZ’s; also listed is a development assumption for each zone. The following TAZ’s are noted as the urban growth areas specified prior.

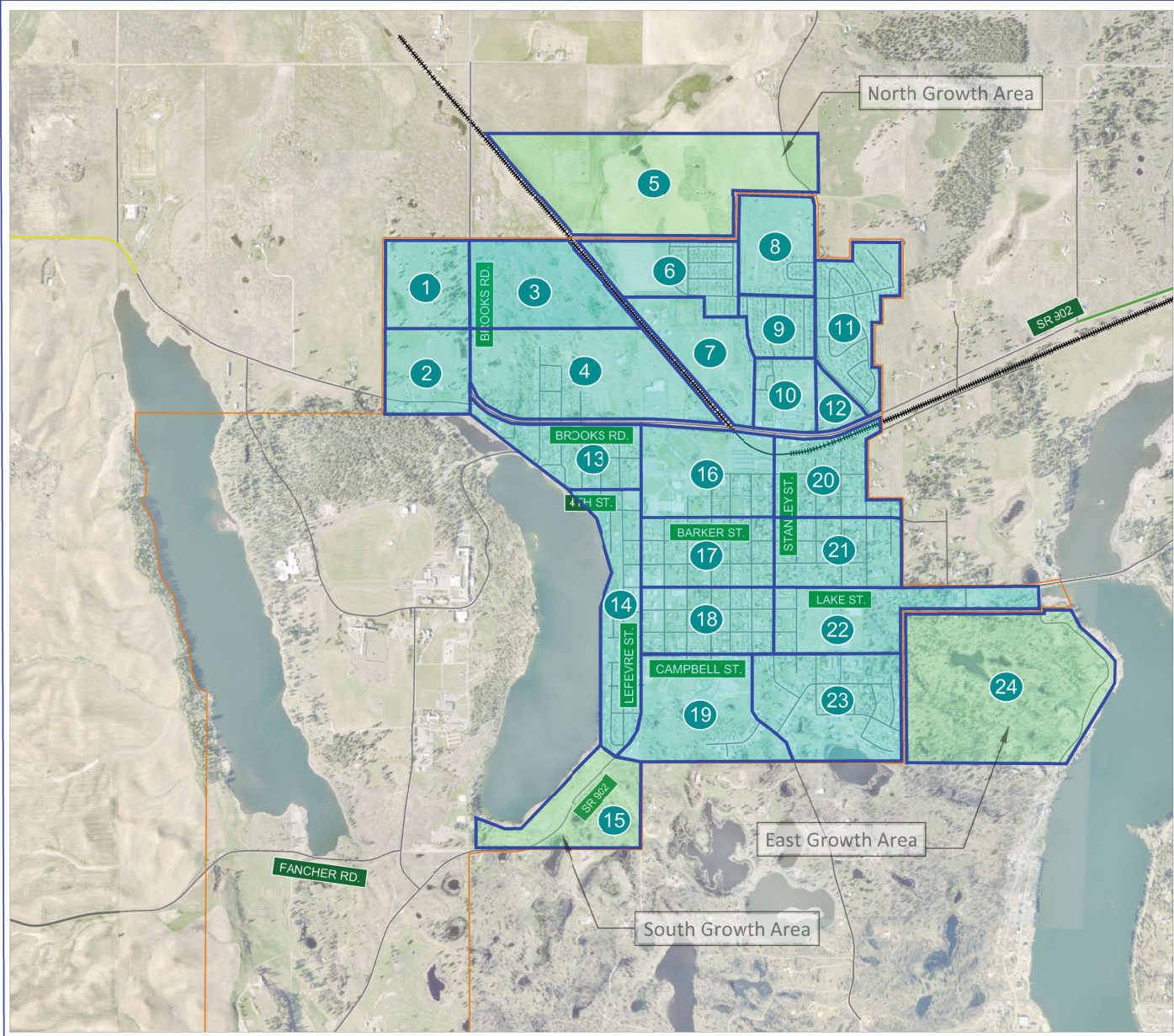
1. North Growth Area – TAZ #5
2. East Growth Area – TAZ #24
3. South Growth Area – TAZ #15

TRIP GENERATION

Residential and commercial trip generation was forecast using the *Institute of Transportation Engineers (ITE), Trip Generation Manual* (11th Edition, 2018). Trip Generation is a nationally recognized and locally accepted approach for forecasting traffic for a range of commercial, retail, residential, and institutional land uses. The ITE provides rates and equations that forecast trips for different land uses based on variables such as building area or the number of dwellings.

ITE Land Use Codes 210 and 220 were used to forecast trips for single family homes and multifamily units, respectively. The multifamily land use includes apartments and townhomes for this Transportation Master Plan; this traditionally is a general land use that has wide application. Commercial trips were forecast using Land Use Code 822, which is small-venue retail comparable to “strip” style shops, services, and restaurants) within a small footprint building or buildings). Code 520 was used to predict trip generation for an elementary school.

Trip generation was forecast for the weekday and PM peak hour, periods of travel relevance for Medical Lake. Forecasts were prepared for year 2050 and the full-build condition. Trip generation summaries are provided by **Table 4.1** (page 30).



N.T.S.

LEGEND

	CITY URBAN BOUNDARY
	TAZ BOUNDARY
	TAZ AREA
	UGA TAZ AREA

TAZ UNIT ASSIGNMENTS

TAZ	Year 2050			Full Build			
	Single Family (Units)	MultiFamily (Units)	Commercial (Square-Feet)	Single Family (Units)	MultiFamily (Units)	Commercial (Square-Feet)	School (Students)
1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0
4	12	0	5,000	12	265	27,000	0
5	50	0	0	375	0	0	0
6	0	0	0	0	0	0	550
7	0	0	0	0	0	0	0
8	50	0	0	50	0	0	0
9	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0
11	0	0	0	0	0	0	0
12	0	0	0	0	115	0	0
13	15	0	0	15	0	0	0
14	5	0	0	5	0	0	0
15	25	30	0	80	30	0	0
16	2	0	0	2	0	0	0
17	2	0	0	2	0	0	0
18	3	0	0	3	0	0	0
19	2	30	0	3	115	0	0
20	1	0	0	1	0	0	0
21	4	0	0	7	0	0	0
22	5	0	0	7	0	0	0
23	3	0	0	4	0	0	0
24	25	30	0	50	510	0	0
Totals	204	90	5000	616	1035	27000	550

Exhibit
4.1

CITY TRANSPORTATION
ANALYSIS ZONES

CITY OF MEDICAL LAKE
TRANSPORTATION MASTER PLAN
MEDICAL LAKE, WASHINGTON



Table 4.1. Year 2050 & Full-Build Trip Generation

Land Use	ITE Code	Units	Weekday Trips	PM Peak Hour		
				In	Out	Total
Year 2050 Trip Generation						
Single-Family Homes	210	204 homes	1,915	123	71	194
Multifamily Homes	220	89 units	600	28	17	45
Commercial / Retail	822	5,000 s.f.	270	17	16	33
		Trip Totals	2,785	168	104	272
Full Build Trip Generation						
Single-Family Homes	210	616 homes	5,805	366	215	581
Multifamily Homes	220	1,035 units	6,975	332	196	528
Commercial / Retail	822	27,000 s.f.	1,470	89	89	178
Elementary School	520	550 students	1,250	40	48	88
		Trip Totals	15,500	827	548	1,375
* Source ITE Trip Generation Manual, 11 th Edition						

As shown, 2,785 weekday trips are forecast for 2050 with 272 trips generated during the weekday PM peak hour. Peak hour trips comprise 9.8% of weekday trips with the 25-year horizon. Expected with full build of the City, approximately 15,500 trips are projected during the weekday with 1,375 trips generated during the PM peak hour. PM peak hour trips comprise 9% of daily trips with the long-range analysis horizon.

Note this project was initiated prior to the recent release of the 12th Edition of the *Trip Generation Manual*. A conversion from the 11th Edition was not made as work had been performed. However, trip generation forecast with Land Use Codes 210, 220, 520, and 822 did not differ notably between the 11th and 12th Editions. Thus, the source of trip forecasts is

inconsequential within the scope of the land uses reviewed for this Plan

TRIP ASSIGNMENT

Given the scope of this study was limited to a few major City streets, a hand-forecasting method was used for this Plan. It was confirmed with City officials that development of a travel demand model was unnecessary, being beyond the scope of what the City was looking to accomplish for this project, given: 1) the understanding that capacity was not going to be the primary issue for this project and 2) the City's wish to focus primarily on multimodal needs and issues for this Plan.

TAZs were aggregated into areas of Medical Lake that share cohesion in terms of accessibility. These are land use areas that use the same roads for commute purposes around town and to/from the area. Peak hour and daily traffic counts were reviewed and compared to confirm how travelers access the City. Trip distributions were derived from count comparisons; a summary of assignment routes with a percentage assumption of approaching and departing distributions include:

- SR 902 east of City limits, 65%
- San Salvador Street/Espanola Rd west of City limits, 15%
- SR 902/Lefevre Street south of City limits, 10%
- Lake Street east of City limits, 5%
- Brooks Road north of City limits, 5%

The trips of each aggregate area were assigned to/from these routes based on travel distance, meaning the shortest route

between the area and the commute route. This process was used to assign trips for year 2050 and the full build condition for the typical weekday. The only diversion from the distributions above were for school trips, assuming a higher number of trips traveling directly to/from the City versus travel easterly along SR 902 with the full build condition.

TRAVEL FORECASTS

Forecasts reflect the combination of land use trip assignments with baseline traffic. Baseline growth includes traffic increases resulting from influences outside of the City, yet commuting through or accessing areas in Medical Lake. An increase of commuters traveling from origins outside the City to Eastern State hospital is an example of how baseline growth occurs.

Historical traffic counts were reviewed for four locations along SR 902, and three locations along Lefevre Street. These counts, available from WSDOT, were reviewed from 2012 and 2024. A linear regression analysis indicates traffic increasing at a rate of 1.0 to 1.8% annually in this period, a weighted average of 1.26% per year between all count locations.

The forecasting objective was to address baseline traffic with understanding that land use trip assignments would comprise most future traffic growth. As such, a 1% baseline growth rate was compounded annually and applied to ADT counts to generate a 28% adjustment by year 2050. This growth was also used for the full-build condition, given the conservative nature of the baseline forecasting process.

The trip assignments developed for year 2050 and the full-build condition were developed based on the distributions noted prior. They were added to baseline forecasts to generate total forecasts. The forecasts process is shown with **Table 4.2** for the weekday. Also shown are elements that comprise forecasts, including counts, baseline growth, and land use trips.

Table 4.2. Year 2050 & Full-Build Traffic Forecasts				
Year 2050 Condition				
SR 902 Location	Existing ADT	Baseline Growth	ADT Assignment	Year 2050 Forecasts
East City Limit	8,765	2,475	1,825	13,065
Stanley Street	6,390	1,805	1,445	9,640
Lefevre Street	5,790	1,635	760	8,590
Lake Street	4,630	1,710	695	7,035
Jefferson Street	2,765	780	635	4,180
Full Build Condition				
SR 902 Location	Existing ADT	Baseline Growth	ADT Assignment	Full Build Forecasts
East City Limit	8,765	2,475	6,430	17,670
Stanley Street	6,390	1,805	5,650	13,845
Lefevre Street	5,790	1,635	3,780	11,205
Lake Street	4,630	1,710	3,030	9,370
Jefferson Street	2,765	780	2,755	6,300

A review of year 2050 forecasts shows volumes along SR 902 / Lefevre Street are projected to experience a 50% (+/-) gain over counts, an average of the five locations shown. This is a 1.6 to 1.7% annual growth rate with a 1.64% weighted annual average. The conclusion is that forecast 25-year growth will

exceed 12-year historical figures, 1.26% versus 1.64% annually. This represents an increased annual growth rate for Medical Lake streets, confirming land use gains will have an impact, but not to an unreasonable extent as less than a 0.4% difference is noted between forecast and historical growth.

Full build forecasts are 100% higher than ADT counts, an approximate average of locations. The timeline for growth to materialize is unknown given this is a full development scenario. However, it would require 54 years for growth to be achieved using the historical growth rate of 1.26%, for comparison, and 42-years with 1.64% annual land use growth.

4.2 FORECAST PERFORMANCES

Year 2050 and full-build forecasts were reviewed against the FDOT capacity thresholds disclosed with section 3.3; also, V/C were calculated. Again, the V/C ratio of 0.79 or less indicates practical street capacity is available, 0.80 to 0.99 is noted as “approaching standard,” and 1.0 or higher is an indication of surpassing available street capacities.

The City has a LOS D standard for Medical Lake’s principal arterial roads and LOS C for arterials and collectors. If the V/C above are below the approaching threshold condition, a LOS A or B equivalent is reached, 0.79 or less. If the V/C of 0.80 to 0.99 is calculated, a LOS C is achieved. Above 1.0 indicates the LOC C standard is not met, precipitating need for improvement. A summary of forecast conditions, capacity

thresholds, a V/C calculation, and an LOS determination is provided with **Table 4.3** for the typical weekday.

Table 4.3. Street Capacity Thresholds				
Year 2050 Condition				
SR 902 Location	ADT Volume	LOS Threshold	V/C Calculation	Equivalent City LOS
East City Limit	13,065	13,300	0.98	LOS C
Stanley Street	9,640	13,300	0.72	≤ LOS B
Lefevre Street	8,590	13,300	0.65	≤ LOS B
Lake Street	7,035	13,300	0.53	≤ LOS B
Jefferson Street	4,180	13,300	0.31	≤ LOS B
Full Build Condition				
East City Limit	17,670	13,300	1.33	≥ LOS D+
Stanley Street	13,845	13,300	1.04	≥ LOS D
Lefevre Street	11,205	13,300	0.84	LOS C
Lake Street	9,370	13,300	0.70	≤ LOS B
Jefferson Street	6,300	13,300	0.47	≤ LOS B

As shown, a LOS C condition is noted on SR 902 at the east City limits; this is where traffic is highest in Medical Lake. LOS C is allowed for an arterial per City criteria. Though approaching standard, V/C has not yet reached 1.0 and is acceptable per standard convention. All remaining locations are well within allowable standards by year 2050. The data suggests that long-term improvements could be considered for SR 902, though not immediately given vehicle capacity needs alone.

The long-term analysis confirms this supposition. V/C and LOS surpass limits for most of SR 902, with a high LOS, and V/C that

exceed the LOS C threshold to Stanley Street, then a high LOS C grade to Lefevre Street. This confirms the possible need for long-term capacity projects.

INTERSECTION CONSIDERATIONS

Note from forecast conditions, that volumes decrease between road segments at intersections (between ADT counts). This occurs because turning vehicles depart and enter routes at intersections. This may suggest need for mobility improvements at major intersections, given they support high turning volumes and/or are a junction between functionally classified roads.

The PM peak hour is the most frequently reviewed period in the region for intersection capacities; travel demands are highest during this time versus other times of the typical weekday. The LOS capacity analysis was performed for four of the highest-volume intersections in the City, SR 902 with Lefevre Street, Stanley Street North, Stanley Street South, and Graham Road.

Turning movement counts were available from the West Plains Subarea Transportation Plan, Phase II (S3R3 & Ardurra, 2025) for Lefevre Street and Graham Road with SR 902. These counts were used for the capacity analysis. Turning movements were not available for the Stanley Street intersections. As such, counts were estimated for the north and south legs of Stanley Street given review of volume changes between the Lefevre and Graham intersections as it relates to residential densities and commercial site locations on SR 902. The result is actual or

estimated counts which should be sufficient for helping to confirm the need for potential intersection improvements along SR 902, the busiest road in Medical Lake.

As with roadway volumes, intersection traffic was forecast to year 2050 and a full-build condition based on prior methods; baseline growth applied to counts and peak hour volumes assigned to streets to generate forecast volumes. A summary of the turning movements for these intersections, existing and forecast conditions, is shown with **Exhibit 4.2** (Page 34).

An LOS analysis was performed using Synchro Software Suite (Cubic, 2025); which gauges capacity using the prevailing and accepted methods of the Highway Capacity Manual (TRB, 7th Edition, 2022). An LOS D standard is typical for a City like Medical Lake; this has been used as the threshold for this Transportation Master Plan.

A summary of LOS for study intersections under both forecast Plan conditions is shown with **Table 4.4** (Page 35) with summary results provided for the existing year 2050, and full-build conditions during the PM peak hour.

Exhibit 4.2. Current & Forecast Intersection Turn Movements

Existing Conditions																							
SR 902 / Lefevre Street / Brooks						SR 902 / Stanley Street N						SR 902 / Stanley Street S						SR 902 / Graham Road					
			57	108	51				32	135	103				0	0	0				55	184	129
			IN		OUT				IN		OUT				IN		OUT				IN		OUT
			17	32	8				14		18										19		36
			SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL
150	OUT	19	EBL			170	OUT	46	EBL			213	OUT		EBL			274	OUT	48	EBL		
			TEV =	WBR	5				TEV =	WBR	57				TEV =	WBR					TEV =	WBR	81
361		142	EBT			455		239	EBT			470		222	EBT			600		278	EBT		
			653	WBT	80	455		239	EBT			470		222	EBT			600		278	EBT		
211	IN	50	EBR			285	IN		EBR			257	IN	35	EBR			326	IN		EBR		
			WBL	85	OUT	285	IN		EBR			257	IN	35	EBR			326	IN		EBR		
			NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR
			53	27	135										31		51						
			OUT		IN				OUT		IN				OUT		IN				OUT		IN
			167	382	215				0	0	0				94	176	82				0	0	0

Year 2050 Condition																							
SR 902 / Lefevre Street / Brooks						SR 902 / Stanley Street N						SR 902 / Stanley Street S						SR 902 / Graham Road					
			75	141	66				65	235	170				0	0	0				95	300	205
			IN		OUT				IN		OUT				IN		OUT				IN		OUT
			20	45	10				30		35										30	0	65
			SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL
215	OUT	26	EBL			255	OUT	75	EBL			320	OUT		EBL			435	OUT	70	EBL		
			TEV =	WBR	5				TEV =	WBR	95				TEV =	WBR					TEV =	WBR	135
501		190	EBT			650		320	EBT			675		270	EBT			905		400	EBT		
			926	WBT	115	650		320	EBT			675		270	EBT			905		400	EBT		
286	IN	70	EBR			395	IN		EBR			355	IN	85	EBR			470	IN	0	EBR		
			WBL	135	OUT	395	IN		EBR			355	IN	85	EBR			470	IN	0	EBR		
			NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR
			80	35	195										45		75				0	0	0
			OUT		IN				OUT		IN				OUT		IN				OUT		IN
			250	560	310				0	0	0				225	345	120				0	0	0

Full Build Condition																							
SR 902 / Lefevre Street / Brooks						SR 902 / Stanley Street N						SR 902 / Stanley Street S						SR 902 / Graham Road					
			90	165	75				100	305	205				0	0	0				175	480	305
			IN		OUT				IN		OUT				IN		OUT				IN		OUT
			20	55	15				45		55										65	0	110
			SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL				SBR	SBT	SBL
230	OUT	25	EBL			390	OUT	65	EBL			485	OUT		EBL			695	OUT	105	EBL		
			TEV =	WBR	10				TEV =	WBR	140				TEV =	WBR					TEV =	WBR	200
540		205	EBT			895		440	EBT			980		380	EBT			1315		515	EBT		
			1195	WBT	130	895		440	EBT			980		380	EBT			1315		515	EBT		
310	IN	80	EBR			505	IN		EBR			495	IN	115	EBR			620	IN	0	EBR		
			WBL	250	OUT	505	IN		EBR			495	IN	115	EBR			620	IN	0	EBR		
			NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR				NBL	NBT	NBR
			80	40	285										65		105				0	0	0
			OUT		IN				OUT		IN				OUT		IN				OUT		IN
			385	790	405				0	0	0				365	535	170				0	0	0

Table 4.4. Intersection Levels-of-Service, PM Peak Hour

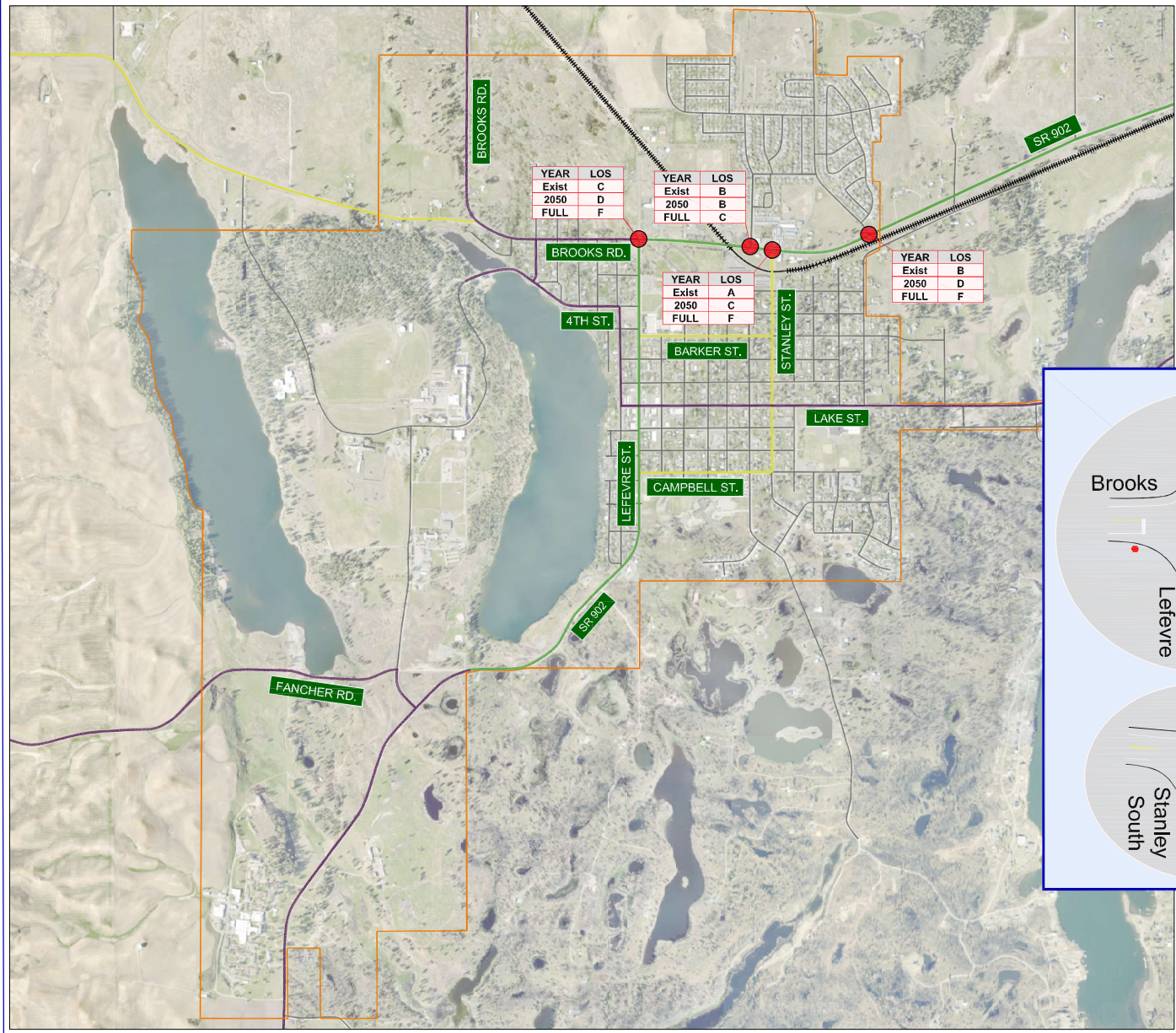
SR 902 Location	LOS	Control Delay	V/C Calculation
Existing Condition			
SR 902 / Lefevre St / Brooks Rd*	C	16.3	0.22
SR 902 / Stanley Street North	B	11.3	0.06
SR 902 / Stanley Street South	A	7.4	0.04
SR 902 / Graham Rd	B	14.3	0.13
Year 2050 Condition			
SR 902 / Lefevre St / Brooks Rd	D	32.4	0.50
SR 902 / Stanley Street North	B	14.1	0.15
SR 902 / Stanley Street South	C	17.6	0.32
SR 902 / Graham Rd	D	27.3	0.39
Full Build Condition			
SR 902 / Lefevre St / Brooks Rd	F	> 150.0	1.05
SR 902 / Stanley Street North	C	20.2	0.32
SR 902 / Stanley Street South	F	113.8	0.99
SR 902 / Graham Rd	F	>150.0	1.46

The intersection LOS analysis compliments the street capacity analysis. No current issues are identified for the Medical Lake intersections of focus as LOS C or better is achieved with lane V/C below 0.79 limits. The year 2050 analysis for the PM peak hour indicates that deficiencies will evolve with growth, but the LOS D standard is still maintained at Plan intersections with V/C within lane targets. The analysis does confirm that issues would evolve over time, between year 2050 and with the full-build of the City. PM peak hour results are forecast at LOS F with high lane V/C for three out of the four study intersections.

Although turn movement counts were not available to assess LOS conditions on Lefevre Street/SR 902 south of Brooks Road, there are no issues expected through the City to Fancher Connection Road. This supposition is supported by two points. First, there are no arterial capacity issues identified with the forecast year 2050 and full-build conditions, LOS B is shown with Table 4.3.

Second, forecast ADT along the corridor falls in the 4,000 to 7,000 ADT range by year 2050, and 6,000 to 9,000 ADT range with full-build. Note, existing counts range between 6,000 and 9,000 ADT for SR 902 between Lefevre Street and the east City limit under existing conditions; these volumes are comparable with forecast conditions for Lefevre Street south of Brooks Road. As there are no intersection LOS failures noted for the SR 902 intersections with Lefevre Street, Stanley Street North, Stanley Street South, and Graham Road under the current condition, there are no LOS issues anticipated for the Lefevre Street intersections compared with forecast conditions given comparable ADT.

For convenient review, summary intersection configurations, controls, and resulting LOS has been provided with **Exhibit 4.3**. Summaries are shown for the existing and future conditions. LOS summary worksheets are attached as Appendix D.



LEGEND

	PRINCIPAL ARTERIAL
	MINOR ARTERIAL
	MAJOR COLLECTOR
	MINOR COLLECTOR
	LOCAL STREET
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	STUDY INTERSECTION
	LOS TEXT BOX

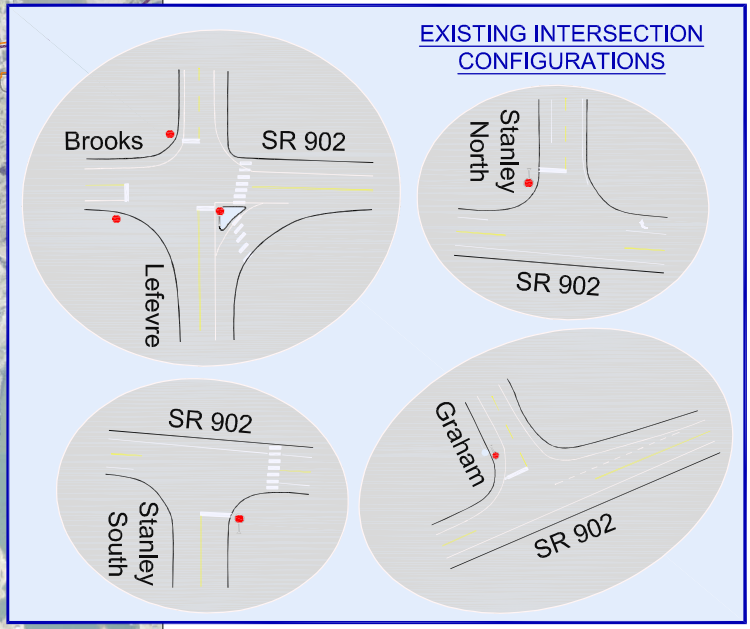


Exhibit 4.3	INTERSECTION CONFIGURATION AND LOS RESULTS
CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	

4.3 ROADWAY IMPROVEMENTS

Medical Lake benefits from having no evident capacity issues identified from the current or year 2050 conditions. Roadway improvements are suggested only in the long-term to provide capacity for full-build, this is forecast after the year 2050 horizon year. This allows City officials time to plan, secure funding, and deploy improvements. The balance of Section 4.3 recommends projects to address long-term capacity needs for City roadways.

To be clear, this does not relate to safety mitigations and active transportation improvements. Also, as highlighted next, there are City collectors and arterials that do not conform with current Medical Lake design standards.

ROADWAY IMPROVEMENTS

Summarized are roadway improvements; recommended for deployment as funding opportunities arise organically given no capacity need is urgent. With that said, the importance of pedestrian and bicycle activities may advance the need for multimodal/complete street and safety improvements, regardless of capacity performance results. Discussion on project timing is provided in Chapter 6, the Capital Facilities summary of this Transportation Master Plan.

Roadway Public Works Design Standards

Chapter 11.20 and Chapter 15.20 of Medical Lake Municipal Code (MLMC) provide partial guidance on design standards

for City streets. Although both Chapters identify complete street policy, this Plan recommends that the City could benefit from a more extensive Public Works standard. These standards provide a heightened level of detail regarding the design of City collector and arterial roads and intersections, addressing requirements relating to, but not limited to:

- Design reports, studies, and documentation,
- Plan set requirements,
- Signing and striping details,
- Pavement and surfacing design,
- Cul-de-sac, alley, private street, and driveway details,
- Private development and frontage expectations,
- Intersection control and geometric design guidance,
- Landscaped areas that act as buffers to pathways, trails and sidewalks, with curb and gutter details,
- Planned unit development standards,
- General street lighting, signal, and PHB/RRFB guide, and
- Complete street guidelines.

Complete streets advancement is a directive that comes from City leadership. To that end, although lacking definition on specifics, this Plan offers complete streets and multimodal improvements recognizing that Public Works Standards would follow to provide design details and clarify construction cost estimates beyond what is highlighted in Chapter 6.

SR 902 Complete Street

As indicated, a recommendation of this Plan is for City officials to define new street design standards that include guidance on the advancement of multimodal and/or complete street facilities, in addition to traditional capacity and pavement thickness details, as associated with functional classes. These determinations will influence the recommendations of this Plan particularly from a right-of-way and cost perspective. However, for the sake of Chapter 6.0 TIP recommendations, arterials and collectors were assumed to have widening modifications with active transportation adaptations identified by Chapter 5.

This section recognizes potential capacity improvement may be needed to support vehicle mobility within the City. SR 902 was noted to have a practical capacity impact; conditions that approach standard by year 2050 and exceed standard with full buildout of Medical Lake.

The full-build condition suggests a four or five lane roadway may be needed to address long-range capacity concerns. This Transportation Master Plan does not advocate this level of lane widening. Travel demand forecasts are conservative, meaning higher end. Also, the timing of such need was noted as indefinite, meaning the timeline for forecasts in excess of 18,000 ADT is unknown and are not likely to occur for nearly 50-years, if at all. As such, the strategy of this Plan is to recommend that right-of-way and setbacks be preserved with development, as possible, for the possibility of a four or

five lane road. In the interim, more sensible improvements are suggested, with the intersection control improvements noted subsequently, to promote acceptable capacity levels that address need indefinitely.

To that end, expansion of SR 902 includes a center, two-way left-turn lane recommended from Lefevre Street to Graham Road. Per Table 3.4, this will elevate the capacity limit of the street to 15,300 ADT; given increased capacity provided for vehicles turning to/from the Highway. This will promote capacity through the year 2050, given a threshold of 15,300 ADT, plus provides room for 40% of full-build volumes following year 2050 (2,200 additional ADT, after year 2050 with the forecast of 13,065 ADT.

Recommendation (Long-Term): Add a center, two-way left-turn lane along SR 902 extending from Lefevre Street to the east City limit.

Functionally Classified Streets

Although developed to the prevailing standard of the time, most Medical Lake arterials and collectors were improved with only partial multimodal accommodation. Principally, this included features like sidewalk along a single side of a street or a paved road with wide shoulders; most roadways lack gutter and curb sections except along a few sections with sidewalk. Also, it appears that most developed sidewalk was not buffered or offset from existing curb, as typical with the prevailing complete street guidelines applied.



As indicated, a recommendation of this Plan is for City officials to define new street design standards that include guidance on the advancement of multimodal facilities and complete streets. As it pertains to capacity details, road mobility can be improved with definition of curb and gutter sections, along with the improvement of pavement to a depth standard.

The active mobility element is discussed in Chapter 5. This section recommends the City develop an approach to improving arterials and collectors throughout town, focusing on providing curb and gutter with improved pavement sections, as warranted. The priority of these improvements is as follows:

- ◆ SR 902, Lefevre Street to east City limits; improvements were better described prior.
- ◆ Lefevre Street, Hancock Street to Jefferson Street (match current TIB project)
- ◆ Lake Street, Sherman Street to Freeman Drive
- ◆ Jefferson Street, W 4th Street to Lake Street
- ◆ W. 4th Street, North Trail Head to Jefferson Street
- ◆ Howard Street, Brooks Road to W. 4th Street
- ◆ Brooks Road, San Salvador Street to Lefevre Street
- ◆ Stanley Street, Percival Street to Campbell Street
- ◆ Barker Street sidewalk (South side), Lefevre Street to Stanley Street
- ◆ Campbell Street, Lefevre Street to Stanley Street

Recommendation (Long-Term): Deploy complete street improvements to bring roadways to standards developed by City officials; focusing on arterials followed by major and then minor collectors.

SR 902 Intersections

The forecast conditions analysis indicates LOS D conditions for the SR 902/Lefevre Street/Brooks Street and SR 902/Graham Road intersections by year 2050 and LOS F under the full build condition. In addition, the SR 902/Stanely Street intersection is also forecast to degrade to LOS F under the full-build condition. The conclusion from the analysis is that intersection control improvements should be considered for deployment in the future; this will improve the capacity/function of intersections, and for SR 902 overall.

There are three principal approaches to increasing capacity at intersections: geometric improvements (adding turn lanes), signalization, and the deployment of a roundabout. Of these approaches, the roundabout provides the highest degree of strategic benefit to the City and WSDOT.

A roundabout improvement provides capacity comparable to a signal, yet minimal delay is experienced as traffic moves without interruption. As indicated in Section 3.5, two of these intersections have high collision rates. A roundabout offers the best safety benefit of the three improvement options. Lastly, the roundabout provides the best integration with complete streets and (arguably) provides the best protection bicycle and pedestrian movements/crossings.



The shorter-term improvements noted with Section 3.5 are still recommended; these are low-cost measures to help preserve safety until roundabouts can be developed. Roundabouts are ultimately recommended for the SR 902 intersection with Lefevre Street, Stanley Street South, and Graham Road. The design of roundabouts would accommodate the three-lane, complete street section recommended prior. However, they would also be designed so they could be constructed without street improvements, if/when warranted.

These would be single-lane roundabouts provided with splitter islands on the north-south legs of the intersection, and with elongated splitters or minor chicanes on the east-west legs. All legs to the intersection would be designed with crossings, islands would be designed with refuges. If the City were to select bike-lanes for application along SR 902, as a complete street, then transitions to/from the roadway to the pedestrian crossings could be developed. Pathways would simply tie into crossings, if selected as the element of the complete street.

Recommendation (Long-Term): Deploy a single-lane, multimodal roundabout at the intersections of SR 902 and Lefevre Street, Stanley Street South, and Graham Road.

Lake Street / Stanley Street

As indicated, short-term improvements are recommended in Section 3.5 to help preserve safety at this highest incident intersection within the City. Although capacity has not been

quantified, and it is unlikely that LOS is an issue at the junction, this is also a good roundabout candidate given the safety and complete street integration reasons mentioned earlier. This would negate sight-distance issues, given right-turns only occur at these junctions, and provide a traffic calming effect for the community.

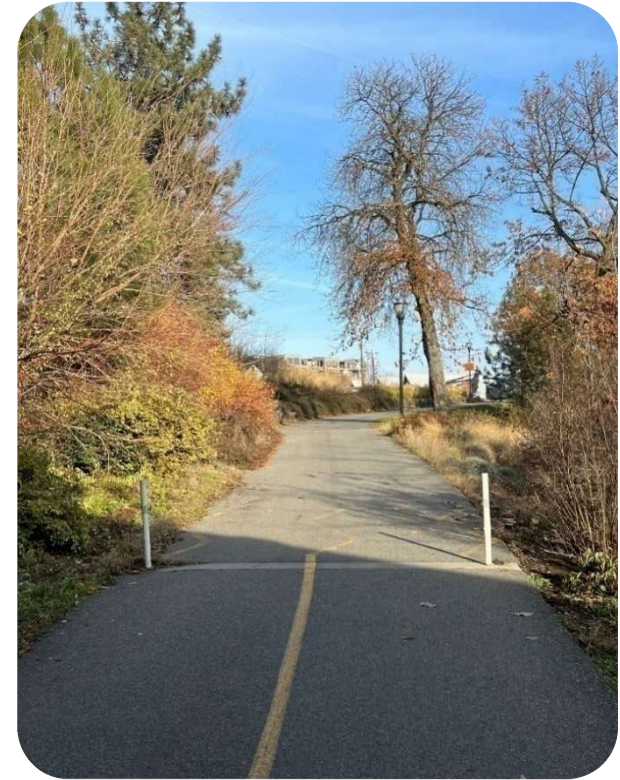
Recommendation (Long-Term): Deploy a single-lane, multimodal roundabout at intersection of Lake Street and Stanley Street.





CHAPTER 5

MULTIMODAL DISCUSSION



Chapter 5

This section summarizes the multimodal review. Presented are a discussion of bike, pedestrian, and transit conditions within the City with recommendations for improvement.

5.1 ACTIVE TRANSPORTATION

The goals and policies presented with Section 2 strongly focus on improving active mobility and transit networks via application of bike lanes, shared use paths, trails, separated sidewalks, and transit connections. Multimodal solutions offer a cost-effective option to single-occupancy vehicle use. They are key to helping cities like Medical Lake promote small-town values, improve health, and improve livability.

SIDEWALK

Research provided with *Economic and Health Benefits of Walking, Hiking, and Bicycling on Recreational Trails in Washington* (Washington Recreation and Conservation, 2019) found the presence of sidewalk is the chief factor in determining a person's willingness to walk. There is a lack of continuity regarding sidewalk along arterials and collectors. This can be detrimental to active mobility in the City. The lack of sidewalk is a theme in the older, developed areas of the County overall, and not just Medical Lake. Past agency standards did not consistently require sidewalks, so they were not provided on many streets, historically.

The *Pedestrian Safety Guide and Countermeasure Selection* guide of the Federal Highway Administration (FHWA) shows the types of sidewalks needed in varied transportation and land use settings. Guidance is shown with **Table 5.1** below.

Roadway Classification and Land Use	Sidewalk/Walkway
Rural Highways (< 400 ADT)	Shoulders preferred, with minimum of 0.9 m (3 ft).
Rural Highways (400 to 2,000 ADT)	1.5-m (5-ft) shoulders preferred, minimum of 1.2 m (4 ft) required.
Rural/Suburban Highway (ADT > 2,000 and less than 1 dwelling unit (d.u.) / .4 hectares (ha) [1 d.u. / acre])	Sidewalks or side paths preferred. Minimum of 1.8-m (6-ft) shoulders required.
Suburban Highway (1 to 4 d.u. / .4 ha [1 to 4 d.u. / acre])	Sidewalks on both sides required.
Major Arterial (residential)	Sidewalks on both sides required.
Urban Collector and Minor Arterial (residential)	Sidewalks on both sides required.
Urban Local Street (residential – less than 1 d.u. / .4 ha [1 d.u. / acre])	Sidewalks on both sides preferred. Minimum of 1.5-m (5-ft) shoulders required.
Urban Local Street (residential – 1 to 4 d.u. / .4 ha [1 to 4 d.u. / acre])	Both sides preferred.
Local Street (residential – more than 4 d.u. / .4 ha [4 d.u. / acre])	Sidewalks on both sides required.
All Commerical Urban Streets	Sidewalks on both sides required.
All Streets in Industrial Areas	Sidewalks on both sides preferred. Minimum of 1.5-m (5-ft) shoulders required.

Table 5.1. FHWA Sidewalk Needs by Roadway Type

Any arterial or collector is recommended by the FHWA as needing sidewalks along both sides of urban and suburban streets in Medical Lake. Share-use paths or separated sidewalk are recommended on roads with greater than 2,000 ADT, sidewalks or wide shoulders are supportable on roads with less than 2,000 ADT.

Exhibit 5.1 shows existing sidewalk sections within Medical Lake. As shown, sidewalk is aligned along one or both sides of streets within more newly developed areas, and in districts City officials have made a priority for pedestrian circulation. Older street segments tend to lack sidewalk, the function of historical design standards from a time when sidewalk was not a priority along low volume roads.

This Transportation Master Plan confirms the need to extend sidewalks or paths along city streets. Planning,

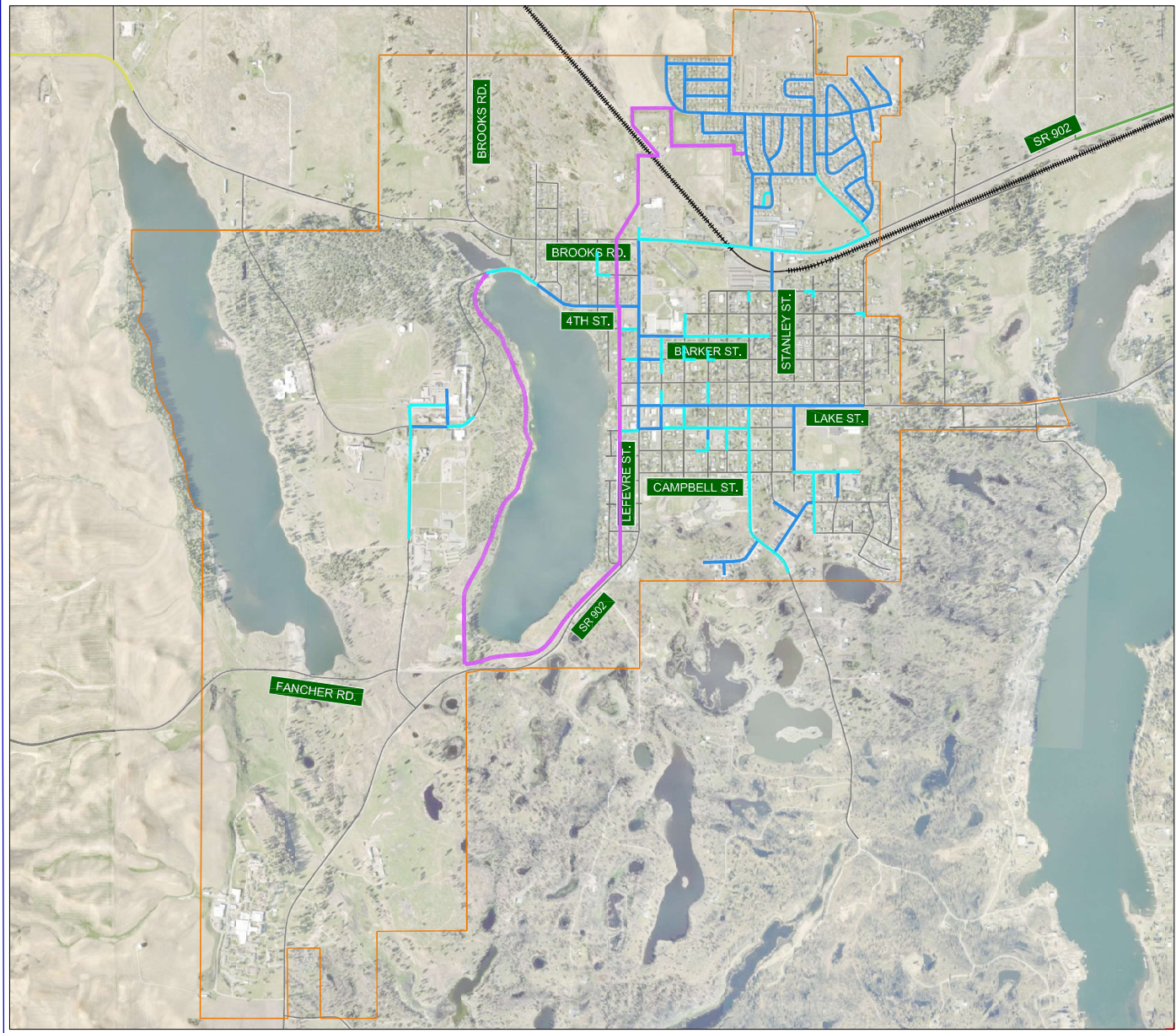
design, and construction should be prioritized for classified streets (arterials and collectors), higher volume local streets, and local streets that provide pedestrian and bike connections to City services like schools, retail, businesses, etc. Also, streets that support travel between functionally classified roads.

The decision between sidewalk or pathways should consider whether the route would also serve cyclists, precipitating the need for a shared use path on at least one side of the road. With this premise, a summary of the streets that should be considered a priority for sidewalks are noted below. This

should be reviewed in coordination with the pathway versus bike lane discussion shown with the following section.

- Arterials
 - Lefevre Street (SR 902),
 - Sidewalk Infill Both Sides, SR 902 to Jefferson St
- Collectors
 - Brooks Road
 - Sidewalk North Side, San Salvador to Lefevre
 - Howard Street
 - Sidewalk both sides, Brooks to 4th Street
 - Jefferson Street
 - Sidewalk infill both Sides, 4th St to Lake
 - Stanley Street South
 - Sidewalk both Sides, Percival to Campbell
 - San Salvador Street
 - No Sidewalk Recommended, Rural Section
 - Barker Street
 - Sidewalk both Sides, Washington to Stanley
 - Lake Street
 - Sidewalk Both Sides, Sherman to Freeman
 - Campbell Street.
 - Sidewalk both sides, Lefevre to Stanley
- Priority Locals and Future Collectors
 - Jefferson Street
 - Sidewalk both sides, Brooks to Lefevre





LEGEND	
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	SIDEWALK BOTH SIDES
	SIDEWALK ONE SIDE
	SHARED USE PATHWAY

Exhibit 5.1	EXISTING SIDEWALK FACILITIES
CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	



- Barker Street
 - Sidewalk south side, Washington to Stanley
 - Sidewalk both sides, Stanley to Sherman
- Sherman Street/Henderson Street
 - Sidewalk both sides, Lake to SR 902
- Graham Road
 - Sidewalk west side, Kathy Lee to SR 902

PATHWAYS AND BIKEWAYS

Exhibit 5.2 shows the dedicated bicycle network of Medical Lake. The bike network is comprised of shared use pathways, dedicated bike lanes, and routes where shared interaction of bicycles and vehicles has been assigned.

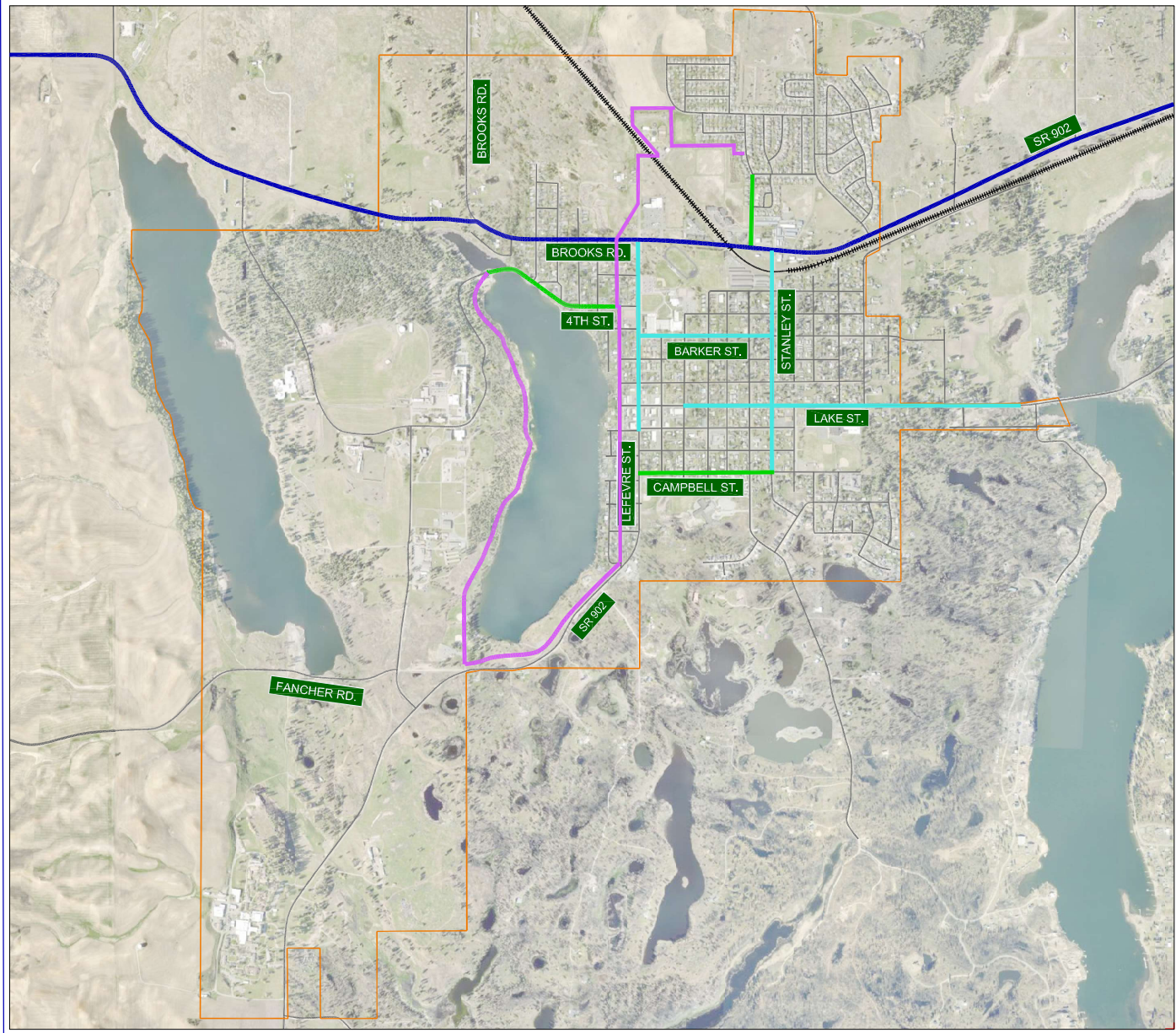
The success of a pathway system is typically in the number of people observed using the pathways, trails, and bike lanes on a regular basis, and in all seasons. The reasons for this are not only that it links neighborhoods to destinations, but also pathways and bike lanes protect pedestrians and bicycles from moving vehicles.

Research from FHWA confirms that separated paths, either standalone or alongside major roads, are what encourage bicycle activity. Exhibit 5.3 shows bicyclists affirm a 51 to 56% comfort factor with a shared use path, trail, or side path. The level of comfort of cyclists reduces with proximity to vehicles; buffered bike lanes and typical on-street bike lanes result in a 5 to 9% comfort level. Shared vehicle lanes and shoulder cycling precipitate a 4% to 7% comfort level.



Exhibit 5.2. FHWA Safe Facilities Results

The conclusion is that, while providing bike lanes or shared lanes does encourage some use, the separation of cyclists from traffic using buffered or separated bicycle lanes or pathways is what will optimally encourage bicycling within the community.



LEGEND	
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	SHARED ROADWAY
	BIKE LANES
	BIKE LANE, ONE SIDE
	SHARED USE PATHWAY

Exhibit 5.3	EXISTING BICYCLE FACILITIES
CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	



For this reason, the active element of this Transportation Plan recommends buffered bike lanes or off-street shared-use pathways, trails, and side paths along major routes to link people to their destinations. Buffered bike lanes refer to the use of street parking to separate bikes from moving vehicles. The Bikeway Selection Guide (FHWA, 2019) offers direction on the selection of bicycle facilities when considering volume and speed conditions. **Exhibit 5.4** (next page) for Medical Lake streets. A street with a posted speed limit of 35 mph and higher and/or with traffic volumes of 7,000 or higher should be planned as a separated facility. Per this guidance, SR 902 should be developed with a shared use path, side path, or separated bike lane to address the needs of cyclists.

Bike lanes in streets are supported with speed limits between 25 and 35 mph, and with traffic volumes between 3,000 and 7,000 vehicles per day. However, given the comfort level of cyclists with on-street facilities, attempts should be made to separate or buffer these facilities, as much as possible.

Below thresholds of 3,000 trips per day, a street is a candidate for a shared lane per the matrix below. However, a shared lane is not an optimal solution per the cyclist comfort level discussions provided prior. For streets with reduced volumes, in-street bike lanes would be a more optimal solution compared with in-lane sharing.

Several sidewalk routes noted prior, could be enhanced for bicycle improvements, new or revised facilities provided with or in-lieu of sidewalk.

A summary of bicycle improvement considerations is below. These would be provided as a part of complete street improvements highlighted subsequently.

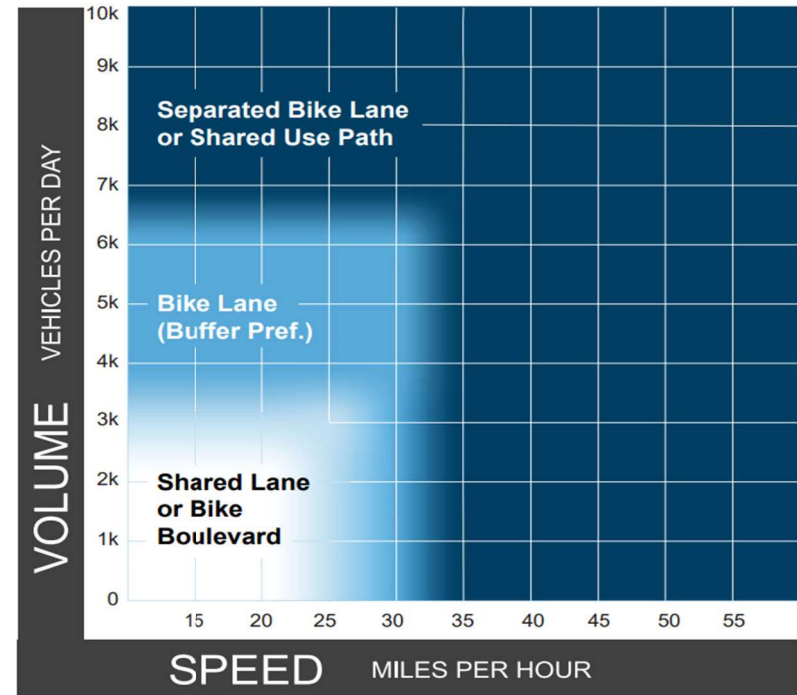


Exhibit 5.4. FHWA Facility Selection Matrix

- Arterials
 - Lefevre Street (SR 902)
 - Bike lanes, Hancock to Jefferson.
 - SR 902
 - Shared-use path south side, Lefevre to Graham.

- Collectors
 - Brooks Road
 - Pathway south side, San Salvador to Lefevre
 - Howard Street
 - Bike lanes, Brooks to 4th Street
 - Jefferson Street
 - Bike lanes (both sides), 4th St to Lake
 - 4th Street,
 - Pathway south side, North Trailhead to Jefferson
 - Barker Street
 - Bike lanes, Stanley to Sherman
 - Lake Street
 - Bike lanes, Sherman to Freeman
 - Campbell Street
 - Bike lanes, Lefevre to Stanley
- Priority Locals and Future Collectors
 - Jefferson Street
 - Bike lanes both sides, Brooks to Lefevre
 - 4th Street
 - Pathway south side, North Trail Head to Jefferson
 - Barker Street
 - Path or Bike Lanes, Stanley to Sherman
 - Sherman Street/Henderson Street
 - Bike lanes or pathway, Lake to SR 902
 - Stanley Street North
 - Bike lanes, Tara Lee to SR 902

- Graham Road
 - Bike lanes or Path, City Limit to SR 902

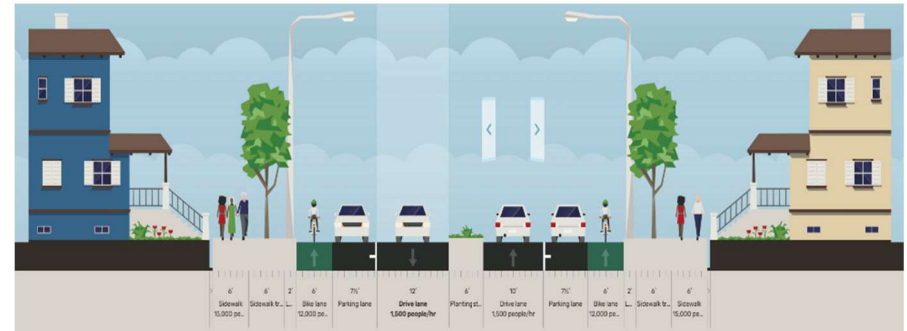


Exhibit 5.5. Sample Complete Street Cross Section w/Parking Lanes as Buffers from Bike Lanes

As indicated, streets in core residential areas, pathways and bike lanes are recommended to include “buffered” areas to protect pedestrians and cyclists. This includes landscaped area projection for sidewalk and pathways, or a parking lane aligned between the bike and vehicle through lanes. From a practical standpoint, the recommendation is a complete street like what the City leaders completed with TIB for Lefevre Street. This recommendation is reinforced in capacity discussions. **Exhibit 5.5** provides an example of a complete street section for highlighted roadways in Medical Lake.

CROSSINGS

There are several crossings throughout the City; the emphasis of this section is on highlighting any improvements that may be needed for junctions between two classified roadways, or a classified roadway with a major local street. Lastly, primary routes to/from Medical Lake schools were examined to determine whether crossing improvements may promote student safety at key intersections.

Potential crossing treatments were reviewed in coordination with *A Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations* (FHWA, 2018). This provides guidance on treatment options given variables of speed and daily vehicle volume data. The guidance is shown with **Exhibit 5.6** (right).

To be clear, this is a guide, and this Transportation Master Plan follows FHWA advisements for most intersections. However, there were key locations where enhanced treatments were recommended. As justification, the FHWA guide was based largely on analysis of larger metropolitan areas; areas where drivers and pedestrians are accustomed to wider streets with higher travel demands. The citizens from Medical Lake will have different perceptions of roadway geometry and traffic volumes; criteria should be tempered situationally to be of relevance to this community. This is true especially of the higher volume roads, SR 902 and Lefevre Street.

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	① 2 4 5 6	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9
3 lanes with raised median (1 lane in each direction)	① 2 3 4 5	① 5 7 9	① 5 7 9	① 3 4 5	① 5 7 9	① 5 7 9	① 4 5 7 9	① 5 7 9	① 5 7 9
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	① 2 3 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 3 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9
4+ lanes with raised median (2 or more lanes in each direction)	① 5 7 8 9	① 5 7 8 9	① 5 8 9	① 5 7 8 9	① 5 7 8 9	① 5 8 9	① 5 7 8 9	① 5 8 9	① 5 8 9
4+ lanes w/o raised median (2 or more lanes in each direction)	① 5 6 7 8 9	① 5 6 7 8 9	① 5 6 8 9	① 5 6 7 8 9	① 5 6 7 8 9	① 5 6 8 9	① 5 6 7 8 9	① 5 6 8 9	① 5 6 8 9

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

- 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
- 2 Raised crosswalk
- 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
- 4 In-Street Pedestrian Crossing sign
- 5 Curb extension
- 6 Pedestrian refuge island
- 7 Rectangular Rapid-Flashing Beacon (RRFB)**
- 8 Road Diet
- 9 Pedestrian Hybrid Beacon (PHB)**

Exhibit 5.6. FHWA Crossing Treatment Matrix

Based on the preamble, a summary of the recommended treatments for key intersections is summarized as follows:

Install or update with high visibility markings, install lighting, and provide advanced signs:

- Brooks Road / San Salvador Street
- Barker Street / Lefevre Street

- Howard Street / Brooks Road
- Howard Street / 4th Street
- Jefferson Street / 4th Street
- Lefevre Street / 4th Street
- Lefevre Street / Barker Street
- Stanley Street / Barker Street
- Sherman Street / Barker Street
- Jefferson Street / Lake Street
- Lefevre Street / Lake Street
- Sherman Street / Lake Street
- Lefevre Street / Campbell Street
- Stanley Street / Campbell Street

Install or update with high visibility markings, install lighting, provide advanced signs, and install pedestrian-actuated rapid rectangular flashing beacon (RRFB):

- Lefevre Street / Brooks Road / SR 902
- Stanley Street South / SR 902
- Stanley Street South / Lake Street

The last three intersections noted above are also candidates for intersection improvements, as described with the future condition’s discussion. The installation of RRFBs would occur as an interim improvement until the City determines elevated intersection improvements are required.

5.2 CITY TRANSIT

Spokane Transit Authority (STA) operates the Medical Lake public bus system. Route 62 “Medical Lake” operates on an hourly rotation during weekdays between 5:30 AM and 11:30 PM. The route also operates hourly from 6:00 AM and 11:00 PM on Saturdays, and hourly on Sundays between 7:00 AM and 8:30 PM.

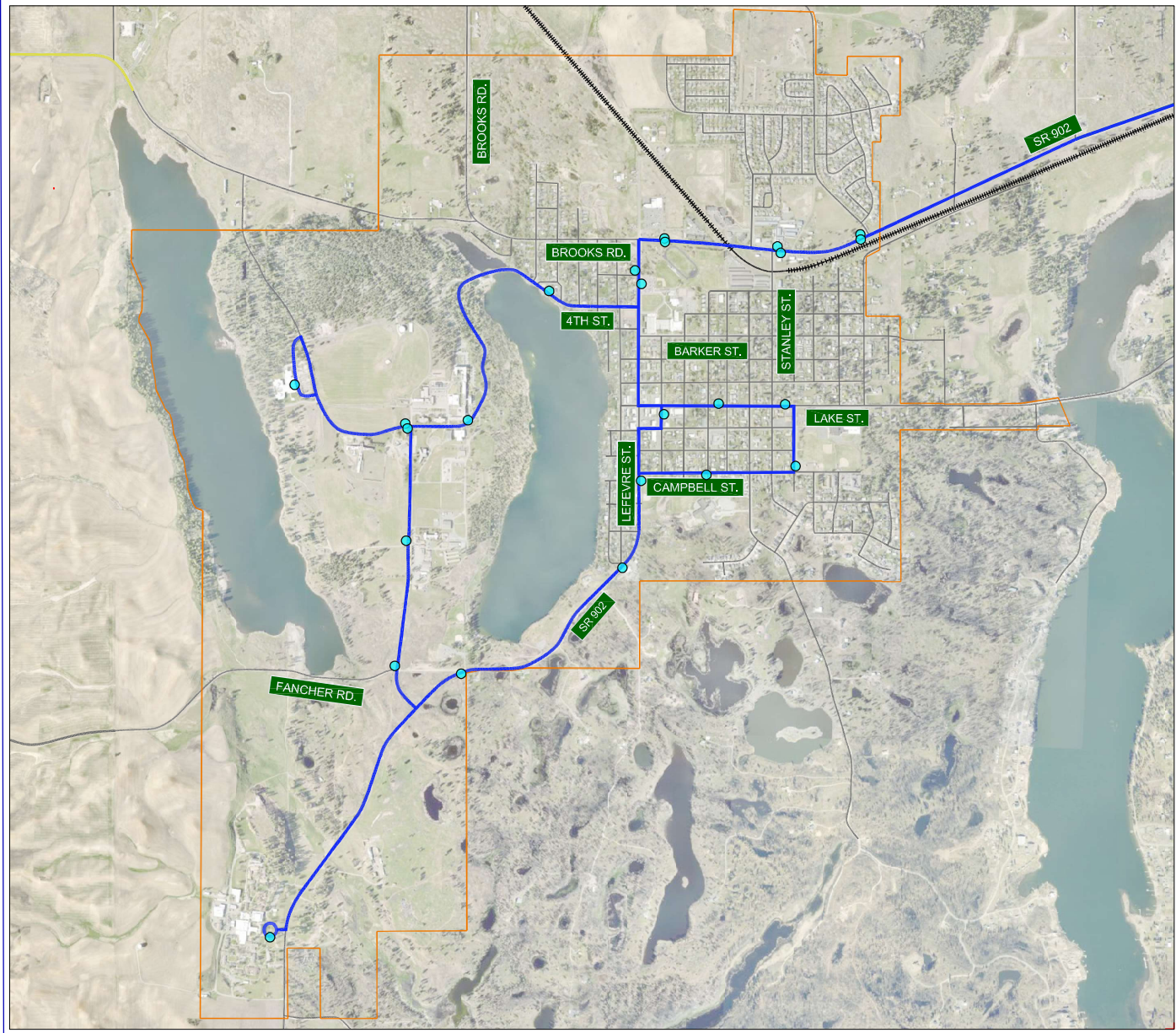
The Annual Route and Passenger Facilities Performance Report - 2024 Data (STA, 2024)* provides metrics regarding use of STA in Medical Lake. Key metrics are as follows:

Route 61: Highway 2/Fairchild

- Annual Ridership – 47,062 passengers
- Average Weekday Ridership – 147.2 passengers
- Peak Boardings - 3 PM, 19 passengers
- Peak Location, Medical Lake Center (54 in/out)

STA provides paratransit service comparable to fixed-route service. Origins and destinations must be in a three-quarter mile radius of a fixed route. This means many areas of the City are served by paratransit.

The route operates between Medical Lake and the West Plains Transit Center, where connections to Airway Heights, Cheney, Spokane, and other areas of Spokane County can be achieved. A route map is shown with **Exhibit 5.7**, highlighting notable stops.



LEGEND	
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	STA ROUTE 62 STOP
	STA ROUTE 62

Exhibit 5.7	STA BUS SERVICE AND STOPS
-----------------------	---------------------------



CITY OF MEDICAL LAKE
 TRANSPORTATION MASTER PLAN
 MEDICAL LAKE, WASHINGTON

RECOMMENDATIONS

STA services are provided in response to ridership demands, as determined by leadership. City of Medical Lake leaders can make route addition or change requests of the agency, but the decision is up to STA.

With that said, in line with multimodal goals of Medical Lake, City leaders can encourage STA ridership. The provision of facilities that help augment the access and convenience of public bus stops is a large factor. For instance, the extension of sidewalk, paths, and bike lanes is a key strategy. Additional ideas include, but are not limited to, the following actions:

- ◆ Amenities such as bike racks and shelters,
- ◆ Improving the lighting around the facilities,
- ◆ Improving the visibility of transit stops,
- ◆ Adding security cameras/surveillance systems,
- ◆ Education and promotion (benefits of transit),
- ◆ Preferred vehicle parking at stops, and
- ◆ Discounted passes or service subsidies.

Many solutions above require capital investment by the City to affect multimodal changes. For that reason, they are identified as long-term solutions with the proposed City TIP presented with Chapter 6.0.

Transportation Orientated Development

Transit-oriented developments (TODs) are a transportation demand management strategy that could be considered

by City leaders for Medical Lake. A TOD is a land use area, supported by policy, which maximizes the use of property in suburban or urban environment to promote walking, biking, and transit activities. Employment, recreation, and residential land uses are promoted in a focused area, which also has clear/direct access to Spokane Transit. A TOD reduces reliance on single occupancy vehicles, promoting healthy lifestyles, as active mobility can occur between land uses. Also, transit ridership increases as occupants can more easily access buses with commutes to/from the region.

STA leaders are working to initiate the first TOD developments along key corridors, like Division Street and Sprague Avenue within Spokane and Spokane Valley, respectively. However, there is opportunity to advance to a TOD center in Medical Lake. This has strong synergies with the multimodal vision of City leaders and offers many benefits for the community.

The benefits of a TOD center for the City of Medical Lake:

- ◆ Mobility and Access.
 - A range of travel choices are promoted beyond personal vehicles, including transit, walking, biking, and often micro-mobility.
 - Service, employment, and residential centers are within convenient/near walking, biking, and transit proximities, diminishing reliance on personal autos.
 - To that end, a TOD can reduce/eliminate need for an automobile.



- The TOD can reduce travel demand, as measured in diminished vehicle miles of travel (VMT).
- ◆ Land Use and Economics.
 - Private development can be stimulated, helping to promote works centers and access to service and retail services.
 - Apartments and townhomes are normally a key feature of a TOD, providing diverse and affordable housing options.
 - Costs for auto fuel and maintenance are eased, allowing citizens economic benefit.
 - Reduces road preservation costs for agencies due to reduction of vehicle friction.
- ◆ Sociability and Quality of Life.
 - Walking, biking, and micro-mobility are important accessibility features of a TOD, promoting health.
 - Harmful vehicle emissions are reduced, improving and reducing environmental impact.
 - Social interactions are improved, on transit and within service and retail hubs of TOD's.
 - Aesthetics like street art, landscaping, decorative lights, and parks are often developed within TOD's, augmenting appeal and a sense of community.
 - Historical or cultural centers can be a focal point of the TOD, enhancing community pride.

- Enhancing pride in one's community can increase cooperation and stewardship.

The TOD should be considered as a multimodal strategy for Medical Lake. As noted, this travel demand management strategy will help promote land use, economic, and quality of life benefits, as well as positive mobility and environmental outcomes.

Given STA Route 62 covers many areas within Medical Lake, there are several options the City can consider for a TOD. The downtown area and Harvest Food areas are two examples of deployment areas, though more examples do exist.

5.3 MEDICAL LAKE SCHOOL DISTRICT

Medical Lake school district has two elementary schools, a middle school, and a high school that services a geographic area extending from just north of U.S. Highway 2 to the north, I-90 to the south, Pine Street and Maple Street to the west, and Craig Road to the east. The District serves the City, areas of Spokane County, and Fairchild Air Force Base.

The District provides bus services to students located outside of an approximate mile circumference of the schools. There are three schools located in City limits, an elementary school located in and servicing Fairchild. **Exhibit 5.8** (next page) shows the limits of the school district.

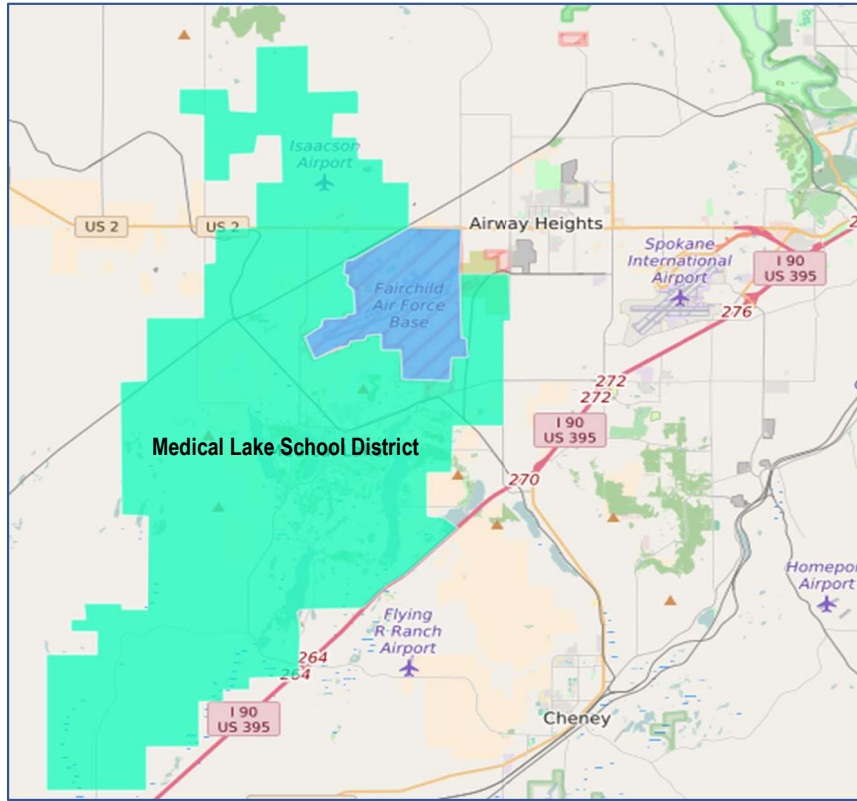


Exhibit 5.8. Medical Lake School District (Green)
 (Source: Zipdatamaps.com)

Lighting and visibility improvements may be considered for areas that may support the recurrent pickup and drop of students. However, many areas are outside of City control given they are in Spokane County or Fairchild Air Force Base authority. The City can coordinate with MLSD leadership and

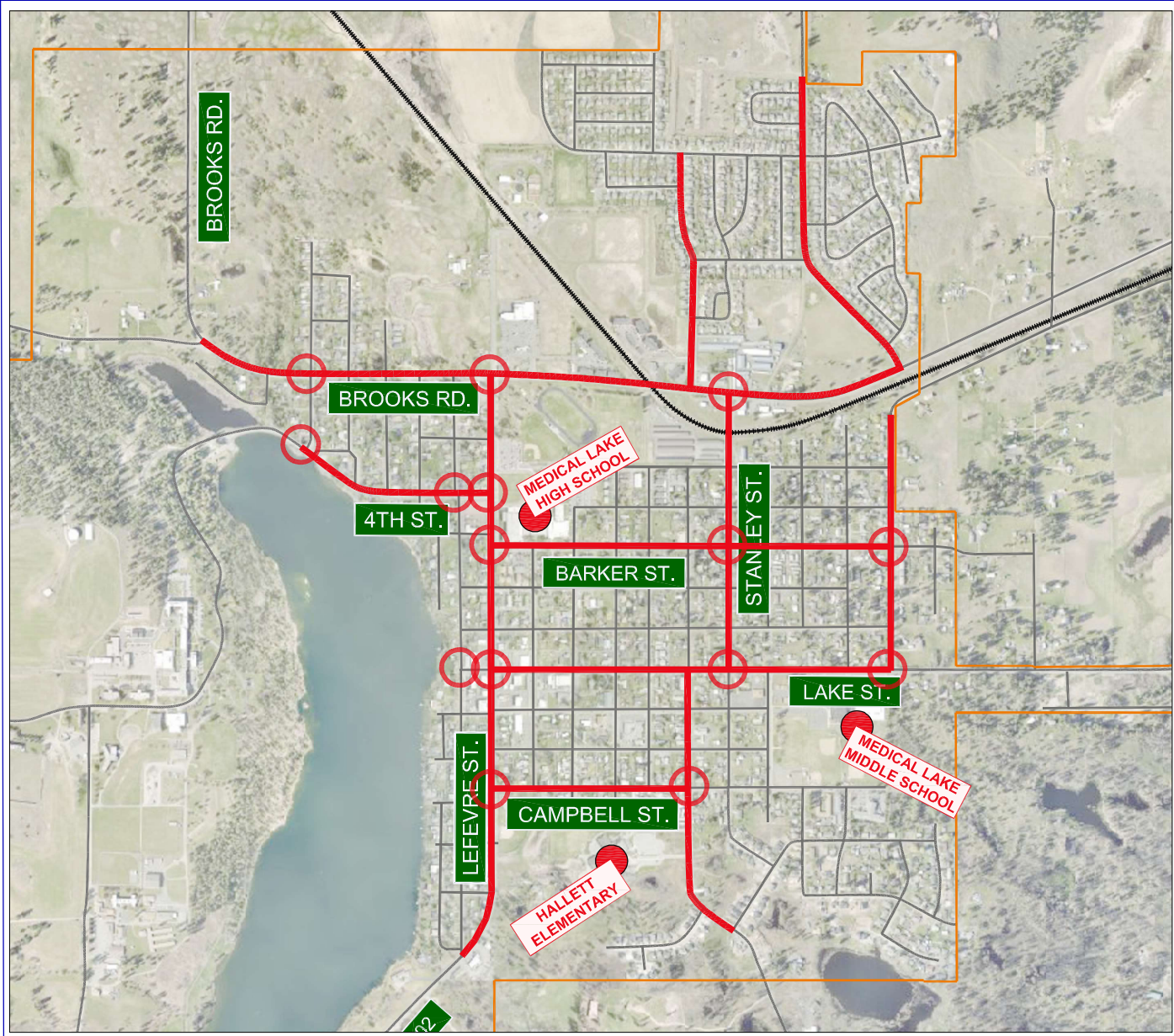
affected agencies for changes, strategies, or improvements outside of Medical Lake.

However, as indicated prior, there are students that walk to school within Medical Lake. There is a lack of sidewalk and bicycle accommodation along many routes for walking and bicycling students.

A Safe Routes to Schools analysis was provided to help confirm routes, many of them noted prior, for priority implementation of active mobility and safety improvements. The criteria for these routes were:

- The route has application for serving a large residential area of Medical Lake.
- The route provides duplication in supporting active movements for all citizens in Medical Lake (broader investment implications).
- The route captures students for up to an approaching mile of schools, this captures most routes in the City.

The results of this review are shown with **Exhibit 5.9**. This map shows roadways and intersections of emphasis for the safe mobility of students between schools and neighborhoods. There is much duplicity in this and prior multimodal analyses, this affirms the investments can be made to serve complete purposes for the community.



LEGEND	
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	SCHOOL LOCATION
	SAFE SCHOOLS ROUTE
	SAFE SCHOOLS CROSSING

Exhibit
5.9

SAFE ROUTE ROADS AND
INTERSECTIONS

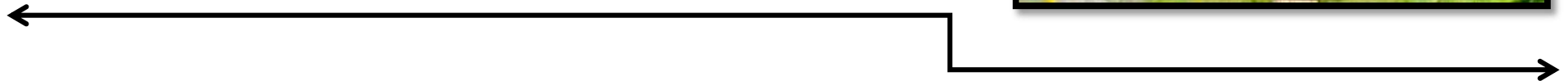


CITY OF MEDICAL LAKE
TRANSPORTATION MASTER PLAN
MEDICAL LAKE, WASHINGTON



CHAPTER 6

TRANSPORTATION IMPROVEMENT PROGRAM



Chapter 6

Chapter 6 summarizes the improvements recommended for the Transportation Master Plan. Short-term strategies and projects would be included in the 6-Year City Transportation Improvement Program (TIP). Long-Term projects would be those moved into the TIP for implementation over time. All of these projects could be included in the Capital Improvement Element of the Medical Lake Comprehensive Plan, which is currently being updated.

6.1 TIP COST ESTIMATES

Planning level construction costs were developed to support the development of the TIP. Costs are provided to help City officials plan for, secure, and allocate capital for right-of-way acquisition, design, and construction. Unit pricing was based on the recent bid estimates of projects in the region; the City of Spokane and the City of Airway Heights were primary examples used in material costs. The bid forms from agencies are typically downloadable from websites, or as available from past project work.

Materials include the cost of construction. Markups were applied to material costs for Washington taxes (9%); traffic control (3%); mobilization (7%); survey, design, permitting, bid documents, and administration (15%); construction survey and construction engineering (16%). This calculates to a 50% total markup on material/construction costs.

Short Term: Lake Street / Stanley Street

Option 1. Cross traffic (MUTCD W2-1) and street name (W16-8P) signs on Lake Street in advance of Stanley Street, two breakaway signs with poles and bases.

Material & Construction	\$1,800
<u>Project Markups</u>	<u>\$900</u>
Option 1. Project Estimate	\$2,700

Option 2. Stop signs (MUTCD R1-1) to convert to an all-way stop. Advanced "stop ahead" signs (MUTCD W3-1) used to notify approaching drivers of the all-way stop.

Material & Construction	\$3,760
<u>Project Markups</u>	<u>\$1,885</u>
Option 2. Project Estimate	\$5,645

Option 3. Solar-powered stop signs (MUTCD R1-1) to convert to an all-way stop. Advanced "stop ahead" signs (MUTCD W3-1) used to notify approaching drivers of the all-way stop.

Material & Construction	\$16,585
<u>Project Markups</u>	<u>\$8,300</u>
Option 3. Project Estimate	\$24,885

Short Term: SR 902 & Stanley Street North

Option 1. Reflective markers on a 1-foot interval for length of right-turn lane line (150-feet), improving lane visibility.

Material & Construction	\$2,250
<u>Project Markups</u>	<u>\$1,135</u>
Option 1. Project Estimate	\$3,385

Option 2. Driveway pushed 15 feet west, width reduced by 5-feet, and terminus pushed east 10-feet, prior to ADA ramp. This allows taper length to increase from 30 to 60 feet.

Material & Construction	\$87,380
<u>Project Markups</u>	<u>\$43,650</u>
Option 2: Project Estimate	\$131,030

Short Term: SR 902 & Lefevre Street

Option 1: Stop signs (MUTCD R1-1) to convert to an all-way stop. Advanced "stop ahead" signs (MUTCD W3-1) used to notify approaching drivers of the all-way stop.

Material & Construction	\$3,315
<u>Project Markups</u>	<u>\$1,565</u>
Option 1. Project Estimate	\$4,700

Option 2. Solar-powered stop signs (MUTCD R1-1) to convert to an all-way stop. Advanced "stop ahead" signs (MUTCD W3-1) used to notify approaching drivers of the all-way stop.

Material & Construction	\$16,585
<u>Project Markups</u>	<u>\$5,640</u>
Option 2. Project Estimate	\$22,225

Short Term: Roadway Public Works Design Standards

Develop Public Works standards that provide guidance on the design of multimodal streets within Medical Lake.

Option 1. Project Estimate	\$10,000
-----------------------------------	-----------------

Short Term: Intersection Crossing Improvements

Section 5.1 recommends the improvement of 14 crossings in Medical Lake with high visibility markings, lighting, and signs.

In addition, three intersections were recommended with an RRFB set in addition to these measures. The City does not have the capital to provide all improvements at once unless a safety grant is obtained. As such, installation of 5-basic and 1-RRFB crossing is assumed every 6-years to address identified locations, 18-years needed to address all intersections.

The assumption for a basic location is two sets of signs assumed for main-line: two pedestrian crossing (W11-2) with diagonal arrow (W-16-7PL/R) signs. In addition, there would be two sets of signs with the pedestrian crossing (W11-2) and ahead signs (W16-P). All signs would have breakaway posts. Continental striping would be used on all approaches (4-crossings), and a streetlight is assumed for one corner with a candle strong enough to light the entire intersection.

Assumptions are the same at enhanced locations, just with the addition of an RRFB set to face traffic on the major street.

Material & Construction	\$17,110
<u>Project Markups</u>	<u>\$8,560</u>
Base Crossing Project Estimate	\$25,670

Material & Construction	\$76,760
<u>Project Markups</u>	<u>\$38,385</u>
Base Crossing Project Estimate	\$115,145

Short Term: SR 902 Complete Street, Lefevre to Graham

Widening includes the addition of a center lane with curb, gutter, and separated pathway south side (sidewalk, cu. The assumption adds 12-feet of pavement widening south from

the existing, southerly lane line. A 1.5-foot curb and gutter section would be provided, then a 6-foot separation to a 10-foot shared-use pathway extending 3,600-feet from Lefevre Street to Graham Road. Note there are cross-section widths that are moderately below typical WSDOT and AASHTO recommendations. This is to avoid the foundations of transmission power line poles located about 33-feet south of the southerly lane line.

Per County GIS, right-of-way is available to support widening. However, there is a BNSF rail line crossing of SR 902 about 300-feet west of North Stanley Street. The provision of a path on the south side of SR 902 would promote need for crossings. Long term, these would occur with roundabouts at Lefevre, Stanley Street, and Graham. In the interim, RRFB's could be deployed with advanced crossings notification signs.

Material & Construction	\$3,198,915
<u>Project Markups</u>	<u>\$1,599,415</u>
Project Estimate	\$4,798,330

Short Term: Lefevre Complete Street, Hancock to Jefferson

Per County GIS, there is an approximate 73-foot right-of-way from Hancock Street to California Street, narrowing to 63-feet for the remainder of the corridor to Jefferson Street. To minimize the need for property acquisition, a 73-foot cross section was used for to 1,550-feet starting at Hancock Street and then 63-feet for the remainder to Jefferson Street, about 650-feet. The difference between the two cross sections is the provision of parking lanes on both sides of the street.

The Hancock Street to California Street section includes 12-foot through lanes, and 8-foot parking lanes which protect 5-foot bike lanes. The project assumes widening from outside lane lines, no reconstruction. There would be 1.5-foot curb and gutter sections, the gutter pan providing an additional foot to the bike lanes on each side of the street. Lastly, 10-foot sidewalk would be aligned on each side of the road. Again, the 8-foot parking lanes would drop from California Street to Jefferson Street. Yet, bicycle protection is needed, so the parking lanes would narrow to a hatched 3-foot buffer area to separate through lanes from vehicle lanes.

A bicycle crossing would be located at Jefferson Street so path users located on the west side of Lefevre Street, south of this intersection, could access the northbound bike lane.

Material & Construction	\$2,544,805
<u>Project Markups</u>	<u>\$1,272,420</u>
Project Estimate	\$3,817,225

6.2 MEDICAL LAKE TIP

The 6-Year City of Medical Lake Transportation Improvement Program recommended for Medical Lake is summarized by following **Table 6.1**. Shown is the recommended project with a brief description, the action, and the project construction cost estimate. Where improvement options were presented, the least expensive project was selected for initial installation. In addition, the complete street projects were identified with phases given the time it takes to advance large projects.

Table 6.1. Medical Lake 6-Year TIP

Target Year and Project	Project Type	Project Cost
Year 2026		
Lake / Stanley: Install Cross-Traffic Signs	Design & Construction	\$2,700
SR 902 / Stanley N.: Install Reflective Markers	Design & Construction	\$3,385
SR 902 / Lefevre: Convert to All-Way Stop	Design & Construction	\$4,700
Basic Crossing Installation	Design & Construction	\$25,670
Year 2026 TIP Total		\$36,455
Year 2027		
Roadway Public Works Design Standards	Planning	\$10,000
SR 902 Complete Street; Multimodal Street	Planning & TIB Grant	\$32,000
RRFB Crossing Installation	Design & Construction	\$115,145
Year 2027 TIP Total		\$157,145
Year 2028		
SR 902 Complete Street; Multimodal Street	Design, Permits, & Plans	\$447,850
Basic Crossing Installation	Design & Construction	\$25,670
Year 2028 TIP Total		\$473,520
Year 2029		
SR 902 Complete Street; Multimodal Street	Construction	\$4,318,490
Lefevre Complete Street; Multimodal Street	Planning & TIB Grant	\$25,445
Basic Crossing Installation	Design & Construction	\$25,670
Year 2029 TIP Total		\$4,369,605
Year 2030		
Lefevre Complete Street; Multimodal Street	Design, Permits, & Plans	\$356,275
Basic Crossing Installation	Design & Construction	\$25,670
Year 2030 TIP Total		\$381,945
Year 2031		
Lefevre Complete Street; Multimodal Street	Construction	\$3,435,505
Basic Crossing Installation	Design & Construction	\$25,670
Year 2030 TIP Total		\$3,461,175

6.3 LONG-RANGE PROJECTS

Again, the strategy presented by this Transportation Master Plan is to advance multimodal facilities through the provision of widening with active facilities and/or complete street upgrades for City arterials, collectors, and major local streets. Improvements were identified for several streets in Medical Lake. A loose priority is inferred in Section 4.3. These projects would include some variation of sidewalk, buffered bike lanes, shared-use paths, parking, lighting, crossing, widening, and/or sign improvements.

Construction costs do change with time, as do the priorities of agencies and funding agents. As such, the detailed cost of long-range projects were not estimated for this Plan. However, some level of understanding is needed for to help with City planning functions. Thus, a range of project costs were developed based on the costs estimated from the TIP; the SR 902 and Lefevre Street projects. The result is a planning, design, and construction cost estimate range of \$1,300 to \$1,700 per linear road foot; \$7,000,000 to \$9,000,000 per mile. This does align with FHWA's year 2020 "Status of the Nation's Highways, Bridges, and Transit", which provides urban lane-mile costs for roads (planning level costs), when factoring in inflation (<https://www.fhwa.dot.gov/policy/23cpr/>).

These ranges were then applied to the priorities from Section 4.3 to give cost ranges to the City, for planning functions. For instance, a complete street has been recommended as a

priority for Lake Street, Sherman Street to Freeman Drive. This is measured at a horizontal distance of about 2,650-feet per Google Earth. Thus, a cost range of \$3.445 to \$4.505 million would be estimated for the project.

Again, this is just a tool provided as a resource for planning purposes until the next TIP update is provided, with refined construction costs provided by the City Engineer. All of the road improvements planning costs suggested below include a degree of widening with active mobility improvements.

The priority improvements for functionally classified roadways with cost ranges are as follows, these would be targeted for construction by year 2050 following TIP project construction:

- ◆ Lake Street, Sherman to Freeman (2,650 ft)
Cost Range: \$3.445 to \$4.505 million
- ◆ Jefferson Street, W 4th St to Lake (1,450 ft)
Cost Range: \$1.885 to \$2.465 million
- ◆ W. 4th Street, North Trailhead to Jefferson (2,120 ft)
Cost Range: \$2.756 to \$3.604 million
- ◆ Howard Street, Brooks to W. 4th St (610 ft)
Cost Range: \$0.793 to \$1.037 million
- ◆ Brooks Road, San Salvador to Lefevre (2,520 ft)
Cost Range: \$3.276 to \$4.284 million
- ◆ Stanley Street, Percival to Campbell (2,780 ft)
Cost Range: \$3.614 to \$4.726 million
- ◆ Barker Street, Lefevre to Stanley (2,000 ft)
Cost Range: \$2.600 to \$3.400 million

- ◆ Campbell Street, Lefevre to Stanley (2,000 ft)
Cost Range: \$2.600 to \$3.400 million

To be clear, these are the priority projects for the City over the next 25 years. They do not address all City multimodal needs; just those important to commutes and safety. The assumption is this plan would be updated in 5 to 10-years, the TIP and long-range list would be updated with revised project priorities provided with time.

There were local streets identified for improvements, some as a function of proposed functional class upgrades noted subsequently. These are widening with active improvement or complete street projects developed following 25-year projects, summarized below with preliminary project costs.

- Jefferson Street, Brooks to Lefevre (3,370 feet)
Cost Range: \$4.381 to \$5.729 million
- Barker Street, Stanley to Sherman (1,360 feet)
Cost Range: \$1.768 to \$2.312 million
- Sherman/Henderson, SR 902 to Lake (3,965 feet)
Cost Range: \$5.155 to \$6.741 million
- Stanley Street North, Tara Lee to SR 902 (2,000 ft)
Cost Range: \$2.600 to \$3.400 million
- Graham Road, City Limits to SR 902 (3,685 feet)
Cost Range: \$4.791 to \$6.265 million

Roundabout Intersections

Similarly, planning level construction cost estimates were also provided for roundabouts proposed at SR 902 with Lefevre

Street, South Stanley Street, and Graham Road; and for Stanley Street and Lake Street. Again, as this is a long-range review, a detailed cost estimate was developed for a typical single-lane roundabout for the City.

The design for this roundabout was modeled after Wellesley and A Street in the City of Spokane. This roundabout has an inscribed diameter of 125-feet, which is sufficient for school buses, city buses, and WB-50 trucks. A mountable center island is provided to accommodate WB-67 vehicles. Wider sidewalk was assumed in the roundabout for pedestrian and bike activities, with typical sidewalk in the approach. Bike lanes lead to transitions at the edges of the roundabout to the wide sidewalk. Landscaped buffers would be provided.

The footprint was assessed at locations mentioned, minor rights-of-way may be needed for intersection corners, which has been factored into costs. The roundabout assumes spitter islands with refuge. A resulting total cost estimate of **\$2 million** can be assumed per each of the SR 902 roundabouts. Scaling down, an estimate of **\$1.6 million** can be assumed for Stanley Street / Lake Street.

Exhibit 6.1 shows the type of roundabout that would be envisioned for these intersections, Wellesley Avenue and A Street in Spokane.

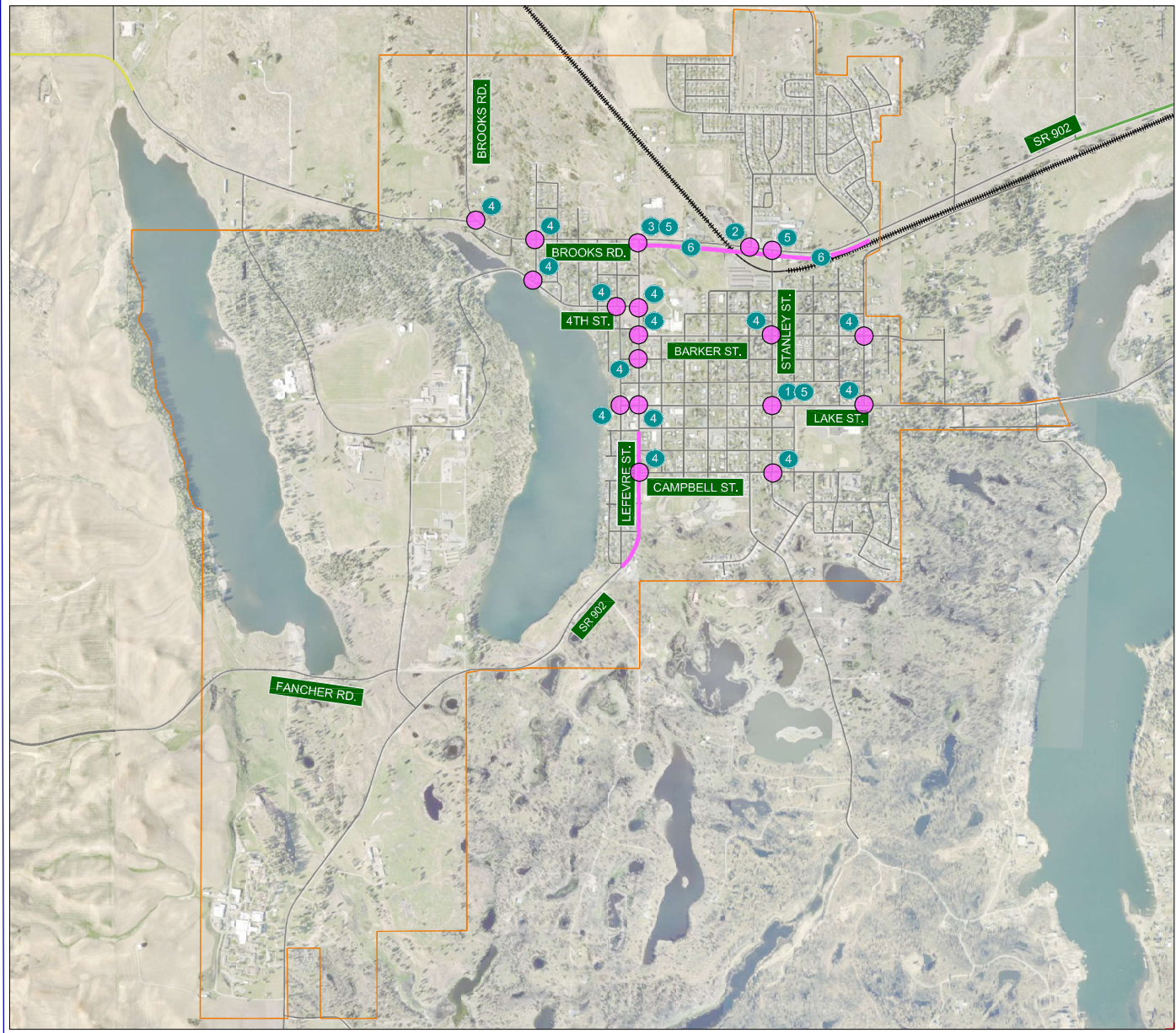
These are street projects that assume the road and sidewalk improvements discussed prior. Also highlighted are the



Exhibit 6.1. Wellesley Avenue & A Street Roundabout

bicycle recommendations emphasized for complete streets and intersections targeted for enhancement.

Improvement maps were created to help show the limits of the road and intersection projects discussed for the TIP and long-range plans. **Exhibit 6.2** shows 6-year improvements. **Exhibit 6.3** shows short-term improvements targeted for 6 to 20 years. Finally, **Exhibit 6.4** shows the longer-term projects anticipated for development after 20-years, as well as general alignments for UGA area (discussed Section 6.5).



N.T.S.

LEGEND	
	6 YEAR IMPROVEMENTS
	6 YR INTERSECTION PROJECT

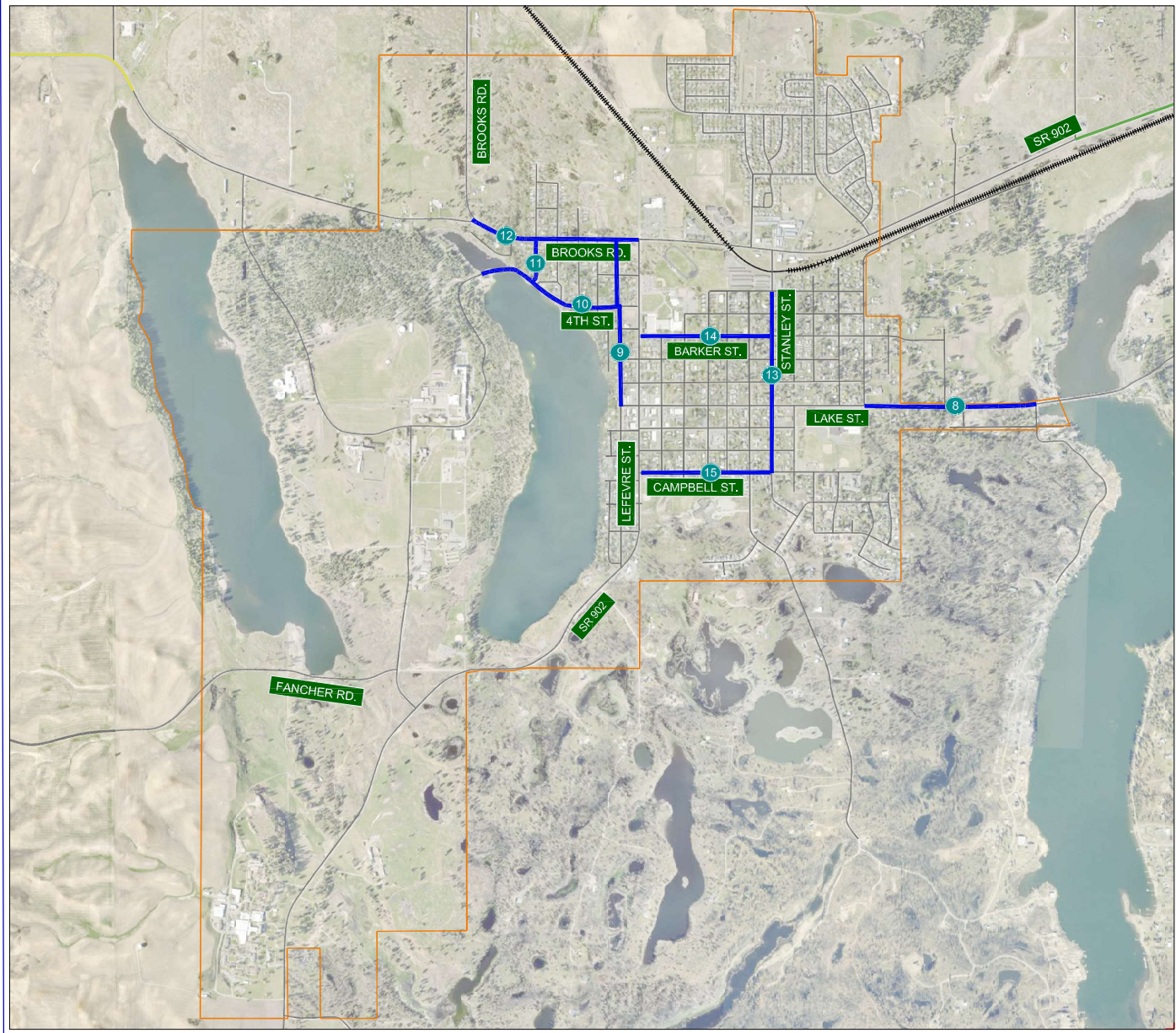
Summary of Proposed Improvements:

1. Lake/Stanley: Install Cross-Traffic Signs
2. SR 902/Stanley North; Install Reflective Markers
3. SR 902/Lefevre: Convert to All-Way Stop
4. High Viability Crossing Improvements/Upgrades
5. RRFB Crossing Improvement w/Signs and Stripes
6. SR 902 Complete Street; Widening, Curb, Gutter, and Path
7. Lefevre Complete Street; Curb, Gutter, Sidewalk, and Direction Bike Lanes

N.T.S.



Exhibit 6.2	PROPOSED IMPROVEMENTS SHORT-TERM, 6-YEAR
	CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON



N.T.S.

LEGEND	
	6 - 20 YEAR ROAD PROJECTS
	6 - 20 YR INTERSECTION PROJ

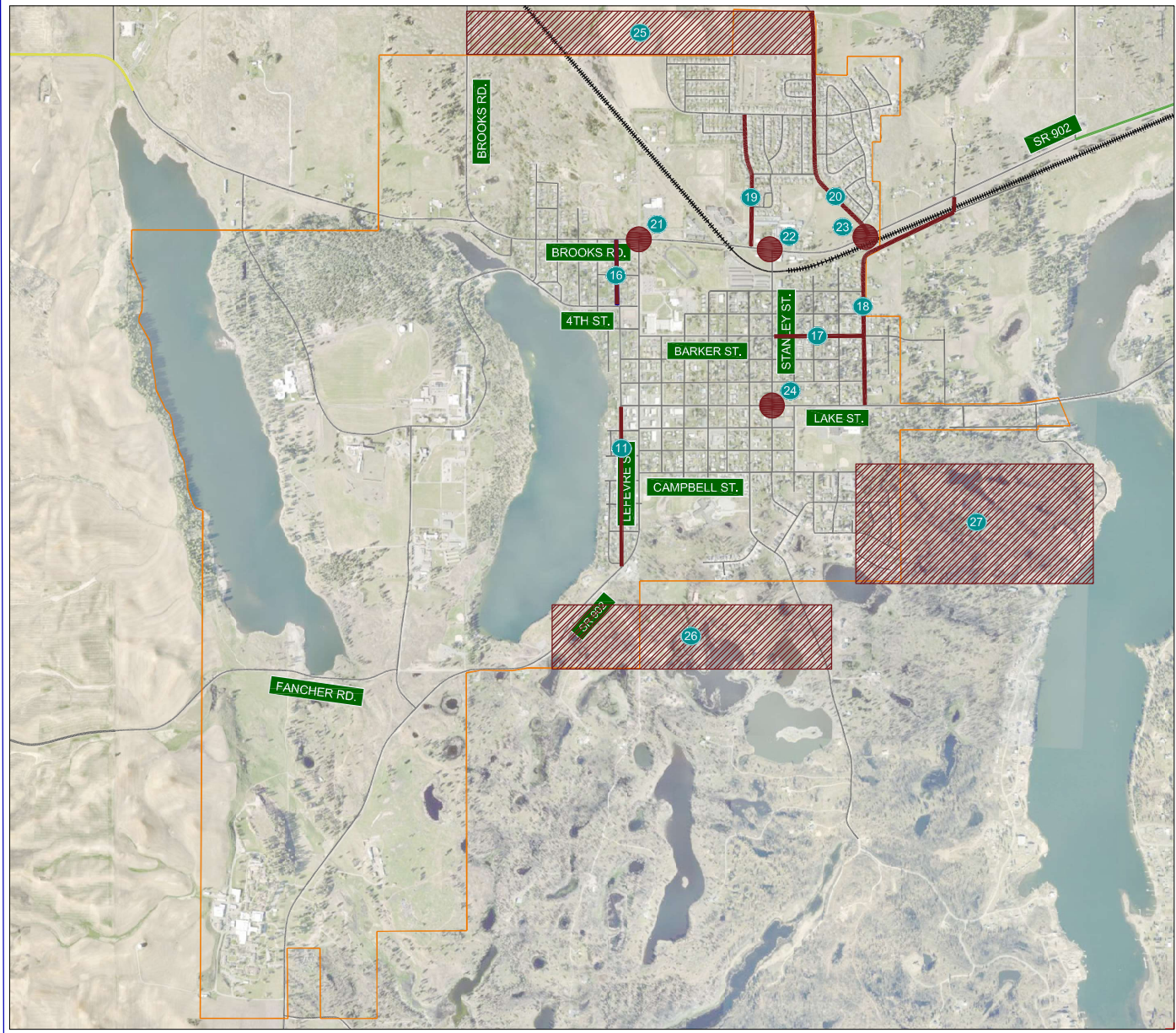
Summary of Proposed Improvements:

8. Lake St, Sidewalk and Bike Lanes, Sherman to Freeman
9. Jefferson, Sidewalk and Bike Lane (Both), 4th St to Lake St
10. 4th St, Pathway South Side, North Trail Head to Jefferson
11. Howard, Sidewalk and Bike Lanes, Brooks to 4th St
12. Brooks, Sidewalk and Pathway, San Salvador to Lefevre
13. Stanley, Sidewalk, Percival to Campbell
14. Barker St, Sidewalk and Bike Lanes, Lefevre to Stanley
15. Campbell St, Sidewalk and Bike Lanes, Lefevre to Stanley

N.T.S.



Exhibit 6.3	PROPOSED IMPROVEMENTS MID-TERM, 6 - 20 YEAR
CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	



LEGEND	
	20 PLUS YR ROAD PROJECTS
	20 PLUS YR INTERSECTION PR

Summary of Proposed Improvements:

- 16. Jefferson St, Bike Lanes, Brooks to Lefevre
- 17. Barker St, Bike Lanes, Stanley to Sherman
- 18. Sherman/Henderson, Bike Lanes, SR 902 to Lake
- 19. Stanley, Bike Lanes, Tara Lee to SR 902
- 20. Graham, Bike Lanes or Path, City Limit to SR 902
- 21. Lefevre Street/SR 902 Roundabout
- 22. Stanley Street South/SR 902 Roundabout
- 23. Stanley Street/Lake Street Roundabout
- 24. Lefevre Street/SR 902 Roundabout
- 25. North Collector, Shoulders Road and Share Use Path, Brooks to Graham
- 26. South Collector, Shouldered Road and Shared Use Path, SR 902 to Hallet Road/Medical Lake Road
- 27. East Collector, Shouldered Road and Shared Use Path, Hallet Road/Medical Lake Road to Freeman Street

N.T.S.



Exhibit	PROPOSED IMPROVEMENTS LONG-TERM, 20-PLUS YEAR
6.1	
CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON	

6.4 FUNCTIONAL CLASSIFICATION REVISIONS

As indicated, streets are classified to understand how each serves local, regional, and State mobility. For instance, a principal or minor arterial serves regional needs, moving high levels of traffic between smaller communities or areas of a large city. Conversely, a local street is intended to access residential or small commercial areas. A collector directs local trips from these residential areas to arterials or highways.

These distinctions between roadway classes are based on factors such as use and intent. As it pertains to Medical Lake, several streets have been identified throughout this Plan for increased multimodal use within Medical Lake with the intention of accessing more expansive residential areas. To that end, this report recommends the City consider petitioning (applying to) WSDOT to elevate the classification of select roads and roadway segments to collectors.

Reclassifications can be proposed as either major or minor collectors, depending on the preference of City officials. Reclassifying roads will help the City achieve three primary measures for future development:

1. A higher and better, complete street design standard would therefore become applicable.
2. When accepted by WSDOT, the roads become eligible for grant funding support (local roads are not typically eligible for grant funds from Federal and State agencies).

3. A network is established that that development must adhere to when extending frontage and mitigating improvements as a function of entitlement processes.

Exhibit 6.5 shows and lists the proposed collector designation revisions for Medical Lake.

6.5 UGA ROADWAY ALIGNMENTS

As indicated, there are three UGA growth areas proposed within the City, the north, south, and east expansion areas. City officials requested a review of possible alignments to move traffic between established roadways to and through these areas.

A very preliminary review was performed, considering factors like topography, minimizing the number of owners that would be impacted by ROW/property, and attempting to minimize alignment through wetlands and sensitive areas. The general limits of these long-term future/possible, collectors are as follows, with basic design consideration,:

- North Collector
 - Two lanes, wide shoulders and a shared-use path, Brooks Road to Graham Road.
- South Collector
 - Two lanes, wide shoulders and a shared-use path, SR 902 to Hallen Road/Medical Lake Road.
- East Collector
 - Two lanes with wide shoulders and a shared-use path, Hallet/Medical Lake Road to Freeman Street



6.6 INFLATION

Inflation has been neglected to this point. The construction costs shown in Table 6.1 are conservative (high-end), so inflation was not addressed, the same with the long-range planning estimates. With that said, inflation is a very real issue for agencies to understand and reflect in project costs.

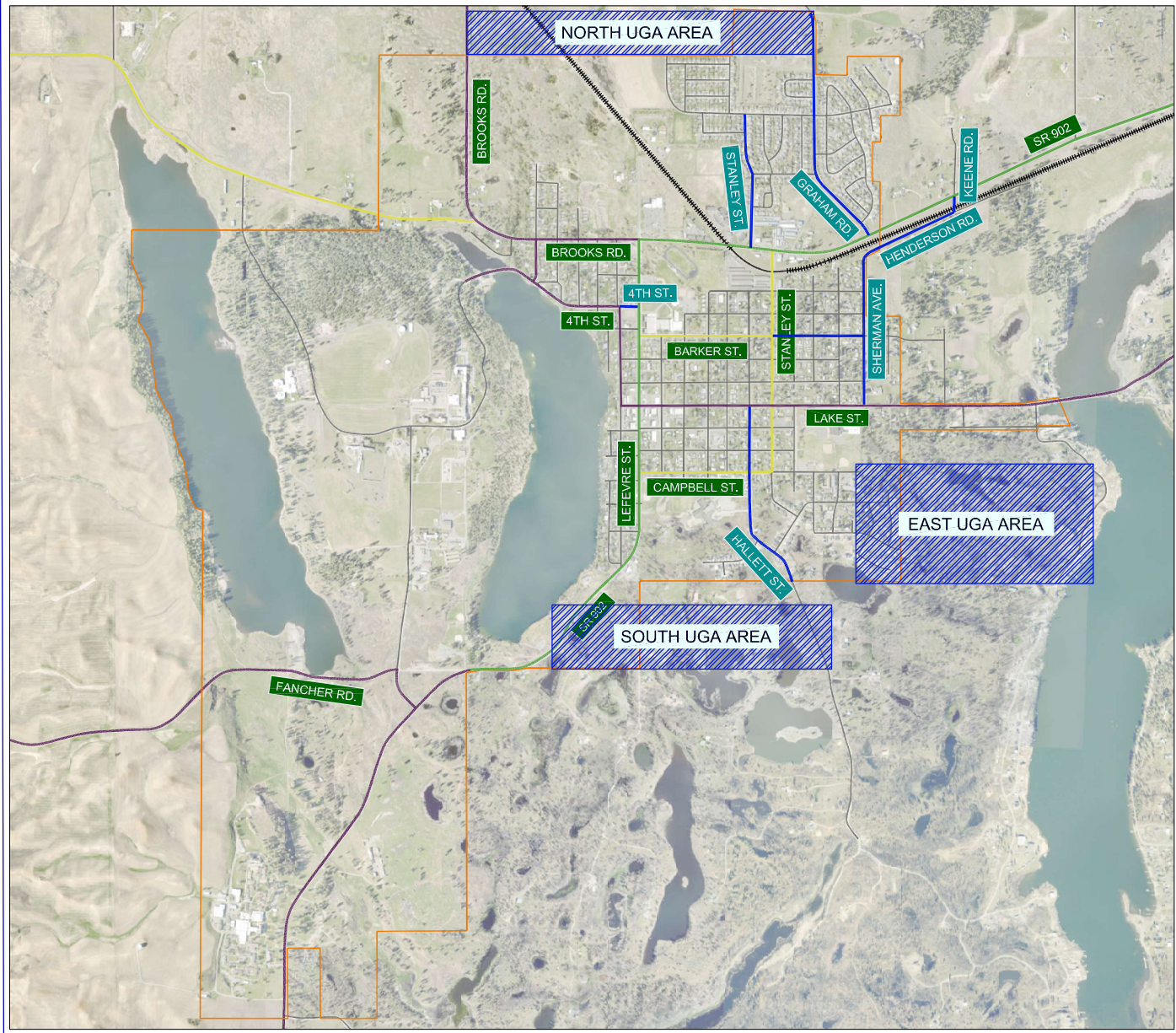
The recommendation is that any future update to the TIP or this Plan factor inflation, accounting for increasing prices. Per resources such as WSDOT's historical pricing index pages (unit bid history webpage) and Engineering News Record (<https://www.enr.com/>) inflation tables, a 2.8% inflation factor has been occurring within more recent histories. To ensure conservative results, a 3% annual adjustment should be used to estimate future costs.

Per the prior example, a cost range of \$3.445 to \$4.505 million was estimated to provide a complete street along Lake Street, Sherman Street to Freeman Drive. If a year 2036 cost estimate were to be developed, a 3% compounding of 10-years would be applied for a total adjustment factor of 1.344. This would be applied against former costs to develop a revised range of \$4.63 to \$6.055 million for year 2036. For convenience, an inflation adjustment summary is as follows:

2031 = 1.159	2039 = 1.469	2047 = 1.860
2032 = 1.194	2040 = 1.513	2048 = 1.916
2033 = 1.230	2041 = 1.558	2049 = 1.974
2034 = 1.267	2042 = 1.605	2050 = 2.033

2027 = 1.03	2035 = 1.305	2043 = 1.653
2028 = 1.061	2036 = 1.344	2044 = 1.702
2029 = 1.093	2037 = 1.384	2045 = 1.754
2030 = 1.126	2038 = 1.426	2046 = 1.806





LEGEND	
	PRINCIPAL ARTERIAL
	MINOR ARTERIAL
	MAJOR COLLECTOR
	MINOR COLLECTOR
	LOCAL STREET
	CITY URBAN BOUNDARY
	WASHINGTON EASTERN RAIL
	FUTURE COLLECTOR
	FUTURE COLLECTOR AREA

Proposed Revision to Major or Minor Collector

- Hallett Street, Lake Street to City Limit
- Stanley Street, Tara Lee Avenue to SR 902
- Graham Road, Tara Lee Avenue to SR 902
- Sherman Avenue, Henderson Rd to Lake St
- Henderson Rd, Sherman Ave to Keene Rd
- Keene Road, Henderson Road to SR 902
- 4th Street, Jefferson Street to Lefevre Street
- Barker Street, Stanley St to Sherman Ave

Exhibit 6.5	PROPOSED FUNCTIONAL CLASSIFICATIONS
	CITY OF MEDICAL LAKE TRANSPORTATION MASTER PLAN MEDICAL LAKE, WASHINGTON



Appendix A:
Glossary of Terms

This section of the Technical Appendix provides a glossary of terms.

- Access point - An intersection, driveway, or opening on a roadway that provides access to a land use or facility.
- All-way stop-controlled - An intersection with stop signs located on all approaches.
- Arterial - (General Definition) A signalized street that primarily serves through traffic and secondarily provides access to abutting properties.
- Average daily traffic (ADT) - The average 24-hour traffic volume at a given location on a roadway.
- Capacity - The number of vehicles or persons that can be accommodated on a roadway, roadway section, or at an intersection over a specified period. Capacity is also a term used to define limits for transit, pedestrian, and bicycle facilities. Concept typically expressed as vehicles per hour, vehicles per day, or persons per hour or per day.
- Collector street - (General Definition) A surface street providing land access and traffic circulation within residential, commercial, and industrial areas.
- Cycle - A complete sequence of cycle indicators.
- Cycle length - The total time for a signal to complete one cycle.
- Delay - The additional travel time experienced by a driver, passenger, or pedestrian.
- Demand - The number of users desiring service on a highway system or street over a specified time. Concept typically expressed as vehicles per hour, vehicles per day, or persons per hour or per day.
- Departing sight distance - The length of road required for a vehicle to turn from a stopped position at an intersection (or driveway) and accelerate to travel speed.
- Design Hour - The peak hour of traffic volumes/conditions; typically used in traffic studies, design analyses, and design. Typically recognized as the 85th percentile hours and often one of the peak/commute hours.
- Downstream - The direction of traffic flow.
- Functional class - A transportation facility defined by the traffic service it provides.
- Growth factor - A percentage increase applied to current traffic demands or counts to estimate future demands/volumes.
- Intersection Control Analysis - An intersection control analysis (ICA) is a traffic/transportation study used to recommend geometric and traffic control improvements for an intersection or intersections.
- Level of Service - The standard used to evaluate traffic operating conditions of the transportation system. This is a qualitative assessment of the quantitative effect of factors such as speed, volume of traffic, geometric

features, traffic interruptions, delays, and freedom to maneuver. Operating conditions are categorized as LOS A through LOS “F.” LOS A generally represents the most favorable driving conditions and LOS F represents the least favorable conditions.

- Mainline - The primary through roadway as distinct from ramps, auxiliary lanes, and collector-distributor roads.
- Major Street - The street not controlled by stop signs at a two-way stop-controlled intersection.
- Minor arterial - (General Definition) A functional category of a street allowing trips of moderate length within a small geographical area.
- Operational analysis - A use of capacity analysis to determine the level of service on an existing or projected facility, with known projected traffic, roadway, and control conditions.
- Peak Generator Hour - The single hour (or hours) in a day during which trip generation for a development or land use is highest.
- Peak hour - A single hour (or hours) in a day during which the maximum traffic volume occurs on a given facility (roadway, intersection, etc.). Typically, the peak hour is known as the “rush” hour that occurs during the AM or PM work commutes of the typical weekday. The absolute peak hour of the day can also be referred to as the design hour.
- Peak Generator Hour - The peak hourly volume generated by a particular development or land use. In the context of traffic reports, the generator hour can occur in the morning and afternoon, described as AM and PM peak generator hours, respectively.
- Peak hour factor - The hourly volume during the maximum-volume hour of the day divided by the peak 15-minute flow rate within the peak hour; a measure of traffic demand fluctuation within the peak hour.
- Principal Arterial - (General Definition) A major surface street with relatively long trips between major points, and with through-trips entering, leaving, and passing through the urban area.
- Queue - A line of vehicles, bicycles, or persons waiting to be served by the system in which the flow rate from the front of the queue determines the average speed within the queue. Slower moving vehicles or people joining the rear of the queue are usually considered a part of the queue.
- Roadside obstruction - An object or barrier along a roadside or median that affects traffic flow, whether continuous (e.g., a retaining wall) or not continuous (e.g., light supports or a bridge abutment).
- Road characteristic - A geometric characteristic of a street or highway, including the type of facility, number and width of lanes, shoulder widths and lateral clearances, design speed, and horizontal and vertical alignment.

- Roundabout - An unsignalized intersection with a circulatory roadway around a central island with all entering vehicles yielding to the circulating traffic.
- Shoulder - A portion of the roadway contiguous with the traveled way for accommodation of stopped vehicles, emergency use, and lateral support of the subbase, base, and surface courses.
- Stopping sight distance - The length of road needed for a moving vehicle to come to a complete stop prior to an obstruction sighted on the road.
- Traffic conditions - A characteristic of traffic flow, including distribution of vehicle types in the traffic stream, directional distribution of traffic, lane use distribution of traffic, and type of driver population on a given facility.
- Travel speed - The average speed, in miles per hour, of traffic computed as the length of the roadway segment divided by the average travel time of the vehicles traversing the segment.
- Travel time - The average time spent by vehicles traversing a highway segment, including control delay, in seconds per vehicle or minutes per vehicle.
- Trip Distribution and Assignment - The predicted travel patterns of vehicle trips as they approach and depart a land use. Distribution refers to the travel pattern, usually defined in percentages or fractions, and assignment refers to vehicle trip ends.
- Traffic forecast - The predicted traffic volume of the analysis horizon year or period. Most typically predicted for the weekday, AM peak hour, PM peak hour, or AM or PM peak generator hours of the typical weekday.
- Traffic impact analysis - A traffic impact analysis (TIA) is an engineering and planning study that forecasts the potential traffic and transportation impacts of a proposed development on an area, neighborhood, or community. Reports can also be referred to as a traffic impact study (TIS).
- Trip generation - The number of vehicle trips generated by a development or land use. Most typically predicted for the weekday, AM peak hour, PM peak hour, or AM or PM peak generator hours of the typical weekday.
- Two-way left-turn lane - A lane in the median area that extends continuously along a street or highway and is marked to provide a deceleration and storage area, out of the through-traffic stream, for vehicles traveling in either direction to use in marking left turns at intersections and driveways.
- Two-way stop-controlled - The type of traffic control at an intersection where drivers on the minor street or drivers turning left from the major street wait for a gap in the major street traffic to complete a maneuver. Typically, the minor approaches are stop-controlled.
- Unsignalized intersection - An intersection not controlled by traffic signals.

- Upstream - The direction from which traffic is flowing.
- Volume - The number of persons or vehicles passing a point on a lane, roadway, or other traffic-way during some time interval, often one hour, expressed in vehicles, bicycles, or persons per hour.
- Volume-to-capacity ratio - The ratio of flow rate to capacity for a transportation facility.
- Walkway - A facility provided for pedestrian movement and segregated from vehicle traffic by a curb or provided for on a separate right-of-way.

Appendix B:
HCM Methodology

All intersections capacity conditions were analyzed using the methodologies presented in the latest (7th) edition of the *Highway Capacity Manual* (HCM) updated in 2022. The concept of level of service (LOS) uses qualitative measures that characterize operational conditions within the traffic stream. The individual levels of service are described by factors that include speed, travel time, freedom to maneuver, traffic interruptions, and comfort and convenience. Six levels of service are defined for each type of facility for which analysis procedures are available. They are given letter designations A through F, with LOS A representing the best operating conditions and LOS F the worst. Each level of service represents a range of operating conditions; a description of each LOS grade is provided as follows:

LOS A represents uninterrupted travel operations. A roadway operating at LOS B may also be over-engineered, where resources could have been allocated to higher priority areas.

LOS B represents reasonably free-flow travel operations, unaffected by the presence of other vehicles. A roadway operating at LOS A may be over-engineered, where resources could have been allocated to higher priority areas.

LOS C represents stable travel operations and average speeds remain at or near free-flow conditions. This is an ideal LOS, requiring drivers to be vigilant for safety and representing appropriate infrastructure investment.

LOS D represents travel operations that are acceptable but are approaching instability. Speeds decrease and the roadway investment is serving an appropriate number of users.

LOS E represents travel operations that are unacceptable to the city. Traffic is unstable and flow, speed, and maneuverability are limited. LOS E may be mitigated with improvements that include traffic control measures, signal timing adjustments, or capacity improvements.

LOS F represents travel operations that are forced flow or breakdown conditions in queued traffic. Stop-and-go travel with long delays exists as vehicles shuffle through queues. Like LOS E, these conditions must be mitigated.

Levels of service for intersections are defined within ranges of average control delay experienced per vehicle, the number of seconds a vehicle can expect to wait due to the presence of a traffic control device. Signalized LOS is the function of control delay experienced by all vehicles at the intersection, as is LOS for an all-way stop. However, LOS for an unsignalized one or two-way stop to another road is the function of control delay experienced within the worse, stopped approach or approach movement. **Table 5** lists LOS criteria for signalized and unsignalized intersections (all or partial stops).

The LOS (capacity) analysis was developed using Synchro software, version 12.0. Synchro 12.0 software calculates the LOS per HCM 7th edition methodology. The 7th edition HCM documents the signalized LOS calculation methodology which considers lane geometry,

Table 5. Intersection LOS Criteria

Level of Service	Control Delay (sec/veh)	
	Signalized	Unsignalized
A	≤ 10	≤ 10
B	> 10-20	> 10-15
C	> 20-35	> 15-25
D	> 35-55	> 25-35
E	> 55-80	> 35-50
F	> 80 (or v/c>1)	> 50 (or v/c>1)

Source: Exhibits 19-8, 20-2, 21-8, and 22-8, *Highway Capacity Manual, 7th Edition (2022)*

traffic volumes and cycle length/phasing to compute LOS. Synchro analysis worksheets report individual movement delay/LOS and overall delay/LOS for signalized intersections; unsignalized intersection worksheets report the worst-case delay/LOS and the average overall intersection delay.

Appendix C:
Summary Collision Data

Appendix D:
Summary LOS Worksheets

Intersection												
Int Delay, s/veh	6.5											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕	↕		↕	
Traffic Vol, veh/h	19	142	50	85	80	5	53	27	135	8	32	17
Future Vol, veh/h	19	142	50	85	80	5	53	27	135	8	32	17
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	Yield	-	-	None
Storage Length	-	-	-	-	-	-	-	-	150	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	21	154	54	92	87	5	58	29	147	9	35	18

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	92	0	0	209	0	0	512	500	182	485	524	90
Stage 1	-	-	-	-	-	-	223	223	-	274	274	-
Stage 2	-	-	-	-	-	-	289	277	-	210	250	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1502	-	-	1362	-	-	472	473	861	493	458	968
Stage 1	-	-	-	-	-	-	780	719	-	732	683	-
Stage 2	-	-	-	-	-	-	719	681	-	792	700	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1502	-	-	1362	-	-	391	432	861	350	418	968
Mov Cap-2 Maneuver	-	-	-	-	-	-	391	432	-	350	418	-
Stage 1	-	-	-	-	-	-	767	708	-	679	634	-
Stage 2	-	-	-	-	-	-	619	632	-	620	689	-

Approach	EB			WB			NB			SB		
HCM Ctrl Dly, s/v	0.67			3.92			12.38			13.45		
HCM LOS							B			B		

Minor Lane/Major Mvmt	NBLn1	NBLn2	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	404	861	154	-	-	890	-	-	488
HCM Lane V/C Ratio	0.215	0.17	0.014	-	-	0.068	-	-	0.127
HCM Ctrl Dly (s/v)	16.3	10	7.4	0	-	7.8	0	-	13.5
HCM Lane LOS	C	B	A	A	-	A	A	-	B
HCM 95th %tile Q(veh)	0.8	0.6	0	-	-	0.2	-	-	0.4

Intersection						
Int Delay, s/veh	1.4					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑	↑	↑	↑	
Traffic Vol, veh/h	46	239	156	57	18	14
Future Vol, veh/h	46	239	156	57	18	14
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	160	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	50	260	170	62	20	15

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	232	0	-	0	529 170
Stage 1	-	-	-	-	170 -
Stage 2	-	-	-	-	360 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	1336	-	-	-	510 874
Stage 1	-	-	-	-	860 -
Stage 2	-	-	-	-	706 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1336	-	-	-	488 874
Mov Cap-2 Maneuver	-	-	-	-	488 -
Stage 1	-	-	-	-	823 -
Stage 2	-	-	-	-	706 -

Approach	EB	WB	SB
HCM Ctrl Dly, s/v	1.26	0	11.32
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	291	-	-	-	605
HCM Lane V/C Ratio	0.037	-	-	-	0.058
HCM Ctrl Dly (s/v)	7.8	0	-	-	11.3
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.1	-	-	-	0.2

Intersection						
Int Delay, s/veh	3.3					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Vol, veh/h	22	35	59	182	31	51
Future Vol, veh/h	22	35	59	182	31	51
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	24	38	64	198	34	55

Major/Minor	Major1	Major2	Minor1			
Conflicting Flow All	0	0	62	0	369	43
Stage 1	-	-	-	-	43	-
Stage 2	-	-	-	-	326	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	1541	-	631	1027
Stage 1	-	-	-	-	980	-
Stage 2	-	-	-	-	731	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1541	-	602	1027
Mov Cap-2 Maneuver	-	-	-	-	602	-
Stage 1	-	-	-	-	980	-
Stage 2	-	-	-	-	697	-

Approach	EB	WB	NB
HCM Ctrl Dly, s/v	0	1.82	9.99
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	811	-	-	441	-
HCM Lane V/C Ratio	0.11	-	-	0.042	-
HCM Ctrl Dly (s/v)	10	-	-	7.4	0
HCM Lane LOS	A	-	-	A	A
HCM 95th %tile Q(veh)	0.4	-	-	0.1	-

Intersection						
Int Delay, s/veh	1.6					
Movement	EBL	EBT	WBT	WBR	SEL	SER
Lane Configurations		↕	↕		↕	↕
Traffic Vol, veh/h	48	278	255	81	36	19
Future Vol, veh/h	48	278	255	81	36	19
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	52	302	277	88	39	21

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	365	0	-	0	728 321
Stage 1	-	-	-	-	321 -
Stage 2	-	-	-	-	407 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	1193	-	-	-	391 720
Stage 1	-	-	-	-	735 -
Stage 2	-	-	-	-	672 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1193	-	-	-	370 720
Mov Cap-2 Maneuver	-	-	-	-	370 -
Stage 1	-	-	-	-	697 -
Stage 2	-	-	-	-	672 -

Approach	EB	WB	SE
HCM Ctrl Dly, s/v	1.2	0	14.35
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SELn1
Capacity (veh/h)	265	-	-	-	445
HCM Lane V/C Ratio	0.044	-	-	-	0.134
HCM Ctrl Dly (s/v)	8.2	0	-	-	14.3
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.1	-	-	-	0.5

Intersection												
Int Delay, s/veh	9.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕	↕		↕	
Traffic Vol, veh/h	25	190	70	135	115	5	80	35	195	10	45	20
Future Vol, veh/h	25	190	70	135	115	5	80	35	195	10	45	20
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	Yield	-	-	None
Storage Length	-	-	-	-	-	-	-	-	150	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	27	207	76	147	125	5	87	38	212	11	49	22

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	130	0	0	283	0	0	742	723	245	701	758	128
Stage 1	-	-	-	-	-	-	299	299	-	421	421	-
Stage 2	-	-	-	-	-	-	443	424	-	280	337	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1455	-	-	1280	-	-	332	353	794	353	336	922
Stage 1	-	-	-	-	-	-	710	666	-	610	589	-
Stage 2	-	-	-	-	-	-	594	587	-	727	641	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1455	-	-	1280	-	-	236	302	794	198	288	922
Mov Cap-2 Maneuver	-	-	-	-	-	-	236	302	-	198	288	-
Stage 1	-	-	-	-	-	-	694	651	-	535	516	-
Stage 2	-	-	-	-	-	-	460	514	-	490	627	-

Approach	EB			WB			NB			SB		
HCM Ctrl Dly, s/v	0.66			4.33			19.04			19.55		
HCM LOS							C			C		

Minor Lane/Major Mvmt	NBLn1	NBLn2	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	253	794	150	-	-	945	-	-	328
HCM Lane V/C Ratio	0.494	0.267	0.019	-	-	0.115	-	-	0.248
HCM Ctrl Dly (s/v)	32.4	11.2	7.5	0	-	8.2	0	-	19.6
HCM Lane LOS	D	B	A	A	-	A	A	-	C
HCM 95th %tile Q(veh)	2.5	1.1	0.1	-	-	0.4	-	-	1

Intersection						
Int Delay, s/veh	2					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	75	320	225	95	35	30
Future Vol, veh/h	75	320	225	95	35	30
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	160	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	82	348	245	103	38	33

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	348	0	-	0	755 245
Stage 1	-	-	-	-	245 -
Stage 2	-	-	-	-	511 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	1211	-	-	-	376 794
Stage 1	-	-	-	-	796 -
Stage 2	-	-	-	-	602 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1211	-	-	-	345 794
Mov Cap-2 Maneuver	-	-	-	-	345 -
Stage 1	-	-	-	-	730 -
Stage 2	-	-	-	-	602 -

Approach	EB	WB	SB
HCM Ctrl Dly, s/v	1.55	0	14.09
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	342	-	-	-	467
HCM Lane V/C Ratio	0.067	-	-	-	0.151
HCM Ctrl Dly (s/v)	8.2	0	-	-	14.1
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.2	-	-	-	0.5

Intersection						
Int Delay, s/veh	3.7					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Vol, veh/h	270	85	140	275	45	75
Future Vol, veh/h	270	85	140	275	45	75
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	293	92	152	299	49	82

Major/Minor	Major1	Major2	Minor1		
Conflicting Flow All	0	0	386	0	943 340
Stage 1	-	-	-	-	340 -
Stage 2	-	-	-	-	603 -
Critical Hdwy	-	-	4.12	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	-	-	2.218	-	3.518 3.318
Pot Cap-1 Maneuver	-	-	1173	-	291 703
Stage 1	-	-	-	-	721 -
Stage 2	-	-	-	-	546 -
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1173	-	246 703
Mov Cap-2 Maneuver	-	-	-	-	246 -
Stage 1	-	-	-	-	721 -
Stage 2	-	-	-	-	461 -

Approach	EB	WB	NB
HCM Ctrl Dly, s/v	0	2.88	17.63
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	414	-	-	607	-
HCM Lane V/C Ratio	0.315	-	-	0.13	-
HCM Ctrl Dly (s/v)	17.6	-	-	8.5	0
HCM Lane LOS	C	-	-	A	A
HCM 95th %tile Q(veh)	1.3	-	-	0.4	-

Intersection						
Int Delay, s/veh	2.9					
Movement	EBL	EBT	WBT	WBR	SEL	SER
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	70	400	405	135	65	30
Future Vol, veh/h	70	400	405	135	65	30
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	76	435	440	147	71	33

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	587	0	-	0	1101 514
Stage 1	-	-	-	-	514 -
Stage 2	-	-	-	-	587 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	988	-	-	-	235 561
Stage 1	-	-	-	-	601 -
Stage 2	-	-	-	-	556 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	988	-	-	-	211 561
Mov Cap-2 Maneuver	-	-	-	-	211 -
Stage 1	-	-	-	-	540 -
Stage 2	-	-	-	-	556 -

Approach	EB	WB	SE
HCM Ctrl Dly, s/v	1.33	0	27.32
HCM LOS			D

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SELn1
Capacity (veh/h)	268	-	-	-	263
HCM Lane V/C Ratio	0.077	-	-	-	0.393
HCM Ctrl Dly (s/v)	8.9	0	-	-	27.3
HCM Lane LOS	A	A	-	-	D
HCM 95th %tile Q(veh)	0.2	-	-	-	1.8

HCM 7th TWSC

1: Lefevre Street/N Lefevre Street & W Brooks Road/SR 902

Full Build PM Peak Hour

Intersection												
Int Delay, s/veh	25.3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕	↕		↕	
Traffic Vol, veh/h	25	205	80	250	130	10	80	40	285	15	55	20
Future Vol, veh/h	25	205	80	250	130	10	80	40	285	15	55	20
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	Yield	-	-	None
Storage Length	-	-	-	-	-	-	-	-	150	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	27	223	87	272	141	11	87	43	310	16	60	22

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	152	0	0	310	0	0	1035	1016	266	989	1054	147
Stage 1	-	-	-	-	-	-	321	321	-	690	690	-
Stage 2	-	-	-	-	-	-	715	696	-	299	364	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1429	-	-	1251	-	-	210	238	772	226	226	900
Stage 1	-	-	-	-	-	-	691	652	-	435	446	-
Stage 2	-	-	-	-	-	-	422	443	-	710	624	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1429	-	-	1251	-	-	108	177	772	81	168	900
Mov Cap-2 Maneuver	-	-	-	-	-	-	108	177	-	81	168	-
Stage 1	-	-	-	-	-	-	675	637	-	332	340	-
Stage 2	-	-	-	-	-	-	259	338	-	387	609	-

Approach	EB			WB			NB			SB		
HCM Ctrl Dly, s/v	0.61			5.56			57.18			52.42		
HCM LOS							F			F		

Minor Lane/Major Mvmt	NBLn1	NBLn2	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	124	772	137	-	-	1138	-	-	168
HCM Lane V/C Ratio	1.05	0.401	0.019	-	-	0.217	-	-	0.581
HCM Ctrl Dly (s/v)	162.7	12.7	7.6	0	-	8.7	0	-	52.4
HCM Lane LOS	F	B	A	A	-	A	A	-	F
HCM 95th %tile Q(veh)	7.4	1.9	0.1	-	-	0.8	-	-	3.1

Intersection						
Int Delay, s/veh	2.4					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕	↕	↕	
Traffic Vol, veh/h	65	440	345	140	55	45
Future Vol, veh/h	65	440	345	140	55	45
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	160	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	71	478	375	152	60	49

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	527	0	-	0	995 375
Stage 1	-	-	-	-	375 -
Stage 2	-	-	-	-	620 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	1040	-	-	-	272 671
Stage 1	-	-	-	-	695 -
Stage 2	-	-	-	-	537 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	1040	-	-	-	246 671
Mov Cap-2 Maneuver	-	-	-	-	246 -
Stage 1	-	-	-	-	631 -
Stage 2	-	-	-	-	537 -

Approach	EB	WB	SB
HCM Ctrl Dly, s/v	1.12	0	20.19
HCM LOS			C

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	232	-	-	-	345
HCM Lane V/C Ratio	0.068	-	-	-	0.315
HCM Ctrl Dly (s/v)	8.7	0	-	-	20.2
HCM Lane LOS	A	A	-	-	C
HCM 95th %tile Q(veh)	0.2	-	-	-	1.3

Intersection						
Int Delay, s/veh	16.3					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations						
Traffic Vol, veh/h	380	115	250	425	65	105
Future Vol, veh/h	380	115	250	425	65	105
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	413	125	272	462	71	114

Major/Minor	Major1	Major2	Minor1		
Conflicting Flow All	0	0	538	0	1481 476
Stage 1	-	-	-	-	476 -
Stage 2	-	-	-	-	1005 -
Critical Hdwy	-	-	4.12	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	-	-	2.218	-	3.518 3.318
Pot Cap-1 Maneuver	-	-	1030	-	138 589
Stage 1	-	-	-	-	625 -
Stage 2	-	-	-	-	354 -
Platoon blocked, %	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	1030	-	89 589
Mov Cap-2 Maneuver	-	-	-	-	89 -
Stage 1	-	-	-	-	625 -
Stage 2	-	-	-	-	228 -

Approach	EB	WB	NB
HCM Ctrl Dly, s/v	0	3.61	113.77
HCM LOS			F

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	187	-	-	667	-
HCM Lane V/C Ratio	0.987	-	-	0.264	-
HCM Ctrl Dly (s/v)	113.8	-	-	9.7	0
HCM Lane LOS	F	-	-	A	A
HCM 95th %tile Q(veh)	8.2	-	-	1.1	-

Intersection						
Int Delay, s/veh	33.7					
Movement	EBL	EBT	WBT	WBR	SEL	SER
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	105	515	630	200	110	65
Future Vol, veh/h	105	515	630	200	110	65
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	114	560	685	217	120	71

Major/Minor	Major1	Major2	Minor2		
Conflicting Flow All	902	0	-	0	1582 793
Stage 1	-	-	-	-	793 -
Stage 2	-	-	-	-	788 -
Critical Hdwy	4.12	-	-	-	6.42 6.22
Critical Hdwy Stg 1	-	-	-	-	5.42 -
Critical Hdwy Stg 2	-	-	-	-	5.42 -
Follow-up Hdwy	2.218	-	-	-	3.518 3.318
Pot Cap-1 Maneuver	753	-	-	-	120 388
Stage 1	-	-	-	-	445 -
Stage 2	-	-	-	-	448 -
Platoon blocked, %		-	-	-	
Mov Cap-1 Maneuver	753	-	-	-	~ 93 388
Mov Cap-2 Maneuver	-	-	-	-	~ 93 -
Stage 1	-	-	-	-	347 -
Stage 2	-	-	-	-	448 -

Approach	EB	WB	SE
HCM Ctrl Dly, s/v	1.8	0	\$ 306.75
HCM LOS			F

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SELn1
Capacity (veh/h)	305	-	-	-	130
HCM Lane V/C Ratio	0.151	-	-	-	1.462
HCM Ctrl Dly (s/v)	10.6	0	-	-	\$ 306.7
HCM Lane LOS	B	A	-	-	F
HCM 95th %tile Q(veh)	0.5	-	-	-	13

Notes	
~: Volume exceeds capacity	\$: Delay exceeds 300s
+: Computation Not Defined	*: All major volume in platoon



To: Mayor and City Council
From: Sonny Weathers, City Administrator
TOPIC: COMMERCIAL KITCHEN PROGRAM MANAGEMENT AGREEMENT

Requested Action:

None. For workshop discussion and information.

Key Points:

- The City is exploring entering into a professional services agreement with Erin Bishop, DBA The Cannery, to support the startup and activation of the Commercial Kitchen program, including operational tools, programming, and marketing deliverables.
- The agreement is structured to provide defined deliverables (Exhibit A) while allowing flexibility as a “living document” that may be amended as needed.
- The Service Provider operates as an independent contractor, with the City focused on outcomes and the contractor retaining control over methods, staffing, and execution.
- Compensation includes a \$2,500 monthly service fee, along with additional compensation for on-site event support and reimbursable expenses as approved.
- The agreement includes clear delineation of City responsibilities (operations, enforcement, scheduling) and consultant responsibilities (tools, materials, deliverables, programming support) to ensure accountability and compliance.

Background Discussion:

To successfully launch and sustain the Commercial Kitchen program, the City is interested in acquiring specialized support in program development, event design, marketing, and operational readiness. The agreement establishes a comprehensive scope of work (Exhibit A) that focuses on both foundational setup and initial program activation, including:

- Program foundations and operations framework
- Facility readiness and asset management
- Program activation and events
- Marketing and communications
- Training and user support
- Vendor and partner development

This structure ensures the City maintains control of public operations and compliance while leveraging private-sector expertise to accelerate program readiness and activation.

Public Involvement:

None.

Next Steps:

Upon Council direction, staff will prepare a resolution for consideration at the 6/16 City Council meeting.

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES (“Agreement”) is made by and between the **City of Medical Lake**, a municipal corporation, (“City”) and **Erin Bishop, DBA The Cannery**, hereinafter referred to as “Service Provider,” jointly referred to as “Parties.”

IN CONSIDERATION of the terms and conditions contained herein the Parties covenant and agree as follows:

1. **Services to be Performed.** The Service Provider will provide all labor, services, equipment, and material to satisfactorily complete the Scope of Services, which is attached hereto as “Exhibit A.” Scheduling of the Scope of Services shall be coordinated with and approved by the City prior to commencement of such services.

a. **Administration.** The Mayor or his/her designee, shall administer this Agreement and be the primary contact on behalf of the Service Provider. Service Provider shall commence work and perform the tasks as described in the Scope of Services.

b. **Representations.** The City has relied upon the qualifications of the Service Provider in entering into this Agreement. By execution of this Agreement, Service Provider represents it possesses the materials, equipment, experience, ability, skill, and resources necessary to perform the services, as described in the Scope of Services, and is familiar with all current laws, rules, and regulations which reasonably relate to the Scope of Services.

c. **Modifications. Amendments.** No modification or amendment to this Agreement shall be valid until the same is reduced to writing and executed with the same formalities as this Agreement. The Parties understand that the Scope of Services is a “living document” and may be amended, as mutually agreed upon by the Parties or as required by other factors.

2. **Term of Agreement.** Unless otherwise terminated as provided for herein, this Agreement shall be in full force and effect upon execution by the Parties and shall remain in effect until **December 31, 2026.**

Either Party may terminate this Agreement for any reason, with or without cause, by providing five (5) days written notice to the other party. In the event of such termination, the City shall pay the Service Provider for all services previously authorized and satisfactorily performed prior to the termination date.

3. **Payment.** The City agrees to pay Service Provider the sums as set forth in Exhibit A for all Scope of Services to be performed under this Agreement, or as otherwise provided for in this Agreement, unless mutually agreed by the Parties in writing, after receipt of an invoice(s) for all completed services.

4. **Notice.** Notice shall be given in writing or electronically through email as follows:

CITY

City of Medical Lake City
Administrator city@medical-lake.org
509-565-5000
P.O. Box 369
Medical Lake, WA 99022

SERVICE PROVIDER

Erin Bishop
DBA The Cannery
TheCannerySpokane@gmail.com
509-951-7822
4505 E. 14th Ave.
Spokane Valley, WA 99212

5. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable Federal, State, Local Laws, ordinances, and regulations.

6. **Relationship of the Parties.** It is understood, agreed, and declared that the Service Provider shall be an independent contractor and not the agent, employee, servant, or otherwise of the City. It is further understood, agreed, and declared that the City is interested in only the results to be achieved and that the right to control the particular manner, method and means in which the services are performed is solely within the discretion of the Service Provider. Any and all employees who provide services to the City under this Agreement shall be deemed employees solely of the Service Provider. The Service Provider shall be solely responsible for the conduct and actions of all employees under this Agreement and any liability that may attach thereto.

7. **Ownership of Documents.** All materials, documents, plans, specifications, and other related documents prepared by the Service Provider under this Agreement are and shall be the property of the City.

8. **Records.** The Parties or State Auditor and any of their respective representatives shall have full access to and the right to examine during normal business hours any and all of the Service Provider's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records and to make audits of all contracts, invoices, materials, payrolls and records of matters covered by this Agreement for a period of three (3) years from the date final payment is made hereunder.

9. **Insurance.** Prior to commencement of the Scope of Services, the Service Provider shall provide the City with a Certificate of Insurance confirming liability insurance in the event of a loss, damage, or personal injury for its actions, conduct and performance as set forth in this Agreement. Service Provider shall maintain in force during the full term of this Agreement such liability insurance policy in the amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate limit, which both shall be at the expense of the Service Provider.

10. Indemnification. Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agree to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein. Service Provider further agrees that this duty to indemnify the City applies regardless of any provisions in RCW Title 51 to the contrary, including but not limited to any immunity of the Service Provider for liability for injuries to the Service Provider's workers and employees, and the Service Provider hereby waives any such immunity for this duty to indemnify the City.

11. Waiver. No officer, employee, agent or other individual acting on behalf of either party has the power, right or authority to waive any of the conditions or provisions of this Agreement. No waiver in one instance shall be held to be waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law, shall be taken and construed as cumulative and in addition to every other remedy provided herein or by law. Failure of either party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.

12. Assignment and Delegation. Neither party shall assign, transfer or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without first obtaining the written consent of the other party.

13. Subcontracts. Except as otherwise provided herein, the Service Provider shall not enter into subcontracts for any of the services to be performed under this Agreement without obtaining express written approval from the City.

14. Confidentiality. Service Provider may from time to time receive information which is deemed by the City to be confidential. Service Provider shall not disclose such information without the express written consent of the City or upon order of a Court of competent jurisdiction.

15. Governing Law; Jurisdiction and Venue. This Agreement is entered into in Spokane County, Washington. This Agreement is to be governed by and construed in accordance with the Laws of the State of Washington. The Parties hereby agree that venue shall be in Spokane County, Washington, State of Washington.

16. Cost and Attorney's Fees. In the event a lawsuit is brought with respect to this Agreement, the prevailing party shall be awarded its costs and attorney's fees in the amount to be determined by the Court as reasonable. Unless provided otherwise by the statute, Service Provider's attorney fees payable by the City shall not exceed the total sum amount paid under this Agreement.

17. **Entire Agreement.** This written Agreement, together with any Exhibits hereto, constitutes the entire and complete understanding and agreement between the Parties respecting the subject matter hereof and cancels and supersedes any and all prior and contemporaneous negotiations, correspondence, understandings and agreements between the Parties, whether oral or written, regarding such subject matter. The Parties understand and agree that this Agreement may not be changed, modified, or altered except in writing signed by the Parties hereto. No agreement or understanding varying or extending this Agreement will be binding upon either Party, unless set forth in writing which specifically refers to the Agreement that is signed by duly authorized officers or representatives of the respective Parties, and the provisions of the Agreement not specifically amended thereby will remain in full force and effect.

18. **Anti-kickback.** No officer or employee of Parties, having the power or duty to perform an official act or action related to this Agreement, shall have or acquire any interest in this Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from any person with an interest in this Agreement.

19. **Business License.** Service Provider shall, prior to performance of any work under this Agreement, apply for and obtain all business licenses necessary to operate in Spokane County, as applicable (please contact the Washington State Department of Licensing at (360) 664-1400 or online at www.dol.wa.gov for more info).

20. **Non-waiver.** Any waiver of the terms and conditions hereof must be explicitly in writing.

21. **Severability.** Should any section, or portion thereof, of this Agreement be held invalid by reason of any law, statute, or regulation existing now or in the future in any jurisdiction by any court of the competent authority or by a legally enforceable directive of any governmental body, such section or portion thereof will be validly referred so as to approximate the intent of the Parties as nearly as possible and, if unreformable, will be deemed divisible and deleted with respect to such jurisdiction, but the Agreement will not otherwise be affected.

22. **Force Majeure.** Neither Party will be held responsible for delay or failure to perform hereunder when such delay or failure is due to fire, flood, riot, epidemic, pandemic, acts of God or under the public enemy, acts of terrorism, acts of war, unusually severe weather, legal acts of public authorities, public carries, or other circumstances which cannot be forecast or provided against.

23. **Time is of the Essence.** Time is and will be of the essence for each term and provision of this Agreement.

24. **Headings.** All headings appearing in this Agreement have been inserted solely for convenience and ready reference. They do not define, limit, or extend the scope or intent of any sections to which they pertain.

25. Criminal Background Check. The Service Provider does hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of the Service Provider and its employee's professional and personal background, including credit, criminal, and driving. The Service Provider shall be responsible for the cost of any such background check. Prior to performance the City shall have on file a complete background check, unless in the City's sole discretion it determines such a background check is unnecessary. The Service Provider understands and agrees to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information and promise to defend and hold harmless the City, its officers and employees from any claim or loss arising from such investigation and/or release of information.

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Agreement this **12 day January, 2026.**

CITY OF MEDICAL LAKE

By:
Terri Cooper, Mayor

COMPANY, INC.

By: _____
Its: _____

EXHIBIT A

SCOPE OF WORK AND SERVICES FOR DIRECTOR OF KITCHEN AND EVENT OPERATIONS

This Appendix A is attached to and made part of the Agreement for Services (“Agreement”) between the **City of Medical Lake**, a municipal corporation and **Erin Bishop, DBA The Cannery** (“Service Provider”), dated 12 January, 2026. The purpose of this Appendix is to describe the services to be provided under the Agreement.

Exhibit A – Scope of Services

- **Foundational Documents**
 - Draft Rental Agreement + Exhibits (rules, fees, damage schedule)
 - Policies & Procedures Manual (operations rules for renters; City enforcement steps)
 - Pricing & Revenue Model (assumptions, recommendations, update worksheet)
- **Program & Event Design**
 - Launch/Open House Event Plan (run-of-show, vendor needs, marketing assets)
 - Supper Club Program Kit (program concept, participation terms, sample vendor agreement, calendar)
- **Marketing Build-Out**
 - Brand Package (logo files + mini brand guide)
 - Website Launch Package (site map, copy, initial pages built; handoff guide)
 - 90-Day Marketing Toolkit (content calendar, templates, ad recommendations)
- **Training Materials**
 - Renter Packet & Checklist (print + digital)
 - Quick-Start Guides / Signage Copy
 - Optional: up to ___ scheduled orientations per quarter (fixed fee per session)
- **Exclusions / City Responsibilities**
 - City staff handles: inspections, repairs, calendar administration, contract enforcement, permit verification, day-to-day communications, and on-site staffing.
 - Consultant provides: tools, staff, insurance, business licensing; controls method/means.

Equipment and Facility Care

- Deliver a Kitchen Equipment Inventory and Preventive Maintenance Plan (inspection checklist, recommended service vendors, warranty/log template). City performs inspections and initiates repairs; contractor provides recommendations only

Post-Rental Inspections

- Deliver a Post-Rental Inspection Checklist and Damage Reporting Template; train City designee on use. City staff completes inspections.

Compliance /Agency Interaction

- Prepare a Compliance Requirements Matrix (permits, approvals, operating constraints) and draft application support materials. City is responsible for filings, approvals, and ongoing compliance enforcement.

Contract Compliance with Renters

- Develop renter-facing rules, enforcement language for the contract, and incident documentation forms. City enforces contract terms.

Website & Social Media

- Deliver a website (structure, copy, launch) and a 90-day social media content calendar + template library. City posts/maintains thereafter, or additional deliverables via separate SOW.

Renter Training

- Develop renter training materials (video/script + quick-start guides + signage).
- Deliver up to three scheduled group orientations per quarter.

Events

- Develop an open house/launch event ceremony with ribbon cutting
- Develop “Medical Lake Supper Club” program for pop-up restaurants and other programs and value-added, revenue-driven events
- Develop “opening night” fundraiser event for Medical Lake Supper Club
- Provide on-site event management as needed and as my schedule permits at \$30/hour + mileage
- Emergency on-site event management at \$75/hour + mileage

Vendors

- Develop list of preferred outside vendors (caterers, florists services)

CITY OF MEDICAL LAKE WOULD PROVIDE SERVICE PROVIDER WITH

- Ten hours usage of kitchen and equipment monthly
- Access to WordPress for creation of web page
- Permission to create social media accounts (Facebook, Instagram, YouTube, etc..) for marketing purposes
- Point of sale for rental payments
- Landline and voicemail (my personal phone number will not be given out)
- City of Medical Lake email address
- Business cards
- On-site workspace/office appropriate for client meetings
- Advertising budget to be determined for print, digital advertising
- Marketing budget of \$5,000
- Provide list of City's contractual obligations 60 days in advance
- Update City facilities calendar in a timely manner
- Respond to emails and phone calls in a timely manner
- Reimbursement for approved purchases
- Payment for any on-site event management, including mileage
- Payment for monthly services upon receipt of invoice
- Payment for professional development in the form of training (classes, conferences, workshops) or memberships that would add value to this position, as approved on a case-by-case basis

EXHIBIT B

Compensation Structure

- \$2500.00 monthly fee, payable upon receipt of invoice from Service Provider
- Reimbursement for any approved purchases at time of request
- Payment for any on-site event management, including mileage
- On site event host: \$30/hour
- Emergency on site event host: \$75/hour

End of Exhibit B

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
May 19, 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
Ted Olson
Tony Harbolt

Administration & Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Thomas Rohrer, Legal Counsel
Elisa Rodriguez, Senior Planner
Colton Raczynowski, Administrative Clerk

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 6:30pm, led the Pledge of Allegiance, and conducted roll call.
 - i. Councilmember Speirs was absent; approved at the last meeting. All other members were present in person.

2. AGENDA APPROVAL

- A. Correction – Section 11 Ordinances should reference back to Public Hearings Item 8Ai First Read of Ordinance 1145.
 - i. Motion to approve agenda as amended made by Councilmember Olson, seconded by Councilmember Kennedy, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

- A. Special Presentation – Parks and Recreation Clerk, Ivanna Lomas was awarded Coach of the Year for leading her softball team to win the District 6 Championship for the first time since 1991 and the Northeast A League Championship for the first time since 2001. Ms. Lomas thanked her coworkers and leadership.

5. REPORTS

- A. Public Safety
 - i. Tim Flock FD3 – reported on this year's Fisherman's breakfast. The new model of receiving donations at the door was a big success. Work continues with the Citizens Advisory Committee. Call volume up 9% from this time last year. Received grants for two types of brush trucks which should provide quicker response times. Conducted a community CPR class, two classes with twenty-eight participants receiving CPR certification. Seven firefighters received instructor certificates. Hired four additional firefighters to the 2026 seasonal firefighters group. Will provide faster response to wildfires. Legislation passed

funding for a new aviation model which will provide more helicopters for fighting fires. Preparing for a busy wildfire season. Mayor Cooper commented that she is hoping to form a West Plains coalition with other local partners.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – over 160 students attended the recent STEM night at the Middle School. HCDAC meeting, new leadership appointed. Shared that he was appointed to the State Board of Geologists. He will attend the PFAS Task Force meeting on 5/20.
- ii. Councilmember Ray-Abbott – none
- iii. Councilmember Wilbur – General Government Committee – Public Works primarily focused on roadwork. Generators delivered and just waiting to be installed. Light pole on Lefevre that was hit will likely not be repaired until mid-August; waiting on parts. Enjoyed attending Fisherman’s Breakfast. WWTP had a visit from the Department of Ecology, and all went very well.
- iv. Councilmember Kennedy – Finance Committee met and all went well. Attended SRTC meeting, reviewed project submittals. The project list will come out sometime in September. Big discussion surrounding applying for Safe Streets grant which would include AI cameras at high crash intersections. Will hold an open house at the Spokane Library on May 21st to provide updates and have community discussion.
- v. Councilmember Olson – reviewed status of crime statistics for April 2026, looks outstanding.
- vi. Councilmember Harbolt – General Government met and received a presentation from Mr. Weathers. Staff are working on a Strategic Planning retreat for early June. Workshops for council, AWC Conference June 24-26. Public Works Clean Up and Green Up day was a success. 22 tons hauled off. Maintenance crews are repairing potholes and starting street sweeping in preparation for scrub seal.

C. Mayor Cooper –Office of the Insurance Commissioner will be in Medical Lake tomorrow along with representatives from the long-term recovery group. Executive Offsite held at Longhorn BBQ. Went well, discussed strategic plan with department heads in preparation of council retreat. Will be unable to attend PFAS meeting tomorrow due to visit with insurance commissioner. Department of Ecology is highly involved with the PFAS studies. Received an email from a Medical Lake citizen asking her to tell council that they are doing a great job and they love living here.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator
 1. Shared schedule matrix for Strategic Planning Retreat. Requesting to have it back from council members tonight, if possible, to secure date and time for the meeting. Office of the Insurance Commissioner will be here tomorrow, 6-8pm in Council chambers. Commercial Kitchen Update: Erin Bishop will present to council the first meeting in June regarding the commercial kitchen management service agreement. Will also bring a roofing agreement at the same meeting. The city now has a fully executed MOU with DSHS for the transfer of Waterfront Park, allowing the City and DSHS to move forward with the next steps in the full transfer. Discussed upcoming AWC Annual meeting in Spokane, June 24-26, and opportunities available to council if interested. May 28th Planning Commission meeting. City Hall closed May 25th in observance of Memorial Day.

6. WORKSHOP DISCUSSION

A. 2025 Annual Report

- i. Mr. Ronholt reviewed the briefing sheet and fielded questions from council regarding the annual report.

1. Councilmember Kennedy referenced the summary on page 4 and asked what other increases or decreases would be other than revenues and expenditures. Mr. Ronholt – debt proceeds, transfers, capital purchases, and the transfer of other funds.
 2. Councilmember Pritchard asked why Parks & Recreation expenditures were 425k over. Mr. Ronholt – due to transfers in and out of the different funds. The overall increase/decrease is shown; Parks & Rec increased by \$53k. For 2026 and beyond, the programs have been separated to better clarify parks maintenance from recreation.
 3. Councilmember Kennedy – Schedule 1 chart, many repeats with same BARS numbers. Mr. Ronholt – BARS bases it off of activity and what type of revenue. We can add multiple BARS numbers for the same revenue. Set up this way to stay in compliance with auditors.
 4. Mr. Ronholt reported that for the Schedule 6, he located a massive error stemming back from errors made in 2018-2020, which made the city off by \$85k each year. He found the errors and made corrections. This brought the city the closest to balancing it has ever been.
- ii. Action Item – Approve submission of 2025 Annual Report
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Olson, carried 6-0.
- B. Clean Up and Green Up Day Report
 - i. Mr. Weathers reviewed briefing sheet and updated on the success of the day. 22.64 tons of waste removed, and 10 yards of materials placed in different park playgrounds for improvements. Shared appreciation for Parks and Maintenance staff as well as Sunshine Disposal and SCOPE for their support.

7. ACTION ITEMS

- A. Consent Agenda
 - i. Approve **May 5, 2026**, minutes.
 1. Councilmember Kennedy noted a correction needed under item 5.A.ii. Should read Senator Murray not McMurray.
 - a. Motion to approve as amended made by Councilmember Kennedy, seconded by Councilmember Harbolt, carried 4-0-2 with Councilmembers Pritchard and Olson abstaining due to being absent from that meeting.
 - ii. Approve **May 19, 2026**, Payroll Claim Warrants numbered **53712** through **53719** and Payroll Payable Warrants numbered **30351** through **30360** in the amount of **\$183,173.15** and Claim Warrants numbered **53720** through **53762** in the amount of **\$236,324.10**.
 1. Motion to approve made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 6-0.

8. PUBLIC HEARING

- A. Periodic Update: Ordinance 1145 Concerning Affordable Housing
 - i. Mayor Cooper opened the hearing at 7:26pm
 - ii. Elisa Rodriguez, Senior Planner – reviewed briefing sheet. Planning Commission unanimously recommended approval.
 - iii. Mayor Cooper called for public comment. None.
 - iv. Mayor Cooper closed the public hearing at 7:30pm.
- B. First Read Ordinance 1145 Concerning Affordable Housing
 - i. Legal counsel read into the record.
 - ii. Motion to approve first read made by Councilmember Pritchard, seconded by Councilmember Wilbur, further discussion, motion carried 6-0.

9. EXECUTIVE SESSION – None.

10. RESOLUTIONS

- A. 26-812 Amendment to Contract with EWU for Groundwater Study
 - i. Mr. Ronholt explained the resolution reflects the grant activity between the City and Department of Ecology. The contract with EWU needed to be updated to reflect the amendments from the Department of Ecology. Previous expiration date was June 2025, will now be June 30, 2026. Determined that it would be more beneficial to allocate 25k to the grant itself rather than administration.
 - 1. Motion to approve Resolution 26-812 made by Councilmember Harbolt, seconded by Councilmember Olson, carried 5-0-1 with Councilmember Pritchard abstaining due to his involvement with the grant work.
- B. 26-814 Printer Lease and Service Agreement with Canon
 - i. WWTP and Maintenance new printers and agreements. Will save in cost of toner and supplies and increase quality of products from these departments.
 - 1. Motion to approve Resolution 26-814 made by Councilmember Kennedy, seconded by Councilmember Ray-Abbott, carried 6-0.

11. ORDINANCES

- A. See item 8B

12. EMERGENCY ORDINANCES – none

13. UPCOMING AGENDA ITEMS – none

14. INTERESTED CITIZENS - none

15. CONCLUSION

- A. Motion to conclude at 7:37pm made by Councilmember Pritchard, seconded by Councilmember Ray-Abbott, carried 6-0.

Terri Cooper, Mayor

Koss Ronholt, Finance Director/City Clerk

Date

CITY OF MEDICAL LAKE
CLAIMS CERTIFICATION AND APPROVAL

Auditing Officer's Certification

I, the undersigned, do hereby verify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due, and unpaid obligation against the ***City of Medical Lake***, and that I am authorized to authenticate and certify said Claim Warrants numbered, **53763** through **53789** in the amount of **\$92,226.38**.

Check(s): 53763 - 53789	\$ 76,492.57
<u>EFT(s)</u>	<u>\$ 15,733.81</u>
Total:	\$ 92,226.38

Koss Ronholt, Finance Director

Council Approval

I, Terri Cooper, Mayor of the ***City of Medical Lake***. Approve by majority vote of the Medical Lake City Council, payments of Claim Warrants numbered, **53763** through **53789** in the amount of **\$92,226.38** this **2nd** day of June 2026.

Terri Cooper, Mayor

Date

THIS FORM IS INTENDED FOR USE BY LOCAL AUTHORITIES HAVING JURISDICTION (AHJ) IN THE EVENT THEY DO NOT HAVE A PERMIT FORM SPECIFIC FOR RETAIL FIREWORKS SALES AT A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY. IT IS NOT MEANT TO BE REQUIRED IN ADDITION TO OR IN LIEU OF ANY LOCAL PERMITTING FORM AND/OR PROCESS THAT MAY EXIST WITH THE LOCAL AHJ.

Directions: Provided the local jurisdiction has no permit form of their own, complete this permit application and submit it with the local AHJ portion of your Retail Fireworks Stand License to the jurisdiction in which you wish to run your CFRS facility.

WASHINGTON STATE FIREWORKS RETAIL SALES PERMIT APPLICATION

Applicant Information		
<input type="checkbox"/> New/First Time Applicant	<input checked="" type="checkbox"/> Previous Permit Holder	
J&M LLC		
Name of Group, Organization, or Person (Last, First, Middle Initial, and Date of Birth) Issued the Fireworks Retailer License		
HUGHES, JACK C 3/4/1958		
Name of Permit Applicant (Last, First, Middle Initial, and Date of Birth)		
PO Box 603 Oroville, WA 98844		
Permit Applicant Mailing Address (Complete including Street, City, State, and ZIP Code)		
(509) 322-5618	mary@jmlcwa.com	(509) 322-5618
Phone Number	E-Mail Address	Local Business Number (if required)

CFRS Facility Information		
<input checked="" type="checkbox"/> Stand	<input type="checkbox"/> Tent	Other: _____
		Size: 400
		Square Feet/Dimensions
111 W. BROOKS MEDICAL LAKE WA 99022		
CFRS Facility Address (Complete including Street, City, State, and ZIP Code)		
CITY OF MEDICAL LAKE	()	14182-1311
Name of Property Owner	Phone Number	Parcel Number for Stand Location

Fireworks Supplier Information List all of the licensed fireworks wholesalers who will be supplying this stand product

J&M LLC PO Box 603 Oroville, WA 98844

Storage Information		
<input checked="" type="checkbox"/> On Site	<input type="checkbox"/> Off Site: _____	
Storage Address (Complete including Street, City, State, and ZIP Code)		
<input type="checkbox"/> Sales Structure	<input type="checkbox"/> Detached Building	<input checked="" type="checkbox"/> Truck/Trailer
		<input type="checkbox"/> Other: _____
Specify		


CHECKLIST FOR SUBMISSION Check with the local AHJ for all applicable submission dates and deadlines:

Application/Permit Fee Insurance Certificate (\$1,000,000) Clean-Up Bond Fee (if applicable)

Valid Washington State Fireworks Retailer License Property Owners Written Permission

Detailed Site Plan Interior Plan (required for tents and "other" facilities)

I hereby certify the information in this application is true and correct. I am aware of and agree to comply with all relevant provisions of law, rule, and any ordinance of the state of Washington and the city/county permitting this CFRS Facility.

 Signature of Permit Applicant	JACK HUGHES Printed Name of Permit Applicant	5-1-26 Date of Signature
--	---	-----------------------------

FIRE CODE AUTHORITY HAVING JURISDICTION		
<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		
Permit Number	Spokane County Fire District #3 Approved By	22 May 2026 Date of Approval
SEE BACK OF THIS FORM FOR ANY RESTRICTIONS, CONDITIONS, OR NOTATIONS ON THIS PERMIT		
 Signature of Permitting Official	Dustin Flock, Division Chief Printed Name and Title	22 May 2026 Date of Signature

THE FIREWORKS RETAILER LICENSE HOLDER (LICENSEE) SHALL RETAIN THIS PERMIT WITH THE ASSOCIATED FIREWORKS RETAILER LICENSE AND MAKE THEM BOTH AVAILABLE FOR INSPECTION AT ANY TIME THE STAND IS IN OPERATION

THIS FORM IS INTENDED FOR USE BY LOCAL AUTHORITIES HAVING JURISDICTION (AHJ) IN THE EVENT THEY DO NOT HAVE A PERMIT FORM SPECIFIC FOR RETAIL FIREWORKS SALES AT A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY. IT IS NOT MEANT TO BE REQUIRED IN ADDITION TO OR IN LIEU OF ANY LOCAL PERMITTING FORM AND/OR PROCESS THAT MAY EXIST WITH THE LOCAL AHJ.

Directions: Provided the local jurisdiction has no permit form of their own, complete this permit application and submit it with the local AHJ portion of your Retail Fireworks Stand License to the jurisdiction in which you wish to run your CFRS facility.

WASHINGTON STATE FIREWORKS RETAIL SALES PERMIT APPLICATION

Applicant Information New/First Time Applicant Previous Permit Holder

THE GOOD STUFF FIREWORKS
Name of Group, Organization, or Person (Last, First, Middle Initial, and Date of Birth) Issued the Fireworks Retailer License

Travis J. Foland 01/08/76
Name of Permit Applicant (Last, First, Middle Initial, and Date of Birth)

7422 S. Dana St. Cheney, WA 99004
Permit Applicant Mailing Address (Complete including Street, City, State, and ZIP Code)

(509) 761-8132 TFoland54@gmail.com ()
Phone Number E-Mail Address Local Business Number (if required)

CFRS Facility Information Stand Tent Other: _____ Size: 20x20
Square Feet/Dimensions

622 WA-902, Medical Lake, WA 99002
CFRS Facility Address (Complete including Street, City, State, and ZIP Code)

Arjun KC (509) 344-9040 14181.0016
Name of Property Owner Phone Number Parcel Number for Stand Location

Fireworks Supplier Information List all of the licensed fireworks wholesalers who will be supplying this stand product

Jake's Fireworks

Storage Information On Site Off Site: 6118 S. Craig rd., Medical Lake, WA 99022
Storage Address (Complete including Street, City, State, and ZIP Code)

Sales Structure Detached Building Truck/Trailer Other: _____
Specify

CHECKLIST FOR SUBMISSION Check with the local AHJ for all applicable submission dates and deadlines:

Application/Permit Fee Insurance Certificate (\$1,000,000) Clean-Up Bond Fee (if applicable)

Valid Washington State Fireworks Retailer License Property Owners Written Permission

Detailed Site Plan Interior Plan (required for tents and "other" facilities)

I hereby certify the information in this application is true and correct. I am aware of and agree to comply with all relevant provisions of law, rule, and any ordinance of the state of Washington and the city/county permitting this CFRS Facility.

[Signature] Travis Foland 5/20/26
Signature of Permit Applicant Printed Name of Permit Applicant Date of Signature

FIRE CODE AUTHORITY HAVING JURISDICTION APPROVED DENIED

Spokane County Fire District #3 22 May 2026
Permit Number Approved By Date of Approval

SEE BACK OF THIS FORM FOR ANY RESTRICTIONS, CONDITIONS, OR NOTATIONS ON THIS PERMIT

[Signature] Dustin Flock, Division Chief 22 May 2026
Signature of Permitting Official Printed Name and Title Date of Signature

THE FIREWORKS RETAILER LICENSE HOLDER (LICENSEE) SHALL RETAIN THIS PERMIT WITH THE ASSOCIATED FIREWORKS RETAILER LICENSE AND MAKE THEM BOTH AVAILABLE FOR INSPECTION AT ANY TIME THE STAND IS IN OPERATION

WASHINGTON STATE PUBLIC FIREWORKS DISPLAY PERMIT

Applicant

Name of Event _____

Street Address _____

City _____ County _____

Event Date _____ Event Time _____ AM PM

Applicant's/Sponsor's Name _____ Phone No. _____

Pyrotechnic Operator _____ License No. _____

Experienced Assistant's Name _____

General Display Company Name _____ Phone No. _____

Attach a separate piece of paper and/or copies of the following documents:

- The number of set pieces, shells (specify single or multiple break), and other items.
- The manner and place of storage of such fireworks prior to the display.
- A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged; the location of all buildings, highways, and other lines of communication; the lines behind which the audience will be restrained; and the location of all nearby trees, telegraph or telephone lines, or other overhead obstruction.
- Documentary proof of procurement of Surety bond or public liability insurance.

Local Fire Code Authority

Authority Having Jurisdiction _____

Name of Permitting Official _____

Title _____ Phone No. _____

Permit Granted: Yes Yes, with Restrictions (see "Notations" below) No

Restrictions/Notations _____

Dustin Flock

Signature of Permitting Official

Date of Approval

Permit Number

If approved, this permit is granted for the date and time noted herein under the authority of the International Fire Code in accordance with Revised Code of Washington 70.77 and all applicable rules and ordinances pertaining to fireworks in this jurisdiction. This permit is INVALID unless in the possession of a properly licensed Pyrotechnic Operator, who is responsible for any and all activities associated with the firing of this show.

MUST BE APPROVED BY THE AUTHORITY HAVING JURISDICTION

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-800**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE APPROVING A
CONSTRUCTION CONTRACT BETWEEN THE CITY OF MEDICAL LAKE
AND ICON COMMERCIAL ROOFING FOR NEW EXHAUST FAN CURB
INSTALLATION FOR THE CITY HALL COMMERCIAL KITCHEN PROJECT**

WHEREAS, the City and Icon Commercial Roofing (“ICR”) have prepared an Agreement for Services (“Agreement”) for City Council consideration detailing the scope of services to be provided by ICR for the City Hall commercial kitchen project (“Project”); and

WHEREAS, City Staff recommends approval of the Agreement as set forth in Exhibit A.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, WASHINGTON as follows:

Section 1. Agreement Approval. The City Council hereby approves the Agreement for the Project as set forth in the attached Exhibit A, which is incorporated herein.

Section 2. Severability. If any section, sentence, clause, or phrase of this Resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Resolution.

Section 3. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 2nd day of June 2026.

Mayor, Terri Cooper

Attest:

Approved as to Form:

Koss Ronholt, City Clerk

City Attorney, Sean P. Boutz

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES ("Agreement") is made by and between the City of Medical Lake, a municipal corporation, ("City") and Icon Commercial Roofing, hereinafter referred to as "Service Provider," jointly referred to as "Parties."

IN CONSIDERATION of the terms and conditions contained herein the Parties covenant and agree as follows:

1. **Services to be Performed.** The Service Provider will provide all labor, services, equipment, and material to satisfactorily complete the Scope of Services, which is attached hereto as "Exhibit A." Scheduling of the Scope of Services shall be coordinated with and approved by the City prior to commencement of such services.
 - a. **Administration.** The Mayor or his/her designee, shall administer this Agreement and be the primary contact on behalf of the Service Provider. Service Provider shall commence work and perform the tasks as described in the Scope of Services.
 - b. **Representations.** The City has relied upon the qualifications of the Service Provider in entering into this Agreement. By execution of this Agreement, Service Provider represents it possesses the materials, equipment, experience, ability, skill, and resources necessary to perform the services, as described in the Scope of Services, and is familiar with all current laws, rules, and regulations which reasonably relate to the Scope of Services.
 - c. **Modifications. Amendments.** No modification or amendment to this Agreement shall be valid until the same is reduced to writing and executed with the same formalities as this Agreement. The Parties understand that the Scope of Services is a "living document" and may be amended, as mutually agreed upon by the Parties or as required by other factors.
2. **Term of Agreement.** Unless otherwise terminated as provided for herein, this Agreement shall be in full force and effect upon execution by the Parties and shall remain in effect until project completion.

Either Party may terminate this Agreement for any reason, with or without cause, by providing five (5) days written notice to the other party. In the event of such termination, the City shall pay the Service Provider for all services previously authorized and satisfactorily performed prior to the termination date.
3. **Payment.** The City agrees to pay Service Provider the sums as set forth in Exhibit A for all Scope of Services to be performed under this Agreement, or as otherwise provided for in

this Agreement, unless mutually agreed by the Parties in writing, after receipt of an invoice(s) for all completed services.

4. **Notice.** Notice shall be given in writing or electronically through email as follows:

CITY

City of Medical Lake
 City Administrator
city@medical-lake.org
 509-565-5000
 P.O. Box 369
 Medical Lake, WA 99022

SERVICE PROVIDER

Icon Commercial Roofing
 Shayne Madison
shayne@iconroofing.com
 509-532-1761
 PO Box 10
 Greenacres, WA 99016

5. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable Federal, State, Local Laws, ordinances, and regulations.
6. **Relationship of the Parties.** It is understood, agreed, and declared that the Service Provider shall be an independent contractor and not the agent, employee, servant, or otherwise of the City. It is further understood, agreed, and declared that the City is interested in only the results to be achieved and that the right to control the particular manner, method and means in which the services are performed is solely within the discretion of the Service Provider. Any and all employees who provide services to the City under this Agreement shall be deemed employees solely of the Service Provider. The Service Provider shall be solely responsible for the conduct and actions of all employees under this Agreement and any liability that may attach thereto.
7. **Ownership of Documents.** All materials, documents, plans, specifications, and other related documents prepared by the Service Provider under this Agreement are and shall be the property of the City.
8. **Records.** The Parties or State Auditor and any of their respective representatives shall have full access to and the right to examine during normal business hours any and all of the Service Provider's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records and to make audits of all contracts, invoices, materials, payrolls and records of matters covered by this Agreement for a period of three (3) years from the date final payment is made hereunder.
9. **Insurance.** Prior to commencement of the Scope of Services, the Service Provider shall provide the City with a Certificate of Insurance confirming liability insurance in the event

of a loss, damage, or personal injury for its actions, conduct and performance as set forth in this Agreement. Service Provider shall maintain in force during the full term of this Agreement such liability insurance policy in the amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate limit, which both shall be at the expense of the Service Provider.

If the Service Provider maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of liability maintained by the Service Provider, irrespective of whether such limits maintained by the Service Provider are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Service Provider.

The Service Provider's maintenance of insurance, its scope of coverage and limits as required herein shall also not be construed to limit the liability of the Service Provider to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

The Service Provider shall provide the City and all Additional Insureds for this work with written notice of any policy cancellations within two (2) business days of their receipt of such notice.

Failure on the part of the Service Provider to maintain the insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving five (5) business days' notice to the Service Provider to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Service Provider from the City.

10. **Indemnification.** Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agree to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

However, should a court of competent jurisdiction determine liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the City, its officers, officials, employees, and volunteers, the Service Provider's liability hereunder shall be only to the

extent of the Service Provider's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

11. **Waiver.** No officer, employee, agent or other individual acting on behalf of either party has the power, right or authority to waive any of the conditions or provisions of this Agreement. No waiver in one instance shall be held to be waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law, shall be taken and construed as cumulative and in addition to every other remedy provided herein or by law. Failure of either party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.
12. **Assignment and Delegation.** Neither party shall assign, transfer or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without first obtaining the written consent of the other party.
13. **Subcontracts.** Except as otherwise provided herein, the Service Provider shall not enter into subcontracts for any of the services to be performed under this Agreement without obtaining express written approval from the City.
14. **Confidentiality.** Service Provider may from time to time receive information which is deemed by the City to be confidential. Service Provider shall not disclose such information without the express written consent of the City or upon order of a Court of competent jurisdiction.
15. **Governing Law; Jurisdiction and Venue.** This Agreement is entered into in Spokane County, Washington. This Agreement is to be governed by and construed in accordance with the Laws of the State of Washington. The Parties hereby agree that venue shall be in Spokane County, Washington, State of Washington.
16. **Cost and Attorney's Fees.** In the event a lawsuit is brought with respect to this Agreement, the prevailing party shall be awarded its costs and attorney's fees in the amount to be determined by the Court as reasonable. Unless provided otherwise by the statute, Service Provider's attorney fees payable by the City shall not exceed the total sum amount paid under this Agreement.

17. **Entire Agreement.** This written Agreement, together with any Exhibits hereto, constitutes the entire and complete understanding and agreement between the Parties respecting the subject matter hereof and cancels and supersedes any and all prior and contemporaneous negotiations, correspondence, understandings and agreements between the Parties, whether oral or written, regarding such subject matter. The Parties understand and agree that this Agreement may not be changed, modified, or altered except in writing signed by the Parties hereto. No agreement or understanding varying or extending this Agreement will be binding upon either Party, unless set forth in writing which specifically refers to the Agreement that is signed by duly authorized officers or representatives of the respective Parties, and the provisions of the Agreement not specifically amended thereby will remain in full force and effect.
18. **Anti-kickback.** No officer or employee of Parties, having the power or duty to perform an official act or action related to this Agreement, shall have or acquire any interest in this Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from any person with an interest in this Agreement.
19. **Business License.** Service Provider shall, prior to performance of any work under this Agreement, apply for and obtain all business licenses necessary to operate in Spokane County, as applicable (please contact the Washington State Department of Licensing at (360) 664-1400 or online at www.dol.wa.gov for more info).
20. **Non-waiver.** Any waiver of the terms and conditions hereof must be explicitly in writing.
21. **Severability.** Should any section, or portion thereof, of this Agreement be held invalid by reason of any law, statute, or regulation existing now or in the future in any jurisdiction by any court of the competent authority or by a legally enforceable directive of any governmental body, such section or portion thereof will be validly referred so as to approximate the intent of the Parties as nearly as possible and, if unreformable, will be deemed divisible and deleted with respect to such jurisdiction, but the Agreement will not otherwise be affected.
22. **Force Majeure.** Neither Party will be held responsible for delay or failure to perform hereunder when such delay or failure is due to fire, flood, riot, epidemic, pandemic, acts of God or under the public enemy, acts of terrorism, acts of war, unusually severe weather, legal acts of public authorities, public carries, or other circumstances which cannot be forecast or provided against.
23. **Time is of the Essence.** Time is and will be of the essence for each term and provision of this Agreement.

24. **Headings.** All headings appearing in this Agreement have been inserted solely for convenience and ready reference. They do not define, limit, or extend the scope or intent of any sections to which they pertain.

25. **Criminal Background Check.** The Service Provider does hereby give the City or an independent investigating agency authorization to conduct a thorough investigation of the Service Provider and its employee's professional and personal background, including credit, criminal, and driving. The Service Provider shall be responsible for the cost of any such background check. Prior to performance the City shall have on file a complete background check, unless in the City's sole discretion it determines such a background check is unnecessary.

The Service Provider understands and agrees to waive any claim or cause of action relating to use of any and all information gained through this investigation or release of information and promise to defend and hold harmless the City, its officers and employees from any claim or loss arising from such investigation and/or release of information.

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Agreement this 2nd day of June, 2026.

CITY OF MEDICAL LAKE

ICON COMMERCIAL ROOFING

By: _____
Terri Cooper, Mayor


By: 
Its: Service Manager

EXHIBIT A



RE: Medical Lake City Hall

Work scope:

1. Icon to mobilize the site with materials, equipment and set up safety.
2. Icon to cut the roof and deck opening for (1) new exhaust fan curb.
3. Icon to attach the new exhaust fan curb to the roof deck.
4. Icon to infill around the new exhaust fan curb, as needed.
5. Icon to provide and install new TPO flashings for (1) exhaust fan curb.
6. Icon to remove offsite all debris associated with this work scope.

Exclusions:

- **Any locates**
- **Any demo**
- **Any items not specifically mentioned in the work scope above**

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1145**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO
AMENDMENTS TO TITLE 19 OF THE MUNICIPAL CODE REGARDING
ACCESSORY DWELLING UNITS.**

WHEREAS, the City of Medical Lake (City) is a fully-planning city under the Growth Management Act (GMA); and

WHEREAS, pursuant to RCW 36.70A.070, the City must have a Comprehensive Plan with a land use element that establishes population densities, building intensities, and general land use distributions; and

WHEREAS, pursuant to RCW 36.70A.040, the City must have development regulations that implement the Comprehensive Plan; and

WHEREAS, Zoning Districts and associated regulations implement the Comprehensive Plan's land use element; and

WHEREAS, the Medical Lake Municipal Code ("MLMC") does not have standards for accessory dwelling units; and

WHEREAS, "dwelling unit" is defined in adopted Ordinance 1144, Section 10, new Chapter 19.160 – Definitions; and

WHEREAS, "accessory dwelling unit" is defined adopted in Ordinance 1144, Section 12, new Chapter 19.530 – Housing Types; and

WHEREAS, pursuant to RCW 36.70A.681 – Accessory Dwelling Units – Limitations on Local Regulation, the City must allow two (2) accessory dwelling units on all lots that are located in all zoning districts within an urban growth area that allow for single-family homes; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.625 – Accessory Dwelling Units, is being added to the MLMC; and

WHEREAS, the proposed amendment is in compliance with RCW 36.70A.681.

WHEREAS, a State Environmental Protection Act (SEPA) checklist and a determination of non-significance were distributed on March 2, 2026, no comments were received, and the DNS is retained; and

WHEREAS, the City of Medical Lake Planning Commission (Planning Commission) considered the proposed text amendments at a properly noticed public hearing on March 26, 2026, so as to receive public testimony; and

WHEREAS, at its March 26, 2026, meeting, the Planning Commission voted to recommend approval of the amendments; and

WHEREAS, pursuant to RCW 36.70A.106, on March 23, 2026, the City provided the Washington State Department of Commerce with a sixty (60) day notice of its intent to adopt the amendment(s) to the MLMC; and

WHEREAS, on May 19, 2026, the City of Medical Lake City Council (City Council) discussed the proposed text amendments at a properly noticed open public hearing; and

WHEREAS, the City Council considered the entire public record, public comments, written and oral, and the Planning Commission's recommendation; and

WHEREAS, this Ordinance is supported by the staff report and materials associated with this Ordinance, including documents on file with the City; and

WHEREAS, this Ordinance is also supported by the professional judgment and experience of the City staff who have worked on this proposal; and

WHEREAS, the City Council determined that the proposed amendments are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens and property owners of the City; and

WHEREAS, the City Council determined that the proposed amendments are consistent with the goals and requirements of the GMA.

NOW, THEREFORE, the City Council of the City of Medical Lake, Washington does ordain as follows:

Section 1. Amendment. Chapter 19.625 – Accessory Dwelling Units, is hereby added to the MLMC.

19.625.010 Purpose. The purpose of this chapter is to expand housing options by permitting accessory dwelling units (ADUs) in residential zones, consistent with RCW 36.70A.680–.681. ADUs provide opportunities for affordable housing, supplementing household incomes, aging in place, family support, and efficient land use.

19.625.020 Applicability. ADUs are permitted on lots that contain one or more dwelling units in a residential zone.

19.625.030 Development Standards. All ADUs must meet the following standards with any standards not specified herein, are determined by the Zoning District.

- A. Density. ADUs are exempt from the maximum density of the zone.
- B. Number of Units. Two (2) ADUs are allowed per lot pursuant to RCW 36.70A.681, as now or hereinafter amended.
- C. Lot Size. ADUs are allowed on lots that meet the minimum lot size of the zone.
- D. Location on Lot. ADUs may be constructed within or attached to another dwelling unit, in combination with another accessory structure, or as a stand-alone structure. ADUs shall not be located closer to the street than a single-family house.
- E. Conversion. A legally constructed structure may be converted to an ADU even if such structures does not satisfy current development standards.

- F. Size. ADUs shall not be more than 1,000 square feet in floor area.
- G. Height. ADUs shall not be more than 24 feet in height.
- H. Setbacks. ADUs shall meet the setback requirements of the specific zone, provided a zero lot line setback adjacent to an alley shall be permitted unless the City routinely plows snow on the alley.
- I. Parking. Each ADU requires one (1) parking space that meets the standards of MLMC Chapter 17.36 – Off-Street Parking.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this _____ day of June 2026.

Mayor, Terri Cooper

ATTEST:

Finance Director/City Clerk Koss Ronholt

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Date of Publication:

Effective Date:

City Medical Lake
124 S. Lefevre Street
Medical Lake, WA 99022
509-565-5000

NOTICE OF ORDINANCE PASSED BY MEDICAL LAKE CITY COUNCIL

The following is the title and summary of Ordinance No. 1145 passed by the City of Medical Lake City Council on the _____ day of _____, 2026.

AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON, RELATING TO AMENDMENTS TO TITLE 19 OF THE MUNICIPAL CODE REGARDING ACCESSORY DWELLING UNITS.

Sections 1. Identifies the amendments to Title 19, Chapter 19.625 of the City of Medical Lake Municipal Code:

•

Section 2. Establishes a severability clause in the event some portion of the Ordinance is held invalid.

Section 3. Establishes an effective date for Ordinance No. 1144 for five (5) days after publication of the Ordinance, or a summary thereof, in the official newspaper of the City, as provided by law.

The full text of the Ordinance is available at the City of Medical Lake offices as identified above. A copy will be mailed to any citizen without cost upon request from the City's Clerk's office.

Koss Ronholt, Finance Director/City Clerk

Published: _____