



**CITY COUNCIL REGULAR MEETING & PUBLIC HEARING
TUESDAY, JULY 7, 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 (JULY 7, 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/89243409755?pwd=ShNcQ279hVP2hiYVoH3N95YvOgxSHn.1>

Meeting ID: 892 4340 9755

Passcode: 892172

One tap mobile

+12532158782,,89243409755#,,,,*892172# US (Tacoma)

+12532050468,,89243409755#,,,,*892172# US

Join instructions

<https://us06web.zoom.us/join/89243409755/invitations?signature=M78onYKDPaZyt81JsSs9pbxJU5FiiECPK9rZ945zJe8>

- **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

JULY 7, 2026, 6:30PM - REGULAR SESSION & PUBLIC HEARING

- 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 Application Status Report, June 2026
- 6. WORKSHOP DISCUSSION**
 - A. Periodic Update: MLMC Amendments concerning Impact Fees (*page 3*)
 - B. Periodic Update: Comprehensive Plan Part Three (*page 5*)
- 7. ACTION ITEMS**
 - A. Consent Agenda
 - i. Approve **June 10, 2026** (Strategic Planning Retreat) and **June 16, 2026**, minutes. (*page 90*)
 - ii. Approve **July 7, 2026**, Claim Warrants numbered **53844** through **53891** in the amount of **\$755,906.88**. (*page 116*)
- 8. PUBLIC HEARINGS**
 - A. Periodic Update: Ordinance 1149 concerning Transportation
 - i. First Read of Ordinance 1149 concerning Transportation (*page 118*)
- 9. EXECUTIVE SESSION – None.**
- 10. RESOLUTIONS**
 - A. 26-815 6-Year TIP Update (*page 153*)
 - B. 26-817 City Council Endorsement of STA Proposition 1 (*page 159*)
 - C. 26-820 Lease Agreement Amendment with Martinus Rail for 316 W. Brooks (*page 163*)
 - D. 26-821 Service Agreement with Gordon Thomas Honeywell Government Relations (*page 166*)
 - E. 26-822 Healing Waters Strategic Plan Update (*page 173*)
 - F. 26-823 Surplus Certain Items (*page 191*)
- 11. ORDINANCES**
 - A. See Item 8.A.i. Public Hearings
 - B. Reconsideration of Ordinance 1147 concerning Specialized Housing (*page 196*)
- 12. EMERGENCY ORDINANCES**
- 13. UPCOMING AGENDA ITEMS**
- 14. INTERESTED CITIZENS**
- 15. CONCLUSION**



To: City Council
From: Elisa Rodriguez, Senior Planner
TOPIC: Periodic Update: MLMC amendments regarding Impact Fees

Requested Action:

Provide feedback and guidance on potential amendments regarding impact fees to the Medical Lake Municipal Code (MLMC).

Key Points:

Impact fees are regulated in Title 16 – Planning via Chapter 16.05 – Impact Fees, Chapter 16.06 – Fire Protection Impact Mitigation, Chapter 16.07 – Parks, Recreation, and Open Space Mitigation, and Chapter 16.09 – School Impact Mitigation. These chapters were adopted in 1998.

When the fire impact fee was created in 1998, the City of Medical Lake had its own fire department. The fee was determined by analyzing the impact of increased population on facilities, equipment, and staffing costs. Since then, the City Fire Department has been disbanded and the City now contracts with the Spokane County Fire District 3 (SCFD#3) for emergency services. SCFD#3 is aware of the need to update the impact fee, however, because SCFD#3's boundaries do not correspond with the City of Medical Lake's boundaries, creating an impact fee is more complicated. SCFD#3 would like to pursue the option, but will not be able to do the work necessary to update the fee this year. Because the fee was created for the City Fire Department, it is appropriate to discontinue the fee until the necessary analysis can be done.

The parks, recreation, and open space impact fee is based on the minimum level of service for parks as called out in the Comprehensive Plan. The current comprehensive plan level of service standards is a certain acreage of parks per 1,000 residents. The methodology uses the cost of creating a park and the average household size. The draft comprehensive plan does not use acreage as the level of service for parks, therefore, the methodology will need to be revised.

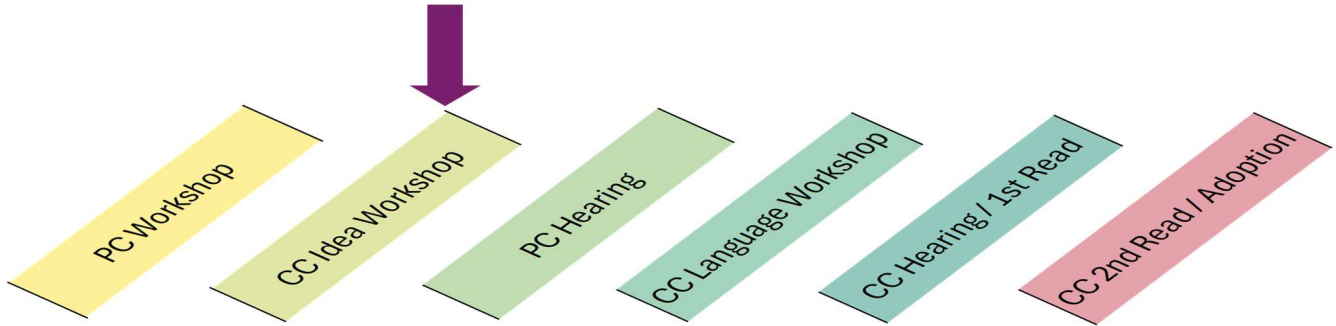
The school impact fee is based on the maximum number of children per classroom. The methodology takes into account household size and the number of elementary, middle, and high school students that are likely to exist in any neighborhood. This is used in relation to the cost of creating that classroom. The Medical Lake School District (MLSD) is responsible for updating impact fees and the City is responsible for collecting the fees. MLSD is aware of the need to update the fee structure and is in the process of updating its capital facilities plan. However, MLSD does not expect to have this information complete this year. Therefore, it is likely the impact fee will remain the same until impact fees are revisited in 2027.

Impact fees should be revisited annually to determine if the data used to calculate the fee is still the most current. Medical Lake's fire and school impact fees have never been updated. The parks impact fee was updated once in 2011.

Background Discussion:

The State allows four categories of impact fees to be collected: Parks, Fire Protection, Schools, and Transportation. Impact fees are regulated by RCW 82.02.

This workshop is the second step in a 6-meeting process for adopting amendments to the municipal code.



Public Involvement:

A public hearing will be held with both the Planning Commission and the City Council. In addition, language will be provided on the City website for review and comment by the public.

Next Steps:

After a public hearing with the Planning Commission on July 23, 2026, amendment language will be provided to the City Council in a workshop on August 4, 2026.



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

7/7/2026 City Council Meeting

To: City Council
From: Elisa Rodriguez, Senior Planner
**TOPIC: Periodic Update: DRAFT Comprehensive Plan, Parts 1-3,
The People, The Place, The Future**

Requested Action:

Provide feedback and guidance on the DRAFT Comprehensive Plan, Parts 1-3

Key Points:

Parts one and two were previously reviewed. This draft adds part three and amends parts one and two.

Part Three: The Future, contains chapters 11-13: Placemaking, Zoning and Development Standards, and Urban Growth Area.

Among other updates, Chapter 6: Mobility and Chapter 7: Capital Facilities, now have level of service standards. These standards are critical when the City reviews proposed development. It is the duty of the City, as set forth by the Growth Management Act, to ensure that infrastructure is built concurrently with development. Setting levels of service provides standards to measure the impacts of new development.

Chapter 11: Placemaking, develops the idea of building on what makes Medical Lake great, namely, its small-town feel, natural beauty, and outdoor recreation. This focus will help to strengthen the community and encourage tourism.

Chapter 12: Zoning, includes a draft Zoning Map. This map reflects the new zoning districts that were adopted in Ordinance 1144. The draft is similar to the existing zoning map with some exceptions:

1. There is no longer an industrial zone, therefore, the Nike site is now shown as Low-Density Residential.
2. Two-Family (R-2) and Multi-Family (R-3) were combined to form Medium-Density Residential. The boundaries are not identical. Most notably, the R-2 zone was removed from Fox Hollow and Fox Ridge areas.
3. A new Public Facilities zone replaces the three other zones (Schools, Public, and Institutional).

This proposed Zoning Map will replace our current Official Zoning Map. There will not be a separate process to adopt the Zoning Map.

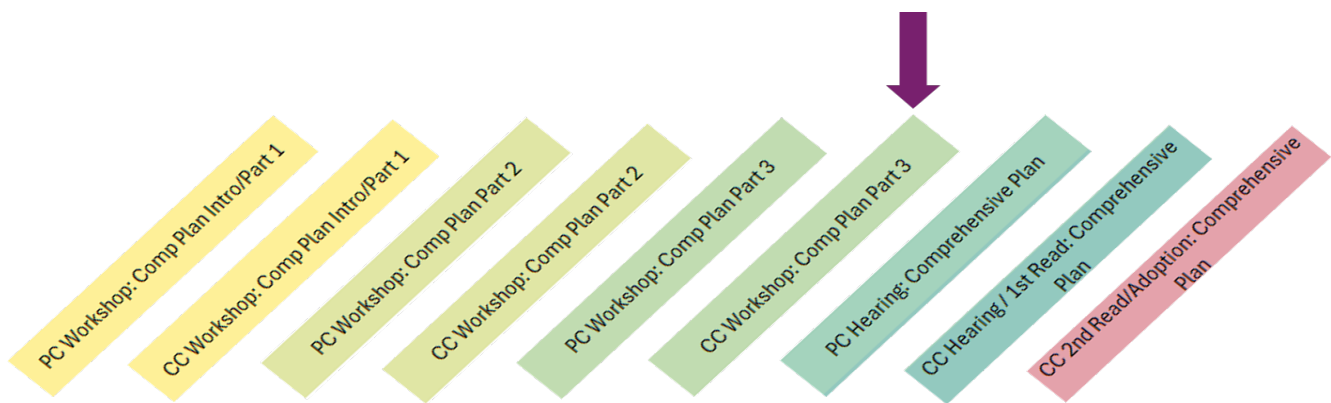
Chapter 13: Urban Growth Area, reflects areas that are best suited for expansion of the City when needed. Spokane County controls the UGA, therefore, Medical Lake has made a request for the changes shown. However, the County's process runs parallel to ours, therefore, we will not know if our request will be honored until the end of 2026.

Background Discussion:

The Growth Management Act mandates that all fully-planning cities have a comprehensive plan with land use, housing, capital facilities, utilities, transportation, and climate change elements.

Medical Lake is choosing to present a new comprehensive plan that serves the needs and desires of the community first, while still meeting the requirements of the State.

This is the step 6 of a 9-step process for adopting a new comprehensive plan.



Public Involvement:

The draft Plan is informed by and created with the information gathered in outreach activities throughout 2025 and the help of Periodic Update Steering Committee. Once the complete draft of the plan has been reviewed by the Planning Commission and the City Council, each body will hold a public hearing. In addition, the draft is available on the City website for review and comment by the public.

Next Steps:

A public hearing is scheduled for the August 4, 2026 City Council meeting.



Whipple Consulting Engineers, Inc.

June 22, 2026

Medical Lake City Council
C/O Elisa Rodriguez, City Planner
P.O. Box 369
Medical Lake WA, 99022

Re: Public Comment Comprehensive Plan and Zoning Periodic Update APN 14075.0037 & 14075.0038

Dear Ms. Rodriguez and members of the City Council:

Whipple Consulting Engineers, on behalf of an interested party regarding Spokane County Assessor Parcel Numbers 14075.0037 and 14075.0038, located along Graham Road and generally north of Tara Lee Road and Joshua Drive, is in support of the proposed Comprehensive Plan and Zone Change of the subject properties from Light Industrial to Low Density Residential. The subject properties are in an infill residential area, with residential densities to the east, south and west; therefore, additional residential development would be more in keeping with neighborhood character than potential future industrial development.

As you are all likely well aware, Washington State has mandated additional housing in the Urban Growth Area with the new comprehensive plan updates. In 2022, the Washington State Office of Financial Management estimated that approximately 104,000 new residents will move into Spokane County and affect Urban Growth Areas, and the Growth Management Act requires that housing be provided to accommodate those 104,000 new residents. While local governments such as the City of Spokane continue to densify vertically, it is our position that in addition to the more intense vertical developments, new single-family and other middle-income market rate housing should be made available and attainable for residents at all income levels.

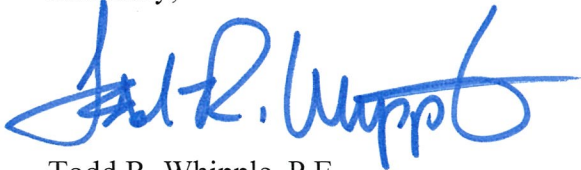
The site location is ideal for additional single-family or middle-income development, more so than an industrial zone would be. The L-I Zone in Medical Lake outright permits uses for assembly, packaging, textile dyeing, trucking terminals, and on-site hazardous waste treatment, which could contribute to odor or noise pollution for nearby residents. A single-family or middle-housing development at the same location would provide less odor or noise, with typical odors or noises originating from residential activities such as lawn mowing or barbequing. It is safe to assume that nearby residents would prefer the odors and sounds caused by barbequing to the odors or sounds caused by textile dyeing plants or onsite waste treatment, or other L-I allowed uses.

Finally, as a brownfield site and former USAF parcel, the owners would comply with any state or local codes for any additional remediation that may be required beyond the N.F.A. letter the USAF has received for this property. This would result in a healthier and safer environment for the existing residents in the area, as well as for the future residents who would be moving in.

In summary, WCE is in full support of the proposed Zone Change of parcels 14075.0037 and 14075.0038, finding the change to be a positive step towards meeting housing goals, reducing potential impacts to the neighborhood, and in cleaning up the existing brownfield site.

If you have any questions or comments regarding this letter, please feel free to contact me at (509) 893-2617.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd R. Whipple". The signature is fluid and cursive, with a large initial "T" and "W".

Todd R. Whipple, P.E.
Whipple Consulting Engineers, Inc.

CC: Sponsor
File



MEDICAL LAKE

C O M P R E H E N S I V E P L A N

2046



Medical Lake Comprehensive Plan 2046

Acknowledgements

Mayor

Terri Cooper

City Council

Heath Wilbur

Ted Olson

Don Kennedy

Tony Harbolt

Lance Speirs

Lorin Ray-Abbott

Chad Pritchard

Planning Commission

Andie Mark

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Cindy Altheide

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Lance Speirs, City Councilman

JoeDavid Veliz, Planning Commissioner

Diane Nichols, Parks & Recreation Advisory Board

Kim Headrick, MLSD

Tawni Barlow, MLSD

Ryan Stemkoski, Re*Imagine Medical Lake

Brendan Arkoosh, DSHS

City Staff

Sonny Weathers, City Administrator

Elisa Rodriguez, Senior Planner

Scott Duncan, Public Works Director

Glen Horton, Parks and Recreation Director

Koss Ronholt, Finance Director

Steve Cooper, Wastewater Treatment Plant Director

Adopted August ##, 2026 by Ordinance No. #####

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Message from the Mayor

The Comprehensive Plan is the City's official statement regarding its vision for future growth and development over the next 20 years. Over the past several years, Medical Lake has faced extraordinary change. We have endured hardship, demonstrated resilience, and rediscovered the strength that comes from being a small town with a big sense of community. As Mayor, I am proud to present the 2046 Comprehensive Plan, our roadmap for stewarding that strength into a future defined by opportunity, stability, and shared purpose.

A meaningful update to our Comprehensive Plan is more than a statutory requirement. It is our chance to reflect on who we are, what we value, and what we want for the next generation. Our previous plan served the community for many years, but Medical Lake has grown, our needs have evolved, and state law now asks us to plan more intentionally for housing, transportation, climate resiliency, and public services. This new plan rises to that challenge.

Most importantly, this plan was shaped by the voices of our residents. Through workshops, surveys, conversations, and partnerships, the community made it clear that Medical Lake's future must protect what we cherish—our small-town character, our natural beauty, our history of healing—while preparing responsibly for the growth that will sustain our economy, our schools, and our quality of life.

The 2046 Comprehensive Plan sets forth a clear vision: safe and walkable neighborhoods, accessible parks and recreation, diverse housing options, a vibrant local economy, and strong public services supported by thoughtful infrastructure investment. It aligns with our Healing Waters Strategic Plan and gives City Council, staff, and community partners the tools needed to make consistent, transparent, and long-term decisions.

This plan represents both a commitment and a promise. A commitment to good governance, collaboration, and transparency and a promise that every decision we make will help build a Medical Lake where people feel welcome, connected, and hopeful about the future.

Thank you to everyone who contributed your time, ideas, and energy. Together, we are shaping a Medical Lake that honors its past, meets the needs of today, and looks forward with confidence to 2046 and beyond.

Terri Cooper

Mayor, City of Medical Lake

Community Participation

Public participation has been a central and guiding element of the City of Medical Lake's Comprehensive Plan update. The process was guided by a formal Public Participation Plan, which emphasizes inclusive, proactive, and ongoing engagement to ensure that community voices inform the development of the plan's vision, goals, and policies.

The City's approach focused on reaching a broad and diverse cross-section of the community, including individuals who may not typically participate in formal planning processes. Engagement efforts were designed to meet people where they are through both formal meetings and informal, community-based interactions, and to provide multiple ways for residents to learn about the process and share input.

Consistent with this approach, the City has made a strong commitment to transparent communication and continuous outreach through its "Conversations About Community" newsletters, which serve as a key tool for informing residents and inviting feedback. These newsletters describe the planning process, explain key topics, and consistently encourage residents to attend meetings, review materials, and provide input.

A variety of tools and strategies were used to support public participation. Two community-wide surveys provided foundational input. The Pulse of the Community Survey gathered feedback on community values and vision. These survey results highlighted strong support for maintaining Medical Lake's small-town character, natural environment, and sense of community while encouraging thoughtful economic development. The Communication Preferences Survey evaluated how residents receive and engage with City communications. The results showed that Facebook, newsletters, and word-of-mouth are primary information channels, while also identifying opportunities to improve communication strategies and emergency information access.

In addition to surveys, the City implemented ongoing digital and print engagement efforts. These included newsletters, utility bill inserts, the Comprehensive Plan webpage, social media updates, and a Facebook Live event to expand accessibility and real-time participation. A "Question of the Week" series on Facebook further encouraged regular public input, with responses emphasizing the importance of the community's natural setting, small-town feel, strong social connections, and local events, while also identifying concerns such as property maintenance and downtown appearance.

Targeted, in-person outreach was a key component of the engagement strategy. City representatives conducted pop-up and event-based outreach at locations such as the farmers market, Founders Day, Lake's Harvest Foods grocery store, and senior lunch gatherings at the Silver Café. These efforts allowed staff to engage directly with residents, visitors, and underrepresented groups in informal settings. Across these conversations, participants frequently expressed appreciation for the community's small-town character, natural resources, and sense of safety, while also raising concerns related to property maintenance, infrastructure, economic development, and community amenities.

Outreach findings consistently highlighted several key themes. Residents value Medical Lake's friendly, connected community, walkability, parks, wildlife, and scenic environment. At the same time, participants expressed interest in expanding recreational amenities (such as trails, parks, and family-oriented activities), enhancing downtown vitality, improving infrastructure and public safety, and supporting local businesses and economic opportunities. Conversations also showed general

support for small-scale recreational tourism as a way to support the local economy while preserving the community's character.

A Steering Committee composed of elected officials, appointed representatives, and community stakeholders provided ongoing oversight and guidance throughout the process, meeting regularly to review progress and support outreach efforts. Planning Commission and City Council workshops, along with required public hearings, offered additional opportunities for in-depth discussion, transparency, and formal public input.

Overall, the public participation process combined surveys, digital outreach, social media engagement, community conversations, and formal public meetings to create a comprehensive and inclusive approach. This multi-faceted engagement strategy ensured that a wide range of community perspectives were captured and integrated into the Comprehensive Plan update.

Community Vision

The Medical Lake Comprehensive Plan 2046 endeavors to:

- Nurture Medical Lake's small-town charm and community spirit while honoring its history.
- Integrate the natural and built environment in a thoughtful, sustainable manner.
- Create safe, walkable neighborhoods with accessible parks and housing for all.
- Establish a community where all members thrive, empowered by equitable access to resources, strong social connections, and a healthy environment.
- Encourage community partnerships and recreational tourism to help the economy thrive, with special attention to downtown.

The Comprehensive Plan

Welcome to the new and improved 2046 Medical Lake Comprehensive Plan. This City's first comprehensive plan was adopted in 1979. In 1997, after the adoption of the Washington State Growth Management Act (GMA), the City adopted a new comprehensive plan. The plan was revised in 2003, 2007, 2010, and 2019, but remained similar to the 1997 version.

Considered a fully-planning city under the GMA, it is mandated that our comprehensive plan is updated every ten years to plan for the next twenty years. This ten-year update cycle is referred to as the "Periodic Update." The City of Medical Lake chose to use this opportunity to not just update, but to replace the comprehensive plan with a document that better represents the City and provides more guidance for future decision making. The Plan communicates the City Council's intent, priorities, objectives, and expectations to residents, businesses, agencies, developers and others with an interest in the city.

This Comprehensive Plan provides a vision for growth and development over the next twenty years and works in conjunction with the City's Healing Waters Strategic Plan. While growth is important to the City's vitality, the policies also address preserving and improving those aspects and features of the City and the natural environment that contribute to quality of life in the community. This document will guide City policy and ensure consistency amongst City departments and staff.

The Plan reflects input from community members, stakeholders, and public officials. This wealth of information will continue to educate all members of the community and spur future conversations.

The Plan provides implementation strategies and is the foundation for development regulations found in the municipal code. It provides guidance in maintaining the Capital Improvement Program. The plan provides priorities to ensure continuity and consistency in land use decisions, and a systematic approach to preparing for projected growth.

Contributing Documents

The Comprehensive Plan is informed and supported by various detailed analyses that are contained in separate documents. Supporting plans and studies, referred to or adopted by reference within the Comprehensive Plan, are listed below.

- Healing Waters Strategic Plan
- Capital Improvement Plan
- Land Capacity Analysis
- Housing Needs Assessment
- Hazard Mitigation Plan
- Transportation Master Plan
- Parks Master Plan
- Shoreline Master Program

These plans and studies are anticipated to be updated over the life of the Comprehensive Plan as environmental, fiscal, social, economic, and technological circumstances evolve. Such new information should direct future amendments to the Comprehensive Plan, as appropriate, to maintain its usefulness to the community.

State and Regional Planning

Planning under the Growth Management Act requires a balance of local policy objectives with mandates within the Act and with regional and countywide policy priorities.

Growth Management Act (GMA)

In Washington State, comprehensive plans are directed by the Growth Management Act, Chapter 36.70A RCW. GMA provides a context and specific requirements for jurisdictions planning under the Act. This context is outlined in the framework planning goals contained in RCW 36.70A.020, as follows:

1. **Urban growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
2. **Reduce sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
3. **Transportation.** Encourage efficient multimodal transportation systems that will reduce greenhouse gas emissions and per capita vehicle miles traveled, and are based on regional priorities and coordinated with county and city comprehensive plans.
4. **Housing.** Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
5. **Economic development.** Encourage economic development across the state in ways that align with adopted comprehensive plans. Support economic opportunities for all residents, especially those who are unemployed or disadvantaged, while helping existing businesses grow and attracting new ones. Recognize that economic conditions vary

- by region and promote growth in areas that are struggling, ensuring that all development stays within the limits of the
6. **Property rights.** Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
 7. **Permits.** Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
 8. **Natural resource industries.** Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forestlands
 9. **Open space and recreation.** Retain open space and green space, enhance recreational opportunities, enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.
 10. **Environment.** Protect and enhance the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
 11. **Citizen participation and coordination.** Encourage the involvement of citizens in the planning process, including the participation of vulnerable populations and overburdened communities, and ensure coordination between communities and jurisdictions to reconcile conflicts.
- state's natural resources, public services, and public facilities.
12. **Public facilities and services.** Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
 13. **Historic preservation.** Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.
 14. **Climate change and resiliency.** Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.
 15. **Shorelines of the state.** For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county's or city's comprehensive plan and productive agricultural lands, and discourage incompatible uses.

Spokane Countywide Planning Policies

The Countywide Planning Policies (CWPPs) establish a countywide framework for developing and adopting comprehensive plans and Urban Growth Areas. The CWPPs are intended to ensure that comprehensive plans are consistent between jurisdictions and to provide direction necessary for the coordinated implementation of GMA goals. Medical Lake planning staff participates in the

Spokane County Planning Technical Advisory Committee (PTAC) that provides advice to the Spokane County Steering Committee of Elected Officials (SCEO). The Mayor of Medical Lake is a member of SCEO and this body provides recommendations to the Spokane County Board of County Commissioners (BOCC), who ultimately adopt the CWPPs.

The basis of comprehensive planning in Washington State starts with a population forecast provided by the Office of Financial Management. Each county receives a population forecast that they allocate to each jurisdiction, including the unincorporated portions of the county. This allocation process is developed through PTAC, is reviewed by SCEO, and approved by the Spokane County BOCC. With this information, each jurisdiction performs a land capacity analysis using the methodology prescribed in the CWPPs. The purpose of this exercise is to determine if the jurisdiction has enough available land within the UGA to accommodate 20 years of growth. In other words, is there enough undeveloped land to provide housing and employment for the forecasted population. If the 20 years of growth cannot be accommodated, the first step is for the jurisdiction to look at opportunities to change zoning designations and regulations to provide that opportunity. New to this Periodic Update is the requirement to examine housing needs by income level. This means that jurisdictions must provide for a variety of housing types and densities. When this has been reasonably done and there is still a need, the county examines the UGA as a whole for the possibility of expansion.

The West Plains

Medical Lake is part of the West Plains of Spokane County, an area west of the City of Spokane and home to the neighboring cities of Cheney and Airway Heights, Fairchild Air Force Base, and housing and employment centers in unincorporated Spokane County. The combination of these communities has created a dynamic regional ecosystem where housing, transportation, employment, and public services are increasingly interconnected.

Airway Heights serves as the commercial and industrial core of the West Plains, with significant job growth driven by aerospace, manufacturing, logistics, and service-sector employers. Cheney contributes a strong educational and cultural presence through Eastern Washington University and provides well established residential neighborhoods and supporting services. Fairchild Air Force Base is the region's largest single-site employer and a critical part of the West Plains economy and identity, shaping workforce demand, housing needs, and regional infrastructure investments. Surrounding unincorporated areas host large industrial parks, distribution centers, and the Spokane International Airport which serves as another major driver of regional growth supporting thousands of jobs in aviation, warehousing, logistics, and advanced manufacturing.

Through ongoing collaboration, Medical Lake and its West Plains partners can work to address growing public safety, transportation, housing, and workforce demands by maintaining strong public services and enhancing quality of life for residents, businesses, and the region as a whole.

Healing Waters Strategic Plan

The six targets of the Healing Waters Strategic Plan inform the objectives and key results of City actions. These targets are instrumental in the forming of the Comprehensive Plan.

1. A thriving local economy
2. A healthy and sustainable environment
3. Engaged and empowered citizens and stakeholders
4. Multi-modal connections into and throughout the community
5. Healthy living and recreation
6. Community safety and security

DRAFT

Part One: The People



Chapter 1: Context

History and Culture

For centuries, the Spokane people and other Indigenous tribes believed in the healing properties of Medical Lake's waters, mud, and salts, calling it "strong medicine water" and using it for steam baths and powdered salts.

In 1872, Andrew Lefevre, followed by his nephew Peter, discovered the lake while settling sheep, and experienced relief from rheumatism. This sparked an interest in the lake's alleged curative powers. Stanley Hallett arrived in 1877 and began to commercialize lake salts and soaps which helped launch the town's identity based on healing waters.

By the late 1870s, spas, bathhouses, hotels, and resorts lined the lake. The Town of Medical Lake was officially incorporated in 1890 and within a few years had multiple hotels, stores, and saloons. With the addition of the electric interurban rail in 1905, connecting Spokane to Medical Lake, weekend crowds increased. Peak summer draw brought thousands of visitors. The resort era declined in the 1920s due to overuse of its mineral deposits, automobile travel, lake degradation, and waning belief in mineral therapies. The interurban rail ceased operations by 1922.

Hallett was the first mayor of Medical Lake, and he and Lefevre were instrumental in encouraging the State to locate an insane asylum in Medical Lake. Among others, they donated land and granite to encourage the siting. In 1891, Eastern State Hospital was constructed to serve Eastern Washington. Later, the site grew further with institutions including Eastern State Custodial School for developmental disabilities (now Lakeland Village), Pine Lodge women's prison (now closed), and Westlake.

The arrival of Spokane Army Air Corps depot early in WWII (renamed Fairchild AFB in 1950) significantly boosted population. With many residents tied to military service, the population of Medical Lake doubled from 1940 to 1950.

By the 1960s, lake health had declined due to polluted runoff, leading to algae blooms and fish population loss. To revitalize the lake, a sewer system was installed in 1964 allowing cleaner water to flow to the lake. In 1977 alum was added to the lake to help clear the water and reduce the nutrients that help feed the algae. During the 1980s-90s, aerators were placed in the lake to add oxygen to the deeper waters. Today, the lake is in good health and even though it does not provide healing properties of the past, it now provides free recreational opportunities for locals and the region.

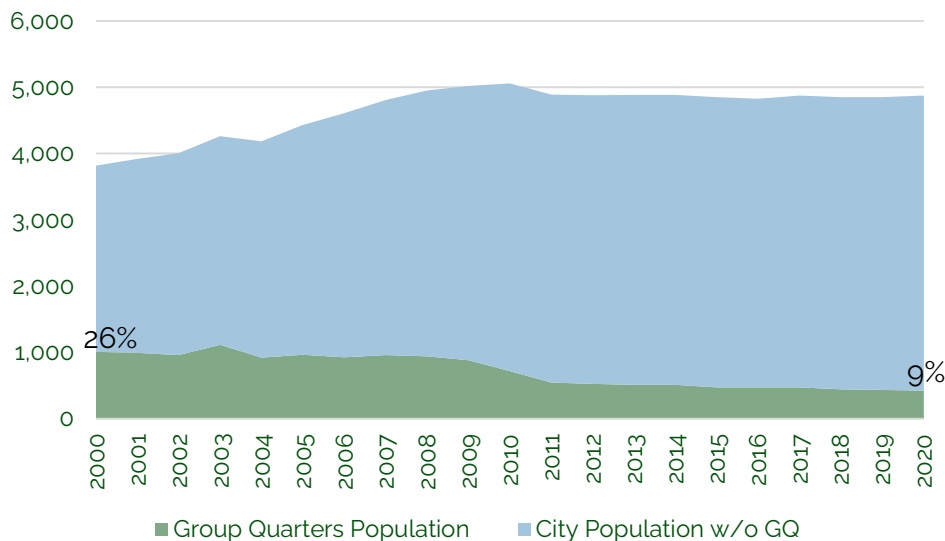
On August 18, 2023, a fire started near Gray Road just west of Medical Lake city limits, and quickly spread by strong winds from the west. Ultimately, the fire grew to 10,085 acres in and around Medical Lake, destroying 240 homes, 56 within the City. Recovery efforts galvanized local nonprofits, businesses, churches, and residents, rewriting Medical Lake's identity around resilience, mutual aid, and shared recovery.

Medical Lake remains a place of relaxation and enjoyment, being ideally located as a haven for outdoor recreation with multiple lakes, ample trails, and a small-town spirit captured in year-round festivals and events.

Population

At a glance, the population growth numbers for Medical Lake would suggest that the City is in a state of decline. Looking closer at the numbers, there is a more nuanced history. Medical Lake had a population of 3,815 in the year 2000. With several new residential subdivisions, the population increased by nearly a third by 2010, reaching 5,060 residents. However, at the same time the state institutions within the city boundaries were beginning to decline in population. In 2000 the three institutions (Lakeland Village, Eastern State Hospital, and Westlake) housed 1,006 residents. By 2010, this population was already down by nearly 30% to 715 people. State institutions have continued to reduce their population and Washington State Office of Financial Management (OFM) has stopped including the residents of Westlake campus of Eastern State Hospital in the population calculations. Now only Lakeland Village and Eastern State Hospital residents are counted in Medical Lake's total population. Hence the state institution residents that count towards the City's population is less than half of what it was 24 years ago. Meanwhile, Medical Lake leadership in the 2010's adopted a no-growth policy and new development slowed down. Leadership and attitudes about growth have recently changed, but the City is still struggling to overcome that legacy.

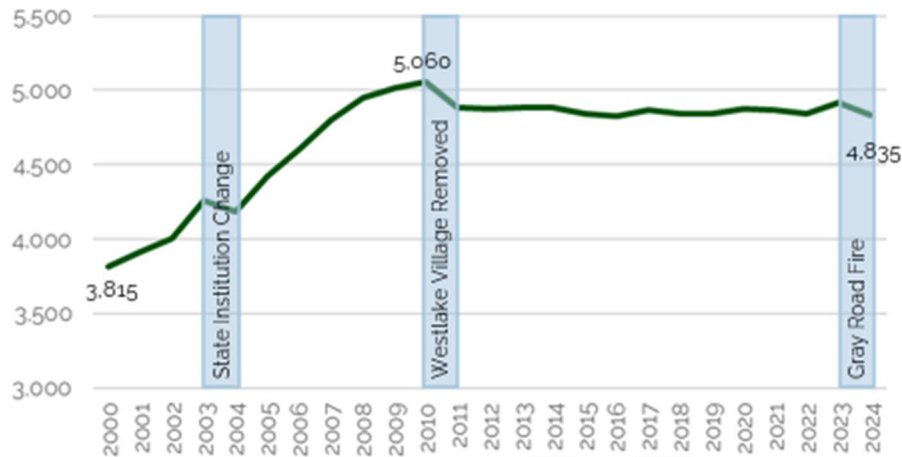
Figure 1. Medical Lake Institutional Population 2000-2020



Source: OFM

These historical population growth numbers are important to Medical Lake because they play a role in allotting future population to the city. Spokane County is given a forecasted population from OFM for the entire county for the year 2046. Growth trends were used to allocate this population to all the jurisdictions and the unincorporated areas of the County. Population growth from only 2010 to 2022 was considered. In this small window, Medical Lake's population decreased from 5,060 to 4,840 due to a change in who OFM includes in population.

Figure 2. Medical Lake Population 2000-2024



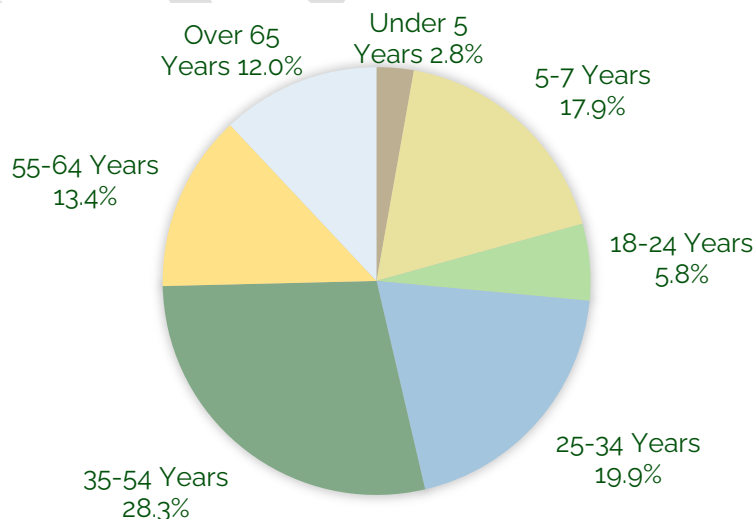
Source: OFM

Even though Medical Lake experienced housing growth, the elimination of Westlake's residents in the calculation made the total population decrease. With this low growth rate, the County is allocating only 244 new residents between 2023 and 2046. Medical Lake is not limited to 244 additional residents, but rather this is the minimum number of residents the City is expected to accommodate. The City of Medical Lake performed a land capacity analysis in early 2025. This analysis looked at underdeveloped and vacant land for potential development over the next 20 years. Using the zoning development standards of the time, it concluded that the City has the potential for accommodating an additional 744 people in 293 dwelling units. This is well above the small population of 244 allocated by Spokane County. Although this may suggest a lack of need for change, there is a regional need for housing that Medical Lake can help.

Demographics

Demographically, Medical Lake is a small, predominantly White community with balanced age distribution. The existence of young families and older adults indicates a variety of needs in the community, ranging from early learning facilities to aging-in-place housing options.

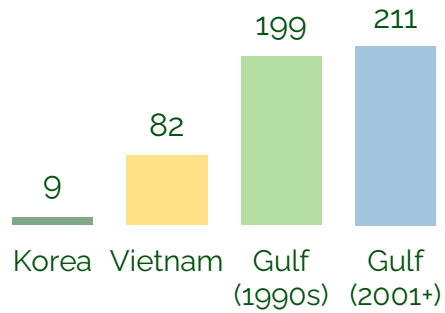
Figure 3. Population Distribution



Source: Neighborhoodscout.com

Located close to the Fairchild Air Force Base, it is not surprising that 13.8 % of Medical Lake's population are veterans. Of these 536 veterans, 447 are male and 89 are female. This percentage is significantly higher than the county average, which will influence housing, services, and economic opportunities.

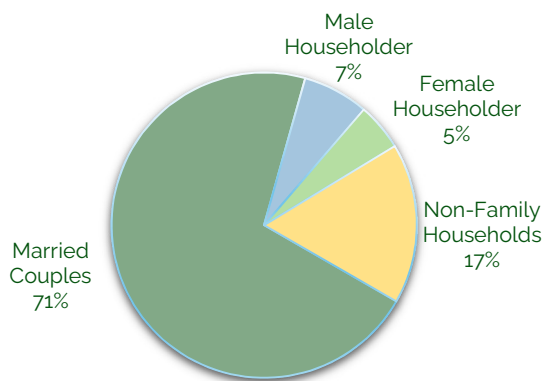
Figure 4. Veteran Status



Source: Censusreporter.org

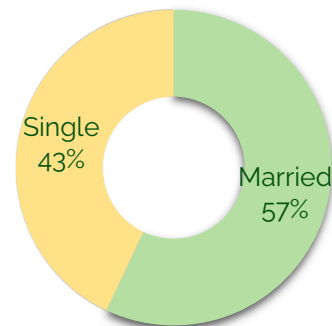
According to the US Census Bureau, there are 1,877 households in Medical Lake. The median income of these households was \$74,426 in 2024. This was slightly below the Spokane County median household income of \$78,582. With an average of 2.3 persons per household, the majority of households consist of married couples.

Figure 5. Household Types



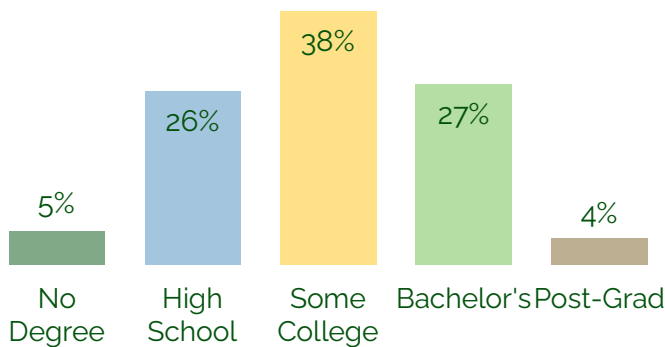
Source: Censusreporter.org

Figure 6. Marital Status



Source: Censusreporter.org

Figure 7. Education Attainment



The population of Medical Lake has a strong education attainment with 95.5% of adults having a high school degree or higher.

Source: Censusreporter.org

Chapter 2: Housing

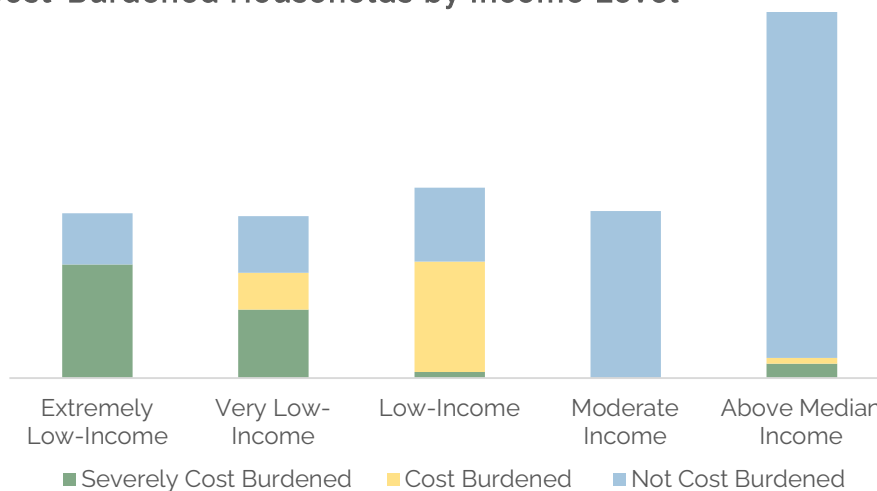
Having a variety of housing types creates a more inclusive, stable community. As our citizens move through life stages, incomes, and household sizes, a mix of housing options, such as single-family homes, apartments, townhouses, and accessory dwelling units, ensures that everyone can find a suitable place to live. Different housing types often come at different price points. Offering a range helps accommodate low-, middle-, and high-income households, reducing housing cost burdens and promoting economic diversity.

As people age or experience changes in mobility, they may need smaller, more accessible homes. By continuing to have diverse housing options this will allow Medical Lake residents to stay in the City rather than being forced to relocate.

A mix of housing types fosters social diversity and creates neighborhoods with varied demographics, which can strengthen community ties and support local businesses. Higher-density housing types like apartments and townhomes make better use of limited land, especially in urban areas, and can reduce sprawl, traffic, and environmental impacts. With varied housing Medical Lake will be better equipped to adapt to economic shifts, population changes, and evolving lifestyle preferences.

In 2020, Berk Consulting, hired by the Department of Commerce, compiled U.S. Department of Housing and Urban Development (HUD) data to provide a snapshot of cost-burdened households across the State. The preamble to the data states, "One of the best indicators of affordable housing needs is the number of households that are "cost-burdened" or spending too much of their income on housing. These households have limited resources left over to pay for other life necessities such as food, clothing, medical care, transportation, and education. They are also at higher risk of displacement when housing costs rise or life circumstances change. HUD considers housing to be affordable if it costs no more than 30% of a household's income. Households paying more than 30% of their income for housing are considered to be cost-burdened, while households paying more than 50% are severely cost-burdened."

Figure 8. Cost-Burdened Households by Income Level



Source: housing.berk-maps.com/

The Growth Management Act (GMA) requires local governments to “plan for and accommodate” housing that is affordable to all economic segments, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. This chapter addresses 36.70A.070(2) and the expanded housing element requirements adopted in 2023.

This requirement is in line with the Medical Lake Healing Waters Strategic Plan. Objective 2.1.2 states, we shall “Provide a variety of densities and housing types to promote greater choices and opportunities.” In addition, objective 2.1.3 states, the City should endeavor to “Meet a variety of needs including a broad range of health, social, and affordable housing issues paying particular attention to senior citizens, low-income families, persons with disabilities, and other special need populations.”

The Housing for All Planning Tool (HAPT) is an Excel-based resource developed by the Department of Commerce to support jurisdictions in meeting the state’s expanded (GMA) housing requirements. This tool includes countywide housing needs projections based on Office of Financial Management (OFM) population projections. Projected housing needs are based on population projections and current household incomes. HAPT provides the method for determining housing needs for moderate, low, very low, and extremely low-income households, as well as emergency housing and permanent supportive housing (PSH). These income levels are based on the Area Median Income (AMI) determined by the US Department of Housing and Urban Development (HUD). For 2025, the AMI for Spokane County is \$100,800.

The following table represents the existing and projected housing needs for Medical Lake as determined by HAPT.

Figure 9. Projected Housing Needs

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

AMI = Area Median Income
PSH =Permanent Supportive Housing

Source: Spokane County HAPT

Guidance provided by the Department of Commerce gives a housing type associated with each income level.

Detached, single-family houses are typically affordable to those households earning greater than 120% of the area median income (AMI). Smaller homes and older housing stock may be affordable to households earning less than 120% AMI. Townhouses are single-family houses that are on their

own property but share a wall with another unit. Plexes are multi-unit buildings containing two to six units. These are typically referred to as duplexes, triplexes, etc. Cottage housing is individual houses that are located on a single property. They are typically smaller and can be owned or rented, but always have some type of management company or homeowners association to manage the commonly owned elements. Townhouses, plexes, and cottage houses are examples of housing that is usually affordable for households earning 80%-120% of the AMI. Accessory dwelling units (ADUs) are small residences on the same property as a single-family house. They can be attached to the main house, over a garage, or in the back yard. ADUs, along with apartments, are generally affordable to households with an income of 50%-80% of AMI. Most typically, any housing that is affordable to those households earning less than 50% of AMI require subsidies.

Figure 10. Income Levels and Housing Types

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

Source: Department of Commerce

The City of Medical Lake took a housing inventory in 2024. The process combined Spokane County tax assessor data with City building permit data. Any discrepancies were verified with a site visit or confirmation with a property owner/manager.

Per the inventory, as of 2024, the City has:

- 1291 (71%) Detached Single-Family Houses
- 331 (18%) Plexes (2 to 6 units)
- 204 (11%) Apartments

The City conducted a Land Capacity Analysis (LCA) in 2025. Using methodology developed by Spokane County, potential residential development was determined. Per the LCA, based on available land within the current city limits and the zoning standards effective at the time, it is possible that in the next 20 years, the City can grow by 293 units.

Figure 11. Potential Future Housing Units

| | Single-Family | Plexes | Apartments | Total Units |
|------------------------------------|---------------|--------|------------|-------------|
| Existing Housing Units | 1291 | 331 | 204 | 1828 |
| | 71% | 18% | 11% | 100% |
| Additional Potential Units per LCA | 204 | 48 | 41 | 293 |
| | 70% | 16% | 14% | 100% |
| Total Housing Units | 1495 | 379 | 245 | 2119 |
| | 71% | 18% | 12% | 100% |

Source: ML Land Capacity Analysis

Feedback from the Pulse of the Community survey found that the Medical Lake community is content with this split of housing types, and will attempt to retain this as growth happens.

The HAPT, shows that the State would like Medical Lake to provide another 187 housing units to those households between 0% and 50% of the average median income (AMI). Most typically, this housing must be subsidized to make it affordable to these household incomes. The City of Medical Lake does not have the resources to provide incentives for subsidized housing. However, the City is willing to work with other agencies to provide such housing as long as supportive services are also available to these households. At this time, medical care, mental health care, substance use care, employment training, and life skill training are services not readily available within the City. If a resident depends on public transit, the public bus is available hourly, making out of town trips difficult.

Based on the 2025 Land Capacity Analysis, the City has adequate vacant and undeveloped land within the City to meet the small population allocation. However, there is a significant need for additional housing on the West Plains. Medical Lake is well positioned to help meet this need. By adjusting zoning districts and the associated standards, more housing types and densities can be accommodated. As part of the Periodic Update, new zoning districts are being considered to provide clearer, more concise, and flexible development standards to encourage housing that is in line with retaining the City's small-town charm. In addition, the City is working with Spokane County to explore the possibility of retaining and swapping those urban growth areas adjacent to Medical Lake, a further opportunity to provide housing for the region.

DRAFT

Chapter 3: Public Services

Critical to the Comprehensive Plan, understanding the quality and contribution of current services ensures that the right services are in the right place to support the growth that is planned. The following includes a summary of existing services.

Public Safety

Law Enforcement

The City of Medical Lake has contracted with the Spokane County Sheriff's Office since 2009. The current contract provides for two dedicated Sheriff's Deputies, from 7:00 a.m. to 7:00 p.m., seven days a week, based on crime data and community needs. Additional Deputies continue to serve in the West Plains outside of these hours and respond to calls within the City. With office space in the Medical Lake City Hall, deputies are often present, using the space to handle administrative duties. Comprehensive law enforcement services provided include patrol, response, investigations, and enforcement of City ordinances and state law. Beyond the dedicated positions, Medical Lake receives the full benefit of shared service units, including supervisory support, investigations, specialized teams, dispatch services, and countywide resources. The City's relationship with the Sheriff's Office will continue to prioritize community-oriented policing, visibility, and relationship-building.

The Sheriff's Community Oriented Policing Effort (S.C.O.P.E.), also has an office located in City Hall. S.C.O.P.E. is a volunteer-driven public-safety and crime-prevention organization that supports law enforcement and local communities. Its mission centers on teamwork between citizens and the Sheriff's Office to enhance neighborhood safety and prevent crime.

The Medical Lake School District Resource Officer (SRO) serves as a law-enforcement presence, a prevention specialist, and a student/community resource. The SRO monitors traffic and parking to ensure safe student arrival and departure, maintains a visible presence at school events to enhance safety, investigates reports of cyberbullying, harassment, drug- or alcohol-related incidents, and other school-based concerns, and provides law-enforcement backup for emergency situations within the school community.

Fire Protection

To ensure 24/7 emergency coverage for the community, the City of Medical Lake has contracted with Spokane County Fire District #3 for fire protection, emergency medical response, and life safety services since 2019. Fire Station 311 is located in City Hall and staffed to ensure rapid response times and consistent coverage by a combination of full-time career firefighters, EMTs, paramedics, and trained volunteer personnel. This blended staffing model delivers high-quality service while maintaining cost efficiency for the community.

District #3's extensive service area and regional resources benefit Medical Lake by providing access to specialized equipment, advanced medical care, wildfire response capacity, and a scalable system capable of managing major incidents. The District's training programs, community outreach, and emphasis on prevention enhance local readiness, while coordinated planning and joint exercises improve response during large-scale emergencies such as wildfires. Through these services, Spokane County Fire District #3 plays a critical role in protecting Medical Lake's residents, businesses, and public facilities.

Animal Control

The City of Medical Lake has contracted with Spokane County Regional Animal Protection Service (SCRAPS) since 2014. Spokane County established an Animal Control Department managed by an Animal Protection Director and maintains an animal Care and Control facility through SCRAPS, that provides animal control and enforcement, including licensing services.

Municipal Court

After several years of services through Cheney Municipal Court, the City of Medical Lake now contracts with the Airway Heights Municipal Court. The Interlocal Agreement between the Cities of Airway Heights and Medical Lake for Municipal Court Services and Facilities provides for the use of the facilities, materials, and personnel for the filing and processing of civil, traffic, or other infractions and criminal citations. Detention and corrections services are contracted with Spokane County. The City will explore the desire for a regional West Plains Municipal Court as needs evolve.

Emergency Management

The City of Medical Lake partners with Spokane County through a long-standing series of interlocal agreements, most recently adopted in 2020, to provide coordinated and cost-effective emergency management services. This partnership ensures alignment between countywide and local preparedness efforts while supporting the protection of public health, safety, and property during emergencies.

Under the agreement, Spokane County Emergency Management provides regional coordination, technical assistance, training resources, and access to countywide emergency planning and response infrastructure. The City retains direct responsibility for local emergency planning, staff training, continuity of operations, emergency declarations, activation of local response efforts, volunteer coordination, and tracking recovery costs. Medical Lake also participates in the regional Emergency Management Policy Board, ensuring the City has a voice in West Plains and countywide emergency management policies, priorities, and resource allocation.

Recent efforts include the City's active participation in the update of the Spokane County Hazard Mitigation Plan and the adoption of a Medical Lake Hazard Mitigation Plan, including documenting risks, vulnerabilities, and mitigation strategies following the 2023 Gray Fire. This work strengthens preparedness, informs future capital planning, and positions the City to qualify for state and federal mitigation funding.

Through these coordinated systems, Medical Lake benefits from a modern, resilient, and regionally integrated emergency management framework capable of supporting the community before, during, and after disasters.

Utilities

Drinking Water

The City of Medical Lake owns and operates a municipal water system that serves all properties within the city limits and extends east to Craig Road. Through interlocal agreements, the City also provides water to Strathview Water District #16 on the east shore of Silver Lake and to Four Lakes Water District #10, supporting broader West Plains utility needs. The system is supplied by two City-owned wells that currently provide sufficient capacity for existing customers and some future

growth. To ensure long-term reliability, the City has initiated planning for a third well, with production anticipated within five to seven years.

Medical Lake also maintains an intertie with the City of Spokane for emergency water supply, drawing small amounts at regular intervals to maintain water quality. The City's well water requires only minimal disinfection and is routinely tested to meet all State Department of Health drinking water standards. As part of regional water quality monitoring, the system is periodically tested for PFAS compounds; while levels are not currently a concern, the City has contingency plans to adjust sources if necessary.

The City continues to explore opportunities to expand reclaimed water use for irrigation, promote water conservation, and evaluate potential district consolidation to improve long-term system efficiency. Public Works and Administrative Services collaborate to deliver clean and affordable water to the community. After recent accounting and billing system improvements, the water utility is now known to be financially sustainable. A utility rate study is underway to ensure that future rates adequately support operations, maintenance, and needed capital investments.

Wastewater

The City of Medical Lake operates a 100% beneficial use, Class A reclaimed wastewater treatment facility with a capacity to process 1 million gallons per day. The system serves more than 1,800 properties and provides reclaimed water to West Medical Lake for lake-level stabilization, as well as to Eastern State Hospital and the Washington State Veterans Cemetery for irrigation. The City acts as the lead agency for a regional treatment facility that serves both the community and the Department of Social and Health Services (DSHS) campus, ensuring coordinated management of wastewater flows and reclaimed water distribution.

A significant portion of the City's wastewater collection system currently flows downhill toward Medical Lake before being pumped back uphill to the treatment plant. This aging configuration is nearing capacity, lacks redundancy, and does not support long-term growth. To address these limitations, the City is designing a new main line that will relieve the existing system, improve reliability, and support future development.

The wastewater utility is funded solely through user fees and an excise tax. A utility rate study is underway to evaluate whether current revenues are sufficient to maintain operations, support ongoing maintenance needs, and fund necessary capital improvements. This work will help ensure the long-term financial sustainability of the wastewater system and its ability to meet the City's future service needs.

Stormwater

The City of Medical Lake manages stormwater through five drainage zones that direct runoff to Medical Lake, Deep Creek, Silver Lake, or Tule Pond, reflecting the natural topography and historic flow patterns of the area. As development adds roofs, parking lots, and paved surfaces, stormwater runoff increases in volume and carries pollutants such as oils, automotive fluids, and trace metals that require treatment before entering natural water bodies.

Where possible, the City relies on natural filtration, such as vegetated swales, to remove contaminants prior to discharge. Some older outfalls to Medical Lake include oil-water separators installed under best practices at the time, but these systems are limited in effectiveness. The City is now designing improved natural filtration systems for all stormwater outfalls to better treat runoff before it reaches local lakes and streams.

Historically, stormwater has not been operated as a utility, and no fees have been collected to maintain or upgrade existing infrastructure. As the system ages and regulatory expectations increase, the City is exploring the creation of a dedicated stormwater utility to provide sustainable funding for maintenance, water-quality improvements, and necessary capital upgrades. This work is also driven by the need to reduce infiltration and inflow into the wastewater collection system, which increases treatment demands and reduces system capacity.

Solid Waste Collection

The City of Medical Lake contracts with Sunshine Disposal and Recycling for curbside collection and disposal of solid waste and recycling. The service is competitively bid at regular intervals to ensure fair rates for customers. Because collection requires no City-owned capital infrastructure, customer rates reflect only the cost of providing the service.

The City also contracts with the City of Cheney for yard-waste disposal. Residents deposit yard waste at the City Maintenance facility, where it is collected and transported by Cheney for proper disposal. This partnership allows Medical Lake to provide an additional waste-reduction service without the cost of operating its own green-waste program.

Energy

Avista Utilities provides electricity and natural gas service to the City of Medical Lake and surrounding area. Avista is a private utility that adjusts rates to reflect changes in the cost of producing and delivering electricity or natural gas to the consumer. Fees are charged to cover the cost of extending service to new development or new customers. Avista indicates that it does not anticipate any difficulty providing service to meet the demand generated by expected growth in the Medical Lake area.

Avista has a franchise agreement with the City to locate their lines in the public right-of-way.

Medical Lake values opportunities to utilize renewable sources of energy. The City owns and operates a solar array at the Wastewater Treatment Plant to offset energy costs.

Telecommunications

Telecommunications services in Medical Lake are provided by several private carriers offering a mix of telephone, internet, cable, and fiber-optic services. Major providers include Comcast, Ziplify Fiber, CenturyLink/Lumen, and Davis Communications, each operating under franchise or lease agreements with the City that allow the placement of lines, conduit, and equipment within public rights-of-way. Additional wireless and radio communication infrastructure is supported through equipment located on the City's water tower and other utility structures.

These providers deliver a range of broadband speeds and service options, and recent private-sector investments have expanded fiber availability across the West Plains. While the City does not own or operate telecommunications utilities, it plays an important role in permitting, right-of-way management, and facilitating infrastructure improvements that support economic development, remote work, public safety communications, and community connectivity. As demand for reliable broadband continues to grow, the City will work with providers to encourage system upgrades, improve service reliability, and ensure telecommunications infrastructure keeps pace with residential and commercial development.

Chapter 4: Education

Schools

Medical Lake School District serves approximately 1,720 K-12 students. The district is broader than the Medical Lake city limits and includes Fairchild Air Force Base. In addition to elementary, middle, and high schools, the District office is located in the City as well as an early learning program and the Wellness Center.

Over the past several years, the School District has faced significant challenges from wildfire-related community trauma to funding uncertainties and aging facilities. Today, the district is stabilizing through new grants, curriculum updates, and continued levy support. Looking forward, its most urgent needs include facility modernization, sustained mental health services, stable funding, and ongoing wildfire recovery support for students and families.

The Wellness Center is a community-focused mental health and wellness hub designed to support students, families, and the broader Medical Lake community. It operates as part of the district's integrated approach to student and family well-being.

Hallett, the elementary school within the City of Medical Lake is at capacity. The District has faced challenges to address this issue because Michael Anderson, the elementary school on Fairchild Air Force Base, is under capacity. The current funding structure does not allow money to be used for additional classroom space in Medical Lake, despite the fact that non-military families cannot utilize the school on base. However, this issue is being addressed in the State legislature.

Early Learning

The YWCA operates an Early Childhood Education and Assistance Program (ECEAP) in Medical Lake that provides full-day early education, nutritious meals, health screenings, and family support services to prepare children for kindergarten.

Library

Medical Lake Library is part of the Spokane County Library District that provides access to more than 1.5 million titles in many formats. Open four days a week, The Library's knowledgeable employees help customers of all ages navigate the information they are looking for. The 4,000 square foot building, owned by the City of Medical Lake is located on the northwest corner of East Herb Street and South Brower Street. The Library is a strong supporter of and contributes to economic growth with resources providing guidance for those starting businesses or exploring grant funding.

Recognizing that a child's first teacher is their parents, the Medical Lake Library focuses on regular family programs that introduce important literacy, STEAM (science, technology, engineering, art, and math), and social skills that prepare children for kindergarten and future academic success. Family Storytimes demonstrate early learning techniques that parents can use at home to continue building on these skills in everyday interactions and help their children be kindergarten ready. Storytime is also an opportunity for parents to connect with one another in creating a supportive community.

The Library works with Medical Lake schools and actively participates in literacy and STEM nights by sharing information about the resources and services available to families and students of all ages. Field trips and tours are also offered by the Library.

Located southeast of the city's central business district, the building lacks visibility from a well-traveled street. Increasing public awareness of the physical building and the multitude of resources available is an ongoing challenge.

Recreation

For many years the Parks and Recreation Department provided youth sports. Over the last two years, with additional staff, the department has been able to expand youth programs along with adding teen programs and adult sports. After school programs, summer camps, and community events have been added, including Linger at the Lake, a four-concert summer series.

Apart from the School District, which provides after school sports and clubs, and West Plains Little League, Medical Lake Parks and Recreation is the main provider of activities for youth in the immediate vicinity. Medical Lake plays an important role in creating an early experience for children in recreational sports that leads to their participation in school sports.

Youth programs for local residents also create a ripple effect that makes our community more attractive to visitors. A strong recreation pipeline helps the City host more tournaments, races, camps, and festivals. For instance, Medical Lake participates in 4 Rec Youth Sports, a multi-jurisdiction collaboration that provides competitive volleyball, basketball, flag football, and soccer. Games and playoffs that are held in Medical Lake bring in families from the surrounding area, which brings revenue to local businesses.

The City acknowledges that community health and wellness are inextricably linked to access to parks and open space, engaged citizens, and the opportunity for all people have access to recreation programs. Knowing how vital these programs are, the City will continue to expand programs for all ages and abilities. However, indoor programs are currently limited by the facilities available. The City depends on School District facilities for indoor sports, after school programs, and any event that exceeds the size of the small auditorium on the upper floor of City Hall.

The City will look for opportunities to develop a community center or recreation center to help address the shortage of facilities that limits available programs. Partnering with the School District would be beneficial for both organizations and could make such a project more achievable.

Part Two: The Place



Chapter 5: Land Use

Land Use establishes how Medical Lake will guide growth, development, and reinvestment over the 20-year planning horizon. It sets policy direction for the location, type, and intensity of land uses while ensuring consistency with the City's adopted zoning regulations, infrastructure capacity, and environmental protections.

This chapter fulfills the Growth Management Act (GMA) requirement for a land use element by identifying land use designations, establishing expectations for density and intensity, and coordinating land use with housing, transportation, capital facilities, parks, and climate resilience planning. The policies in this chapter are implemented through the City's zoning and development regulations adopted in Title 19 of the Medical Lake Municipal Code.

A Brief History of Land Use in Medical Lake

Medical Lake's land use pattern reflects its evolution from a compact lakeside community into a diverse small city serving residential, institutional, and regional functions. Early development clustered around the downtown core and the lake, with closely spaced homes, civic buildings, and local businesses connected by a walkable grid.

As the community expanded, residential neighborhoods developed outward, incorporating schools, parks, and public facilities. Over time, changes in housing demand and development practices introduced larger residential lots, separated land uses, and automobile-oriented commercial areas, particularly along SR 902.

State institutions have also played an important role in shaping Medical Lake's land use and regional identity. Eastern State Hospital, Lakeland Village, and Westlake were established on large campuses at the community's edge, reflecting historic patterns of institutional siting that prioritized separation, access to open land, and self-contained facilities. These campuses introduced significant public employment, specialized services, and long-term land holdings into the city, influencing infrastructure investments, surrounding development patterns, and regional connections. While distinct from surrounding residential neighborhoods, these institutions remain integral to Medical Lake's character and continue to shape land use considerations related to transportation, utilities, public services, and long-term planning.

Today, Medical Lake's land use pattern presents both challenges and opportunities: preserving established neighborhoods and natural amenities while allowing for housing diversity, economic vitality, and reinvestment in downtown and mixed-use areas.

Where We Are Today

Urban Growth Area and Growth Capacity

Medical Lake is a fully-planning city under the GMA, with an established Urban Growth Area (UGA) that defines where urban-level development and services are expected. The City's UGA provides sufficient land capacity to accommodate forecasted population, housing, and employment growth over the planning period through a combination of vacant land, redevelopment opportunities, and incremental infill.

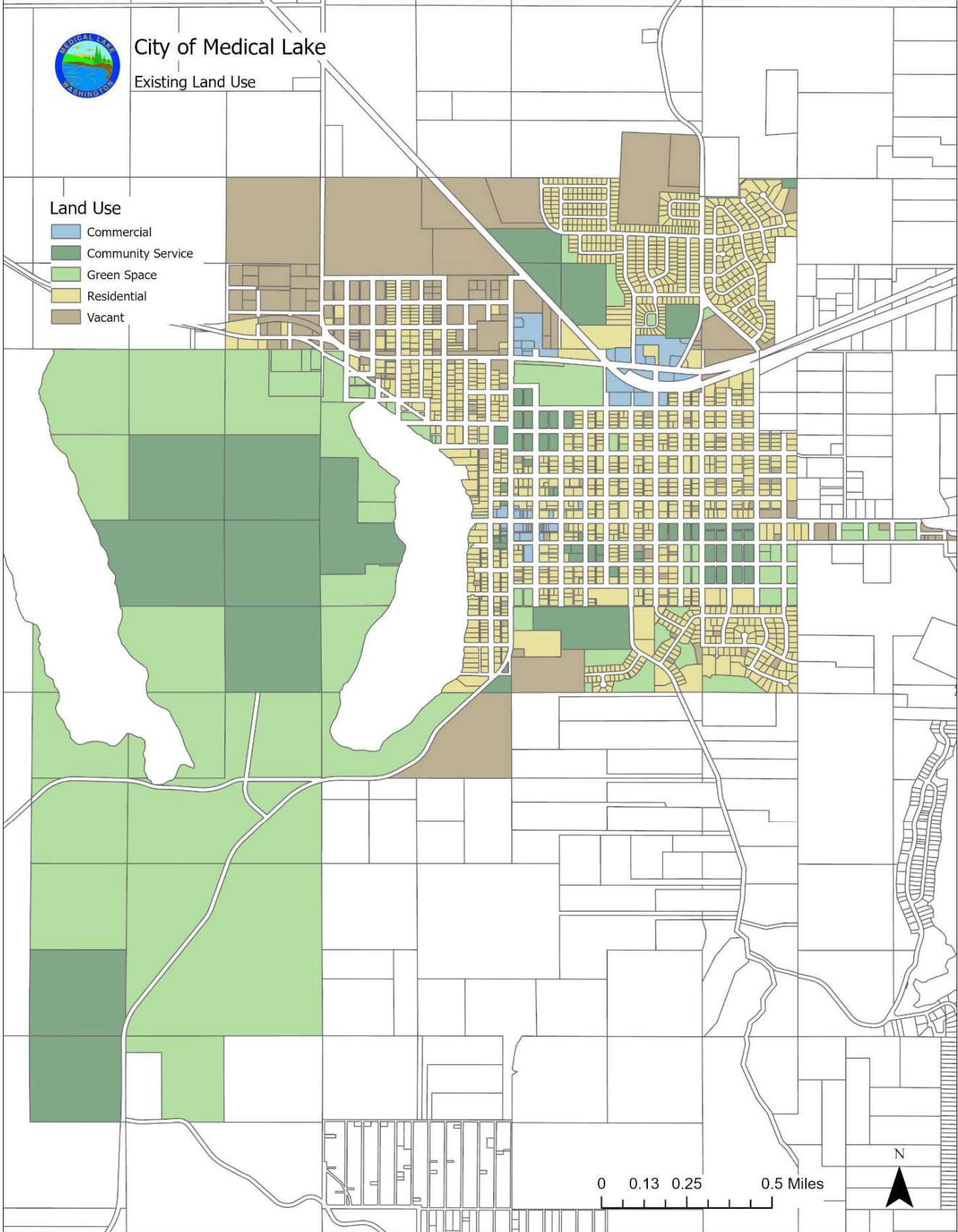
Concentrating growth within the UGA supports efficient use of infrastructure, reduces pressure on environmentally sensitive lands, and aligns with countywide planning policies.

Existing Land Use Pattern

The city's existing land use pattern includes established low-density residential neighborhoods, medium-density residential areas located near downtown and commercial services, and a walkable downtown core that integrates commercial, civic, and residential uses. Mixed-use corridors accommodate a blend of residential and commercial development, while public facilities, such as schools, utilities, parks, civic buildings, and state institutional campuses including Eastern State Hospital, Lakeland Village, and Westlake, serve as important community anchors and regional employment centers. Open spaces, shoreline areas, and trail systems further define Medical Lake's character and contribute to its quality of life. While Medical Lake remains predominantly residential, demand for greater housing choice, expanded services, and more flexible development patterns continues to grow.

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Map 1. Existing Land Use



Land Use Framework and Zoning Alignment

The City's Comprehensive Plan land use framework is implemented through the zoning districts and development standards adopted in Title 19 of the Medical Lake Municipal Code. These regulations establish clear expectations for allowed uses, housing types, density, and development form. These new zoning districts are depicted on Map 11 Zoning Districts (page 73).

Low-Density Residential (LDR). Intended to preserve and expand neighborhoods characterized by detached single-family housing. This designation also supports middle-income housing through accessory dwelling units, group living, and cottage housing, consistent with adopted zoning standards.

Medium-Density Residential (MDR). Intended to preserve and enhance older residential areas near commercial centers and services. This designation allows townhouses, plexes, cottage housing, and multi-dwelling developments to support housing diversity and efficient land use.

Central Business District (CBD). The CBD is intended to preserve and enhance downtown as a compact, walkable, mixed-use center. Commercial uses, housing, offices, services, and civic spaces are integrated vertically and horizontally, with pedestrian-oriented design standards.

Mixed-Use (MU). Mixed-Use areas accommodate larger-scale residential and commercial development, supporting housing, employment, services, and regional access. These areas provide flexibility for evolving land use needs while emphasizing connectivity and design quality.

Public Facilities (PF). This designation recognizes the distinct nature of public services and institutional uses, including utilities, schools, parks, civic buildings, and essential public facilities, including the State institutions.

A Vision for Medical Lake's Land Use Future

Medical Lake envisions a future where land use decisions reinforce the city's small-town identity while adapting to change. Neighborhoods remain livable and connected. Housing options serve residents at all stages of life. Downtown thrives as the heart of community life. Natural features and public spaces are protected and integrated into development. Growth is intentional, equitable, and supported by public investment.

Our Path (Goals and Strategies)

Goal A – Direct Growth to the Urban Area

- Guide growth to designated urban areas to efficiently use infrastructure and protect natural resources.

Goal B – Support Housing Choice and Neighborhood Stability

- Encourage a full range of housing types while ensuring compatibility with existing neighborhoods.

Goal C – Strengthen Downtown and Mixed-Use Areas

- Promote walkable, mixed-use development that supports local businesses, housing, and community life.

Goal D – Preserve Community Character and Environmental Assets

- Ensure development reflects Medical Lake's small-town form, lake setting, and natural landscape.

Goal E – Align Land Use With Public Investment

- Coordinate land use decisions with transportation, utilities, parks, capital facilities, and climate resilience planning.
-

Priority Actions

Zoning Implementation and Updates

- Update land use and development regulations to maintain consistency with the Comprehensive Plan.
- Amend land use and development regulations as needed to comply with changes in state law.

Infill, Redevelopment, and Housing Choice

- Identify and prioritize areas suitable for infill and redevelopment to make efficient use of land and existing infrastructure.
- Amend zoning and development standards, where needed, to allow and support a range of housing types, including accessory dwelling units, cottage housing, townhouses, plexes, and multi-dwelling developments, in locations served by utilities and public services.

Downtown and Mixed-Use Vitality

- Adopt and apply zoning, design, and development policies that support reinvestment in downtown and mixed-use areas.
- Encourage adaptive reuse and mixed-use development that integrates housing, commercial, and civic uses in walkable, pedestrian-oriented patterns.

Chapter 6: Transportation and Mobility

This Transportation and Mobility chapter supports housing and land use strategies for compact, connected growth by planning for a multi-modal system. Together, these strategies will help to reduce vehicle miles traveled and consequently greenhouse gas emissions. It complements the parks and recreation system by creating connections to trails and other facilities. Along with the Transportation Master Plan, it informs the City's Capital Improvement Plan and Transportation Improvement Program. This chapter aligns with Spokane County Countywide Planning Policies, the Spokane Regional Transportation Council's Horizon 2050 Plan, Spokane Transit Authority's Connect Spokane Plan, and advances West Plains collaboration to deliver safe, reliable, people-centered mobility for Medical Lake.

A Brief History of Mobility in Medical Lake

Medical Lake's transportation story began with a walkable street grid centered on the historic core and lakefront, shaped initially by rail access and later by the establishment of Fairchild Air Force Base to the north. The presence of the Base created strong and lasting regional travel demands, driving the development and improvement of north-south transportation connections between Medical Lake, Fairchild, and the broader Spokane area. As the community expanded, newer subdivisions introduced cul-de-sacs and longer blocks that reduced connectivity compared to the original grid. Today, SR 902 functions as the city's primary regional corridor, linking residents to employment, schools, services, and recreation across the West Plains, while downtown remains the everyday hub for local trips and community events.

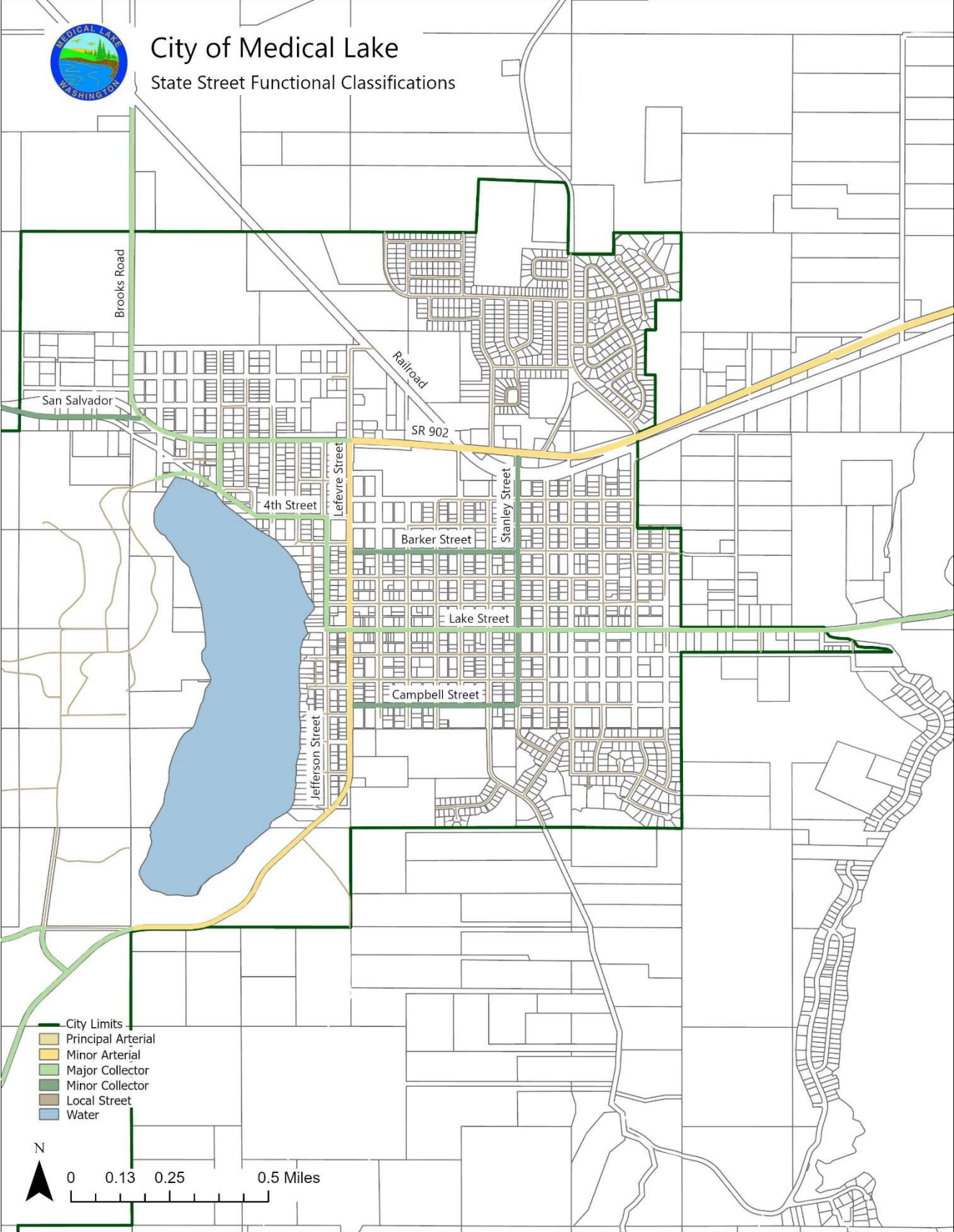
Where We Are Today

Medical Lake's transportation needs are shaped by its small-town layout, proximity to Fairchild Air Force Base, and regional job centers. Most residents commute by car with an average one-way trip of about 20 minutes; roughly a third of trips are local and the rest connect to greater Spokane, underscoring the importance of both safe local streets and reliable regional links.

What Our Transportation Network Looks Like

The existing roadway system consists of State Route 902 (arterial), several collectors (Brooks, W 4th, Barker, Jefferson, Campbell, Stanley, and Lake), and local streets. (See Map 2, State Street Functional Classifications) Older neighborhoods have a complete grid of streets while newer subdivisions include cul-de-sacs and a limited number of access points, which has created connectivity issues that the City is now needing to correct. SR 902 is the primary regional connection, yet the lack of safe crossings has created a divide between old and new neighborhoods. Lefevre Street is the City's main north-south spine and leads residents and visitors to Waterfront Park.

Map 2. State Street Functional Classifications



Traffic Operations and Capacity

The City of Medical Lake establishes Transportation Level of Service (LOS) standards to guide transportation planning, capital investment, and project prioritization in a way that supports public safety, accessibility, system preservation, and consistency with the Comprehensive Plan. Rather than focusing solely on congestion or roadway expansion, the City applies a multimodal, performance-based LOS framework that emphasizes maintaining the transportation system in a state of good repair and providing safe, reliable access for all users. For streets and roadways, LOS is defined primarily through pavement condition and functional performance, with a goal of maintaining an average Pavement Condition Rating of approximately 65 or higher. Preventive maintenance, resurfacing, and targeted rehabilitation are considered LOS-supportive, while capacity expansion is deprioritized unless necessary for safety or access. Multimodal LOS standards focus on continuous, safe, and ADA-compliant pedestrian access; connected and visible bicycle networks; and the preservation, accessibility, and connectivity of shared-use paths and trails. The City does not apply fixed vehicular LOS A–F standards systemwide, instead conducting operational analysis on a case-by-case basis to address safety, emergency access, or site-specific impacts using low-cost, context-sensitive solutions. Freight routes and rail crossings are evaluated based on safety, access, pavement durability, and land use compatibility rather than throughput alone. The Transportation Improvement Program (TIP) serves as the primary implementation tool for LOS standards, prioritizing maintenance, accessibility, safety, multimodal connectivity, and system preservation. LOS performance is monitored through pavement data, field assessments, and safety indicators. Standards may be refined over time to respond to changing conditions, funding availability, and updated guidance while remaining aligned with Comprehensive Plan goals.

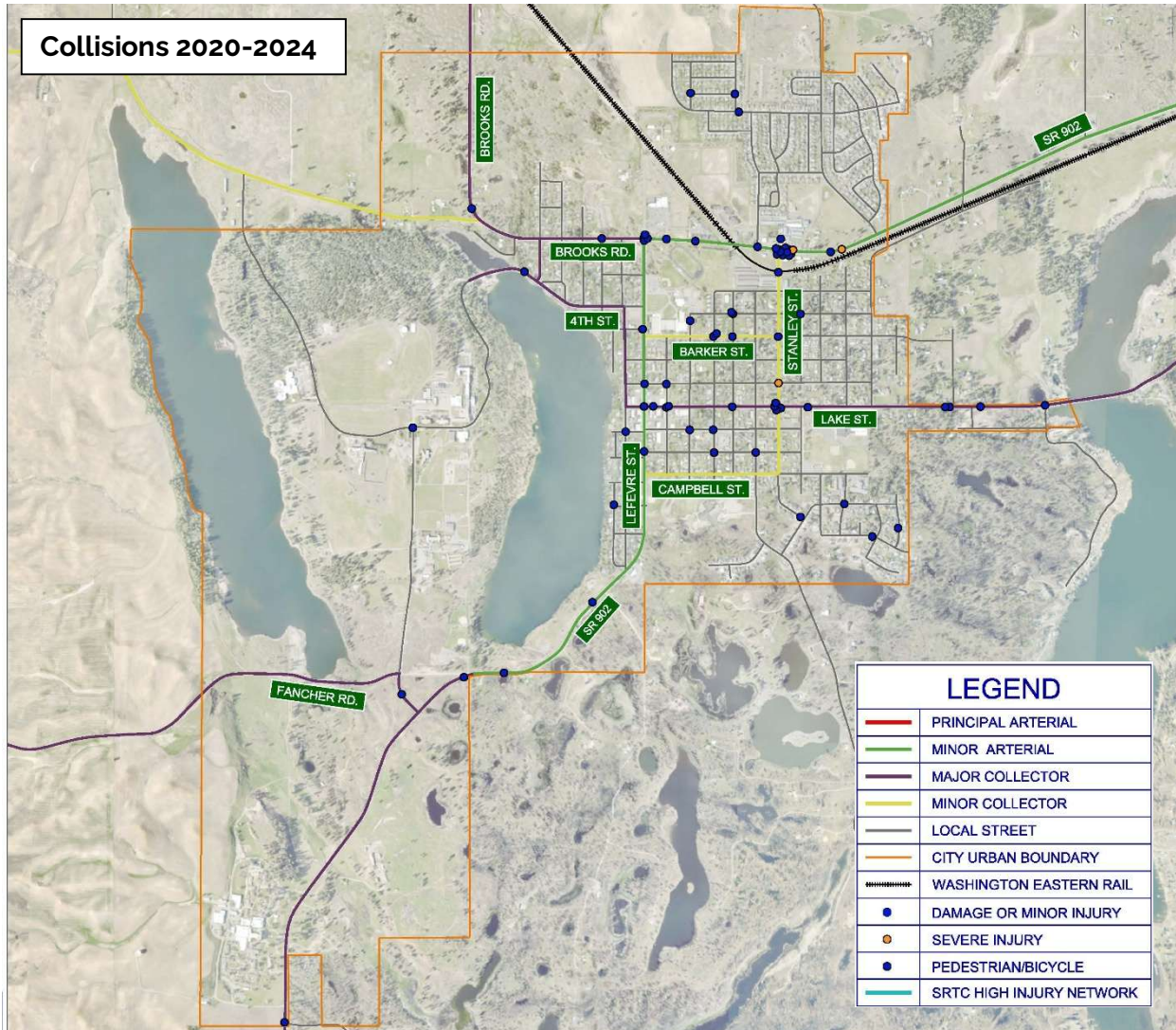
Key Safety and System Issues

Between 2020 and 2024, 83 reported collisions occurred citywide. 57% of the collisions were at the intersections of Lake & Stanley, SR 902 & North Stanley, and SR 902 & Lefevre. (Map 3, Traffic Collisions) The TMP recommends low-cost visibility and control enhancements now and roundabouts long-term at select locations.

Community members report the greatest comfort using shared-use paths or protected/buffered facilities. Medical Lake's trails and pathways are well-loved and could be expanded. Meanwhile, sidewalks are incomplete in older areas and sometimes bicycle lanes exist on only one side of the street. Incrementally completing the pedestrian and bicycle network will provide more opportunities for safe travel throughout the City. Safe Routes to School are especially important for making student walking and bicycling safer and more direct. The City has prioritized sidewalks and bike lanes near schools. The most recent project was street improvements to Barker Street.

SR 902 is the most heavily vehicle traveled street in the City. There are public bus stops on both sides of the street, yet it has no sidewalks on the south side, no bicycle lanes, and lacks safe crossings for pedestrians. The community will benefit greatly from complete street improvements along this corridor. (See Map 6, Current Street and Intersection Level of Service)

Map 3. Traffic Collisions



Freight and Rail

SR 902, Brooks Road, and Espanola Street support regional and local truck movements at T-3 freight levels, representing moderate freight activity that primarily supports local and regional access, rather than serving as high-volume freight corridors. The Washington Eastern Gateway rail line crosses SR 902 at grade, introducing design and safety considerations that influence roadway operations and emergency access.

Transit Overview

Spokane Transit Authority (STA) Route 62 provides hourly service, connecting Medical Lake to the West Plains Transit Center. Opportunities exist to enhance stops, lighting, shelters, and ADA access. The TMP identifies Transit-Oriented Development opportunities near Downtown and Harvest Foods.

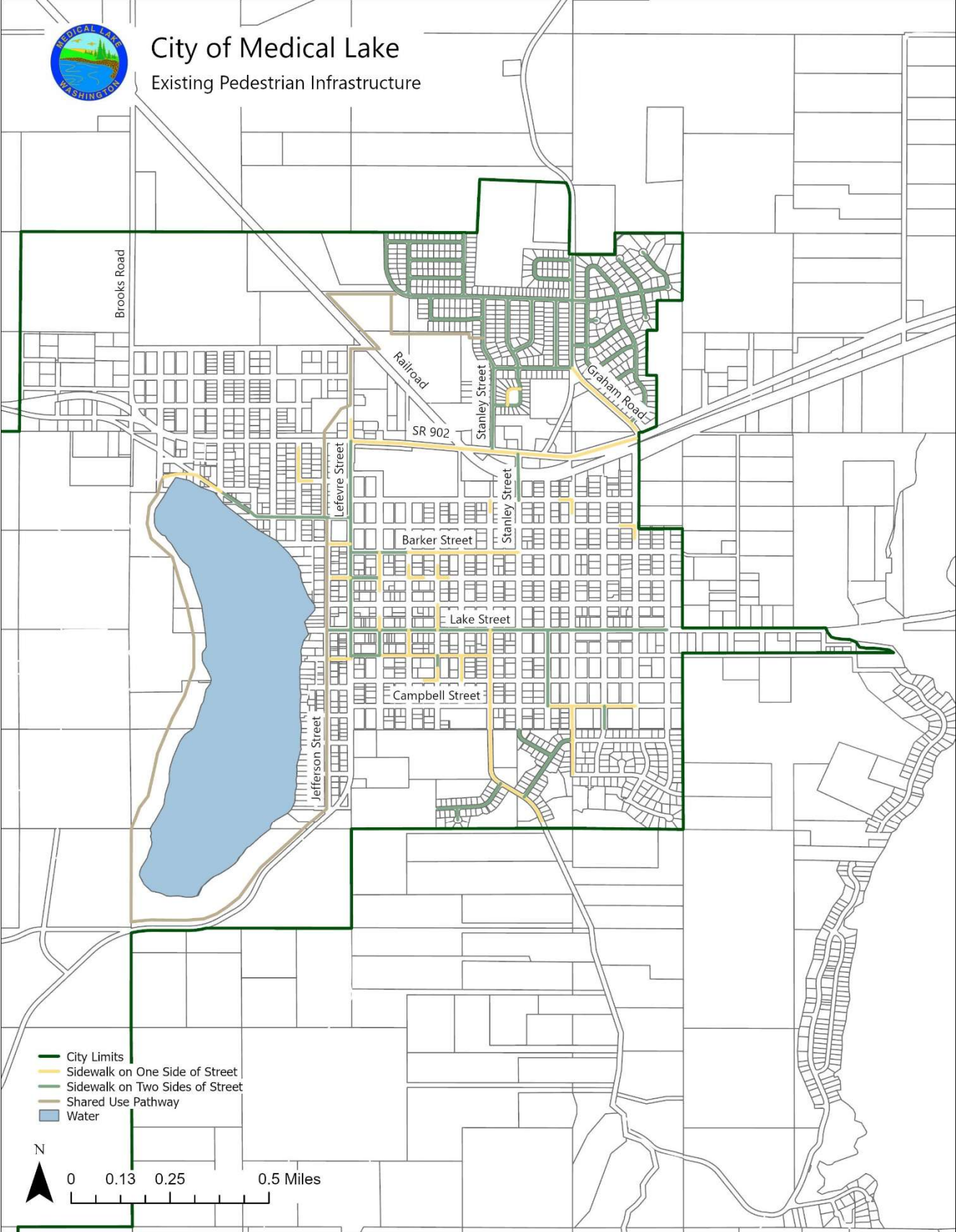
Active Transportation Network

Current conditions reveal limited sidewalk continuity on older streets. (See Map 4, Existing Pedestrian Infrastructure) The existing pathway network is highly used and valued. Cycling comfort analysis shows strong public preference for shared-use paths and protected facilities. Existing

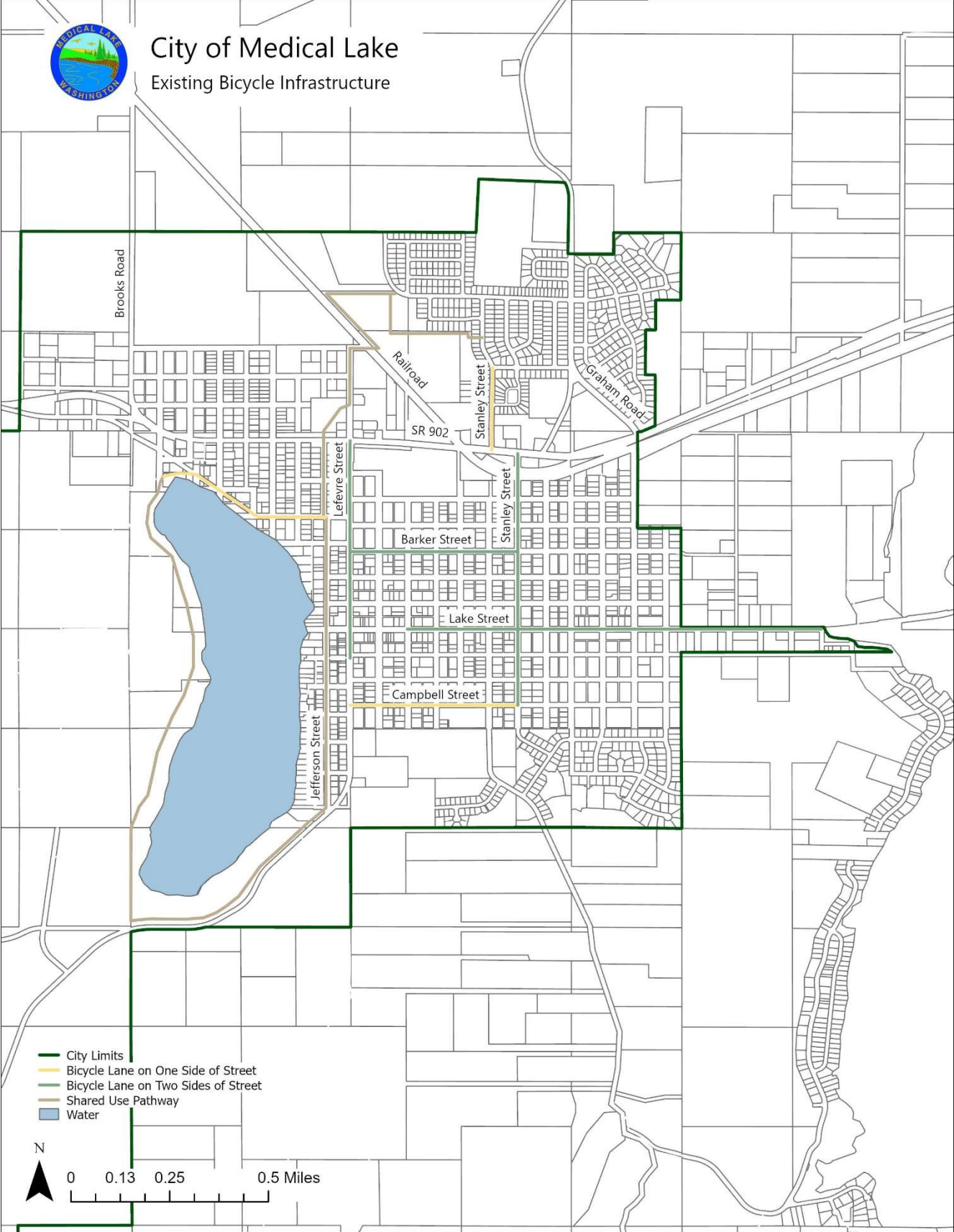
cycling infrastructure is incomplete. (See Map 5, Existing Bicycle Infrastructure) School routes lack safe sidewalk or bike network continuity.

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Map 4. Existing Pedestrian Infrastructure



Map 5. Existing Bicycle Infrastructure



A Vision for Medical Lake's Mobility Future

An ideal mobility future in Medical Lake is people-first: simple routes, fewer conflicts, and designs that reflect a small town where people move safely and comfortably every day. This ideal future allows kids to walk or bike to school on connected, well-lit sidewalks and paths with safe crossings at visible, predictable intersections. It allows Seniors and people with disabilities to reach parks, clinics, and shops without needing to drive. Downtown and the lakefront are easy to reach on foot and by bike, and streets feel calm, welcoming, and distinctly "Medical Lake." Transit is convenient, with upgraded stops and comfortable first/last mile access. Regional connections remain strong along SR 902, with safer intersections and crossings.

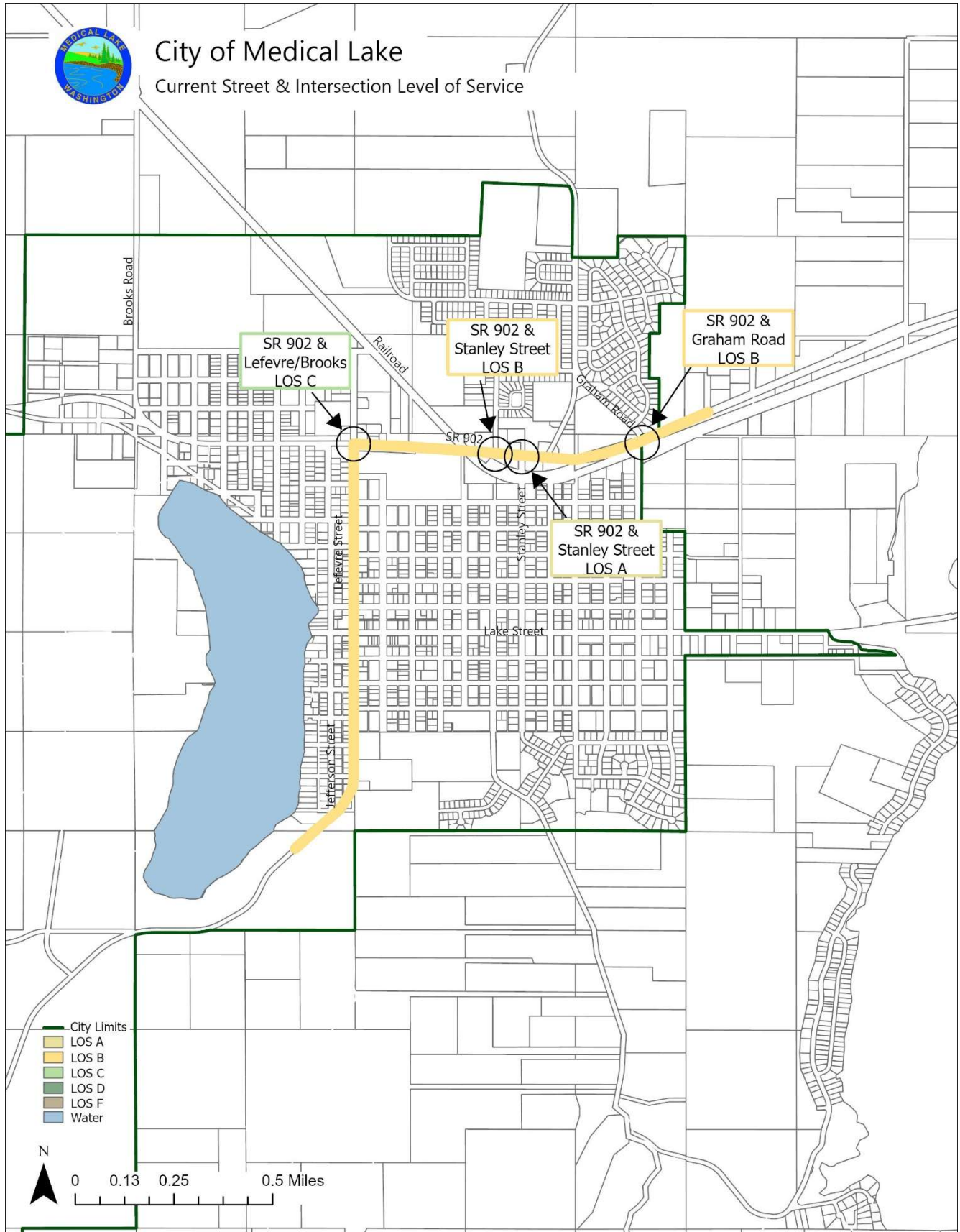
Future Traffic Forecasts

As set forth in the Medical Lake Transportation Master Plan, future traffic growth in the City is forecasted to be steady and manageable through the 2050 planning horizon, with no immediate need for major roadway capacity expansion. Traffic volumes are estimated to increase primarily due to planned residential growth and baseline regional growth. More substantial congestion is projected only at complete development of all existing and expanded urban growth areas, in which traffic volumes could roughly double and selected segments and intersections along SR 902 would exceed capacity thresholds. Medical Lake can prioritize multimodal, safety, and intersection improvements in the near and mid-term, while preserving right-of-way and planning tools for potential long-term capacity needs if future growth warrants them.

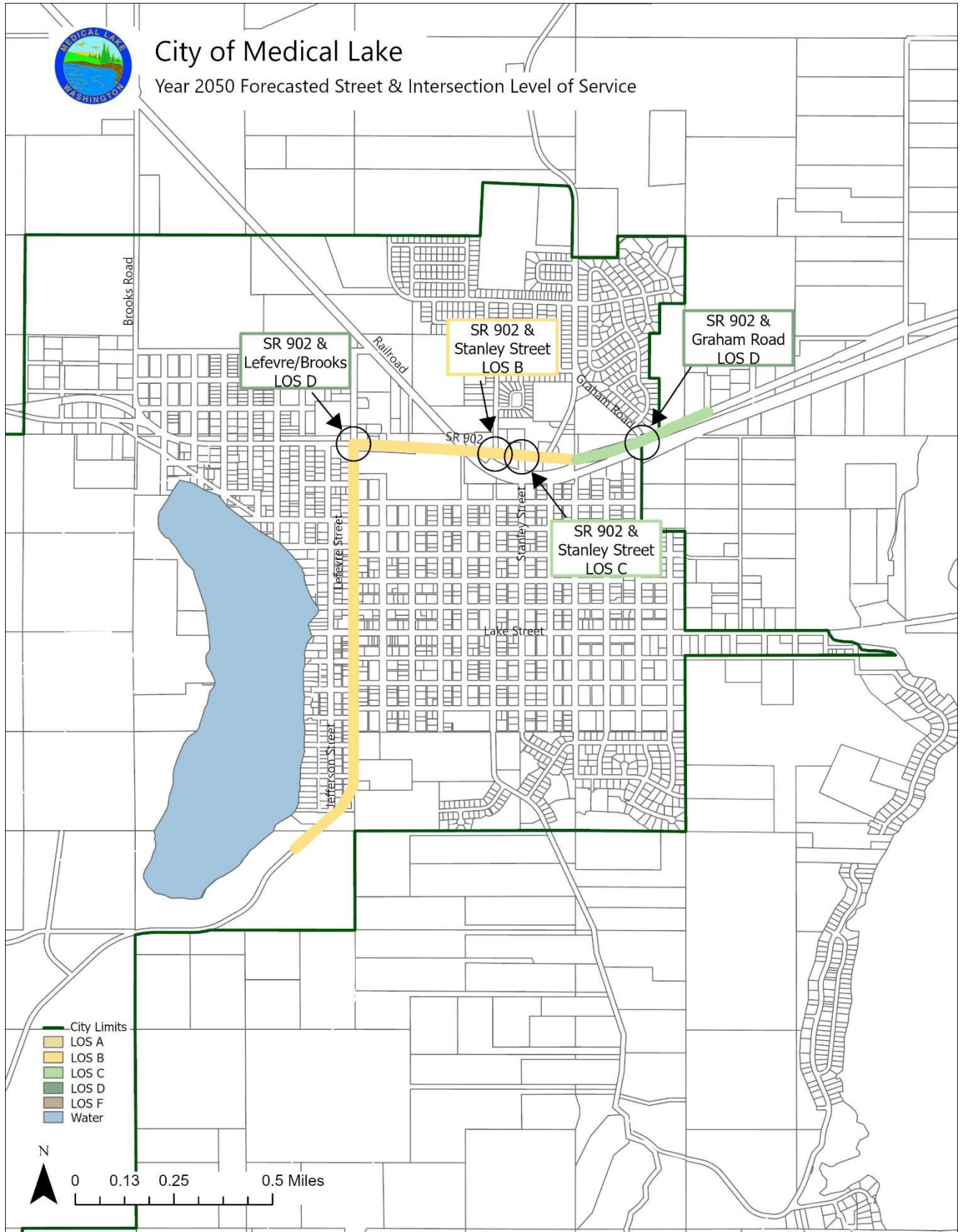
Intersection Needs

Intersection needs in Medical Lake are primarily long-term and location-specific, with current operations generally performing well but future growth creating targeted pressure at key junctions. Near-term needs focus on low-cost safety improvements, including improved signage, visibility enhancements, pavement markings, and traffic control consistency at these locations. In the long-term, several SR 902 intersections, particularly Lefevre Street/Brooks Road, Stanley Street South, and Graham Road, are projected to have substantial delay and congestion. To address both safety and capacity over time, single-lane multimodal roundabouts are the recommended long-term solution at key intersections, offering improved safety, more efficient traffic flow, and better accommodation of pedestrians and bicyclists.

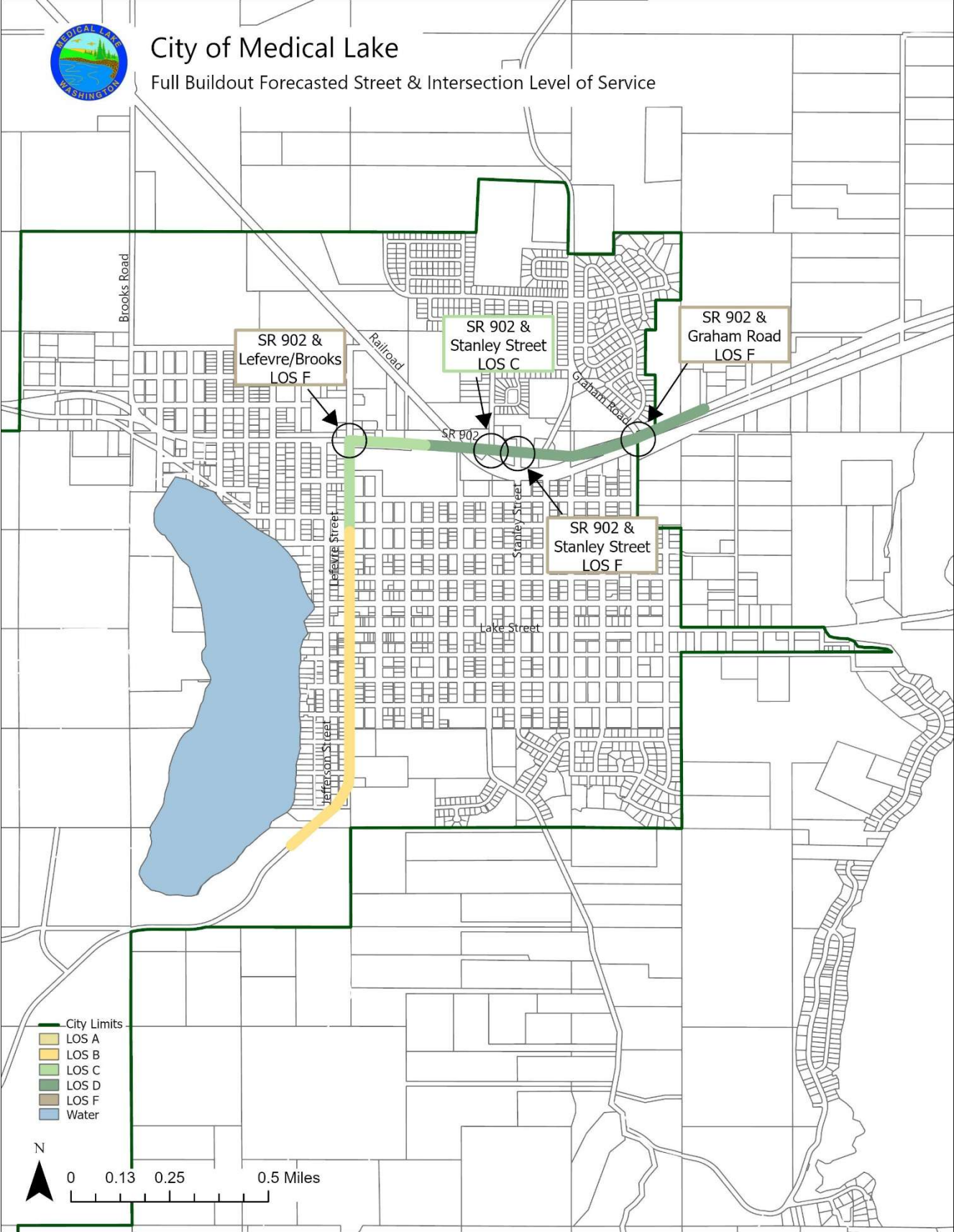
Map 6. Current Street & Intersection Level of Service



Map 7. Year 2050 Forecasted Street & Intersection Level of Service



Map 8. Full Buildout Forecasted Street & Intersection Level of Service



Level of Service

A Level of Service (LOS) for mobility creates a clear, measurable standard for how well Medical Lake's transportation system performs. The ability to evaluate congestion, accessibility, and mobility, ensures that new development does not degrade the system below adopted thresholds. LOS guides consistent, data-driven decisions about infrastructure investments and development review.

State Route 902 is a State Highway of State Significance per the Washington State Department of Transportation. With this designation comes the performance capacity rating of LOS D for urban areas. LOS D is when speeds begin to decline, the freedom to maneuver is restricted, and there is very little space between vehicles to absorb sudden disruptions. This means WSDOT is comfortable with these characteristics, but wants to prevent the route from dropping to an LOS F which involves severe congestion, stop-and-go conditions, and long delays.

The City recognizes that its older neighborhoods were developed without curbs and sidewalks and that retrofitting these areas can be costly and disruptive. Therefore, the LOS for pedestrian facilities is differentiated based on the age and function of the street network. The City's LOS prioritizes the provision for pedestrians and bicyclists on all arterial and collector streets, both existing and future. This supports safe and connected pedestrian and bicycle travel where traffic volumes and speeds are higher, while allowing flexibility for older local streets where full pedestrian facilities may not be feasible or necessary. In contrast, newer and developing areas are expected to meet modern standards, including the construction of curbs and sidewalks on all local streets, to ensure a complete and accessible network over time. This approach balances long-term community goals for walkability and safety with practical considerations related to existing development patterns and infrastructure constraints, while gradually improving pedestrian connectivity throughout the community.

Medical Lake will ensure that transportation facilities and services are adequate to serve new development at the time of occupancy, consistent with the concurrency requirements of the GMA. Concurrency is achieved when adopted Levels of Service (LOS) for mobility are maintained. During project review, the City will evaluate whether development impacts would cause LOS standards to be exceeded. If deficiencies are identified, improvements must either be constructed as part of the development, funded through impact fees or mitigation, or programmed and financially committed within the City's six-year Transportation Improvement Program (TIP) or Capital Improvement Program (CIP). This approach ensures that growth does not degrade the transportation system, aligns local investment with regional planning priorities, and supports a safe, reliable, and multimodal network for all users.

| Arterial Streets | |
|---|--|
| Category | Standard |
| Vehicle Capacity | LOS D |
| Average Pavement Condition Rating (PCR) | ≥ 70 PCR |
| Safety Performance | Zero Fatalities and ≤ 3 collisions in 12 months. |
| Emergency & Transit Reliability | No recurring access failures |
| Pedestrian Facilities | Continuous, ADA-compliant on ≥ 90% of segment |

| | |
|--------------------|---|
| Bicycle Facilities | Dedicated or buffered facility where feasible |
| Intersections | Safe for all modes at Arterial and Collector Street intersections |

| Collector Streets | |
|-----------------------------------|---|
| Category | Standard |
| Vehicle Capacity | LOS C |
| Average Pavement Condition Rating | ≥ 65 PCR |
| Safety Performance | Zero Fatalities and ≤ 2 collisions in 12 months |
| Emergency & Transit Reliability | No recurring access failures |
| Pedestrian Access | Sidewalks on ≥ 85% of segment |
| Bicycle Connectivity | Low-stress shared or dedicated network |
| Intersections | Safe for all modes at Arterial and Collector Street intersections |

| Local Streets | |
|-----------------------------------|--|
| Category | Standard |
| Average Pavement Condition Rating | ≥ 60 PCR |
| Safety Performance | No documented systemic hazards |
| Pedestrian Access | Existing Streets: Context specific |
| | Future Streets: Safe, continuous route on both sides of the street |
| Vehicle Speed Environment | Street design reinforces appropriate travel speeds |

Financing Strategy

Medical Lake funds transportation improvements through a phased and grant-focused financing strategy that aligns investment with safety priorities, demonstrated need, and long-term affordability. Near-term projects are implemented through the City's six-year Transportation Improvement Program (TIP), which emphasizes low-cost safety, multimodal, and Safe Routes to School improvements that can be delivered incrementally. Safe Routes to School investments, such as sidewalks, crossings, lighting, traffic calming, and visibility improvements near schools, are prioritized for state and federal safety funding and coordinated with school district needs. Larger capital projects, including complete street corridors and intersection upgrades, are programmed through future TIP cycles and coordinated with the Capital Improvement Program. The Transportation Master Plan emphasizes leveraging state and federal grants, including Transportation Improvement Board (TIB) and WSDOT programs, to supplement limited local revenues, while preserving right-of-way and development setbacks to avoid premature roadway expansion. This approach allows the City to improve safety for students and families, advance walking and bicycling, and manage long-term transportation needs in a fiscally responsible manner.

Our Path (Goals and Strategies)

Goal A – Make it Safe.

- Design for vulnerable users near schools, parks, downtown, and along SR 902.
- Apply Safe-Systems and Complete Streets principles to reduce conflicts and manage speeds.
- Target high-collision intersections with interim fixes now and roundabouts where warranted.

Goal B – Make it Connected.

- Close sidewalk gaps on classified streets.
- Build a citywide bicycle network emphasizing shared-use paths and buffered/protected lanes.
- Improve wayfinding for streets and trails.
- Complete Safe Routes to School.

Goal C – Make it Reliable.

- Maintain Level of Service standards for all street types.
- Coordinate with SRTC, WSDOT, Spokane County, and STA to maintain strong regional mobility.

Goal D – Support Community and the Local Economy.

- Use street design to strengthen downtown and gateways.
- Improve access to parks, trails, and the waterfront to support recreation and tourism.
- Align land use and transportation to enable walkable, mixed-use places served by transit.

Goal E – Advance Health, Sustainability, and Equity.

- Make walking, rolling, and biking safe and convenient.
- Support EV readiness, transit access, and compact patterns that reduce emissions and enhance resilience.
- Remove barriers for seniors, youth, and people with disabilities.

Priority Actions

Safe Crossings and School Routes.

- Citywide program of high-visibility crosswalks, lighting, advance signage, and flashing beacons at key spots.
- Implement Safe Routes to School upgrades on corridors that serve local schools.

A Walk-Bike Spine on SR 902 and Lefevre.

- Deliver a complete street cross-section on SR 902 with a shared-use path and safer crossings.
- Provide continuous sidewalks on both sides of Lefevre.

Roundabouts Where They Work Best.

- Convert priority intersections to single-lane roundabouts over time: SR 902 and Lefevre/Brooks, SR 902 and Stanley, SR 902 and Graham, Lake and Stanley.

A Connected Neighborhood Network.

- Close sidewalk gaps and add buffered/protected bike facilities on key collectors to tie neighborhoods to downtown, schools, parks, and transit.

Transit Stop Upgrades and Transit Oriented Design Readiness.

- Partner with STA to add shelters, lighting, ADA connections, and bike parking.
- Ensure downtown and the commercial areas evolve in a transit-supportive, walkable pattern as opportunities arise.

Street Design Standards and Functional Class Updates.

- Adopt street design standards that codify Medical Lake's complete street cross-sections and intersection tools.
- Work with WSDOT on collector reclassifications to unlock grants and set expectations for frontage improvements.

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Chapter 7: Capital Facilities

The City of Medical Lake is committed to responsible stewardship of public resources and long-term investment in the facilities that make the community safe, functional, and vibrant. This Capital Facilities chapter provides a roadmap for maintaining the systems that residents rely on every day, ensuring future generations benefit from infrastructure that is modern, resilient, and aligned with community values. The result will be a strong foundation for public services, safe infrastructure, and long-term community well-being.

A Brief History of Medical Lake's Public Infrastructure

For more than a century, Medical Lake has invested in the essential public facilities that shape daily life, including safe drinking water from local wells, streets that connect neighborhoods, parks along the shoreline and throughout the city, public buildings that serve generations, and schools central to community identity. Early water and wastewater systems laid the groundwork for gradual modernization, including expanded water storage, new lift stations, and construction of the Wastewater Treatment Plant. Over time, City Hall, the maintenance buildings, parks, and other public facilities have undergone incremental upgrades as resources allowed.

Medical Lake's more recent debt-free approach has encouraged careful planning, pay-as-you-go investments, and prudent stewardship of limited local revenues. State and federal grants have played a crucial role in extending the city's ability to deliver improvements such as street resurfacing, stormwater mitigation, and park enhancements. Together, these investments form the backbone of community life and ensure the services residents depend on remain safe, reliable, and resilient.

Where We Are Today

The Growth Management Act requires cities to inventory their capital facilities and demonstrate how they will continue to provide adequate public services as communities grow. Medical Lake maintains a wide range of facilities that support public health, mobility, recreation, education, and safety. The City's Capital Improvement Plan (CIP) and Facility Condition Reports (FCRs) provide detailed evaluations. The CIP outlines what major buildings, infrastructure, and equipment the City needs, when we will need them, and how they will be paid for. The FCR evaluates the physical state of buildings, utilities, and site infrastructure. It outlines the status of roofs, mechanical systems, electrical systems, ADA compliance, structural components, site access, and safety systems. These documents guide maintenance plans, capital budgets, and long-term investment decisions. The following summarizes current conditions and system needs.

Utility Infrastructure

Stormwater System. Stormwater infrastructure manages runoff from roofs, roadways, and other impervious surfaces, ensuring pollutants are filtered and drainage systems protect property and water quality. State law requires the city to manage and control stormwater, and FCRs identify system-wide needs related to lifecycle maintenance and targeted upgrades to support development and meet Ecology standards.

Wastewater System. Medical Lake's wastewater system collects and treats residential, commercial, and institutional effluent using lift stations, aeration structures, clarifiers, dewatering systems, and SCADA controls at the 2001 treatment facility. Ecology permits define pollutant limits and require continuous monitoring and reporting. FCR findings show roofing, HVAC, and structural components reaching the end of their useful lives.

Drinking Water System. The drinking water system includes the Lehn Road and Craig Road wells, a 1.5-million-gallon reservoir, several interties with surrounding systems, and miles of distribution pipe. Water is filtered, disinfected, and monitored to meet state quality standards. Facility assessments identify routine modernization needs related to pumps, telemetry, and distribution reliability.

Parks, Public Buildings, and Community Facilities

Medical Lake maintains City Hall, the City Hall Annex, the library, the historic Train Depot, multiple parks, and shoreline recreation areas. FCRs highlight the following lifecycle needs:

City Hall (last major renovation in 1978) requires substantial building system and compliance upgrades, including HVAC replacement, new windows and doors, roof improvements, and accessibility upgrades.

City Hall Annex (a repurposed Sears Catalog building) requires exterior building improvements to address aging materials and improve durability and appearance.

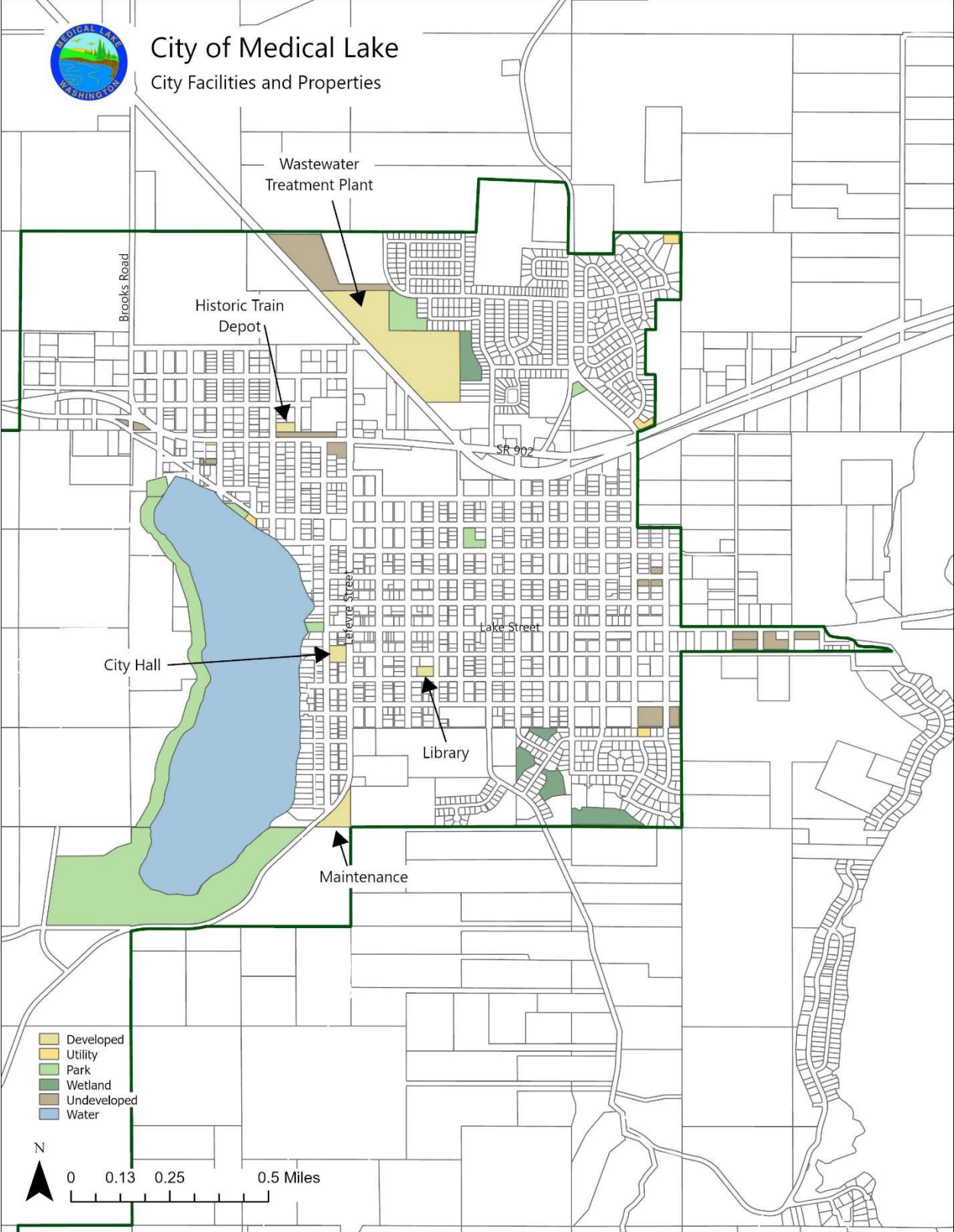
Maintenance Buildings require expanded and improved storage capacity to adequately support city operations and equipment needs.

Library requires exterior repainting, ADA access and egress corrections, parking lot replacement, HVAC and domestic hot water heater replacement, lighting and electrical system upgrades, fire alarm system replacement, and targeted sidewalk repairs.

Parks and waterfront areas require ongoing capital investment to maintain amenities, address deferred maintenance, and improve accessibility.

Historic Train Depot requires electrical system corrections, fire and life safety upgrades, deck and exterior repairs, plumbing and water heater replacement, and heating system upgrades.

Map 9. City Facilities and Properties



Transportation System

The transportation network includes SR 902, city arterials and collectors, neighborhood streets, sidewalks, the Medical Lake Trail, Fox Hollow Trail, and bicycle lanes. The annual Transportation Improvement Program (TIP) identifies planned street improvements and must remain consistent with the Comprehensive Plan. In 2024 the Transportation Improvement Board rated Medical Lake's pavement at PCR 62/100, and resurfacing over 18 miles of Medical Lake's 25 miles of roadway contributed to extending pavement life by 7–10 years. Building on recent preservation efforts, the City continues to address targeted, near-term transportation needs that support safety and long-term pavement performance. Current priorities include the Lefevre Street restriping project, which will restore effective lane delineation, improve multimodal safety, and better align roadway markings with current traffic patterns. The City is also coordinating the FEMA-funded repaving of Southlake Terrace, which will return fire-damaged infrastructure to pre-disaster condition while improving pavement quality in a key residential area. In addition, ongoing preservation and preventive maintenance efforts such as crack sealing, localized repairs, sidewalk improvements, and bicycle facility enhancements are essential to sustaining recent pavement condition gains, protecting prior investments, and gradually improving overall network performance. These projects support the City's broader goal of maintaining a safe, connected, and multimodal transportation system while efficiently extending the service life of existing infrastructure.

Public Safety Facilities

Law enforcement services are provided through an interlocal agreement with the Spokane County Sheriff's Office using a local police station for deputies and S.C.O.P.E. volunteers. Fire and EMS services are delivered by Spokane County Fire District #3, operating from Station 311 next to City Hall. Emergency management coordination and hazard preparedness rely on regional partnerships.

Fleet, Equipment, and Asset Management

The City maintains heavy equipment, generators, service vehicles, snow removal equipment, and utility machinery. The State Auditor requires asset inventories for all local governments. Routine replacement planning reduces lifecycle costs and ensures service reliability.

State Facilities

Medical Lake is home to three major state-operated facilities that collectively serve as a regional hub for mental health care, developmental disability services, and juvenile detention. The largest and most prominent is Eastern State Hospital, a psychiatric hospital established in 1891 that provides inpatient treatment for adults with severe mental illness. With roughly 370–375 beds, it serves patients from across eastern Washington, many of whom are admitted through court orders or involuntary commitment processes.

Lakeland Village is a long-standing state residential facility founded in 1914 that serves individuals with intellectual and developmental disabilities. It provides 24-hour care in a structured environment, combining medical support with habilitation programs designed to build life skills and promote independence.

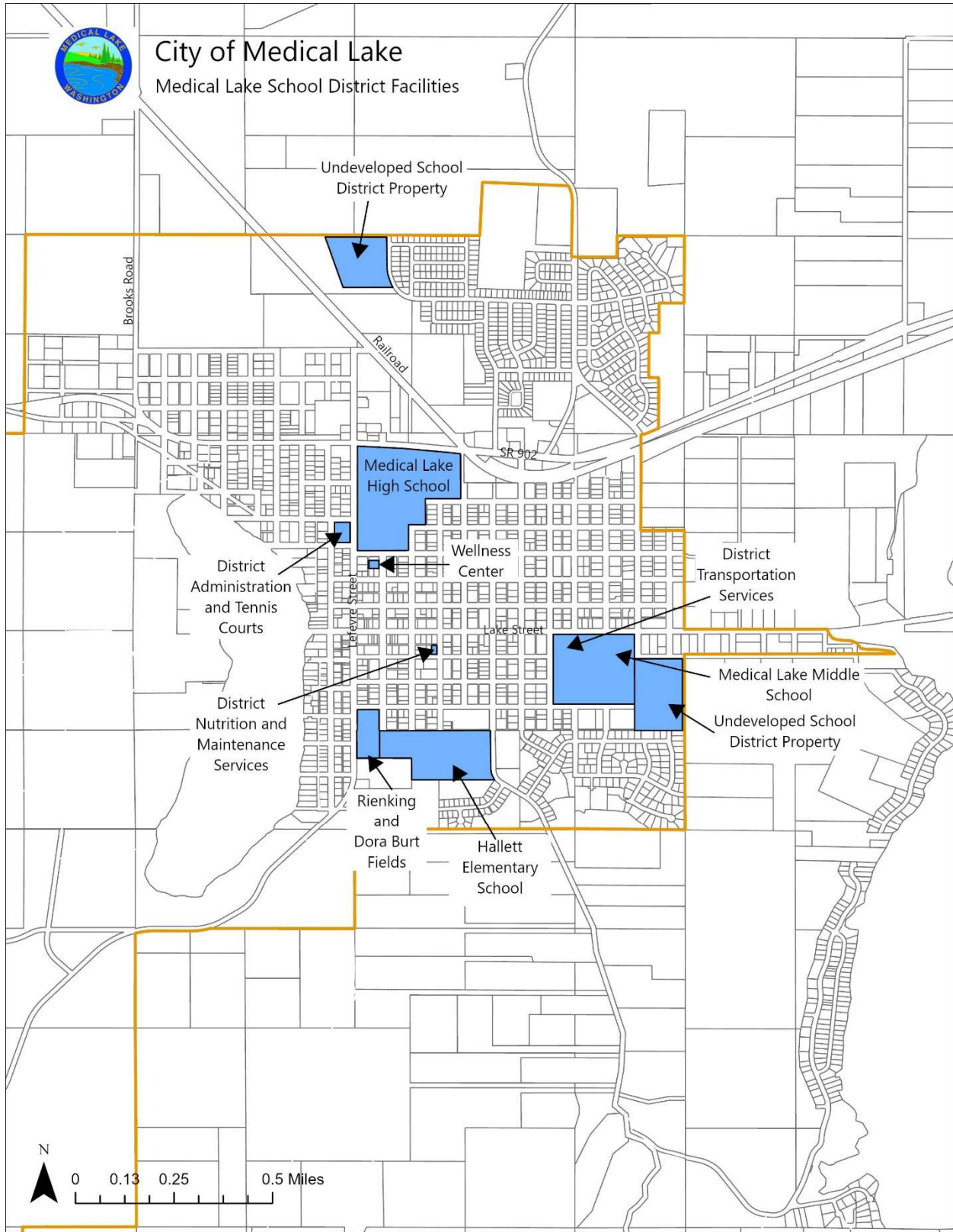
Martin Hall Juvenile Detention Facility is a regional center that houses youth offenders from multiple eastern Washington counties.

Schools

The Medical Lake School District manages its own capital planning, but the City collaborates on long-range facility planning and maintains interlocal agreements for shared use of facilities. School District facilities include Hallett Elementary School, Michael Anderson Elementary School (on Fairchild AFB), Medical Lake Middle School, Medical Lake High School, the District Administrative Office, the Wellness Center, Rienking and Dora Burt Fields, the transportation building, and maintenance/nutrition services building. (See Map 10, Medical Lake School District Facilities)

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Map 10. Medical Lake School District Facilities



A Vision for Capital Facilities

Medical Lake envisions a future with modern, resilient, financially sustainable public facilities that support safe mobility, clean water, reliable utilities, beautiful parks, and high-quality public services. Capital investments will maintain equitable service levels, adapt to emerging needs, and reflect the community's commitment to stewardship and long-term well-being. Public buildings will be accessible and welcoming, utility systems reliable and efficient, streets safe for all users, and parks well-maintained centers of recreation and civic life.

Level of Service

A Level of Service (LOS) for water, sanitary sewer, and stormwater systems is established to define clear, measurable standards for the capacity, reliability, and performance of essential public infrastructure, ensuring that these systems can safely support existing residents and future growth. By setting LOS standards, the City can determine whether utilities are adequate to meet demand, protect public health and the environment, and comply with regulatory requirements, such as maintaining water quality and preventing sewer overflows or flooding. LOS also provides a consistent framework for planning capital improvements, prioritizing investments, and requiring new development to contribute its fair share toward maintaining system capacity.

| Water Service | |
|-----------------------------|---|
| Category | Standard |
| Capacity | Maximum Daily Demand. As defined by the current Water System Plan |
| | Firm Source Capacity. 110% of MDD with largest source out |
| | Peak Hour Pumping. PHD met with pumps and storage |
| | Storage Volume. Reservoir capacity to meet peak hourly demands + fire events without service loss |
| | Pressure. ≥ 50 psi normal / ≥ 30 psi firefighting |
| | Fire Flow. Residential 1,000 gallons per minute for 30 minutes |
| Quality & Compliance | Zero Violations |
| Performance and Reliability | <10% water loss |

| Sanitary Sewer | |
|-----------------------------|--|
| Category | Standard |
| Capacity | WWTP flows <90% of design |
| | Zone expansions when flows reach 80% of zone capacity |
| Quality & Compliance | Permit Compliance. 100% compliance with NPDES permit |
| Performance and Reliability | Infiltration <1,000 gallons per day per inch-mile |
| | Preventive Maintenance. Inspect/clean 20% of sewers per year |

| Stormwater | |
|-----------------------------|---|
| Category | Standard |
| Capacity | Conveyance Design. Post-development \leq pre-development runoff |
| Quality & Compliance | Regulatory Compliance. 100% permit compliance |
| Performance and Reliability | Runoff Treatment Volume. Treat 90% of annual runoff volume |

Financing Strategy

Medical Lake uses a range of funding tools to support capital investments, including General Fund revenue, enterprise utility fees, real estate excise tax, grants, impact fees, and intergovernmental loans or bonds when warranted. The city's debt-free philosophy promotes careful evaluation of costs, operational impacts, and grant opportunities. The six-year CIP is adopted as part of the annual budget, providing a transparent roadmap for project delivery and financial planning.

Our Path (Goals and Strategies)

Goal A – Maintain and Upgrade Essential Infrastructure

- Use lifecycle costing, regulatory compliance, and proactive asset management to guide long-term investments.

Goal B – Support Growth with Adequate Facilities

- Ensure concurrency with development and coordinate with regional partners, including MLSD, Fire District #3, Spokane County, and WSDOT.

Goal C – Ensure Fiscal Responsibility

- Use transparent prioritization, sustainable financing tools, and multi-year forecasts to maximize public benefit.

Goal D – Enhance Community Quality of Life

- Provide accessible, attractive, and well-maintained parks, public buildings, and transportation facilities.

Goal E – Improve Resilience and Reduce Risk

- Integrate hazard mitigation, redundancy, and climate-adaptive design into capital investments.
-

Priority Actions

Capital needs evolve with regulatory requirements, system age, community expectations, and growth patterns. For the next two decades, Medical Lake's anticipated needs include:

Utility System Needs

- Upgrade wastewater treatment facilities to maintain compliance and improve energy efficiency.
- Invest in drinking water storage, distribution reliability, and well system modernization.
- Improve stormwater systems to support growth, manage runoff, and align with evolving National Pollutant Discharge Elimination System (NPDES) requirements.

Transportation System Needs

- Continue roadway pavement preservation.
- Incrementally implement sidewalk connectivity, ADA ramp upgrades, and safe crossings.
- Expand trail system to improve multimodal access.
- Implement traffic calming and safety enhancements.

Parks, Facilities, and Public Safety Needs

- Modernize the facility systems (HVAC, roofs) of City Hall, City Hall Annex, and Historic Train Depot
- Improve park facilities as population and recreation needs evolve.
- Replace equipment and fleet replacement based on lifecycle timelines.
- Coordinate with partner agencies on long-term Fire/EMS and law enforcement facility needs.

Chapter 8: Parks

Parks reinforce Medical Lake's commitment to health, recreation, environmental stewardship, and community connection. It provides a framework for maintaining, enhancing, and expanding the City's parks, trails, waterfronts, and recreation facilities while coordinating with land use, mobility, capital facilities, and climate resilience planning. By investing strategically in public spaces and ensuring equitable access, Medical Lake can preserve its small-town character, protect cherished natural resources, and support a high quality of life for residents of all ages and abilities.

Our Story of Parks, Trails, and Community Life

Outdoor spaces have shaped the identity of Medical Lake. The healing qualities of the lake led to early gatherings along the shoreline, which also created social connections. This has continued to be true over generations. Waterfront Park not only serves Medical Lake, but provides the region with a location for gatherings large and small. Over time, the City has expanded on the natural beauty of the lake by creating a 3-mile shared path loop, a boat launch, North End Park, Peper Park, and Coney Island Park. Additional parks have been created throughout the community, including Pioneer Park, Wilcox Park, and Shepard Field. Most recently, the City purchased a historic train depot in hopes of creating another valuable community asset. All of these public spaces have served as anchors for recreation, social connection, and community pride. The City's trail system that started around the lake has expanded into neighborhoods, creating a walkable network that links people to parks, schools, and the downtown core. As a result, lake recreation, youth sports, community celebrations, and year-round trail use have become part of Medical Lake's cultural fabric.

Generations of residents have relied on these natural amenities and public places to strengthen health, foster belonging, and enjoy the healing qualities of the lake and surrounding landscape. This history of stewardship and shared space continues to guide our approach to parks and recreation today.

Where We Are Today

Medical Lake maintains a diverse system of parks, facilities, and trails that support recreation, health, and community activities. The City's park network reflects both its natural setting and its small-town character.

Park System Overview

The City provides a mix of waterfront parks, neighborhood green spaces, athletic fields, and natural open spaces. These parks offer playgrounds, picnic shelters, multi-use fields, shoreline access, boat launches, and community gathering areas. The Medical Lake Trail and Fox Hollow Trail form the backbone of a citywide system used for walking, running, cycling, and year-round recreation.

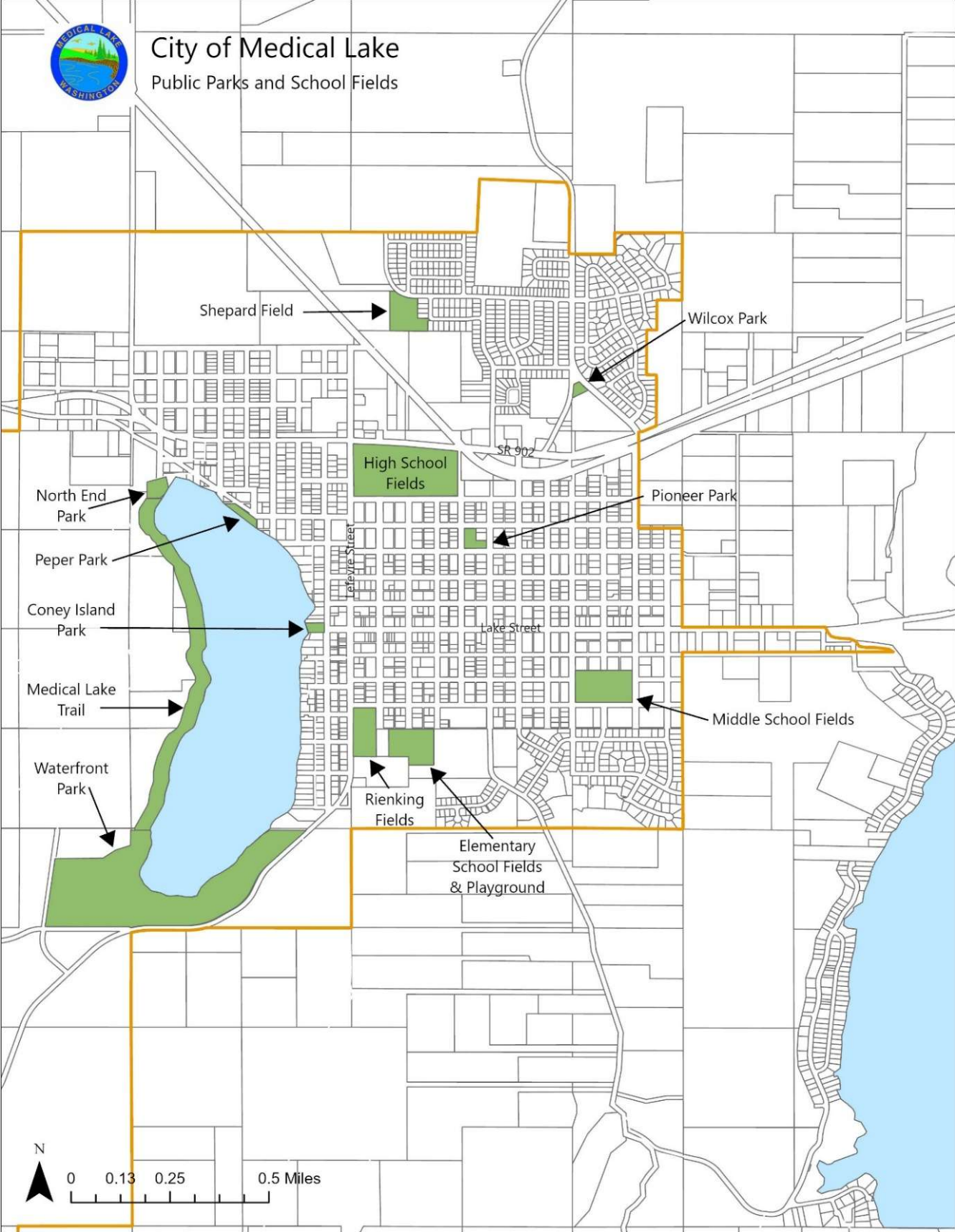
Parks and Public Facilities

Medical Lake's crown jewel is Waterfront Park, a major recreation destination offering shoreline access, picnic shelters, softball fields, a swimming area, a boat launch, and large multi-use spaces. Coney Island Park, a lakeside gathering area near the downtown core, is a remnant of the resorts that thrived a century ago. The city also maintains several neighborhood parks, including Pioneer

Park, Wilcox Park, Shepard Field, Peper Park, and North End Park, which provide a mix of play structures, open lawns, and natural views. The Historic Train Depot and the public library serve as important venues for educational, cultural, and civic activities. Many of these facilities are heavily used but aging, with components such as play equipment, restrooms, shelters, roofs, irrigation systems, and pathways nearing the end of their lifecycle. (See Map 11, Public Parks and School Fields)

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Map 11. Public Parks and School Fields



Trails and Connectivity

The 3-mile Medical Lake Trail encircles the lake and connects parks, neighborhoods, downtown, and schools. Sidewalk networks, bicycle lanes, and trail connections extend recreational access throughout the community, though gaps remain in key areas, particularly in growing neighborhoods and corridors. The existing pedestrian and bicycle infrastructure can be found in Map 4, Existing Pedestrian Facilities (page 37) and Map 5, Existing Bicycle Facilities (page 38).

Recreation Programs and Community Use

The City offers seasonal recreation programs, youth sports partnerships, community events, and outdoor activities centered around the lake. Shared-use agreements with the Medical Lake School District support access to fields, gyms, and courts for youth athletics and community programs.

Levels of Service and Access

Parks and trails in Medical Lake are generally accessible; however, population growth and changing recreation preferences have increased demand for updated play structures, improved waterfront amenities, additional seating, shade, restrooms, expanded year-round recreation opportunities, enhanced ADA accessibility, and more continuous trail connections with safe crossings. These evolving needs present opportunities for targeted reinvestment, system modernization, and thoughtful expansion of the parks and trails network to better serve residents of all ages and abilities.

A Vision for an Ideal Future Parks and Recreation System

Medical Lake's parks and recreation system will be a connected, inclusive, and welcoming network of parks, trails, waterfront spaces, and public facilities that enrich daily life and reflect the natural beauty of our lakes and forests.

In this ideal future every resident can walk or wheel to a park or trail from their home. The trail system is expanded, linking neighborhoods, the downtown core, schools, and natural areas. Waterfront spaces are safe, accessible, and environmentally resilient, offering balanced recreation and ecological protection. Parks and facilities are modern, well-maintained, and designed for all ages and abilities. Year-round recreation opportunities are available. Nature is protected and celebrated, with shoreline restoration, tree canopy expansion, and stewardship of wetlands and habitats. Community connection is strengthened, making parks the heart of Medical Lake's identity.

Our Path (Goals and Strategies)

Goal A – Maintain and Modernize Existing Parks and Facilities

- Prioritize safety, ADA accessibility, and lifecycle maintenance.
- Upgrade outdated amenities, restrooms, docks, shelters, and irrigation systems.
- Use durable, sustainable materials and designs.

Goal B – Expand Access to Parks, Open Space, and Trails

- Ensure walkable access to parks in all neighborhoods.
- Expand the trail system and fill sidewalk gaps that connect homes to parks.

- Improve crossings, wayfinding, and multimodal access to parks.

Goal C – Protect and Enhance Natural and Waterfront Areas

- Steward the lake and shoreline through erosion control, native plantings, and water quality improvements.
- Balance recreation with environmental protection.
- Enhance tree canopy and green infrastructure in park areas.

Goal D – Provide Inclusive, High-Quality Recreation Opportunities

- Support youth sports, family recreation, and intergenerational programs.
- Strengthen partnerships with MLSD and community groups.
- Incorporate universal design principles and accessible play areas.

Goal E – Plan for Long-Term Sustainability and Resilience

- Integrate climate resilience into park design and maintenance.
- Plan for lifecycle replacement of docks, shelters, play areas, and trail segments.
- Pursue grants, partnerships, service clubs, and volunteer support to stretch resources.

Priority Actions

Park Modernization

- Replace aging play equipment and improve safety surfaces.
- Upgrade restrooms, lighting, shelters, irrigation, and picnic areas.
- Add benches, shade structures, and ADA-compliant access routes.

Trail and Connectivity Upgrades

- Extend trails to new developments.
- Improve trailheads with signage, crossings, and ADA amenities.
- Create continuous waterfront and neighborhood connections.

Waterfront Enhancement

- Improve docks, swimming access, and shoreline protection.
- Add natural buffers and stormwater improvements near lakefront parks.
- Support water-based recreation with safety and environmental protections.

Expanded Recreation Programs

- Strengthen partnerships with MLSD for youth sports.
- Develop seasonal programs and community events.
- Explore indoor and shoulder-season recreation opportunities.

Maintenance and Asset Management

- Use facility condition reports to prioritize investments.
- Implement proactive maintenance to extend facility life.
- Plan for equipment, vehicle, and small-asset replacement cycles.

Chapter 9: Natural Environment

This chapter affirms Medical Lake's commitment to protecting the natural systems that support public health, environmental quality, and community identity. The City's lakes, wetlands, forests, shorelines, and open spaces are central to its character and quality of life, shaping recreation, neighborhood patterns, and daily experience.

This chapter provides policy guidance for balancing growth with stewardship by protecting environmentally sensitive areas, safeguarding water resources, sustaining wildlife habitat, and integrating natural features into land use and capital planning. In compliance with the Growth Management Act, it establishes a framework for identifying and conserving critical areas while allowing reasonable use of property and supporting long-term community resilience.

Our Natural Setting and History

Medical Lake is shaped by its unique West Plains landscape, defined by glacial lakes, rolling topography, seasonal wetlands, pine forests, and open grasslands. The lake itself, along with adjacent wetlands and shoreline areas, has long been a defining feature of the community, influencing settlement patterns, recreation, and cultural identity.

Historically, residents relied on these natural resources for water, agriculture, timber, and recreation. Over time, urban development brought increased demand for housing, infrastructure, and services, placing pressure on sensitive ecosystems. At the same time, community appreciation for the lake, trails, and surrounding open spaces has steadily grown, reinforcing a shared responsibility to protect natural systems for future generations.

Where We Are Today

Medical Lake's natural environment includes lakes and surface waters, most notably Medical Lake itself, as well as wetlands and riparian areas that support water quality, flood storage, and wildlife habitat. Forested and upland areas provide important habitat, shade, and scenic value, while open space and undeveloped lands contribute to overall ecological function and visual character. Together, these natural systems perform essential functions such as groundwater recharge, stormwater infiltration, habitat connectivity, air and water filtration, and climate moderation.

In accordance with the Growth Management Act, Medical Lake identifies and protects a range of critical areas, including wetlands, critical aquifer recharge areas, frequently flooded areas, geologically hazardous areas, and fish and wildlife habitat conservation areas. These areas are regulated through development standards, buffers, and review processes designed to minimize environmental impacts while allowing appropriate and reasonable development to occur.

Natural systems in Medical Lake face increasing pressures from growth, aging infrastructure, invasive species, stormwater runoff, shoreline use, and climate-related stressors. Protection of water quality, shoreline stability, and habitat requires coordinated planning across land use, utilities, transportation, and parks.

A Vision for Medical Lake's Natural Environment

Medical Lake envisions a future where natural systems are protected, restored, and woven into the fabric of daily life. Lakes and wetlands are clean and resilient. Wildlife habitat is preserved and connected. Shorelines balance recreation with ecological protection. Neighborhoods coexist with nature through thoughtful design and stewardship. Environmental protection is not seen as separate from growth, but as essential to sustaining health, safety, and quality of life.

Our Path (Goals and Strategies)

Goal A – Protect and Restore Critical Areas

- Safeguard wetlands, shorelines, aquifer recharge areas, floodplains, and habitat through science-based standards and long-term stewardship.

Goal B – Preserve Water Quality and Natural Hydrology

- Reduce stormwater impacts, protect groundwater resources, and support lake health through integrated planning and infrastructure investment.

Goal C – Integrate Natural Systems Into the Built Environment

- Encourage development that respects natural features, minimizes disturbance, and incorporates green infrastructure.

Goal D – Support Environmental Education and Stewardship

- Foster community awareness, partnerships, and shared responsibility for protecting Medical Lake's natural assets.

Goal E – Coordinate Environmental Protection Across City Planning

- Align natural environment policies with land use, parks, capital facilities, and climate resilience efforts.
-

Priority Actions

Critical Area Protection

- Maintain and periodically update critical area regulations.
- Require buffers, mitigation, and best management practices where development occurs near sensitive areas.
- Avoid development in high-risk or environmentally constrained locations.

Stormwater and Water Resource Management

- Expand low-impact development and green infrastructure practices.
- Improve stormwater facilities to reduce runoff and pollutant loading.
- Coordinate lake protection efforts with parks and shoreline planning.

Habitat and Open Space Stewardship

- Protect and enhance wildlife habitat within parks, open spaces, and undeveloped areas.
- Use native landscaping and invasive species management.
- Preserve natural corridors that connect habitats across the city.

Shoreline and Lakefront Management

- Balance public access with shoreline protection.
- Stabilize eroding shorelines using natural and bio-engineered techniques.
- Promote responsible recreational use of lakefront areas.

Partnerships and Education

- Coordinate with state agencies, Spokane County, conservation groups, and community organizations.
- Support volunteer stewardship, education programs, and grant-funded restoration projects.

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Chapter 10: Climate Resiliency

This Climate Resiliency chapter guides Medical Lake's response to increasing climate-related risks while protecting public health, safety, and community assets. It integrates the City's 2025 FEMA-approved Local Hazard Mitigation Plan with land use, capital facilities, parks, and mobility planning to ensure coordinated, forward-looking decision-making. By planning for wildfire, smoke, drought, severe weather, and flooding, this chapter establishes a practical framework for building resilience into everyday policies, infrastructure investments, and community programs so Medical Lake remains a safe, healthy, and adaptable place to live for generations to come.

Why Climate Resilience Matters in Medical Lake

For generations, life in Medical Lake has been shaped by our semi-arid West Plains landscape, our namesake lakes and wetlands, and the pine forests and grasslands at the city's edge. Those same features that make our community special, such as abundant outdoor access, a walkable small-town core, and proximity to wildlands, also influence how we experience hazards such as wildfire, smoke, drought, severe weather, and localized flooding. Recent events, including the 2023 Gray Road Fire and recurring regional droughts, underscore that these risks are intensifying and that resilience must be part of everyday decision-making.

In 2024, in response to the experience of the Gray Road Fire, the City contracted with a hazard mitigation firm to create a personalized Local Hazard Mitigation Plan (LHMP.) The LHMP provides project lists, maintenance schedules, and grant-ready action worksheets.

Where We Are Today

Medical Lake's primary climate-related hazards are wildfire and smoke, drought, severe weather (wind, snow/ice, extreme heat), and localized flooding. Landslides, earthquakes, and volcanic ashfall are lower-probability but potentially high-impact hazards.

Wildfire & smoke. Hotter, drier summers and frequent winds elevate ignition and spread risk along the wildland-urban interface. Smoke degrades air quality (PM_{2.5}, CO, NO_x, VOCs) and poses health risks, even when fires are burning far from the city. The Gray Fire (2023) burned 10,085 acres and destroyed hundreds of structures across the area, a vivid example of changing conditions.

Drought. A recurring pattern (e.g., 2015, 2019, 2021, 2023–2024) stresses groundwater, reduces lake levels, heightens wildfire potential, and affects recreation and local ecosystems.

Severe weather. High winds, snow/ice, and occasional hail cause outages, block roads, and damage trees and power lines; periodic extreme heat challenges residents without cooling.

Flooding. Typically localized during intense rain or rapid snowmelt; post-wildfire landscapes can increase debris-flow and runoff risks.

Emerging Climate Trends

Observed and projected trends for our region include hotter, drier summers; longer wildfire seasons with more smoke days; more intense storms; and greater water-supply stress as snowpack declines

and melt occurs earlier. These trends amplify existing hazards and require that we design infrastructure, landscapes, and neighborhoods with tomorrow's climate in mind.

People, Places, and Systems

People. Seniors, medically fragile residents, low-income households, people with disabilities, residents who rely on power-dependent medical devices, and those without air conditioning are more affected by smoke, heat, and outages.

Places. Areas at the wildland-urban interface are more exposed to wildfire and smoke; low-lying sites and post-fire slopes are more exposed to runoff and debris flows.

Systems & Services. Power distribution lines (wind/ice), stormwater (intense rain), and transportation corridors (SR-902, Lefevre, Brooks, Lake Streets) can be disrupted. Critical facilities, such as Eastern State Hospital, schools, public safety buildings, wells, and the wastewater facility, must remain operational during extreme events.

A Vision for a Climate-Resilient Medical Lake

Medical Lake seeks to be a place where people are safer and healthier during smoke, heat, storms, and floods; where critical services stay online; and where our lakes, wetlands, and forests buffer extremes and remain central to community life. We will grow in ways that reduce exposure to hazards, support vulnerable residents, and keep community members connected and ready. Our investments in streets, parks, utilities, and buildings will be designed for the climate we are entering, not the one we are leaving.

Funding Strategy

The City will pursue FEMA BRIC/HMGP/FMA, NOAA climate resilience opportunities, CDBG, and state programs; and will coordinate closely with SCFD #3, the Medical Lake School District, Fairchild AFB, Avista, Spokane County Emergency Management, and health and social-service partners.

Our Path (Goals and Strategies)

Goal A – Protect People and Neighborhoods

- Reduce risk from wildfire, smoke, drought, storms, heat, and flooding; improve warnings, evacuation routes, and clean-air/cooling options.
- Prioritize support for residents with Access and Functional Needs (AFN).

Goal B – Strengthen Infrastructure and Essential Services

- Harden power, water, wastewater, stormwater, and communications systems; ensure emergency power at critical facilities.
- Use nature-based features (wetlands, buffers) where they add protection and co-benefits.

Goal C – Plan Growth and Land Use for Long-Term Resilience

- Guide development patterns away from high-risk areas.
- Apply Firewise and climate-responsive site and building design.
- Protect aquifer recharge and lake health.

Priority Actions

The City will use these strategies to guide capital projects, grant applications, development review, and partnerships. This chapter sets direction, while detailed project lists and costs remain in the LHMP, TIP, and CIP.

Wildfire and Smoke Resilience

- **Create defensible space & fire-resistant design.** Update development standards for WUI areas (materials, landscaping, setbacks) and expand community Firewise education and vegetation management.
- **Improve evacuation & communications.** Maintain route plans, signage, redundant communications, and neighborhood notification protocols.
- **Provide cleaner indoor air.** Identify and equip public buildings that can serve as clean-air/cooling spaces during smoke/heat events.

Drought and Water Supply Resilience

- **Protect recharge & conserve.** Strengthen aquifer recharge protections; scale water-smart ordinances; promote efficient irrigation and drought-tolerant landscaping.
- **Plan for dry years.** Use demand management and contingency planning to prioritize essential uses and maintain lake health during prolonged drought.

Storm, Flooding, and Erosion Resilience

- **Modernize stormwater.** Upgrade conveyance and treatment to handle intense rainfall; separate or retrofit where it reduces inflow to wastewater and improves water quality.
- **Use natural buffers.** Restore/expand wetlands and riparian vegetation to store stormwater, filter runoff, and serve as strategic firebreaks.

Extreme Heat and Air Quality

- **Cool people and places.** Grow tree canopy on priority streets and near schools/parks; encourage shade structures and high-albedo or shaded sidewalks; support home weatherization and HVAC upgrades for vulnerable households.
- **Targeted outreach.** Proactive communications and check-ins with seniors, medically fragile residents, and those without cooling or transport during heat/smoke events.

Infrastructure and Utilities Resilience

- **Keep the lights on.** Harden or underground lines where feasible; provide backup generation for critical facilities; design redundancy into water and wastewater systems.
- **Design for tomorrow.** Apply climate-informed design standards in City projects; align the Capital Improvement Program (CIP) with hazard maps and LHMP priorities.

Part 3: The Future



Chapter 11: Placemaking

Placemaking in Medical Lake is about strengthening the connection between people, place, and purpose. It reflects the community's identity as a small town rooted in natural beauty, recreation, and a legacy of healing waters. As the City grows and evolves, placemaking will guide how public spaces, streets, parks, downtown, and neighborhoods are designed and experienced, ensuring that development enhances the character of the community rather than diminishing it.

In Medical Lake, placemaking is not a single project or location, it is a communitywide approach to shaping spaces where residents and visitors feel welcome, connected, and engaged. It is expressed through a vibrant and walkable downtown, strong connections to the lake and trail system, high-quality parks and outdoor recreation opportunities, and public spaces that support events, gatherings, and everyday use, all while encouraging development that reflects the scale and charm of a small town. Placemaking supports both quality of life and economic vitality by creating places that people want to live in, visit, and invest in.

Our Identity: A Small Town with Big Outdoor Opportunities

Medical Lake's identity is deeply tied to its natural setting, specifically, three lakes and their associated recreational opportunities. This identity is enhanced by surrounding trails, parks, and open spaces, historically drawing visitors and continuing to serve as a central feature of the community today. The City's small-town character, defined by walkable streets, local businesses, civic pride, and community events, creates a welcoming atmosphere that distinguishes Medical Lake from larger urban areas. Placemaking efforts will reinforce this identity by preserving and enhancing the human-scale design of streets and buildings, supporting locally owned businesses and gathering spaces, promoting visual cohesion through thoughtful signage, landscaping, and design elements, and integrating history and storytelling into public spaces. Together, these elements create an authentic experience that cannot be replicated elsewhere.

Outdoor Recreation as a Foundation for Placemaking

Outdoor recreation is one of Medical Lake's greatest assets and a central component of its future. The City's existing amenities, including Waterfront Park, the 3-mile lake trail, neighborhood parks, and regional connections, already attract residents and visitors alike. Placemaking will build on this strong foundation by strengthening connections between downtown, the lake, and the trail system, enhancing access points, wayfinding, and gathering spaces, supporting year-round recreation opportunities, and integrating recreation with local businesses and community events. By linking recreation spaces with commercial areas and neighborhoods, Medical Lake can create a seamless experience where outdoor activity and daily life intersect.

Tourism and the Local Economy

Tourism in Medical Lake is closely tied to its natural environment, recreation opportunities, and small-town atmosphere, with the community historically drawing visitors to its lake, parks, and events and continuing to benefit from regional visitors participating in sports, festivals, and outdoor activities. Placemaking strengthens tourism by creating distinct destinations such as downtown, the waterfront, and trailheads; encouraging events and programming that attract visitors; supporting businesses that serve both residents and tourists; and enhancing the overall visual quality and

experience of the city. A coordinated approach to placemaking and tourism helps ensure that economic development reinforces community values rather than detracting from them.

Downtown as the Heart of the Community

Downtown Medical Lake is central to placemaking efforts, serving as the primary location where civic life, local businesses, and visitor experiences intersect. Future placemaking in downtown will focus on creating a walkable, pedestrian-friendly environment, enhancing public gathering spaces and streetscapes, encouraging mixed-use development that blends housing and commercial activity, and strengthening connections between downtown and the lakefront and parks. A strong and vibrant downtown will serve as both a community hub and a visitor destination.

A Vision for the Future

Medical Lake envisions a future where placemaking enables the community to thrive while staying true to its roots. In this future, residents can easily walk or bike between neighborhoods, parks, downtown, and the lake, and public spaces are active, welcoming, and well-maintained. Outdoor recreation is integrated into everyday life, while visitors are drawn to the community's natural beauty and authentic character. At the same time, local businesses benefit from increased activity and a strong sense of place. Placemaking will ensure that as Medical Lake grows, it remains a community defined by connection to nature, to each other, and to its history.

Our Path (Goals and Strategies)

Goal A – Strengthen Community Identity and Small-Town Character

- Maintain human-scale development patterns and design standards
- Promote cohesive streetscape and public space design
- Celebrate local history and culture through signage, art, and storytelling

Goal B – Enhance Outdoor Recreation and Connectivity

- Expand and connect trail systems, parks, and open spaces
- Improve access to the lake and waterfront
- Integrate recreation with neighborhoods and commercial areas

Goal C – Support Tourism and Economic Vitality

- Develop destinations that attract visitors year-round
- Encourage events, festivals, and recreational tourism
- Support businesses that serve both residents and visitors

Goal D – Create Vibrant, People-Oriented Public Spaces

- Improve streetscapes, plazas, and gathering areas
- Prioritize pedestrian comfort and accessibility
- Activate public spaces through programming and design

Goal E – Strengthen Downtown as a Destination

- Encourage mixed-use, walkable development

- Improve connections between downtown and the lake
 - Invest in streetscape improvements and public amenities
-

Priority Actions

Placemaking Plan

- Develop a placemaking plan for the Central Business District

Wayfinding and Signage

- Improve wayfinding and signage connecting trails, parks, and downtown

Streetscape

- Invest in streetscape improvements including lighting, landscaping, and seating

Community Events

- Expand and promote community events and festivals

Partnerships

- Strengthen partnerships to support recreation-based tourism

Zoning and Development Standards

- Integrate placemaking principles into zoning and development standards

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Chapter 12: Zoning and Development Standards

Zoning is one of the City's primary tools for implementing the vision of the Comprehensive Plan by regulating how land is used, developed, and redeveloped over time. In Medical Lake, zoning is not only a regulatory framework but also a proactive strategy to shape growth in a way that supports the community's values, preserving small-town character, enhancing outdoor recreation, encouraging economic vitality, and maintaining a high quality of life.

Purpose of Zoning

The purpose of zoning in Medical Lake is to translate the vision of the Comprehensive Plan into clear and predictable development standards that:

- Direct growth to appropriate locations within the City and Urban Growth Area
- Encourage a mix of housing types to meet community needs
- Support local businesses and a thriving downtown
- Protect natural features, including the lake, shorelines, and open spaces
- Promote walkable, connected neighborhoods and multimodal access
- Ensure that development is compatible with existing community character

Through these functions, zoning serves as a bridge between long-term planning goals and day-to-day development decisions.

A Context-Sensitive Approach to Growth

Medical Lake recognizes that its development pattern includes both historic neighborhoods and newer areas, each with different characteristics and needs. Zoning must be flexible enough to respect these differences while ensuring consistent progress toward community goals.

Older neighborhoods near the downtown and lake reflect the City's historic, compact form, often with smaller lots, established trees, and limited infrastructure such as sidewalks. In these areas, zoning will support reinvestment and incremental infill while preserving neighborhood character and scale.

Newer and developing areas provide opportunities to implement modern standards, including connected street networks, sidewalks, and a wider range of housing types. Zoning in these areas will encourage thoughtful design, connectivity, and efficient use of land while maintaining compatibility with the broader community.

This context-sensitive approach allows Medical Lake to evolve without losing the qualities that make it unique.

Supporting Housing Choice and Community Needs

Zoning plays a critical role in expanding housing opportunities while maintaining neighborhood stability. Consistent with the Comprehensive Plan and state requirements, Medical Lake will continue to support a variety of housing types, including detached single-family homes, accessory dwelling units, townhouses, cottage housing, plexes, and apartment buildings.

By allowing a broader mix of housing types, zoning can support residents at different income levels and life stages, enable aging in place, and provide opportunities for workforce housing. These efforts align with the community goal of being inclusive, adaptable, and resilient.

Strengthening Downtown and Mixed-Use Areas

Downtown Medical Lake is the heart of the community and a focal point for zoning strategies that support placemaking and economic vitality. Zoning in downtown and mixed-use areas will encourage a mix of residential, commercial, and civic uses, promote pedestrian-oriented design with active ground-floor spaces, support redevelopment and adaptive reuse of existing buildings, and foster a vibrant environment that serves both residents and visitors. By allowing flexibility in how land can be used, zoning will help downtown evolve into a lively destination that reflects the City's small-town charm while supporting local businesses and tourism.

Integrating Recreation and Natural Features

Medical Lake's natural environment, particularly the lake and surrounding parks and trails, is central to its identity and quality of life. Zoning will support this identity by integrating recreation and environmental features into development patterns through the protection of shoreline areas, wetlands, and environmentally sensitive lands, while also encouraging development that connects to parks and trail systems. In addition, zoning will support land uses that enhance recreational access and tourism and promote design that reflects the natural landscape. By reinforcing connections between neighborhoods, recreation areas, and commercial districts, zoning helps create a cohesive and accessible community.

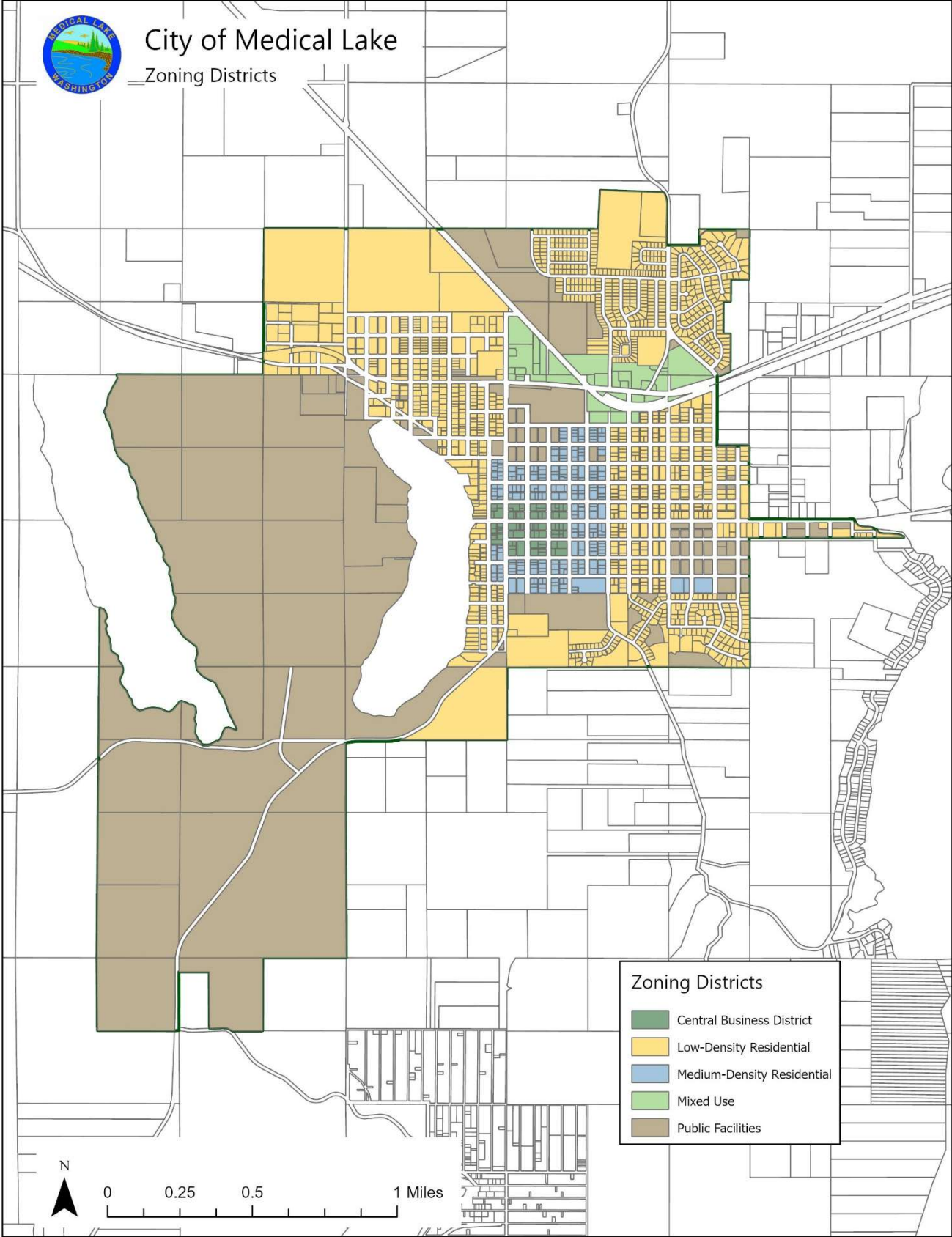
Promoting Walkability and Connectivity

Zoning will play an important role in advancing a more connected and walkable Medical Lake by establishing development standards that encourage pedestrian-friendly site design, strengthen connections between neighborhoods, schools, parks, and downtown, and support multimodal access such as walking and bicycling. These standards also promote street patterns that improve connectivity and reduce barriers, helping to create a more integrated transportation network. Together, these efforts support the broader goal of creating a community where residents can easily move between destinations without relying solely on cars.

A Vision for Zoning in Medical Lake's Future

Medical Lake envisions a zoning framework that is clear, flexible, and responsive to community needs. In this future, zoning supports compact, walkable neighborhoods; a vibrant and active downtown; expanded housing opportunities; and a strong connection to parks, trails, and the lake. Development reflects the scale and character of a small town while accommodating growth in a thoughtful and sustainable way.

Map 11. Zoning Districts



Our Path (Goals and Strategies)

Goal A – Align Zoning with the Comprehensive Plan Vision

- Ensure zoning districts and standards are consistent with the Comprehensive Plan
- Regularly update development regulations to reflect changing needs and state requirements

Goal B – Support Housing Diversity and Affordability

- Allow a mix of housing types across appropriate zones
- Reduce barriers to middle housing and accessory dwelling units
- Encourage efficient land use in areas served by infrastructure

Goal C – Strengthen Downtown and Economic Development Areas

- Maintain and enhance zoning that supports mixed-use development
- Encourage pedestrian-oriented design and active public spaces
- Support adaptive reuse and reinvestment

Goal D – Preserve Community Character and Natural Assets

- Maintain development standards that reflect small-town scale and form
- Protect shoreline areas, open spaces, and critical areas
- Integrate natural features into site design

Goal E – Promote Connectivity and Walkability

- Require development patterns that support pedestrian and bicycle access
 - Improve connections between neighborhoods and key destinations
 - Coordinate zoning with mobility planning
-

Priority Actions

Municipal Code

- Update the zoning code to fully align with the Comprehensive Plan and state requirements

Housing

- Refine zoning districts to better support housing diversity and mixed-use development

Design Standards

- Develop design standards that reinforce small-town character and placemaking goals

Connectivity

- Improve standards for connectivity, including sidewalks, trails, and street networks

Capital Facilities

- Coordinate zoning updates with infrastructure planning and capital investments

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Chapter 13: Urban Growth Area

The Urban Growth Area (UGA) defines where future growth in Medical Lake is expected to occur and where urban levels of services, infrastructure, and development will be provided. By defining where urban development can occur, rural lands and environmentally sensitive areas are preserved. As a fully-planning city under the Growth Management Act, Medical Lake is required to plan for and accommodate 20 years of growth while ensuring that development occurs in an efficient, coordinated, and sustainable manner. The UGA plays a critical role in shaping the future of the community by directing growth to appropriate locations, supporting infrastructure investment, preserving natural resources, and reinforcing the City's small-town character and connection to its natural environment.

Growth Capacity and Opportunity

Medical Lake's UGA currently contains sufficient land capacity to accommodate projected population and housing needs; however, regional demand for housing across the West Plains presents an opportunity for the City to play a greater role in meeting broader housing needs.

The UGA includes a mix of vacant land, underutilized parcels, and potential redevelopment areas that can support a range of housing types, employment uses, and community services. Growth within the UGA will occur through a combination of infill development in established areas, redevelopment and adaptive reuse opportunities, and new development in designated expansion areas. This balanced approach allows the City to make efficient use of existing infrastructure while accommodating new growth in a thoughtful and coordinated manner.

Preserving Community Character While Growing

A key challenge for the UGA is accommodating growth while preserving the qualities that define Medical Lake, including its small-town feel, natural setting, and strong sense of community. Growth within the UGA will be guided to ensure compatibility with existing neighborhoods and consistency with community values. By continuing the pattern of streets and buildings, integrating development with natural features and creating connections to parks, trails, and recreation areas, the City can grow without losing its character.

Supporting Outdoor Recreation and Natural Assets

The lakes, trails, parks, and open spaces of Medical Lake are central to its identity and appeal. Growth within the UGA must be coordinated with the protection and enhancement of these natural assets. Future development will maintain and improve access to the lake and shoreline areas, expand connections to the citywide trail system, protect environmentally sensitive areas, including wetlands and critical recharge areas, integrate green infrastructure and stormwater management practices. These efforts ensure that growth supports both recreation and environmental stewardship while maintaining the community's high quality of life.

Infrastructure and Service Coordination

The success of the UGA depends on the City's ability to provide adequate public facilities and services concurrent with development. This includes water, wastewater, stormwater, transportation, parks, and public safety services. Medical Lake will align growth within the UGA with Capital Improvement Program investments, utility system capacity and planned upgrades, transportation

improvements that support safety and connectivity, and park and recreation expansion. By coordinating infrastructure with growth, the City ensures that new development does not outpace the systems that support it.

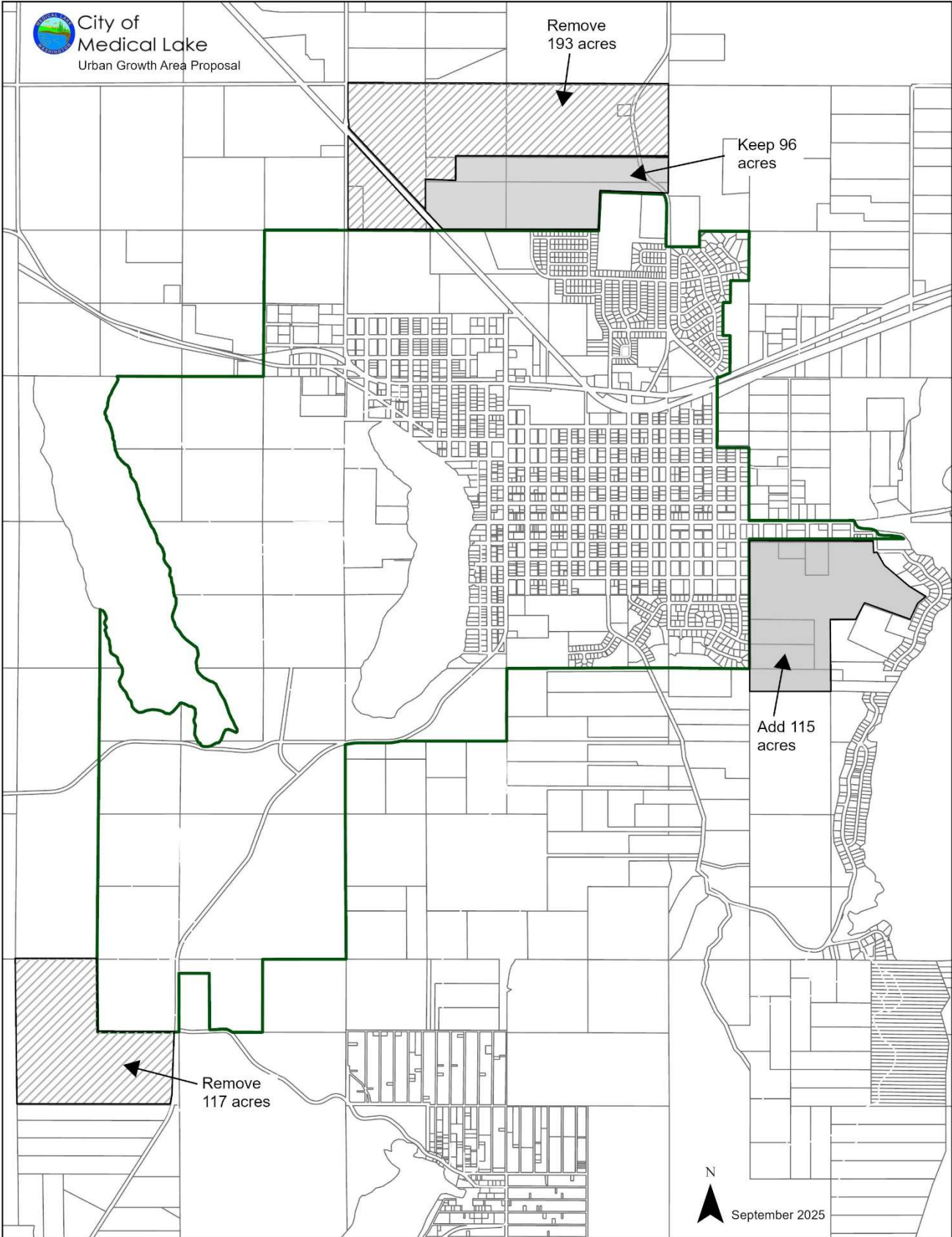
Regional Coordination and the West Plains

Medical Lake is part of the broader West Plains region, which includes Cheney, Airway Heights, Fairchild Air Force Base, and surrounding unincorporated areas. Growth in the UGA must be considered within this regional context. Coordination will focus on housing supply, transportation connections, economic development, workforce needs, and infrastructure planning. Through collaboration with regional partners, Medical Lake can ensure that its UGA supports both local and regional goals.

Under the Growth Management Act (GMA), Spokane County is responsible for coordinating growth management for all jurisdictions within the county. While the County ultimately determines the boundaries of the Urban Growth Area (UGA), individual cities and towns may request changes. Medical Lake has requested the proposed changes found in Map 12, Proposed Urban Growth Area Revisions.

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Map 12. Proposed Urban Growth Area Revisions



A Vision for the Urban Growth Area

Medical Lake envisions a future where the UGA accommodates growth in a way that is intentional, connected, and reflective of community values. In this future, development within the UGA is compact and walkable, neighborhoods are connected to parks and the lake, and new growth enhances the community's identity rather than detracting from it. Infrastructure keeps pace with development, and natural systems are protected and integrated into the built environment. The UGA becomes not just a boundary for growth, but a framework for creating a vibrant, resilient, and sustainable community.

Our Path (Goals and Strategies)

Goal A – Direct Growth to Appropriate Areas

- Focus development within the UGA to support efficient service delivery
- Prioritize infill and redevelopment before expansion

Goal B – Support Housing and Economic Opportunity

- Accommodate a range of housing types and densities
- Provide land for commercial and employment uses
- Align growth with regional housing needs

Goal C – Preserve Community Character and Identity

- Ensure development reflects Medical Lake's small-town scale and design
- Protect natural features and open spaces
- Reinforce connections to the lake and recreation system

Goal D – Coordinate Growth with Infrastructure

- Align development with utility capacity and capital planning
- Ensure concurrency with transportation and public services
- Prioritize efficient and fiscally responsible investments

Goal E – Strengthen Regional Collaboration

- Work with Spokane County and West Plains partners to manage growth
 - Coordinate UGA planning, expansions, or adjustments as needed
 - Support regional economic and transportation strategies
-

Priority Actions

UGA Boundaries

- Evaluate UGA boundaries and capacity periodically to ensure compliance with growth projections
- Coordinate with Spokane County to provide for growth in the region

Zoning

- Provide future zoning designations for UGA expansion areas that continue a balance of uses and housing types

Infill and Redevelopment

- Prioritize infill and redevelopment opportunities within existing serviced areas

Infrastructure Investment

- Coordinate UGA planning with infrastructure investment and capital facilities planning

Partnerships

- Strengthen partnerships with Spokane County and West Plains jurisdictions

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Conclusion

This Comprehensive Plan reflects Medical Lake's commitment to shaping a future that honors its past while embracing thoughtful, sustainable growth. It is both a vision and a practical guide, grounded in community values, informed by data, and aligned with state and regional requirements. Throughout this document, a consistent theme emerges: growth should strengthen rather than diminish what makes Medical Lake unique. By prioritizing safe and connected neighborhoods, diverse housing opportunities, a vibrant downtown, strong public services, and stewardship of the natural environment, the City positions itself to meet the needs of today while preparing responsibly for tomorrow. This plan recognizes that resilience, especially in the face of recent challenges, is a defining characteristic of the community, and it builds on that strength to create a more adaptable and inclusive future. With clear goals, coordinated strategies, and a commitment to ongoing collaboration, Medical Lake is equipped to guide change in a way that enhances quality of life, supports economic vitality, and preserves the small-town character and sense of belonging that define the community.

DRAFT

CITY OF MEDICAL LAKE
City Council Strategic Planning Retreat - Special Meeting

12pm – 4pm
June 10, 2026

MINUTES

Longhorn Barbecue
7611 W. Sunset Hwy
Spokane, WA 99224

NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is on file and available from City Hall.

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
Scott Duncan, Public Works Director
Elisa Rodriguez, Senior Planner
Steve Cooper, WWTP Director
Koss Ronholt, Finance Director
Glen Horton, Parks & Recreation Director
Roxanne Wright, Administrative Clerk

SPECIAL SESSION – 12PM-4PM

1. WELCOME AND PROGRESS UPDATE

A. Mr. Weathers welcomed everyone and laid out the plan for the meeting.

2. WORKSHOP DISCUSSIONS

A. STRATEGIC FRAMEWORK CHECKPOINT

- i. UPDATES TO THE HEALING WATERS STRATEGIC PLAN
- ii. Mr. Weathers provided everyone with printed presentation materials (see attached). Asked for input on how the city is aligned with the plan and if there are any gaps. Discussion followed. Suggestions of splash pad at Pioneer Park for toddlers/younger children. Improvements to older parts of town. Transparency has improved. Council involvement has improved, feels like they are steering not being led in a particular direction. Communication improved. Finance committee clearer now. Leadership and staff all work as a team.
- iii. Mr. Weathers reviewed the plan. What stands out most about progress since adoption? The physical appearance of town. People notice the attempts at revitalization. Used to be reactive now proactive, going for grants etc. Staff input: Mr. Ronholt - everything he does has to point to something – so helpful to have that now. Can pull the strategic plan for rationale. Plan provides justification to ask for help from outside agencies and higher government. Mr. Horton – having the guidance is helpful for directors. Partnerships with others in community, specifically MLSD. Mr. Cooper – he can share with employees and see where they fit in. Employees want to be involved and enjoy being a part of the bigger picture. So much more than just maintaining regulatory requirements. Strategic plan helps determine how to manage resources. Employees are excited to be part of something bigger. Working with council is a great partnership. Changes to fund allocations help department heads manage their facilities and needs. Mr. Duncan - departmentalization has helped get

more productivity from employees. They're more invested in the work because it's their department. Mr. Weathers – are we focused on the right areas? Infrastructure, parks, public safety? Councilmember Pritchard – more intermodal discussions for transportation between Airway Heights, Cheney, Medical Lake. Mayor asked department heads – if I could change something, what would it be? Encouraged them to ask employees this question. Mr. Weathers – what has been heard, what are the accomplishments that are the most meaningful? Councilmember Harbolt - parks, lighting on the path, ballfield, etc. Councilmember Wilbur - hears desire for a dog park. Possibly a “sniff spot” where citizens pay to bring their dogs? Discussed options and possible locations. Mr. Weathers – anything council would like reported regularly that isn't already being done? Councilmember Harbolt – the code enforcement officer needs our support as much as possible. Would like to see a matrix/spreadsheet with current cases and where they stand in the process. Discussion on receivership and abatement processes. Mr. Weathers – regarding budget, how confident are you in the process, any gaps? Councilmember Kennedy - very developed and thorough. Mr. Ronholt – some issues identified and will be working on them. Appreciates all the feedback. Councilmember Harbolt - appreciates that we're audit compliant. Never given full picture before. Appreciates transparency. Mr. Weathers – any gaps between what we say is important and what we actually allocate resources to? Confirmed that stormwater mitigation will be added. Mayor - utility rate study will be very important. Will make it easier to explain any increases. Mr. Weathers – what can be done to show progress? Project completion summaries. Councilmember Wilbur - our perception of us vs. the citizens is different. We see budget allocation, etc. Would like to see the city put reports out with specifics that citizens understand – common language. Also, celebrating completion of projects. Mayor – continue asking yourselves these questions as we move forward.

1. Strategic Plan redline highlights – transitioning from robust plan into a performance driven system. Refining the plan. Council can monitor results more clearly. Mr. Weathers reviewed the highlights of the redlined plan. No action today, just taking suggestions. Discussed needed corrections and suggestions. Mr. Weathers explained departmental work plans. Designed as management, communication, and budgeting tools. Answering why does work matter (purpose), who delivers it (people), how is it done and measured (processes).

B. INTRODUCTION TO DEPARTMENTAL WORK PLANS (PURPOSE, PEOPLE, AND PROCESSES)

i. ADMINISTRATIVE SERVICES

1. Mr. Ronholt shared what he sees in these from a functional perspective. Fits how do we make it happen? Defining what capacity we have with current staff, comparing to what we want to accomplish. Would like input on what council would like to see to show progress. Councilmember Wilbur would like a monthly report on cybersecurity, if possible; just a basic “all's well”. Mr. Ronholt - will figure out a way to communicate.

ii. PUBLIC WORKS

1. Mr. Duncan - Already seeing the benefits in all aspects. Improves transparency and accountability. Makes it easier to not make reactive decisions but are prepared when something does happen. Open to any questions, suggestions. Councilmember Pritchard - the distinction of knowing who to contact is helpful. Councilmember Wilbur – are any guidelines in place to show that a person has been cross trained?

Mr. Duncan – if somebody is on call, they’re trained to know who to call if they don’t have the answer.

iii. WASTEWATER TREATMENT PLANT

1. Mr. Cooper - Asset management has opened his eyes to how many assets the WWTP has. They are an accredited lab – if not maintained, cannot do all required testing. Reviewed staffing. Specialized in what they do. Wastewater is the most difficult. Councilmember Wilbur - can we provide testing for other facilities that don’t have labs? Mr. Cooper – that is on the table, looking into it.

iv. PARKS AND RECREATION

1. Mr. Horton - Creates a clear, policy driven roadmap for the department. Biggest goal is expanding programs for all age groups and demographics in the city. Cardinal-Ready program kick off this summer. Getting kids ready for competitive high school sports. Offering basketball camp this summer, high school coach is volunteering. Parks staff will start taking care of the WWTP area. Parks master plan in process. Editing with parks advisory board. Once complete, will bring back to council. Survey sent out after every program.

v. COMMUNITY DEVELOPMENT

1. Mr. Weathers – building and planning and code enforcement. Moving toward for full-time code enforcement. Reviewed what building and planning department does. Spell out processes.

C. CAPITAL IMPROVEMENT PLANNING ALIGNMENT

i. 2026 CIP STATUS UPDATE

1. Mr. Weathers – waterfront park stage, quote from metals fabrication – donate steel, discount labor, needs to be engineered. Architect needed to draw up design before can be engineered. Still being developed.
2. Lefevre St. restriping – at WSDOT for review. Positive progress happening. Waiting on WSDOT before can go out to bid. Hope to finish by end of fall.
3. Route 902 bus stop improvements funded by STA.
4. Grant received for ADA access to Fox Hollow trail.
5. Backup generators – pads are in at Craig well, Lehne well, City Hall and Maintenance shop. Generator installed at shop, start up next week. Scheduled for the rest of them.
6. Discussed stormwater mitigation.
7. Update on UV disinfection program, service agreement with Esvelt (they designed the system). A resolution will be in next week’s meeting.
8. Fiber to City Hall being pulled.
9. GIS mapping – added planning and public works. Can add points when a locate is done.
10. WWTP SCADA and PLC upgrade.
11. Discussed historic train depot. Martinus Rail will leave soon. Feasibility study will be done.

ii. 2027 ADJUSTMENTS

1. Mr. Weathers reviewed upcoming capital improvements and when costs will be appropriated. Mayor wants separate budget amendments for current, approved projects that just didn’t get finished and any new projects.

D. A TWO-YEAR APPROACH TO BUDGETING

i. GRANTS AND APPROPRIATIONS

1. Discussed hesitations regarding approving a biennial budget, some risk involved. Like thinking more than one year at a time, so a hybrid option is a good choice. Hybrid option would mean not adopting a two-year budget but discussing what is coming in the year after. This makes budget discussion an ongoing process; approve current year budget, and support upcoming projects/budget. Better alignment with reality, most work happens on a multi-year timeline. Establish mid-cycle review. State operates in biennium. Makes sense to align with those things.

ii. LEGISLATIVE AGENDA

1. Mr. Weathers - Works best when the legislative agenda aligns with long-term goals. Discussed new source well for Medical Lake.

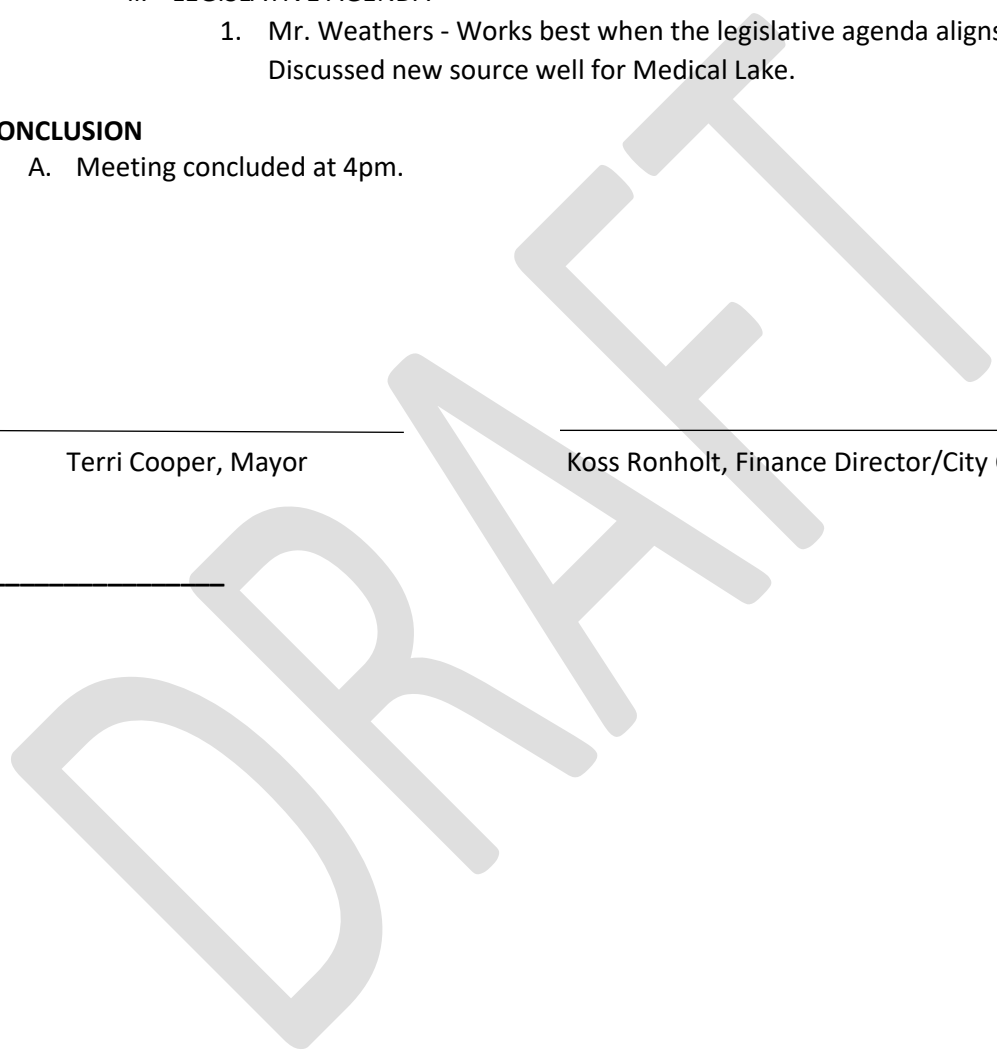
3. CONCLUSION

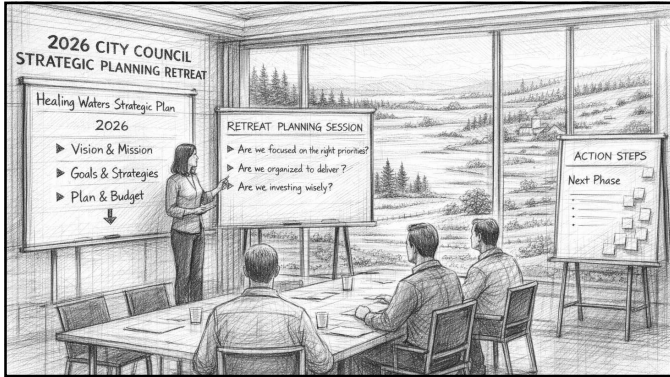
- A. Meeting concluded at 4pm.

Terri Cooper, Mayor

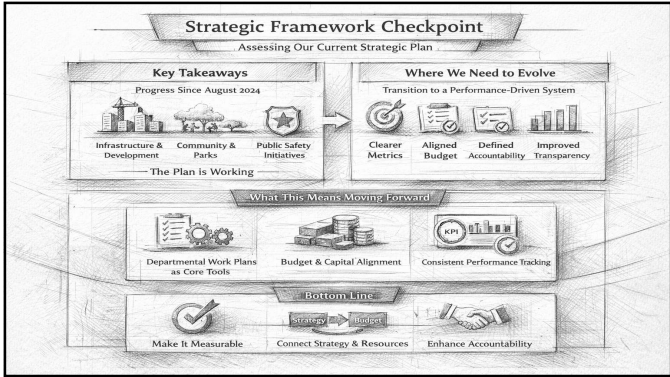
Koss Ronholt, Finance Director/City Clerk

Date

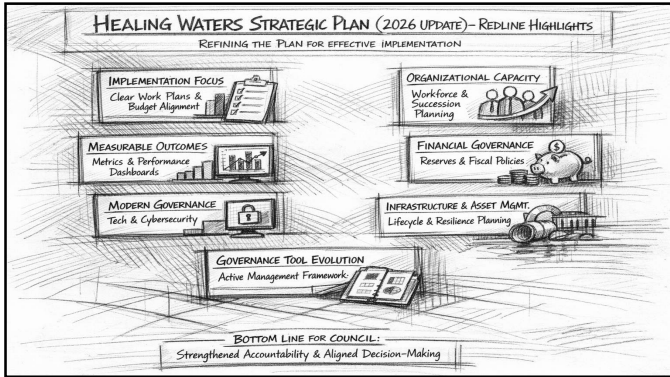




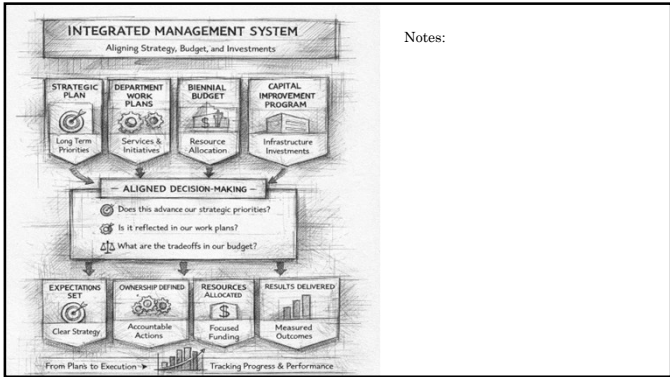
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3



4

DEPARTMENTAL WORK PLANS

- Clear line of sight from strategic goals to daily work
- Understand services, outcomes & success measures

- Aligns to Strategic Plan
- Core vs. Priority Initiatives
- Defines Outcomes & Levels

Designed as:

- Management Tools
- Communication Tools
- Budgeting Tools

Why? Purpose → Who? People → How? Processes

Notes:

5

ADMINISTRATIVE SERVICES DEPARTMENTAL WORK PLAN BRIEFING

Strengthening Fiscal Responsibility and Operational Efficiency

Key Merits

1. Fiscal Stewardship & Risk Management
2. Transparency & Public Trust
3. Aligns with Strategic Plan
4. Core Services vs. Priorities
5. Capacity & Continuity
6. Data-Driven Decisions
7. IT, HR & Grants Oversight
8. Measurable Performance

Connecting Operations to Strategic Goals Ensuring Accountability & Resilience

Notes:

6

PUBLIC WORKS DEPARTMENTAL WORK PLAN BRIEFING

Building a Sustainable Future for Our City

Key Merits

1. Protects Core Public Health & Safety
2. Aligns Infrastructure Investment
3. Supports Financial Sustainability
4. Improves Asset Management
5. Enhances Emergency Preparedness
6. Advances Transportation Safety
7. Strengthens Environmental Stewardship
8. Addresses Staffing & Operational Risks
9. Modernizes Data & Technology
10. Establishes Measurable Service Levels

Notes:

7

WASTEWATER TREATMENT PLANT DEPARTMENTAL WORK PLAN BRIEFING

Ensuring regulatory compliance, protecting public health, and guiding long-term investment in wastewater infrastructure.

KEY MERITS

1. Protects Public Health & Environmental Quality
 - Prevents regulatory & health risks.
2. Ensures Regulatory Compliance
 - Reduces fines & liability.
3. Supports Financial Stability
 - Guides smart rate setting.
4. Proactive Asset Management
 - Plans for future needs.
5. Prioritizes Modernization
 - Upgrades critical systems.
6. Strengthens Emergency Preparedness
 - Boosts system resilience.
7. Improves Data-Driven Decisions
 - Enables informed actions.
8. Addresses Workforce Challenges
 - Maintains skilled staffing.
9. Establishes Performance Accountability
 - Tracks & reports results.

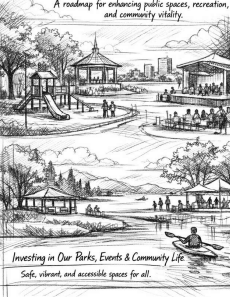
Keeping our wastewater system reliable & sustainable for the future.

Notes:

8

PARKS AND RECREATION DEPARTMENTAL WORK PLAN BRIEFING

A roadmap for enhancing public spaces, recreation, and community vitality.



Key Merits


- ① Enhances Quality of Life & Well-Being
- ② Strengthens Community Identity & Traditions
- ③ Supports Economic Activity & Tourism
- ④ Preserves & Protects Public Assets
- ⑤ Aligns with the Parks Master Plan
- ⑥ Expands Recreation Programs
- ⑦ Strengthens Events & Partnerships
- ⑧ Advances High-Visibility Projects
- ⑨ Improves Equity & Access
- ⑩ Establishes Measurable Performance

*Investing in Our Parks, Events & Community Life.
Safe, vibrant, and accessible spaces for all.*

Notes:

9

COMMUNITY DEVELOPMENT DEPARTMENTAL WORK PLAN BRIEFING



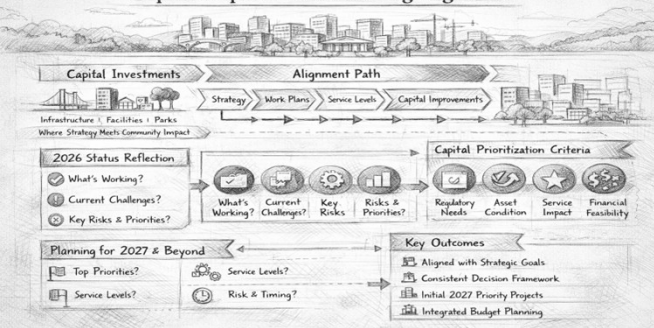
Key Merits

- ① Ensures Safe & Compliant Development
- ② Guides Orderly, Predictable Growth
- ③ Supports Housing & Community Needs
- ④ Maintains Neighborhood Quality
- ⑤ Provides Legal & Transparent Processes
- ⑥ Aligns Growth with Infrastructure
- ⑦ Addresses Capacity & Operational Risks
- ⑧ Prioritizes High-Impact Planning
- ⑨ Improves Data-Driven Decisions
- ⑩ Establishes Performance & Accountability

Notes:

10

Capital Improvement Planning Alignment



Capital Investments → **Alignment Path** → **Capital Improvements**

Infrastructure | Facilities | Parks
Where Strategy Meets Community Impact

2026 Status Reflection

- What's Working?
- Current Challenges?
- Key Risks & Priorities?

Capital Prioritization Criteria

- Regulatory Needs
- Asset Condition
- Service Impact
- Financial Feasibility

Planning for 2027 & Beyond

- Top Priorities?
- Service Levels?
- Risk & Timing?

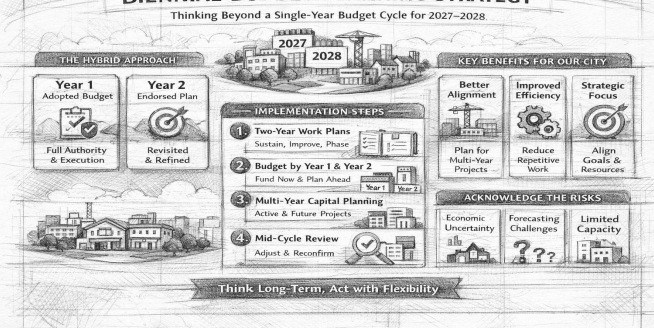
Key Outcomes

- Aligned with Strategic Goals
- Consistent Decision Framework
- Initial 2027 Priority Projects
- Integrated Budget Planning

11

BIENNIAL BUDGET PLANNING STRATEGY

Thinking Beyond a Single-Year Budget Cycle for 2027-2028.



THE HYBRID APPROACH

- Year 1** Adopted Budget: Full Authority & Execution
- Year 2** Endorsed Plan: Revisited & Refined

IMPLEMENTATION STEPS

- 1 Two-Year Work Plans: Sustain, Improve, Phase
- 2 Budget by Year 1 & Year 2: Fund Now & Plan Ahead
- 3 Multi-Year Capital Planning: Active & Future Projects
- 4 Mid-Cycle Review: Adjust & Reconfirm

KEY BENEFITS FOR OUR CITY

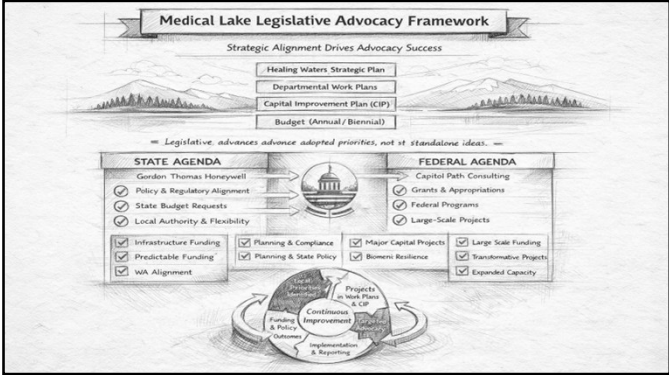
- Better Alignment
- Improved Efficiency
- Strategic Focus

ACKNOWLEDGE THE RISKS

- Economic Uncertainty
- Forecasting Challenges
- Limited Capacity

Think Long-Term, Act with Flexibility

12



13

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearings

6:30 PM
June 16, 2026

Council Chambers
124 S. Lefevre Street

MINUTES

NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting can be accessed through the city's website www.medical-lake.org.

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers

Chad Pritchard
Lorin Ray-Abbott
Lance Speirs
Heath Wilbur
Ted Olson
Tony Harbolt

Administration & Staff

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

REGULAR SESSION AND PUBLIC HEARINGS – 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 Kennedy is on vacation and requested an absence. Motion to approve made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.

2. AGENDA APPROVAL

- A. Replacement pages provided for: 10b service agreement with ControlFreek, updated quote with corrected date and 10c replace page 4 of service agreement amendment with Esvelt. (see attached)
 - i. Motion to approve amendments to agreements made by Councilmember Olson, seconded by Councilmember Wilbur, carried 6-0. Motion to approve agenda as amended made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Robin Rogers, Medical Lake resident – commented on late night traffic at Pioneer Park. Suspects illegal activity. Shared opinion that the city needs something for teens to do. Suggested half-court basketball court where community garden is. Also suggested splash pad at Pioneer Park. No toddler swings available. Need more play equipment geared toward younger children.

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS

- A. Spokane Transit Authority Proposition 1 presentation
 - i. Emily Poole with STA gave a presentation (see attached)

5. REPORTS

- A. Public Safety
 - i. No representatives from FD3 or SCSO. Chief Rohrbach is at the Upriver Fire. Mayor Cooper reported on the emergency management meeting today. Agreed collectively with other partners that a point of contact list will be shared. Mr. Weathers, no crime stats received

from SCSO yet. Councilmember Speirs suggested that the city find some way for youth to find a safe place during emergencies. Mayor Cooper noted that the suggestion would be added to the list of topics for the emergency management discussion. Shared that during a declared emergency the auditorium at City Hall is the designated gathering place. Mayor thanked FD3 for their quick response to today's Stanley St. fire. Encouraged everyone to be aware of fire weather.

B. Committee Reports/Council Comments

- i. Councilmember Pritchard – attended HCDAC meeting, not much to report. Next GeoWalk will be Aug 11th at 5pm at Waterfront Park. This Saturday, Founders Day, adult trike races happening at 12pm on Saturday.
- ii. Councilmember Ray-Abbott – no report.
- iii. Councilmember Speirs – STA will hold a ribbon cutting for the Moving Forward program on Saturday the 20th, 8:45am at the bus shelter in the High School parking lot.
- iv. Councilmember Wilbur – Public Works committee – road scrub seal work continues on main roads. Basic maintenance happening for other roads. American flags are up on Lefevre. Updated on WWTP numbers – on track. Public Works located a pipe that needs repair and will move forward with that soon. SCSO reports that all security cameras have been installed. He would like more information regarding operational status of all cameras. July 4th safety protocol in place. Too early for call on fireworks.
- v. Councilmember Olson – Safety committee – generators coming in and once installed, testing will be done on all of them. Striping has started on downtown corridor. Parks getting busy – stay alert.
- vi. Councilmember Harbolt – General Government committee – Legislative topics, fireworks, 6-year TIP all discussed. AWC conference on 6/24-26 in Spokane. Updated on WWTP projects. Expressed his appreciation for FD3's response to today's fire on Stanley Ave.

C. Mayor Cooper – hosted a meeting with the West Plains Domestic Violence coalition. Clean Air board passed fiscal budget. Gave Broadband public development authority update. Met with John Culton, federal lobbyist, to discuss action items. Good things developing. June 10th retreat – Mr. Weathers did a great job gathering and presenting information. Thanked council for attending. Gave update on the Washington State Emergency Management Board meeting. Lots of discussion about proposed data center in the area. Avista put a pause on their approval – will look for public input. Grant for American flags received. Cathy McMorris-Rogers will be the guest speaker at the July 2nd celebration.

D. City Administrator & City Staff

- i. Sonny Weathers, City Administrator
 1. Founders Day – the city will have a booth, 10am-4pm. Requesting council members to volunteer at the booth to connect with citizens. Asking all to participate for an hour. Friday evening events begin at 6pm with the Linger at the Lake concert beginning at 8pm. Fireworks show is scheduled for after the concert but will depend on conditions.

6. WORKSHOP DISCUSSION

A. STA Prop 1 City Council Endorsement

- i. Mr. Weathers reviewed briefing sheet and proposed resolution. Mayor supports, wants to see service maintained and added. Councilmember Olson – not a new tax, just replacement. Discussion.
- ii. Council in agreement to bring forward as a Resolution at the next meeting.

- B. Periodic Update: MLMC Amendments Concerning Subdivisions (Introduction, step 2/6)
 - i. Elisa Rodriguez reviewed briefing sheet. First touch on this topic with council. Explained purpose of proposed updates. Goal is to make the code clearer and move to a different title. Reviewed terminology. Next step, language proposal then public hearing.
- C. Periodic Update: MLMC Amendments Concerning Transportation (Language, step 4/6)
 - i. Ms. Rodriguez reviewed briefing sheet. Planning Commission held a public hearing and unanimously recommended approval. Proposed language reviewed by legal. Reviewed key points. Councilmember Speirs asked to include the definition of “paving”. Mayor is opposed to requiring businesses to provide bicycle parking but wants to have a standard for businesses that want them.

7. ACTION ITEMS

- A. Consent Agenda
 - i. Approve **June 2, 2026**, minutes.
 - 1. Motion to approve made by Councilmember Harbolt, seconded by Councilmember Olson, carried 6-0.
 - ii. Approve **June 16, 2026**, Claim Warrants numbered **53798** through **53843** in the amount of **\$337,062.65** and Payroll Claim Warrants numbered **53790** through **53797** and Payroll Payable Warrants numbered **30361** through **30371** in the amount of **\$179,626.53**.
 - 1. Motion to approve made by Councilmember Speirs, seconded by Councilmember Ray-Abbott, carried 6-0.
- B. Fireworks Public Display Permit for Independence Day Show July 2, 2026
 - i. Motion to approve made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.

8. PUBLIC HEARING

- A. 6-Year TIP Update 2026
 - i. Mayor Cooper opened the public hearing at 8:03pm.
 - ii. 6-Year Transportation Improvement Program Update – Mr. Weathers reviewed. Handout given (see attached). Resolution will be brought forth at the next meeting.
 - iii. Open for public comment. None.
 - iv. Mayor Cooper closed the public hearing at 8:12pm.
- B. Periodic Update: Ordinance 1147 Concerning Specialized Housing (step 5/6)
 - i. Mayor Cooper opened the public hearing at 8:13pm.
 - ii. Ms. Rodriguez reviewed process and documentation provided in agenda. No adjustments made to language from the Planning Commission staff report to the ordinance. Reviewed proposed language. Councilmember Ray-Abbott shared concerns regarding state mandates addressing homelessness and shelters. Concerned about the impact on the city’s ability to regulate.
 - iii. Open for public comment.
 - 1. Gerald Abbott, Medical Lake citizen – commented regarding the city having no choice but to abide by the state mandate. Asked about any current loitering laws. Concerned about opening “floodgates” of homeless populations. Believes that just providing housing isn’t the answer.
 - iv. Mayor Cooper closed the public hearing at 8:35pm.
 - v. First Read of Ordinance 1147 Concerning Specialized Housing
 - 1. Legal counsel read into the record.

2. Motion to approve made by Councilmember Speirs. Discussion. Seconded by Councilmember Pritchard. Additional discussion. Motion failed 2-4 with Councilmembers Ray-Abbott, Wilbur, Olson, and Harbolt voting nay.
 - a. Additional discussion. Ms. Rodriguez clarified that if we have nothing in our code, we still have to abide by the state law. If the ordinance does not get passed, the city is not protected. This language gives the city some power to make restrictions. Discussion. If the code language is not changed, the city must follow what the state law dictates with no restrictions. More discussion about what exact guardrails the new language would add.
3. Motion to reconsider 1st read of Ordinance 1147 to the next meeting made by Councilmember Speirs, seconded by Councilmember Harbolt. Mr. Weathers made a point of order that the motion to reconsider the ordinance must come from the prevailing side. Councilmembers Speirs and Harbolt withdrew their motion and second respectively. Motion to reconsider 1st read of Ordinance 1147 at the next meeting made by Councilmember Olson, seconded by Councilmember Harbolt, discussion. Councilmember Speirs requested legal counsel to research if more restrictions can be added than what is currently in the proposed language. Motion carried 6-0. Ordinance 1147 will be brought back for reconsideration and first read at the July 7th meeting.

9. EXECUTIVE SESSION – None.

10. RESOLUTIONS

- A. 26-816 Service Agreement with Erin Bishop for Kitchen Management Consulting
 - i. Mr. Weathers reviewed. Discussion. Councilmember Speirs asked about Advertising budget being listed as “TBD”. Would like that defined. Council agreed to combine marketing/advertising and leave amount at \$5,000 for both.
 - ii. Motion to approve with amendment made by Councilmember Speirs, seconded by Councilmember Wilbur, carried 6-0.
- B. 26-818 Service Agreement Amendment with ControlFreek, Inc. for PLC Project
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Harbolt, carried 6-0.
- C. 26-819 Service Agreement with Esvelt for UV Light Procurement Assistance
 - i. Mr. Weathers reviewed.
 - ii. Motion to approve made by Councilmember Pritchard, seconded by Councilmember Wilbur, carried 6-0.

11. ORDINANCES

- A. See 8.b.i.
- B. First and Second Read of Ordinance 1148, Prohibition of Fireworks Sales When Use Is Prohibited By The Fire Chief
 - i. Mr. Weathers reviewed. Discussion about emergency declarations.
 - ii. Motion to suspend the rules made by Councilmember Speirs, seconded by Councilmember Pritchard, discussion. Motion carried 4-2 with Councilmembers Olson and Wilbur voting nay. Mr. Weathers provided clarification on why a first and second read needed to be combined. If not passed by July 4, 2026, the new code would not go into effect until July 4, 2028, rather than July 4, 2027, as it will if passed tonight.
 - iii. Legal counsel read into record.

- iv. Motion to approve second read of Ordinance 1148 made by Councilmember Speirs, seconded by Councilmember Harbolt, carried 6-0.

12. EMERGENCY ORDINANCES – None.

13. UPCOMING AGENDA ITEMS – None.

14. INTERESTED CITIZENS

- A. None

15. CONCLUSION

- A. Motion to conclude at 9:18pm made by Councilmember Pritchard, seconded by Councilmember Speirs, carried 6-0.

Terri Cooper, Mayor

Koss Ronholt, Finance Director/City Clerk

Date

DRAFT

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES (“Agreement”) is made by and between the City of Medical Lake, a municipal corporation, (“City”) and Esvelt Environmental Engineering, LLC, 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 “Attachment 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 the scope of work is completed.

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 Attachment 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

Esvelt Environmental Engineering, LLC.
Allison Esvelt
allison@esvelt.com
509-926-3049
8812 E Redwood Ln
Spokane, WA 99217

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.

and the City's attorney fees payable by the Service Provider

17. **Entire Agreement.** This written Agreement, together with any Attachments 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 the 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.

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

CITY OF MEDICAL LAKE

**ESVELT ENVIRONMENTAL
ENGINEERING, LLC**

By: _____
Terri Cooper, Mayor

By: _____
Its: _____

CONTROLFREEK, INC.

INSTRUMENTATION AND INDUSTRIAL CONTROL PANELS
P.O. Box 142192
SPOKANE VALLEY, WA 99214

Medical Lake Headworks Project Change Orders

ATTN: Steve Cooper
City of Medical Lake
Phone: 509-299-6860
Scooper@Medical-Lake.org

This bid includes the following scope of work:

- Wetwell Backup Pump Control Panel **Add \$9,400.00**
 - NEMA 4 Enclosure, Panel Meter, 120VAC SPD, Control Relays, Breaker, Pilot Lights
 - Selector Switches, Intrinsically Safe Barrier, (1) Submersible Level Sensor
 - UL698A Intrinsically Safe Listing
- Headworks PLC UPS Power Panel **Add \$4,600.00**
 - NEMA 12 Enclosure, 120VAC 500VA UPS, 24VDC 10A Power Supply, Circuit Breakers
 - 120VAC SPD, Terminal Blocks
- Headworks Power Monitor Upgrade **Add \$9,880.00**
 - Supply new SqD Power Monitor w/ Door mounted HMI, Ethernet Comms
 - Setup and Program into new PLC & SCADA System
- Incorporate Screen Wedge PLC into SCADA **Add \$4,800.00**
 - Re-Program Existing Screen PLC, Add PLC and SCADA Programming
- AutoCAD drawings of Control Panels
- Control Panel On-site Training and Testing
- Delivery of CFI supplied components to Jobsite

Not included:

- Installation of Provided Equipment
- Custom Equipment Mounts
- Spare Parts

NO Sales Tax Included

Terms: NET 30 days from invoice date

Lead Time: 3-6 weeks after approval, Subject to parts availability

Warranty Period: 1 Year from Delivery for Parts and Labor

Service Charge: If Buyer fails to make any payment when due, ControlFreek Inc reserves the right to suspend performance and Buyer agrees to pay a service charge on the amount past due at the rate of **1.5% per month** (18% per year).


Non-Payment: Buyer further agrees that, in the event ControlFreek Inc must refer Buyer's account for collection, Buyer will pay all costs of collection, service charges, attorney fees or other costs incurred by ControlFreek Inc in the course of collection, litigation or in any related action.

Pricing Valid for 60 Days

CONTROLFREEK RESERVES THE RIGHT TO ESCALATE QUOTED PRICES DUE TO ANY LAW, TAX, TARIFF, FEE OR OTHER CIRCUMSTANCES IMPOSED ON ORDERS AFFECTING THE PRICE OF GOODS AND MATERIALS. ALL ORDER PRICING IS SUBJECT TO ADJUSTMENT DUE TO ANY UNANTICIPATED PRICE INCREASES.

Thank you for this opportunity,

Adam Snyder
Project Manager/Owner
ControlFreek Inc.
509-290-6500
adam@controlfreek.com



STA Proposition 1


Maintenance and Enhancement of Public Transportation Services Transit
Primary Election | August 4, 2026

1

About Spokane Transit Authority

- STA is a public transportation benefit area (PTBA) authority, established under state law by local jurisdictions to provide public transportation throughout central Spokane County
- Mission Statement
*We provide safe, inclusive, convenient, and efficient public transportation services to Spokane area communities.
We are leaders in transportation and a valued partner in the region's social fabric, economic infrastructure, and quality of life.*
- Vision Statement
Connecting everyone to opportunity

2




Spokane County

Medical Lake, Airway Heights, Spokane, Cheney, Millwood, Spokane Valley, Liberty Lake

STA serves seven cities and parts of unincorporated Spokane County, covering a population of 481,600.

Fall 2025 WA Office of Financial Management estimate

3



Spokane Transit Proposition 1

On August 4, 2026, voters in Spokane County's transit service area will be asked whether to renew the existing local sales tax that funds public transit

This 0.2% sales tax was approved by voters in 2016 and is set to expire on December 31, 2028

STA PROPOSITION 1
August 4, 2026


**MAINTAIN TODAY'S TRANSIT
SUPPORT TOMORROW'S GROWTH**

4

This is not a new tax—it is a renewal


- The 0.2% (two-tenths of one percent) is already part of the current Spokane sales tax rate
- This measure does not increase the rate above the amount voters previously approved
- If renewed, the existing rate would continue supporting public transit through December 31, 2048, unless renewed again by voters

For every \$10 retail purchase, 2¢ would go toward supporting public transit



Most money would go toward maintaining current service


Part would be invested in improvements under the Connect 2035 plan



5

STA Moving Forward (2017-2026)



- Projects completed: of the 27 projects, STA is delivering on 26 of them
- Service grew by over 35% (passing the original goal)
- City Line was completed \$14 million under budget
- New transit centers were built that increased capacity and improved access
- Over \$138 million in grants were secured by STA
- Zero debt



6

How the money would be used

- Most funding from the renewed sales tax would **maintain** the improved service levels achieved over the last 10 years during STA Moving Forward
- The remaining funding would **enhance** that service over the next 10 years as outlined in the Connect 2035 plan

7


Connect 2035: STA's New 10-year Strategic Plan

STA Proposition 1 would fund more than 40 projects to:

- Goal 1 – Elevate the customer experience**
- Goal 2 – Lead and collaborate with community partners to enhance the quality of life in our region**
- Goal 3 – Strengthen our capacity to anticipate and respond to the demands of the region**




8



ELEVATE THE CUSTOMER EXPERIENCE

Expand and improve transit options so more people can access fast, reliable service and a safe, comfortable ride from start to finish.

- Launch **Division Street Bus Rapid Transit (BRT)** and other High Performance Transit corridors, including Route 33 Wellesley
- Implement **bus stop upgrades**, such as shelters, lighting, and ADA access
- Design **mobility-on-demand** pilot services in areas such as West Plains, Latah Valley, Northeast Spokane, North Spokane Valley, and Liberty Lake
- Sustain new **Transit Ambassador** program to support riders

9



LEAD AND COLLABORATE WITH COMMUNITY PARTNERS

Work with partners to expand transit access, strengthen community benefits, and encourage development and services near high-frequency transit.

- **Expand access** for low-income riders
- Partner with cities to support **more housing near transit**
- **Include transit passes** with sporting and cultural event tickets
- Work with local businesses to improve transit access and **support the regional economy**
- **Expand EV charging** at park-and-ride locations

10



STRENGTHEN OUR CAPACITY

Invest in staff, plan strategically for the future, and manage resources responsibly to sustain and strengthen the organization.

- **Invest in bus drivers and mechanics** with better facilities and support for reliable service
- **Improve real-time information** through technology upgrades, including Transit App
- Enhance vehicles and use data to **improve safety**
- Build clear, user-friendly dashboards to increase **transparency and accountability**

11



The Goals Driving Connect 2035

Over the next decade, Spokane Transit will pursue three ambitious goals to create a more accessible, reliable, and convenient transportation network. Explore the projects and core investments that will bring this vision to life.

- Goal 1: Elevate the Customer Experience**
- Goal 2: Lead and Collaborate with Community Partners**
- Goal 3: Strengthen Our Transportation Capacity**
- Core Investments: Increase transit access, safety and operational performance**

Division Street BRT

Operations Base

Stark Operations Base

Division Street BRT

Division Street Bus Rapid Transit (BRT) is a new transportation project that will support existing bus service between downtown Spokane and north Spokane and Spokane County.

Learn more about the plan and its projects, including Division Street BRT, at staconnect2035.com

12

Proposition 1: If Passed vs. Not Passed

| Topic | If Renewed (YES) | If Not Renewed (NO) |
|----------------------------------|--|--|
| Local Sales Tax | Continues at the current voter-approved rate of 0.2% | 0.2% authorization expires December 31, 2028 |
| Transit Funding | Continues through 2048 from this tax funding source | Approximately \$30 million per year in transit funding ends after 2028 |
| Current Service | Existing service can be maintained | STA would need to reduce service to match lower funding in the future |
| Projects and Plans | Major improvements, such as Division St. BRT, mobility on demand, corridor planning, and bus stop improvements, can move forward | Projects would be delayed, scaled back, or not delivered |
| State and Federal Funding | STA remains a strong candidate for competitive grants that leverage local dollars | STA would lose approximately \$12.6 million per year in Washington State transit support and special needs grants, and the \$82 million federal funds for Division Street BRT would be at risk |

13

- ### What About STA's Reserves?
- STA's reserves:
 - Fund one-time projects outlined in Connect 2035
 - Protect taxpayers from unexpected costs
 - Are not a funding source designed to be used for ongoing daily service
 - The 0.2% sales tax:
 - Funds continued service and projects
 - Helps qualify STA for additional state and federal grants, increasing overall value of taxpayer dollars


14

Questions

15

Register to Vote

Visit sos.wa.gov/elections to register to vote in the primary election by August 4, 2026



16

| CITY OF MEDICAL LAKE, WASHINGTON | | | | | | | |
|---|--|---------------------------------------|-------------------------------|--------------|---------------|-------------------|---------------------------|
| SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (2027-2032) | | | | | | | |
| Year | Project | Program Category | Phase | Start | End | Project Cost Est. | Potential Funding Sources |
| 2027 | | | | | | | |
| | SR 902 Complete Street | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Graham Rd | \$15,000 | City |
| | Lake St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | Jefferson St | Washington St | \$10,000 | City |
| | Public Works Design Standards | Planning & Project Development | Design & Engineering | | | \$10,000 | City |
| | Lake St/Stanley St Safety Upgrades | Safety & Collision Reduction | Construction | | | \$3,000 | City |
| | SR 902/Lefevre Intersection Control Improvements | Safety & Collision Reduction | Construction | | | \$5,000 | City |
| | SR 902/Stanley Lane Visibility | Safety & Collision Reduction | Construction | | | \$4,000 | City |
| \$47,000 | | | | | | | |
| 2028 | | | | | | | |
| | Stanley St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | SR 902 | Lake St | \$10,000 | City |
| | SR 902/Stanley Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$30,000 | City |
| | SR 902 Complete Street | Planning & Project Development | Design & Engineering | Lefevre St | Graham Rd | \$300,000 | Complete Streets/TIB |
| | Lake St. Complete Street | Planning & Project Development | Design & Engineering | Jefferson St | Washington St | \$75,000 | Complete Streets/TIB |
| | Fancher Connection Preservation | Preservation & System Stewardship | Construction | SR 902 | Pine St | \$18,036 | TIB |
| | Fancher Rd. Preservation | Preservation & System Stewardship | Construction | Pine St | City Limits | \$41,976 | TIB |
| | San Salvador Preservation | Preservation & System Stewardship | Construction | Brooks Rd | City Limits | \$19,575 | TIB |
| \$494,587 | | | | | | | |
| 2029 | | | | | | | |
| | Campbell St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Prentis St | \$10,000 | City |
| | SR 902/Lefevre Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$15,000 | City |
| | Walker St. Shared Use Path | Planning & Project Development | Planning & Grant Preparedness | SR 902 | Percival St | \$10,000 | City |
| | Stanley St. Complete Street | Planning & Project Development | Design & Engineering | SR 902 | Lake St | \$200,000 | Complete Streets/TIB |
| | SR 902/Stanley Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$500,000 | City/WSDOT/TIB |
| | SR 902 Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Graham Rd | \$4,250,000 | Complete Streets/TIB |
| | Lake St. Complete Street | Multimodal & Complete Streets | Construction | Jefferson St | Washington St | \$500,000 | Complete Streets/TIB |
| \$5,485,000 | | | | | | | |
| 2030 | | | | | | | |
| | Lefevre Complete Street | Planning & Project Development | Planning & Grant Preparedness | Hancock St | Jefferson St | \$15,000 | City |
| | SR 902/Graham Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$15,000 | City |
| | Campbell St. Complete Street | Planning & Project Development | Design & Engineering | Lefevre St | Prentis St | \$150,000 | Complete Streets/TIB |
| | SR 902/Lefevre Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$250,000 | City/WSDOT/TIB |
| | Walker St. Shared Use Path | Planning & Project Development | Design & Engineering | SR 902 | Percival St | \$15,000 | RCO |
| | SR 902/Stanley Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$5,000,000 | City/WSDOT/TIB |
| | Campbell St. Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Prentis St | \$1,500,000 | Complete Streets/TIB |
| \$6,945,000 | | | | | | | |
| 2031 | | | | | | | |
| | Brooks Rd. Shared Use Path | Planning & Project Development | Planning & Grant Preparedness | San Salvador | Lefevre St | \$7,500 | City |
| | Barker Rd. Pedestrian Improvements | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Stanley St | \$5,000 | City |
| | Lefevre Complete Street | Planning & Project Development | Design & Engineering | Hancock St | Jefferson St | \$325,000 | Complete Streets/TIB |
| | SR 902/Graham Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$250,000 | City/WSDOT/TIB |
| | Walker St. Shared Use Path | Multimodal & Complete Streets | Construction | SR 902 | Percival St | \$150,000 | RCO |
| | Campbell St. Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Prentis St | \$150,000 | Complete Streets/TIB |
| | SR 902/Lefevre Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$2,500,000 | City/WSDOT/TIB |
| \$3,387,500 | | | | | | | |
| 2032 | | | | | | | |
| | Brooks Rd. Shared Use Path | Planning & Project Development | Design & Engineering | San Salvador | Lefevre St | \$15,000 | RCO |
| | Barker Rd. Pedestrian Improvements | Planning & Project Development | Design & Engineering | Lefevre St | Stanley St | \$15,000 | Safe Routes to School |
| | Lefevre Complete Street | Multimodal & Complete Streets | Construction | Hancock St | Jefferson St | \$325,000 | Complete Streets/TIB |
| | SR 902/Graham Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$2,500,000 | City/WSDOT/TIB |
| \$2,855,000 | | | | | | | |

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, **53844** through **53891** in the amount of **\$755,906.88**.

| | |
|-------------------------|---------------------|
| Check(s): 53844 - 53891 | \$ 734,687.00 |
| <u>EFT(s)</u> | <u>\$ 21,219.88</u> |
| Total: | \$ 755,906.88 |

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, **53844** through **53891** in the amount of **\$755,906.88** this **7th** day of July 2026.

Terri Cooper, Mayor

Date



To: City Council
From: Elisa Rodriguez, Senior Planner
TOPIC: Periodic Update: MLMC amendments regarding Transportation

Requested Action:

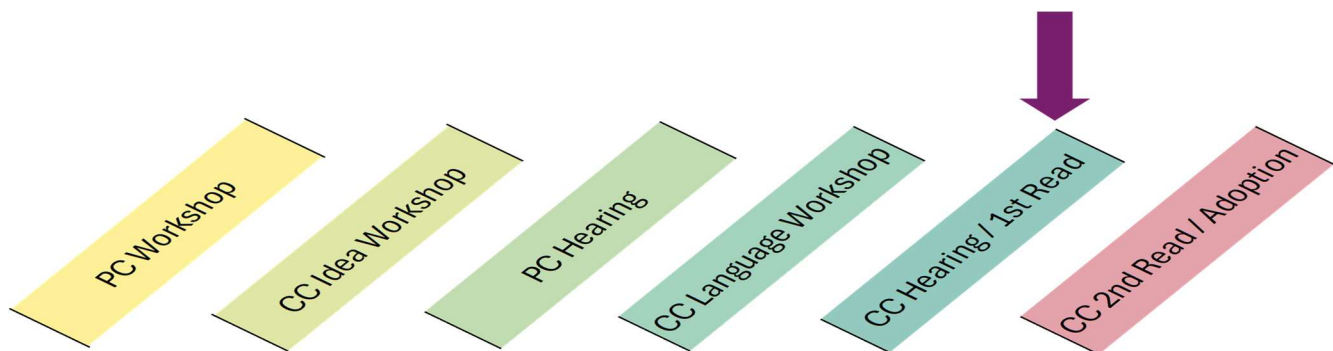
Hold a public hearing and conduct a first read for Ordinance 1149, the proposed amendments regarding transportation to the Medical Lake Municipal Code (MLMC).

Key Points:

A staff report is attached with the report provided to the Planning Commission, which includes the proposed code language and the findings of fact addressing the applicable approval criteria. Based on its review of the approval criteria, the Planning Commission unanimously recommended approval of the proposed amendment to the City Council.

Background Discussion:

This workshop is the fifth meeting in a six-step process for adopting amendments to the municipal code.



Public Involvement:

A public hearing was held with the Planning Commission on May 28, 2026. In addition, draft language is provided on the City website for review and comment by the public.

Next Steps:

A second read for Ordinance 1149 is scheduled for the July 21, 2026 City Council meeting.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1149**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO
AMENDMENTS TO TITLES 2, 11, 12, 15, 16, 17, AND 19 OF THE MEDICAL LAKE
MUNICIPAL CODE REGARDING PARKING, CONCURRENCY, PRIVATE STREETS,
PLANNED UNIT DEVELOPMENTS, AND THE COMMUTE TRIP REDUCTION PLAN**

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; and

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

WHEREAS, Parking and Concurrency regulations and the Commute Trip Reduction Plan implement the Comprehensive Plan; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.650 – Parking, is being added to the MLMC to replace MLMC Chapter 17.36 – Off Street Parking; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 2.90 – Commute Trip Reduction Plan, is being added to the MLMC to replace MLMC Chapter 16.22 – Commute Trip Reduction Ordinance and Plan; and

WHEREAS, to better serve the City and its citizens, new chapters, Chapter 19.180 – Concurrency Review, Chapter 11.30 – Transportation Concurrency, and Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, are being added to the MLMC to replace MLMC Chapter 16.02 - Concurrency; and

WHEREAS, to better serve the City and its citizens, Chapter 15.40 – Private Road Standards, and Chapter 17.34 – Planned Unit Developments, are being deleted; and

WHEREAS, a State Environmental Protection Act (SEPA) checklist and a determination of non-significance were distributed on May 8, 2026, and 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 May 28, 2026, so as to receive public testimony; and

WHEREAS, at its May 28, 2026, meeting, the Planning Commission voted to recommend approval of the amendments; and

WHEREAS, pursuant to RCW 36.70A.106, on May 22, 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 July 7, 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 2.90 – Commute Trip Reduction Plan, is hereby added to the MLMC.

2.90.010 - Purpose

The purpose of this Chapter is to provide for the administration of a Commute Trip Reduction Program consistent with state law to reduce single-occupancy vehicle commute trips, improve air quality, and help manage congestion in the City and the region.

2.90.020 – Applicability

This Chapter applies to all applicable employers and worksites within the City that are subject to the Commute Trip Reduction requirements of RCW 70A.15 RCW.

2.90.030 –Plan Adoption and Amendments

The City maintains a Commute Trip Reduction (CTR) Plan pursuant to RCW 70A.15.4020. The City Council has adopted a CTR Plan by resolution, as amended from time to time, which is on file with the City Clerk.

2.90.040 - Administration

The City shall administer the CTR Program in accordance with state law, the adopted CTR Plan, and applicable rules of the Washington State Department of Transportation.

Section 2. Amendment. Chapter 11.30 – Transportation Concurrency, is hereby added to the MLMC.

11.30.010 Purpose

The purpose of this Chapter is to implement the transportation concurrency requirements of the Growth Management Act by ensuring that new development is supported by adequate transportation facilities. Development shall not reduce adopted transportation levels of service below minimum standards unless improvements, strategies, or other measures are provided concurrent with the impacts of development.

11.30.020 Concurrency Review

The Concurrency Review process is located in MLMC Chapter 19.180 - Concurrency Review.

11.30.030 Responsible Official

The Public Works Director, or designee, shall be the responsible official for administering and making determinations regarding transportation concurrency under this Chapter, as well as tracking capacity to inform the Capital Improvement Plan.

11.30.040 Facilities Subject to Concurrency

Transportation concurrency shall apply to the City's transportation system, including City-owned streets and intersections classified as arterials, collectors, or local streets; and associated multimodal facilities serving those streets, including pedestrian, bicycle, transit, and emergency access facilities, as applicable.

11.30.050 State Route 902

State Route 902 is a Highway of State Significance and under the jurisdiction of the Washington State Department of Transportation (WSDOT). WSDOT shall be consulted on issues of concurrency and their comments incorporated into the review.

11.30.060 Level of Service Standards

Transportation level-of-service (LOS) standards shall be those adopted in the Comprehensive Plan.

11.30.070 Concurrency Evaluation

Transportation concurrency shall be evaluated as follows:

- A. Identify Affected Facilities. The City shall determine which arterial, collector, and local streets are reasonably expected to provide access to the proposed development.
- B. Assess Level of Service Impacts. The City shall determine whether the proposed development would cause any adopted LOS standard to fall below the applicable minimum standard or exacerbate an existing deficiency in adopted LOS standards.
- C. Consider Funded Transportation Improvements. The City shall identify any fully funded and scheduled transportation projects included in the Capital Improvement Plan that are reasonably expected to address impacts to affected facilities within the concurrency timeframe.
- D. Off-Site Improvements. The City shall determine whether off-site transportation improvements, not included in the Capital Improvement Plan, are necessary to address impacts attributable to the proposed development in order to maintain adopted LOS standards for the safe and efficient movement of people and vehicles.
- E. On-Site and Frontage Improvements. The City shall evaluate whether the proposed development includes onsite and frontage improvements consistent with adopted City standards, including utilities, curbs, gutters, sidewalks, bicycle facilities where appropriate, and roadway improvements necessary to serve the project in a manner consistent with safety, accessibility, and the public interest.

11.30.080 Written Determination

- A. The Public Works Director, or designee, shall issue a written transportation concurrency determination to the Planning Official.
- B. The written determination shall state whether transportation concurrency is:
 - 1. Satisfied;
 - 2. Satisfied with conditions or required mitigation; or
 - 3. Not satisfied.
- C. Any required mitigation or conditions of approval shall be clearly identified in the determination.

Section 3. Amendment. Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, is hereby added to the MLMC.

12.40.010 Purpose

The purpose of this Chapter is to implement the water, sewer, and stormwater concurrency requirements of the Growth Management Act by ensuring that new development is supported by adequate public utility facilities. Development shall not reduce adopted levels of service for water, sewer, or stormwater systems below minimum standards unless improvements, strategies, or other measures are provided concurrent with the impacts of development.

12.40.020 Responsible Official

The Public Works Director, or designee, shall be the responsible official for administering and making determinations regarding water, sewer, and stormwater concurrency under this Chapter, as well as tracking capacity to inform the Capital Improvement Plan.

12.40.030 Concurrency Review

The Concurrency Review process is located in MLMC Chapter 19.180 - Concurrency Review.

12.40.040 Facilities Subject to Concurrency

Water, sewer, and stormwater concurrency shall apply to the City's public utility systems, including:

- A. Water systems: water supply sources, treatment facilities, storage reservoirs, pump stations, transmission and distribution mains, and related appurtenances;
- B. Sanitary sewer systems: wastewater collection systems, lift stations, treatment facilities, and conveyance infrastructure; and
- C. Stormwater systems: drainage facilities, including pipes, ditches, culverts, inlets, detention and retention facilities, outfalls, green infrastructure, and other stormwater management systems owned or operated by the City or serving the City.

12.40.050 Level of Service Standards

Water, sewer, and stormwater level of service (LOS) standards shall be those adopted in the Comprehensive Plan. LOS shall be measured using available system capacity relative to projected demand, as demonstrated through engineering analysis, system modeling, or adopted capacity standards.

12.40.060 Concurrency Evaluation

Water, sewer, and stormwater concurrency shall be evaluated as follows:

- A. Identify Affected Facilities. The City shall determine which water, sewer, and stormwater facilities are reasonably expected to serve the proposed development.
- B. Assess Level of Service Impacts. The City shall determine whether the proposed development would cause any adopted LOS standard to fall below the applicable minimum standard or exacerbate an existing deficiency in water, sewer, or stormwater facilities.
- C. Consider Funded Capital Improvements. The City shall identify any fully funded and scheduled utility projects included in the Capital Improvement Plan that are reasonably expected to address impacts to affected facilities within the concurrency timeframe.
- D. Off-Site Improvements. The City shall determine whether off-site water, sewer, or stormwater improvements, not included in the Capital Improvement Plan, are necessary to address impacts attributable to the proposed development in order to maintain adopted LOS standards.
- E. On-Site and Frontage Improvements. The City shall evaluate whether the proposed development includes on-site and frontage improvements consistent with adopted City standards, including water and sewer lines, storm drainage facilities, service connections, hydrants, flow control measures, water quality treatment facilities, and related infrastructure necessary to serve the project in a manner consistent with safety, reliability, and the public interest.

12.40.070 Written Determination

- A. The Public Works Director, or designee, shall issue a written water, sewer, and stormwater concurrency determination to the Planning Official.
- B. The written determination shall state whether concurrency is:
 1. Satisfied;
 2. Satisfied with conditions or required mitigation; or
 3. Not satisfied.
- C. Any required mitigation or conditions of approval shall be clearly identified in the determination.

Section 4. Amendment. MLMC Section 15.18.020 - Adequate public facilities to be concurrent with development, is hereby amended as follows.

No preliminary plat shall be approved unless the planning commission determines that public facilities will be adequate to support and service the area of the proposed subdivision. The applicant shall have completed a concurrency inquiry application or concurrency test as outlined in MLMC Chapter ~~16.02, Concurrency Management~~ 19.180 – Concurrency Review. The results of such an inquiry or test shall be provided to the planning commission, and shall demonstrate the expected impact, use, and availability of concurrency facilities to serve the proposed development. Concurrency facilities are facilities for which concurrency is required in accordance with the provisions of MLMC Chapter ~~16.02~~ 19.180 – Concurrency Review, including roads, transit, potable water, electric utilities, sanitary sewer, solid waste, storm water management, law

enforcement, fire emergency medical service, schools, parks, and libraries. Development applications that would result in a reduction of a level of service below the minimum level of service standard shall not be approved.

Section 5. Amendment. MLMC Section 15.26.070 - Approval, is hereby amended as follows.

The following criteria must be met for approval of a preliminary short plat.

- (1) Its conformance with the general purposes, standards and requirements of the City's comprehensive plan, zoning code, and the City environmental policy ordinance, and to any other applicable laws and policies;
- (2) If appropriate provisions are made for home drainage-ways, utilities, access, streets, alleys, and other public ways, water supplies, and sanitary waste disposals;
- (3) The physical characteristics of the short subdivision site. Disapproval may be made because of flood inundation or swamp conditions. Construction of protective improvements may be required as a condition of approval;
- (4) All other relevant facts to determine whether the public use or interest will be served by the short plat;
- (5) All standards for improvements as required by this Chapter or as conditions of approval of the short plat have been met.
- (6) The applicant has passed a concurrency test in accordance with MLMC Chapter ~~16.02~~19.180 – Concurrency Review.

Section 6. Amendment. MLMC Chapter 15.40 – Private Road Standards, is hereby removed from the MLMC.

Section 7. Amendment. MLMC Chapter 16.02 – Concurrency, is hereby removed from the MLMC.

Section 8. Amendment. MLMC Chapter 16.22 – Commute Trip Reduction and Plan, is hereby removed from the MLMC.

Section 9. Amendment. MLMC Chapter 17.34 – Planned Unit Developments, is hereby removed from the MLMC.

Section 10. Amendment. MLMC Chapter 17.36 – Off-Street Parking, is hereby removed from the MLMC.

Section 11. Amendment. MLMC Section 18.15.030 - Minimum standards, is hereby amended as follows.

Manufactured home community shall have the following minimum standards:

- (1) Access. There shall be at least two (2) places of access to the manufactured home community. All manufactured home community access approaches to a dedicated, established and maintained City street or highway shall be subject to the approval of the Public Works Director.

(2) Lot Size. Lots shall be a minimum of three thousand two hundred fifty (3,250) square feet in size.

(3) Density. There shall be not more than ten (10) lots per gross acre of the manufactured home community.

(4) Lot Frontage. Each lot within a manufactured home community shall have a minimum frontage upon an interior private street of not less than fifty-five (55) feet.

(5) Lot Width. Each lot shall be not less than fifty-five (55) feet wide at the building line.

(6) Lot Coverage. No more than seventy percent (70%) of any lot shall be covered by a manufactured home and accessory structures.

(7) Setbacks. Each lot shall be clearly defined and landscaped. Manufactured homes and accessory structures, including decks, awnings exceeding twenty-four (24) inches, and related devices, shall be located not less than five (5) feet from any side or rear lot line nor closer than ten (10) feet (excluding chassis hitches and draw bars) from the front lot lines abutting a park interior street. A non-enclosed landing and/or steps necessary for a secondary egress may extend up to forty (40) inches into the required side yard setback. No manufactured home or any extension thereof shall be located closer than fifteen (15) feet to any public street or highway right-of-way. Non-enclosed decks, landings or steps may project into fifty percent (50%) of a required front, rear and corner side yard. It shall be illegal to allow or permit any manufactured home to remain in the manufactured home community unless a proper space is available for it.

(8) Skirting. Skirtings are required and shall be constructed of nonflammable material comparable in color to that of the primary structure. Skirting shall extend from the structure to the ground below. Every manufactured home skirt shall be provided with a door or easily removed portion thereof through which the building official may gain access to the crawl space under the unit.

(9) Community Streets. Asphaltic or concrete streets shall be provided to each lot. The minimum width of streets shall be twenty-five (25) feet curb to curb, with no on-street parking. All areas used for access, egress and circulation shall be constructed to ~~the private road construction~~ standards ~~Chapter 15.40 as~~ approved by the Public Works Director. Sufficient illumination shall be provided between sunset and sunrise to illuminate adequately the roadways and walkways within a manufactured home community. Internal circulation shall be approved by the City planning department, the fire department and the public works department. Roads are to be completed within one (1) year from the start of any phased construction. Roads shall be adequately maintained (including snow removal) by the owner of the manufactured home community.

(10) Drainage. An engineered drainage plan for the manufactured home community shall be approved by the Public Works Director before any manufactured home may be placed therein.

(11) Parking. Each manufactured home ~~lot~~ shall have ~~asphalt or concrete improved space for off-street~~ one (1) parking space as required in MLMC Chapter ~~17.36, Off-Street Parking~~ 19.650 – Parking. The manufactured home community shall provide screened parking for boats, campers, travel trailers, and related devices on a ratio of one (1) space per ten (10) lots, in a secluded but well lighted portion of the manufactured home community. This parking area shall be improved with an all-weather impervious surface approved by the Public Works Director.

(12) Landscaping/Screening.

(A) All fences, trees, flowers, lawns and other screening and landscaping features shall be properly maintained by the park management. Living species shall be maintained in a healthy, attractive and growing condition at all times.

(B) The following minimum requirements for landscaping and screening shall apply:

(i) Along the exterior site boundary, screening shall be provided in the form of a solid, sight-obscuring fencing.

(ii) Where abutting a major arterial, landscaping may be required in addition to the solid, sight-obscuring fencing to ensure that the development is buffered sufficiently.

(iii) Perimeters of common parking areas and bulk storage areas shall be landscaped to provide visual screening.

(iv) All manufactured home communities shall be screened by solid, sight-obscuring fencing in combination with landscaping along all perimeter property boundary lines.

(v) Where abutting a public trail system, split-rail fencing in combination with Type 2 landscaping, in accordance with MLMC Section 17.40.070 may be utilized in lieu of solid fencing, subject to approval from the City planning director.

(C) Screening shall be a minimum height of five (5) feet. All fencing shall be installed prior to occupancy of the manufactured home community, weather permitting and landscaping shall be planted and completed no more than nine (9) months after occupancy. In the event that fencing may not be installed due to weather conditions, the applicant may bond at one hundred twenty-five percent (125%) of the anticipated cost for the completion of said fencing, which shall be installed within six (6) months from the posting of the bond. The City may require the owner to bond for the completion of landscaping associated with the fencing.

(13) Minimum Area. The minimum area for a manufactured home community shall be three (3) acres. If developed in phases, a minimum of one and one-half acres must be completely developed and maintained as part of the initial construction/first phase before any manufactured homes may be occupied or sited.

(14) Installation of Required Minimum Standards. A surety bond of not less than one hundred twenty-five percent (125%) of the anticipated cost of installation of required improvements for a maximum of a two-year period, guaranteeing to the City the installation according to the approved development plan of site improvements required herein, shall be posted prior to the issuance of any permits to construct the manufactured home community.

Section 12. Amendment. MLMC Section 18.20.010 - General, is hereby amended as follows.

In the construction of a manufactured home community, the developer shall follow all applicable federal, state, county and city codes including but not limited to electrical, plumbing, sanitary sewer, storm sewer, fire, street, building. All streets shall be constructed ~~in accordance to~~

~~MLMC Chapter 15.40, Private Road Standards to standards approved by the Public Works Director.~~

Section 13. Amendment. The following term is hereby alphabetically added to MLMC Chapter 19.160 – Definitions.

Permit Review. The review of a Building Permit, Zoning Permit, or other permit to determine if the proposal meets zoning and development regulations. A Land Use Review is not a Permit Review.

Section 14. Amendment. MLMC Chapter 19.180 – Fees (reserved), is hereby replaced in its entirety by Chapter 19.180 – Concurrency Review.

19.180.010 Purpose and Authority

- A. This Chapter is adopted pursuant to the Growth Management Act, Chapter 36.70A RCW.
- B. The City of Medical Lake shall ensure that public facilities and services necessary to support development are adequate at the time of occupancy and use, without reducing service levels below adopted minimum standards.
- C. Transportation improvements or strategies required to accommodate the impacts of development shall be provided concurrent with development, consistent with RCW 36.70A.070(6).
- D. This Chapter establishes a citywide concurrency management system applicable to development proposals and coordinates concurrency review across City departments and service providers.

19.180.020 Applicability

- A. All land use and permit review applications requiring review under this Title are subject to a concurrency determination unless exempted by MLMC Section 19.180.030 - Exemptions.
- B. A concurrency determination conducted at the preliminary approval stage shall satisfy concurrency requirements for subsequent final permits for the same project.

19.180.030 Exemptions

Development proposals that do not increase the number of dwelling units or the intensity of use are exempt from Concurrency Review.

19.180.040 Concurrency Review Process

- A. Applicant Responsibility. The applicant shall provide the City with all information necessary to complete the concurrency evaluation of the proposed development. It shall be the responsibility of the applicant to provide studies, surveys, traffic counts, engineering review, or any other items determined to be necessary for an accurate concurrency evaluation.
- B. Concurrency Coordination. The Planning Official shall coordinate concurrency review by:
 - 1. Distributing applications to affected departments and agencies;
 - 2. Compiling concurrency determinations;

3. Issuing written notice of concurrency findings; and
 4. Maintaining certificates of capacity.
- C. City Departmental Review. Each department shall:
1. Apply adopted level-of-service standards;
 2. Determine available and planned capacity;
 3. Reserve capacity when concurrency is met;
 4. Provide a written determination of concurrency; and
 5. Report annual capacity to support the Capital Improvement Plan.

19.180.050 Concurrency Facilities

For purposes of review under this Title, concurrency applies to the following public facilities and services, collectively referred to as “concurrency facilities,” as identified and evaluated in accordance with the City’s Capital Improvement Plan, Comprehensive Plan, and adopted level-of-service standards:

- A. Streets and State highways, including associated intersections and traffic control infrastructure;
- B. Potable water supply, treatment, storage, and distribution systems;
- C. Sanitary sewer collection, treatment, and disposal systems; and
- D. Stormwater and surface water management facilities.

19.180.060 Parks, Trails, and Recreation Facilities

Parks and recreation facilities are not subject to concurrency requirements; instead, the impacts of development on parks are addressed through long-range planning, capital improvements, land dedications, and the collection of impact fees as authorized by state law.

The Planning Official, or designee, shall be responsible for applying adopted level of service standards during the land use or permit review process.

19.180.070 Non-Concurrency Facilities

Some facilities and services are not controlled by the City of Medical Lake. They are considered “non-concurrency facilities”. However, the associated agencies will be notified and their comments considered during the review process. Non-concurrency facilities include but are not limited to:

- A. Transit facilities and services;
- B. Electric utility facilities and services;
- C. Solid waste and recycling facilities and services;
- D. Law enforcement facilities and services;
- E. Fire protection and emergency medical services;
- F. Public school facilities serving City residents;
- G. Public library facilities and services;
- H. Natural Gas facilities services;
- I. Telecommunications facilities and services; and
- J. Broadband facilities and services.

19.180.080 Level of Service

Level of service standards shall be monitored and updated through the Comprehensive Plan, the Capital Improvement Plan, and the Transportation Improvement Program. Concurrency determinations shall be based on the most recently adopted standards.

Parks and recreation level of service standards shall be monitored and implemented through the Comprehensive Plan, Capital Improvement Plan, and impact fee program, and are not subject to concurrency denial under this Chapter.

19.180.090 Concurrency Determination

- A. Development proposals that do not cause adopted levels of service to fall below minimum standards will receive a Certificate of Concurrency Capacity.
- B. Development proposals that would cause adopted levels of service to fall below minimum standards shall not be approved unless capacity will be provided concurrent with development.
- C. If concurrency is not met, the applicant may:
 1. Modify the proposal to reduce impacts;
 2. Provide or fund required improvements; or
 3. Determinations may be appealed in accordance with MLMC Chapter 19.290 – Appeals.

19.180.100 Certificate of Concurrency Capacity

- A. A certificate of concurrency capacity shall be issued concurrently with development approval.
- B. Development may proceed in phases where each phase independently satisfies concurrency standards.
- C. Improvements must be completed prior to occupancy or use unless the improvements are in the Capital Improvement Plan and funded.
- D. A development agreement may be executed to address complex issues related to concurrency.
- E. Certificates are project-specific, non-transferable to other land, and expire with the associated permit or review.
- F. Unused or expired capacity shall revert to the available capacity pool.

19.180.110 Relationship to Departmental Concurrency Chapters

Concurrency adequacy under City control shall be evaluated under the following Chapters, which establish standards, methodologies, and thresholds:

- MLMC Chapter 11.30 — Transportation Concurrency
- MLMC Chapter 12.40 — Water, Sewer, and Stormwater Concurrency

Section 15. Amendment. MLMC Section 19.250 - Infrastructure concurrency, is hereby amended as follows.

All land use reviews are subject to the concurrency requirements found in MLMC Chapter ~~16.02, Concurrency Management~~ 19.180 – Concurrency Review.

Section 16. Amendment. Chapter 19.650 – Parking, is hereby added to the MLMC.

19.650.010 Purpose

The purpose of this Chapter is to ensure that vehicle parking is provided in a manner that:

- A. Supports permitted land uses and development patterns;
- B. Maintains neighborhood livability and community character;
- C. Encourages walking, bicycling, and efficient land use; and
- D. Avoids over-parking and unnecessary impervious surface.

19.650.020 Applicability

The regulations of this Chapter apply to all parking areas in all zones.

- A. This Chapter applies to all new development, redevelopment, changes of use, and expansions that increase parking demand.
- B. Existing legal parking spaces may be maintained and are not required to be brought into conformance unless the use expands or changes.

19.650.030 Required Vehicle Parking

The minimum number of vehicle parking spaces required is determined by the primary use and baseline assumptions, not peak demand. If there is more than one primary use, the minimum for each use shall be met.

Table 19.650-1 Minimum Required Vehicle Parking Spaces for Residential Uses

| Housing Type | Minimum Required Parking Spaces |
|-------------------------|--|
| Single-Family House | 2 per dwelling unit |
| Townhouse | 1 per dwelling unit |
| Cottage Housing | 1 per dwelling unit and 1 guest space per 4 dwelling units |
| Plexes (2–6 units) | 1 per dwelling unit |
| Apartment Building | 1 per dwelling unit |
| Accessory Dwelling Unit | 1 per dwelling unit |
| Group Living | 0.5 per sleeping room or per Conditional Use Review |

Table 19.650-2 Minimum Required Vehicle Parking Spaces for Non-Residential Uses

| Use Category | Minimum Required Parking Spaces |
|--------------|---------------------------------|
|--------------|---------------------------------|

| | |
|------------------------------|---|
| Community Service | 2 per 1,000 sq. ft. of building area |
| Daycare | 1 per classroom plus 4 or as determined by a Conditional Use Review. No minimum for Family Daycare Providers |
| Essential Public Facility | As determined by a Conditional Use Review |
| Manufacturing and Production | 2 per 2,000 sq. ft. of building area |
| Medical Centers | No minimum |
| Office | 2 per 500 sq. ft. of building area |
| Parks | No minimum |
| Religious Institutions | 1 per 4 seats or as determined by a Conditional Use Review |
| Retail Sales and Service | 2 per 400 sq. ft. of building area |
| Schools | 1 per classroom plus 4 |
| Self-Service Storage | 2 per 1,000 sq. ft. of office area |
| Temporary Lodging | 1 per guest room or as determined by a Conditional Use Review |
| Utilities | No minimum |
| Vehicle Service | 2 per 1,000 sq. ft. of office and/or retail area |
| Warehouse | 1 per 1,000 sq. ft. of building area |
| Waste-Related | No minimum |
| Wholesale | 1 per 1,000 sq. ft. of building area |

19.650.040 Central Business District Zoning District

- A. No minimum parking is required.
- B. No parking shall be located between a primary building and the street.

19.650.050 Residential Parking Standards

- A. Location

1. Parking may be located in a garage, carport, a driveway leading to an individual unit, and/or a parking lot.
2. No more than forty percent (40%) of the land area between the front lot line and front setback line may be paved for vehicle parking.
3. No more than twenty-four percent (24%) of the land area between the street side lot line and the street side setback may be paved for vehicle parking.

B. Design

1. All required parking spaces shall have the minimum dimensions of eight (8) feet by eighteen (18) feet.
2. Accessible parking shall comply with ADA requirements.
3. Tandem parking is allowed for residential uses where both spaces are for the same dwelling unit.
4. Parking lots shall be designed to allow vehicles to enter and exit the roadway in a forward motion.
5. Parking lots shall meet the standards of MLMC 19.650.070 – Parking Lot Standards.

C. Paved Surface

1. All vehicle parking and circulation areas must be paved with a durable, all-weather surface, constructed of materials and installed to provide a stable, dust-free, erosion-resistant, with the load-bearing capacity for vehicles.
2. Acceptable materials (permeable or impermeable):
 - a. Asphalt
 - b. Concrete
 - c. Concrete, brick, or stone pavers
 - d. Reinforced turf systems (grass block, geocell/grid systems)
3. Unacceptable materials:
 - a. Loose gravel, crushed rock, or untreated soil without a stabilizing binder or grid system
 - b. Surfaces that do not provide a stable and durable parking area year-round

19.650.060 Non-Residential Parking Standards

A. Location

1. Parking shall be located in a parking lot or a parking structure.
2. Parking lots shall be setback five (5) feet from all property lines.

B. Design

1. All required parking spaces shall have the minimum dimensions of nine (9) feet by eighteen (18) feet.
2. Accessible parking shall comply with ADA requirements.
3. Parking lots and parking structures shall be designed to allow vehicles to enter and exit the roadway in a forward motion.
4. Parking structures shall meet the setback requirements of the zoning district.
5. Parking lots shall meet the standards of MLMC 19.650.070 – Parking Lot Standards.

C. Paved Surfaced

1. All vehicle parking and circulation areas must be paved with asphalt or concrete, permeable or impermeable. Exceptions may be approved by the Public Works Director.

19.650.070 Parking Lot Standards

A. Location

1. Parking lots shall be setback five (5) feet from all property lines.

B. Design

1. Residential Parking Lot layouts shall conform to the dimensions of Table 19.650-3.
2. Non-Residential Parking Lot layouts shall conform to the dimensions of Table 19.650-4.
3. All parking lots shall be striped in conformance with the parking dimension standards.
4. If a parking lot is located between a building and a street, there shall be a direct, visible, and continuous pedestrian connection from the street to the main entrance of the primary building.

Table 19.650-3 Residential Parking Lot Layout Dimensions

| Minimum Parking Space and Aisle Dimensions¹ | | | | | |
|---|------------------|------------------------|------------------------|------------------------------|------------------------------|
| Angle (A) | Width (B) | Curb Length (C) | Stall Depth (D) | 1-Way Aisle Width (E) | 2-Way Aisle Width (E) |
| 0° (Parallel) | 8 feet | 22 ft 6 in | 8 feet | 12 feet | 20 feet |
| 30° | 8 feet | 16 feet | 16 ft 10 in | 12 feet | 20 feet |
| 45° | 8 feet | 11 ft 4 in | 19 ft 3 in | 12 feet | 20 feet |
| 60° | 8 feet | 9 ft 2 in | 19 ft 7 in | 16 feet | 20 feet |
| 90° | 8 feet | 8 feet | 18 feet | 20 feet | 20 feet |

¹ See Figure 19.650-1

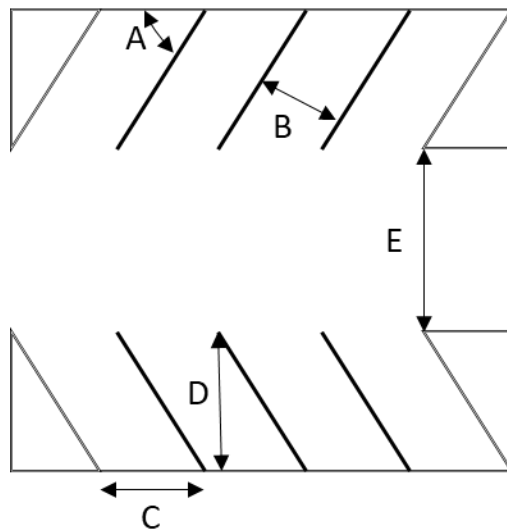
Table 19.650-4 Non-Residential Parking Lot Layout Dimensions

| Minimum Parking Space and Aisle Dimensions¹ | | | | | |
|---|------------------|------------------------|------------------------|------------------------------|------------------------------|
| Angle (A) | Width (B) | Curb Length (C) | Stall Depth (D) | 1-Way Aisle Width (E) | 2-Way Aisle Width (E) |

| | | | | | |
|---------------|--------|--------|-------------|---------|---------|
| 0° (Parallel) | 9 feet | 8 feet | 8 feet | 12 feet | 20 feet |
| 30° | 9 feet | 9 feet | 16 ft 10 in | 12 feet | 20 feet |
| 45° | 9 feet | 9 feet | 19 ft 3 in | 12 feet | 20 feet |
| 60° | 9 feet | 9 feet | 19 ft 7 in | 16 feet | 20 feet |
| 90° | 9 feet | 9 feet | 18 feet | 20 feet | 20 feet |

¹ See Figure 19.650-1

Figure 19.650-1 Parking Lot Layout



C. Landscaping

1. Parking Lots shall have landscaping to offset the impacts of impervious surfaces.
2. Tree canopy must shade at least forty percent (40%) of the parking area. The amount of shade is determined by the diameter of the mature crown spread stated for the species of the tree. Trees shall be a minimum of two (2) inches caliper at the time of planting.
3. The five (5) foot setback shall be landscaped shrubs to create a continuous screen at least three (3) feet high at maturity. This screen may be fragmented with trees.
4. All landscaping shall be protected by curbs.
5. All landscaping shall be installed prior to final occupancy.
6. Dead or damaged plants shall be replaced within six (6) months.

19.650.080 Required Bicycle Parking

Table 19.650-5 Minimum Required Bicycle Parking Spaces for Residential Uses

| Housing Type | Minimum Required Parking Spaces |
|-------------------------|--|
| Single-Family House | No minimum |
| Townhouse | No minimum |
| Cottage Housing | 1 space per 4 dwelling units |
| Plexes (2–6 units) | No minimum for sites with three (3) or fewer dwelling units. Otherwise, 1 space per 4 dwelling units |
| Apartment Building | 1 space per 4 dwelling units |
| Accessory Dwelling Unit | No minimum |
| Group Living | 1 per 6 sleeping rooms or per Conditional Use Review |

Table 19.650-5 Minimum Required Bicycle Parking Spaces for Non-Residential Uses

| Use Category | Minimum Required Parking Spaces |
|------------------------------|--|
| Community Service | 2 spaces |
| Daycare | 2 spaces or as determined by a Conditional Use Review. No minimum for Family Daycare Providers |
| Essential Public Facility | As determined by a Conditional Use Review |
| Manufacturing and Production | 2 spaces |
| Medical Centers | 2 spaces |
| Office | 2 spaces |
| Parks | 2 spaces |
| Religious Institutions | 2 spaces or as determined by a Conditional Use Review |
| Retail Sales and Service | 2 spaces per 5,000 square feet of building area |
| Schools | 1 space per classroom |

| | |
|----------------------|---|
| Self-Service Storage | 2 spaces |
| Temporary Lodging | 2 spaces or as determined by a Conditional Use Review |
| Utilities | No minimum |
| Vehicle Service | 2 spaces |
| Warehouse | 2 spaces |
| Waste-Related | No minimum |
| Wholesale | 2 spaces |

19.650.090 Central Business District Zoning District

No minimum parking is required.

19.650.100 Bicycle Parking Standards

A. Location

1. Bicycle parking shall be visible, secure, and located near main entrances.

B. Design

1. All required parking spaces shall have minimum dimensions of two (2) feet by six (6) feet.
2. There must be at least five (5) feet behind all bicycle parking spaces to allow room for bicycle maneuvering.
3. A wall clearance of two (2) feet six (6) inches must be provided.

C. Paving

1. All parking areas shall be paved.

19.650.110 Bicycle Racks

- A. The rack must be designed so that the bicycle frame and one (1) wheel can be locked to a rigid portion of the rack with a U-shaped shackle lock, when both wheels are left on the bicycle;
- B. If the rack is a horizontal rack, it must support the bicycle at two (2) points, including the frame; and
- C. The rack must be securely anchored with tamper-resistant hardware.

Section 17. 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 18. 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 July 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. 1149 passed by the City of Medical Lake City Council on the _____ day of July, 2026.

AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO AMENDMENTS TO TITLES 2, 11, 12, 15, 16, 17, AND 19 OF THE MEDICAL LAKE MUNICIPAL CODE REGARDING PARKING, CONCURRENCY, PRIVATE STREETS, PLANNED UNIT DEVELOPMENTS, AND THE COMMUTE TRIP REDUCTION PLAN

Sections 1-16. Identifies the specific additions, amendments, and deletions, as applicable, to the following sections of the City of Medical Lake Municipal Code:

- New Chapter 19.650 – Parking, is being added to replace Chapter 17.36 – Off Street Parking; and
- New Chapter 2.90 – Commute Trip Reduction Plan, is being added to replace Chapter 16.22 – Commute Trip Reduction Ordinance and Plan; and
- New Chapter 19.180 – Concurrency Review, Chapter 11.30 – Transportation Concurrency, and Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, are being added to replace Chapter 16.02 - Concurrency; and
- Chapter 15.40 – Private Road Standards, and Chapter 17.34 – Planned Unit Developments, are being deleted.
- Various citation changes throughout the code.

Section 17. Establishes a severability clause in the event some portion of the Ordinance is held invalid.

Section 18. Establishes an effective date for Ordinance No. 1149 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: _____



To: City Council
From: Sonny Weathers, City Administrator
TOPIC: 6-Year Transportation Improvement Program Update 2026

Requested Action:

Review and consider adoption of the draft resolution approving the 2027–2032 Six-Year Transportation Improvement Program (TIP).

Key Points:

- State law requires adoption of a six-year TIP, updated annually, identifying transportation projects, funding sources, and timelines.
- The City is transitioning from a project-by-project TIP to a strategic, program-based approach aligned with the Transportation Master Plan.
- The draft TIP update prioritizes:
 - Safety and collision reduction
 - Multimodal network development (sidewalks, bicycle facilities, and shared-use paths)
 - Corridor and intersection functionality, particularly along SR 902
 - Preservation and asset management
 - Project development and grant readiness
- Projects are organized by year and category to support phased implementation and funding competitiveness.

Background Discussion:

The City's six-year TIP is reviewed annually and must remain consistent with the Comprehensive Plan. The last update was adopted in June 2025 following a public hearing and Council approval.

Historically, the TIP has focused on pavement preservation, targeted intersection improvements, and opportunistic grant-funded projects. This approach has been successful in securing approximately \$2.6 million for roadway maintenance and \$2.3 million for active transportation enhancements along Lefevre Street.

The draft Transportation Master Plan introduces a broader strategic framework focused on:

- Safety-first transportation system design
- Completion of a connected multimodal network
- Efficient corridor operations without reliance on roadway widening
- Targeted investment in intersection safety and operations
- Support for long-term growth and community livability

The updated TIP reflects this shift by organizing investments into five program areas:

1. Preservation and Asset Management
2. Safety and Collision Reduction
3. Multimodal and Complete Streets
4. Corridor and Intersection Functionality
5. Project Development and Grant Readiness

Priority projects emphasize:

- Near-term safety improvements at key intersections (e.g., SR 902 and Lake/Stanley corridors)
- Expansion of sidewalk and bicycle infrastructure to address connectivity gaps
- Phased development of the SR 902 corridor as a complete street
- Continued investment in pavement preservation to protect prior investments

This approach improves clarity, aligns projects with policy direction, and strengthens the City's ability to compete for external funding.

Public Involvement:

A workshop discussion and public hearing was held on 6/16/2026 to obtain City Council and public feedback on the proposed TIP framework and priorities.

Next Steps:

review, consider, and adopt the draft resolution approving the 2026–2031 Six-Year Transportation Improvement Program (TIP).

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-815**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE UPDATING THE SIX (6) YEAR
TRANSPORTATION IMPROVEMENT PROGRAM FOR 2027 THROUGH 2032.**

WHEREAS, pursuant to RCW 35.77.010, the City of Medical Lake, Spokane County, Washington ("City") has prepared a six (6) year Transportation Improvement Program ("TIP") for the years 2027-2032; and

WHEREAS, the City of Medical City Council found the TIP to be in compliance with the City's Comprehensive Plan; and

WHEREAS, the City will utilize state and federal grants and low interest loans as necessary to supplement its financial resources, and such anticipated funding is incorporated in the TIP; and

WHEREAS, under RCW 35.77.010, the Medical Lake City Council held a public hearing on the updated TIP at City Hall, Medical Lake, Washington, on June 16, 2026.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Medical Lake that the updated TIP is hereby adopted; and

BE IT FURTHER RESOLVED, that a copy of the updated TIP, together with a copy of this Resolution, shall be filed with the Office of the Secretary, Washington State Department of Transportation; and

BE IT FURTHER RESOLVED, that City staff is authorized to apply for state and federal grants and low-interest loans in support of and consistent with the projects identified in the updated TIP.

Approved by the City Council this 7th day of July 2026.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Clerk/Treasurer

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

CITY OF MEDICAL LAKE, WASHINGTON

SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (2027-2032)

| Year | Project | Program Category | Phase | Start | End | Project Cost Est. | Potential Funding Sources |
|-------------|--|---------------------------------------|-------------------------------|--------------|---------------|-------------------|---------------------------|
| 2027 | | | | | | | |
| | SR 902 Complete Street | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Graham Rd | \$15,000 | City |
| | Lake St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | Jefferson St | Washington St | \$10,000 | City |
| | Public Works Design Standards | Planning & Project Development | Design & Engineering | | | \$10,000 | City |
| | Lake St/Stanley St Safety Upgrades | Safety & Collision Reduction | Construction | | | \$3,000 | City |
| | SR 902/Lefevre Intersection Control Improvements | Safety & Collision Reduction | Construction | | | \$5,000 | City |
| | SR 902/Stanley Lane Visibility | Safety & Collision Reduction | Construction | | | \$4,000 | City |
| 2028 | | | | | | | |
| | Stanley St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | SR 902 | Lake St | \$10,000 | City |
| | SR 902/Stanley Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$30,000 | City |
| | SR 902 Complete Street | Planning & Project Development | Design & Engineering | Lefevre St | Graham Rd | \$300,000 | Complete Streets/TIB |
| | Lake St. Complete Street | Planning & Project Development | Design & Engineering | Jefferson St | Washington St | \$75,000 | Complete Streets/TIB |
| | Fancher Connection Preservation | Preservation & System Stewardship | Construction | SR 902 | Pine St | \$18,036 | TIB |
| | Fancher Rd. Preservation | Preservation & System Stewardship | Construction | Pine St | City Limits | \$41,976 | TIB |
| | San Salvador Preservation | Preservation & System Stewardship | Construction | Brooks Rd | City Limits | \$19,575 | TIB |
| 2029 | | | | | | | |
| | Campbell St. Complete Street | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Prentis St | \$10,000 | City |
| | SR 902/Lefevre Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$15,000 | City |
| | Walker St. Shared Use Path | Planning & Project Development | Planning & Grant Preparedness | SR 902 | Percival St | \$10,000 | City |
| | Stanley St. Complete Street | Planning & Project Development | Design & Engineering | SR 902 | Lake St | \$200,000 | Complete Streets/TIB |
| | SR 902/Stanley Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$500,000 | City/WSDOT/TIB |
| | SR 902 Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Graham Rd | \$4,250,000 | Complete Streets/TIB |
| | Lake St. Complete Street | Multimodal & Complete Streets | Construction | Jefferson St | Washington St | \$500,000 | Complete Streets/TIB |
| 2030 | | | | | | | |
| | Lefevre Complete Street | Planning & Project Development | Planning & Grant Preparedness | Hancock St | Jefferson St | \$15,000 | City |
| | SR 902/Graham Intersection Improvements | Planning & Project Development | Planning & Grant Preparedness | | | \$15,000 | City |
| | Campbell St. Complete Street | Planning & Project Development | Design & Engineering | Lefevre St | Prentis St | \$150,000 | Complete Streets/TIB |
| | SR 902/Lefevre Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$250,000 | City/WSDOT/TIB |
| | Walker St. Shared Use Path | Planning & Project Development | Design & Engineering | SR 902 | Percival St | \$15,000 | RCO |
| | SR 902/Stanley Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$5,000,000 | City/WSDOT/TIB |
| | Campbell St. Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Prentis St | \$1,500,000 | Complete Streets/TIB |
| 2031 | | | | | | | |
| | Brooks Rd. Shared Use Path | Planning & Project Development | Planning & Grant Preparedness | San Salvador | Lefevre St | \$7,500 | City |
| | Barker Rd. Pedestrian Improvements | Planning & Project Development | Planning & Grant Preparedness | Lefevre St | Stanley St | \$5,000 | City |
| | Lefevre Complete Street | Planning & Project Development | Design & Engineering | Hancock St | Jefferson St | \$325,000 | Complete Streets/TIB |
| | SR 902/Graham Intersection Improvements | Planning & Project Development | Design & Engineering | | | \$250,000 | City/WSDOT/TIB |
| | Walker St. Shared Use Path | Multimodal & Complete Streets | Construction | SR 902 | Percival St | \$150,000 | RCO |
| | Campbell St. Complete Street | Multimodal & Complete Streets | Construction | Lefevre St | Prentis St | \$150,000 | Complete Streets/TIB |
| | SR 902/Lefevre Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$2,500,000 | City/WSDOT/TIB |
| 2032 | | | | | | | |
| | Brooks Rd. Shared Use Path | Planning & Project Development | Design & Engineering | San Salvador | Lefevre St | \$15,000 | RCO |
| | Barker Rd. Pedestrian Improvements | Planning & Project Development | Design & Engineering | Lefevre St | Stanley St | \$15,000 | Safe Routes to School |
| | Lefevre Complete Street | Multimodal & Complete Streets | Construction | Hancock St | Jefferson St | \$325,000 | Complete Streets/TIB |
| | SR 902/Graham Intersection Improvements | Corridor & Intersection Functionality | Construction | | | \$2,500,000 | City/WSDOT/TIB |

\$47,000

\$494,587

\$5,485,000

\$6,945,000

\$3,387,500

\$2,855,000



To: City Council
From: Sonny Weathers, City Administrator
TOPIC: Consideration of STA Proposition 1 Endorsement

Requested Action:

Consider whether to adopt a resolution formally endorsing Spokane Transit Authority (STA) Proposition 1, which will appear on the August 4, 2026 ballot, consistent with City Council Policies and Procedures allowing such endorsements prior to an election.

Key Points:

- Proposition 1 would reauthorize an existing 0.2% local sales tax that funds public transit; it is not a new or increased tax.
- The current tax, approved by voters in 2016, is set to expire on December 31, 2028 unless renewed.
- If approved, the tax would continue through December 31, 2048 to maintain and enhance transit services.
- Funding is primarily intended to maintain existing service levels (routes, frequency, hours, paratransit), with additional investment supporting future improvements.
- STA indicates the funding supports continued service delivery, implementation of its Connect 2035 strategic plan, and eligibility for external grants.
- Failure to renew the tax would likely result in service reductions when the current funding expires.

Background Discussion:

Spokane Transit Authority (STA) is the regional public transportation provider serving Spokane County, including the West Plains and Medical Lake area. In 2016, voters approved a 0.2% sales tax to fund the "STA Moving Forward" plan, which expanded transit service levels, increased service hours, and delivered multiple capital projects across the region.

Proposition 1 asks voters to reauthorize this existing funding mechanism, continuing the current rate rather than increasing it. The measure is structured with a 20-year authorization period and is intended to provide long-term financial stability for transit operations and capital investment.

According to STA, the majority of revenue would sustain current service levels achieved over the past decade, while a portion would support future system enhancements under its long-range plan. Continued funding is also tied to leveraging state and federal grant opportunities that support regional transportation investments.

Councilmember Speirs currently serves on the STA Board of Directors has requested City Council consideration of a formal endorsement of the measure.

Public Involvement:

The measure was placed on the ballot by the STA Board of Directors following regional planning and public outreach associated with its long-range transit plans. Voter approval will ultimately determine whether the tax is renewed. City Council consideration of endorsement is a policy decision and does not replace broader community engagement or voter decision-making.

Next Steps:

Upon Council approval, staff will coordinate with STA and regional partners to communicate the City's support and ensure alignment with ongoing and future transit investments affecting the Medical Lake community.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-817**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE,
WASHINGTON IN SUPPORT OF STA PROPOSITION 1**

WHEREAS, the Spokane Transit Authority (“STA”) provides public transportation services through fixed route bus service, Paratransit service, and Rideshare to the cities of Medical Lake, Airway Heights, Cheney, Liberty Lake, Millwood, Spokane, City of Spokane Valley, and parts of unincorporated Spokane County; and

WHEREAS, on November 8, 2016, voters in Spokane County authorized a 0.2% local sales and use tax to maintain, improve, and expand public transportation in STA’s transit area, which includes the City of Medical Lake; and

WHEREAS, the local sales and use tax authorized in November 2016 is set to expire on December 31, 2028; and

WHEREAS, on August 4, 2026, voters in Spokane County’s transit area will be asked whether to renew the existing local sales and use tax, through STA Proposition 1, that was authorized in November 2016; and

WHEREAS, if approved by voters, STA Proposition 1 would only renew the existing local sales and use tax and does not increase the rate above that authorized in November 2016; and

WHEREAS, if approved by voters, the existing rate (0.2%) would continue supporting public transit through December 31, 2048, unless renewed again by voters, including but not limited to, maintaining and improving the service levels achieved over the last ten (10) years, ensuring current public transportation routes, frequencies, hours, and Paratransit services in place, and further enhancing current public transportation; and

WHEREAS, the City Council for the City of Medical Lake recognizes the importance of public transportation for the residents and businesses in the City of Medical Lake and surrounding community; and

WHEREAS, the City Council seeks to provide its support of STA Proposition 1 through this Resolution.

NOW, THEREFORE, be it resolved by the City Council of the City of Medical Lake, Washington that it hereby supports STA Proposition 1 and encourages all eligible voters in the City of Medical Lake to cast a ballot and make an informed decision on STA Proposition 1.

PASSED by the City Council this 7th day of July 2026.

Mayor, Terri Cooper

ATTEST:

Koss Ronholt, City Clerk

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney



7/7/2026 City Council Meeting

To: City Council
From: Sonny Weathers, City Administrator
TOPIC: 316 W. Brooks Temporary Lease Agreement Amendment

Requested Action:

Review and consider adoption of the draft resolution authorizing the Mayor to extend a temporary residential agreement with Martinus Rail for the City owned property at 316 W. Brooks Rd.

Key Points:

- Extends the current short-term lease beyond its original end date.
- Converts the agreement to a flexible month-to-month arrangement, allowing termination with 30 days' notice.
- Continues rental revenue to the City while maintaining flexibility for future property use.
- Maintains all existing lease terms, including tenant responsibility for utilities and property care.
- Limits occupancy and use to residential purposes in compliance with applicable regulations.

Background Discussion:

The City entered into a residential rental agreement with Martinus Rail for the property located at 316 W. Brooks Road under Resolution 25-755 to establish a short-term occupancy and generate rental income for the City.

The original lease term was structured to conclude in early 2026. The proposed amendment transitions the agreement to a month-to-month tenancy for an additional period of up to twelve months, providing operational flexibility while continuing interim use of the property.

All existing terms of the agreement remain in effect, including rent payments, tenant responsibility for utilities, and maintenance obligations. The Tenant is required to maintain the premises in a clean and safe condition, while the City retains responsibility for structural components and general property maintenance.

Public Involvement:

No public outreach was conducted for this administrative lease amendment. The action does not modify land use, zoning, or public access and is limited to continuation of an existing residential tenancy

Next Steps:

Upon Council approval, staff will update and implement the amended residential lease agreement with Martinus Rail.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-820**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE APPROVING AN
AMENDMENT TO A RESIDENTIAL RENTAL AGREEMENT AND SECURITY
DEPOSIT RECEIPT WITH MARTINUS RAIL**

WHEREAS, the City of Medical Lake (“City”) owns real property located at 316 W. Brooks Rd. in Medical Lake, County of Spokane, Washington (the “Premises”); and

WHEREAS, City entered into a rental agreement with Martinus Rail on June 3, 2025, to lease the Premises pursuant to a Residential Rental Agreement and Security Deposit Receipt (“Agreement”); and

WHEREAS, the term of the Agreement provided for a short lease period between June 4, 2025, and February 4, 2026, with a month-to-month tenancy thereafter until June 3, 2026; and

WHEREAS, the Parties desire to amend term the Agreement to extend the month-to-month tenancy until June 3, 2027, as set forth in the attached Exhibit “A”; and

WHEREAS, City staff recommends approval of Amendment No. 1 to the Agreement.

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

Section 1. Approval of Amendment. The City Council hereby approves Amendment No. 1 to the Agreement between the City and Martinus Rail as set forth in the attached Exhibit A, which is incorporated herein by this reference.

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 be effective immediately upon passage by the City of Medical Lake City Council.

ADOPTED this 7th day of July 2026.

Terri Cooper, Mayor

Approved as to Form:

Attest:

Koss Ronholt, City Clerk

Sean P. Boutz, City Attorney

AMENDMENT NO. 1

**AMENDMENT NO. 1 TO RESIDENTIAL RENTAL AGREEMENT BETWEEN THE
CITY OF MEDICAL LAKE AND MARTINUS RAIL**

WHEREAS, the City of Medical Lake ("Landlord") previously entered into a Residential Rental Agreement and Security Deposit Receipt ("Agreement") with Martinus Rail ("Tenant") on June 3, 2025, for the lease of certain real property located at 316 W Brooks, Medical Lake, Washington; and

WHEREAS, the Landlord and Tenant desire to extend the Term as set forth in the Agreement pursuant to this Amendment No. 1.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and in the Agreement, the Landlord and Tenant agree to the following:

1. **Amendment to Term.** The Term contained in Section 1 of the Agreement is hereby extended through June 3, 2027, provided the Landlord or Tenant may terminate the Agreement at any time upon thirty (30) days' written notice to the other party.
2. All other terms and conditions set forth in the Agreement shall remain in full force and effect.

DATED effective this 7th day of July 2026.

CITY OF MEDICAL LAKE

MARTINUS RAIL

Terri Cooper, Mayor



To: City Council
From: Sonny Weathers, City Administrator
TOPIC: Government Relations Service Agreement 2026-27

Requested Action:

Review and consider approval of the draft Resolution No. 26-821 authorizing renewal of the City's professional services agreement with Gordon Thomas Honeywell (GTH) for state government relations and legislative advocacy services.

Key Points:

- The City's current agreement with GTH is set to expire at the end of the current contract term.
- The proposed renewal is substantially similar to the existing agreement, with updates primarily to contract dates.
- GTH continues to provide:
 - Legislative advocacy at the state level
 - Assistance securing capital budget appropriations and grant funding
 - Policy tracking and strategic legislative guidance
- Past efforts have supported City priorities including:
 - Public infrastructure and park funding (e.g., Waterfront Park)
 - Disaster recovery and wildfire-related policy coordination
- Continuity of services ensures the City remains competitive in pursuing legislative opportunities and funding.

Background Discussion:

The City of Medical Lake has maintained an ongoing partnership with GTH to provide professional legislative advocacy and government relations services. Through this relationship, GTH has represented the City's interests at the state level and supported the development and advancement of legislative priorities aligned with Council direction and the City's strategic objectives.

Over the course of this engagement, GTH has played a key role in coordinating with state agencies, tracking policy developments, and positioning the City to compete for capital funding and grant opportunities. This has included support for priority initiatives such as Waterfront Park acquisition and improvements, as well as policy coordination tied to wildfire recovery and long-term resilience efforts.

The City's current agreement with GTH is approaching the end of its contract term, and the firm has submitted a renewal proposal that is substantially similar to the existing agreement, with updates primarily limited to contract dates. Previous renewals have followed a similar process, requiring Council authorization and adoption by resolution to continue services.

Renewing the agreement will ensure continuity in legislative advocacy, preserve established working relationships with policymakers and agency staff, and maintain alignment between the City's priorities and evolving funding opportunities.

Public Involvement:

None.

Next Steps:

Upon City Council approval, staff will execute the agreement with GTH.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-821**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE APPROVING A
CONSULTING AGREEMENT WITH GORDON THOMAS HONEYWELL
GOVERNMENT RELATIONS.**

WHEREAS, the City of Medical Lake ("City") seeks to retain the services of a consultant to assist the City with governmental relations and services, including engaging in lobbying and advocacy activities on behalf of the City ("Services"); and

WHEREAS, the City does not currently have the staff to engage in and/or provide such Services to the City; and

WHEREAS, the firm of Gordon Thomas Honeywell Government Relations ("GTH") has provided such Services to the City and continues to support the City's legislative priorities and funding efforts; and

WHEREAS, the City desires to continue its professional relationship with GTH and renew the parties' agreement for the provision of such Services; and

WHEREAS, City Staff recommends that the City Council approve the City of Medical Lake Consulting Agreement ("Agreement") with GTH, which is attached hereto as Exhibit "A" and sets forth the parties' agreed upon terms and conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Medical Lake as follows:

Section 1. Approval of Agreement. The City Council hereby approves the Agreement in the form attached to this Resolution as Exhibit "A" and by reference incorporated herein.

Section 2. Authorization. The Mayor is authorized and directed to execute the Agreement on behalf of the City. The Mayor and City Administrator are each hereby authorized and directed to take such further action as may be appropriate in order to affect the purpose of this Resolution and the Agreement authorized hereby.

Section 3. 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 in this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 7th day of July 2026.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Clerk/Treasurer

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

CITY OF MEDICAL LAKE CONSULTING AGREEMENT

This Agreement is entered into by and between City of Medical Lake and Gordon Thomas Honeywell Government Relations (hereinafter referred to as "Consultant"), upon the following terms and conditions:

A. Scope of Work. Consultant will advise and assist the City of Medical Lake in accordance with Consultant's Scope of Work, described in Attachment "A" hereto and incorporated herein, and Consultant will do and produce such other things as are set forth in the Scope of Work (the "Services"). Consultant's Services will be in compliance with applicable laws, regulations, rules, orders, licenses and permits, now or hereinafter in effect, and Consultant shall furnish such documents as may be required to effect or evidence such compliance.

B. Compensation; Expenses. City of Medical Lake will pay Consultant for satisfactorily rendered Services in accordance with the specific terms set forth in Attachment "A."

C. Invoices; Payment. Consultant will furnish City of Medical Lake invoices at regular intervals, as set forth in Attachment "A."

D. Term. Consultant shall promptly begin the Services hereunder on the date set forth in Attachment "A" and shall terminate same on the date set forth in Attachment "A." Consultant may terminate consultant services for convenience at any time prior to the termination date set forth in Attachment A, provided that the consultant provides 30-days' notice. City of Medical Lake may terminate consultant services for convenience at any time prior to the termination date set forth in Attachment A, however, the City shall pay an early termination penalty equal to the amount owed on the remainder of the term of the contract.

E. Ownership of Work Product. The product of all work performed under this agreement, including reports, and other related materials shall be the property of City of Medical Lake or its nominees, and City of Medical Lake or its nominees shall have the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

G. Independent Contractor. Consultant is an independent contractor and nothing contained herein shall be deemed to make Consultant an employee of City of Medical Lake, or to empower consultant to bind or obligate City of Medical Lake in any way. Consultant is solely responsible for paying all of Consultant's own tax obligations, as well as those due for any employee/subcontractor permitted to work for Consultant hereunder.

H. Release of Claims; Indemnity. Consultant hereby releases, and shall defend, indemnify and hold harmless City of Medical Lake from and against all claims, liabilities, damages and costs arising directly or indirectly out of, or related to, Consultant's fault, negligence, strict liability or produce liability of Consultant, and/or that of any permitted employee or subcontractor or Consultant, pertaining to the Services hereunder.

I. Assignment. Consultant's rights and obligations hereunder shall not be assigned or transferred without City of Medical Lake's prior written consent; subject thereto, this Agreement shall be binding upon and inure to the benefit of the parties' heirs, and successors.

J. Governing Law; Severability. This Agreement shall be governed by the laws of the State of Washington, U.S.A. (excluding conflict of laws provisions). If any term or provision of this Agreement is determined to be legally invalid or unenforceable by a court with lawful jurisdiction hereover (excluding arbitrators), such term or provision shall not affect the validity or enforceability of any remaining terms or provisions of this Agreement, and the court shall, so far as possible, construe the invalid portion to implement the original intent thereof.

K. Arbitration. Should any dispute arise concerning the enforcement, breach or interpretation of this Agreement, the parties shall first meet in a good faith attempt to resolve the dispute. In the event such dispute cannot be resolved by agreement of the parties, such dispute shall be resolved by binding arbitration pursuant to RCW 7.04A, as amended, and the Mandatory Rules of Arbitration (MAR); venue shall be placed in City of Medical Lake, Washington, the laws of the State of Washington shall apply, and the prevailing party shall be entitled to its reasonable attorney fees and costs.

L. Entire Agreement; Etc. This Agreement, and its incorporated attachments hereto, state the entire agreement between the parties regarding the subject matter hereof and supersede any prior agreements or understandings pertaining thereto. Any modification to this Agreement must be made in writing and signed by authorized representatives of both parties. Any provision hereof which may be reasonably deemed to survive the expiration or termination of this Agreement shall so survive and remain in continuing effect. No delay or failure in exercising any right hereunder shall be deemed to constitute a waiver of any right granted hereunder or at law by either party.

Consultant:
Gordon Thomas Honeywell
Government Relations

City of Medical Lake:

Briahna Murray, State Lobbyist/Partner

Date: _____

Date: _____

**ATTACHMENT “A” TO
CITY OF MEDICAL LAKE CONSULTING AGREEMENT**

- A. Scope of Work:** Consultant shall provide City of Medical Lake with the following government relations services:
- Advise on the development of funding requests to the state legislature, as well as the development of a biennial legislative agenda.
 - Prepare advocacy materials associated with advancing funding requests and items identified on the City’s legislative agenda.
 - Engage in lobbying and advocacy activities to support funding requests and items identified on the City’s legislative agenda, including coordinating meetings with key legislators, participating in legislative committee activities, and engaging in the development of the state budget.
 - In addition to those items outlined in the City’s legislative agenda, monitor and report on specified state legislation and recommend appropriate City action regarding pertinent legislation.
 - Maintain effective relationships with members of the Washington State Legislature, the Governor’s Office, and appropriate legislative committees, state agencies, legislative staff, major public interest groups, and coalitions, including but not limited to the Association of Washington Cities.
 - Provide written legislative reports at key points in the legislative process.
 - Identify state grant opportunities that are currently accepting applications.
 - Register as the city’s lobbyist with the public disclosure commission.
- B. Compensation/Expenses:** City of Medical Lake shall pay Consultant a monthly fee of \$3,000 for the services listed above. Additionally, the Consultant may bill for travel expenses (airfare, mileage, lodging) associated with visiting the City of Medical Lake.
- C. Invoices/Payments:** (a) Consultant shall furnish City of Medical Lake with invoices for services performed on a monthly basis, and (b) City of Medical Lake shall pay each of Consultant’s invoices within thirty (30) days after County’s receipt and verification of invoices.
- C. Term of Agreement:** Consultant’s services shall commence on August 1, 2026 and shall terminate on July 31, 2027.



To: City Council
From: Sonny Weathers, City Administrator
TOPIC: Healing Waters Strategic Plan Update 2026

Requested Action:

Review and consider adoption of the draft resolution approving the Healing Waters Strategic Plan Update 2026.

Key Points:

- The Healing Waters Strategic Plan was originally adopted via Resolution No. 24-691 on August 20, 2024 and functions as a living document guiding long-term City priorities.
- The annual update provides an opportunity to assess alignment between the City's vision, mission, values, and strategic targets with evolving community needs and organizational capacity.
- The Strategic Plan establishes six targets of excellence and accompanying objectives that connect policy direction to operational work plans, budgeting, and capital planning.
- Projects are organized by year and category to support phased implementation and funding competitiveness.

Background Discussion:

The City Council initiated development of the Strategic Plan to improve community conditions and strengthen public trust through a clearly defined vision, mission, values, goals, and performance measures.

The adopted Strategic Plan provides a structured framework to align long-term goals with day-to-day operations by linking strategic objectives to departmental work plans, budget decisions, and capital investments.

Annual updates are a critical component of this framework, allowing the City to evaluate progress, incorporate changing conditions, refine priorities, and ensure accountability through measurable performance outcomes.

Public Involvement:

Public input informing the Strategic Plan has been derived from prior planning efforts, including the 2019 Comprehensive Plan and the "13 Ways" community survey, supplemented by ongoing community conversations and engagement efforts.

The Strategic Plan further emphasizes ongoing community engagement as a core objective, promoting transparency, accessibility, and public participation in planning and decision-making processes

Next Steps:

Upon Council approval, staff will update and implement the Healing Waters Strategic Plan as amended.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-822**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE ADOPTING AN UPDATED
HEALING WATERS STRATEGIC PLAN 2035 FOR THE CITY OF MEDICAL
LAKE**

WHEREAS, the City of Medical Lake (“City”) City Council previously approved a Healing Waters Strategic Plan 2035 (“Plan”) pursuant to Resolution No. 24-691 on August 20, 2024; and

WHEREAS, the City’s ability to provide better services, effective programs, focused policies, and engagement of public employees and citizens resulting in improved community conditions and increased public trust and confidence will depend on how effectively it plans, budgets, manages, and evaluates its efforts and actions; and

WHEREAS, the City Council has engaged in public discussions to review the implementation and usefulness of the Plan, including its goals, objectives, and administration; and

WHEREAS, the City Council has proposed updates to the Plan to reflect current needs of the City and the operation of the Plan; and

WHEREAS, the City Council desires to adopt the updated Plan for the City 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. Adoption of Plan. The City Council hereby adopts the updated Plan in the form attached to this Resolution as Exhibit “A” and by reference 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 7th day of July 2026.

Mayor, Terri Cooper

Attest:

Approved as to Form:

Koss Ronholt, City Clerk

City Attorney, Sean P. Boutz

ADOPTED VIA RESOLUTION NO. 24-691 ON 8/20/2024



MEDICAL LAKE, WA

HEALING WATERS

Strategic Plan 2035



ACKNOWLEDGEMENTS

Medical Lake City Council and Leadership

| | |
|--------------------------------------|---|
| Mayor | Terri Cooper |
| Council Position #1 | Don Kennedy <u>Heath Wilbur</u> |
| Council Position #2 | Ted Olson |
| Council Position #3 | Bob Maxwell <u>Don Kennedy</u> |
| Council Position #4 | Tony Harbolt |
| Council Position #5 | Lance Speirs |
| Council Position #6 | Keli Shaffer <u>Lorin Ray-Abbott</u> |
| Council Position #7 | Chad Pritchard |
| City Administrator | Sonny Weathers |
| Public Works Director | Scott Duncan |
| Finance Director | Koss Ronholt |
| Waste-Water Treatment Plant Director | Steve Cooper |
| Parks & Recreation Director | Glen Horton |
| Senior City Planner | Elisa Rodriguez |

Contributing Partners

Former Councilmembers Bob Maxwell, Keli Shaffer, Art Kulibert, and Dawn Olmstead, Planning Commissioners (Mark Hudson, Andie Mark, Carl Munson, Judy Mayulianos, and Marye Jorgenson), Spokane County Sheriff's Office, Spokane County Fire District #3, Re*Imagine Medical Lake, and Medical Lake School District.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

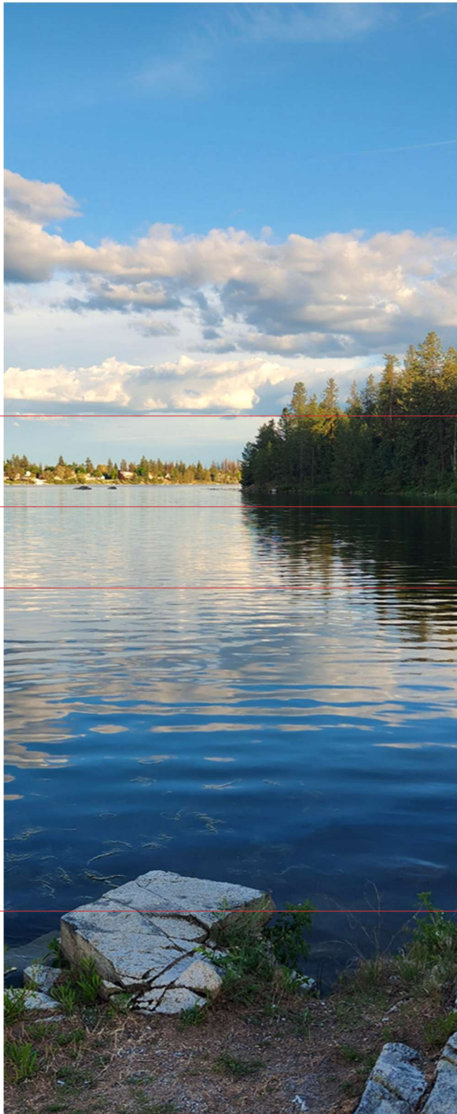
HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

INTRODUCTION

Medical Lake, Washington is ...

- **A place of relaxation and enjoyment for all** with its eclectic eateries, parks and playgrounds, boating and fishing, small business shopping, and history of healing.
- **Ideally located as a haven for outdoor recreation** with multiple lakes, ample trails, and a small-town spirit allowing one to enjoy comfortably scaled festivities with the beautiful backdrop of our lakes, forests, and farmland.
- Fostering open communication, community engagement, and transparent governance so residents have a voice in shaping our City into the kind of community worth living, working, learning, and playing in all seasons of life.
- Striving for continuous learning and improvement, using clear goals, accountability, and evaluation to strengthen services, improve community conditions, and build public trust. Continuously striving toward improved community conditions and public trust and confidence in the holistic approach to planning and placemaking that is deeply rooted in a desire to shape our City into the kind of community worth living, working, learning, and playing from childhood through retirement.
- Guided by a shared commitment to service, stewardship, teamwork, and excellence.
- **The kind of place you take your time to leave.**



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HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

Vision

Medical Lake has a family friendly, small-town feel where people are engaged in community affairs and experience meaningful connections to our history of healing and military heritage within the beautiful backdrop of our lakes, forests, and farmland.

Mission

The City of Medical Lake is building community and enhancing quality of life so residents and businesses can flourish in quality neighborhoods with great schools and useful parks where responsive and accountable governance provides for appropriate infrastructure and fiscal responsibility.

Values



Service – looking out for the interests of our community by meeting the basic needs for public safety, utilities, streets and sidewalks, and good governance. Service is at the heart of every department, every program, and every interaction. It is the quiet promise we make to be here for our community and meet their needs with respect and care.



Stewardship – the careful and responsible management of people, processes, and resources entrusted to our care. Stewardship is not just about managing resources, it is also about protecting the trust our community places in us. Our work models what it means to be responsible caretakers.



Hospitality – treating all in respectful ways that recognize and enhance belonging in this valued community. Hospitality is one of our greatest strengths. We are creating an environment where people feel seen, heard, and valued. It makes Medical Lake not just a place to live, work, learn, and play ... but a place to belong.



Teamwork – accomplishing goals and resolving issues through quality communication and collaboration. Our progress is clearly the result of coordinated, collaborative, and committed work of our team. When one of us succeeds, we all move forward.



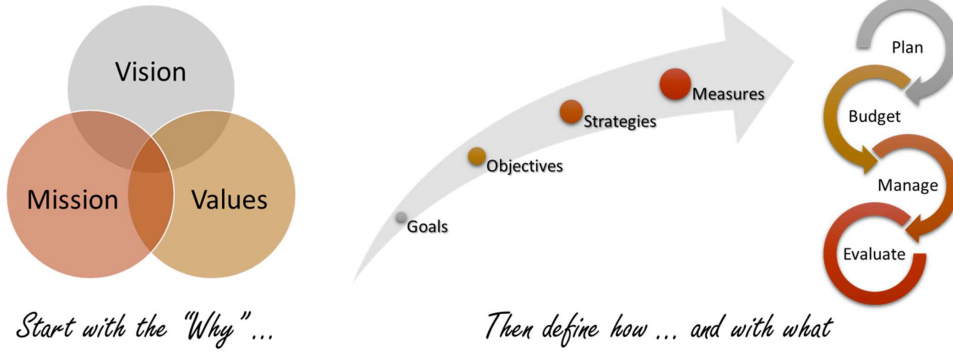
Excellence – always striving to improve community conditions and increase public trust and confidence. Excellence isn't perfection. It is choosing to do the best we can with what we have. We demonstrate excellence by continually learning, performing, and improving.

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HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

Roadmap to Improved Community Conditions and Increased Public Trust and Confidence



By starting with the "why" – a clearly defined and comprehensive vision, mission, and set of values – City leadership can effectively define the "how" by aligning meaningful goals, objectives, strategies, and measures to provide focus for the ways we plan, budget, manage, and evaluate our regular efforts. This intentional journey results in better services, effective programs, focused policies, and engaged public employees and citizens. As this important work is accomplished, community conditions improve while public trust and confidence increases.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

1. TARGETS OF EXCELLENCE

The *Mayor and Councilmember Handbook* prepared by the Association of Washington Cities and Municipal Research & Services Center of Washington includes a simple goal setting process that suggests we identify issues and needs, set goals, set objectives, set priorities, start an action program, and evaluate the results. It is important for City Council to set goals that help connect day to day actions with the big picture to assist in the important work of staff, citizen advisory boards, and Council as we strategically and collectively achieve the stated vision, mission, and values. The value of all our targets is more than the sum of the parts. Although each of our goals stands alone as a worthy cause, all of them together are more important than any one of them alone.

- 1. Thriving local economy and government efficiency.** Growing and sustaining a balanced, resilient economy for Medical Lake by providing jobs, community prosperity, and fiscal health while maintaining and improving the provision of high quality, affordable, and efficient community services to citizens and businesses.
- 2. Healthy and sustainable environment.** Maintaining and improving Medical Lake's small-town scale, unique civic identity, and aesthetic beauty. Planning for and establishing types and quantities of land uses in Medical Lake that support community needs and promote service efficiency and fiscal sustainability. Maintaining utility systems, services, and infrastructure to meet the functional needs of the community and provide predictable rates.
- 3. Engaged and empowered citizens and stakeholders.** Involving the community in all local government planning and decision-making, helping develop and implement plans for the City's future in addition to preparing stakeholders to be credible, informed, and articulate spokespersons for the City.
- 4. 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.
- 5. Healthy living and recreation.** Enhancing the City's identity and appearance through well-maintained green space, parks, major corridors, gateways, and medians. Providing recreation and wellness programs and facilities that build community, support the arts, and encourage social connections. Celebrating our culture and community through special events and festivals.
- 6. Community safety and security.** Increasing the safety and security of all residents and businesses.

2. STRATEGIC OBJECTIVES

The dictionary definition of an objective states how it is “something toward which effort is directed: an aim, goal, or end of action,” and also “a strategic position to be attained or a purpose to be achieved.” The following strategic objectives are organized according to the above targets (numbered 1-6).

1.1 Economic Development – Grow and sustain a balanced, resilient economy for Medical Lake, providing jobs, community prosperity, and fiscal health.

- 1.1.1 Have a pedestrian oriented and prosperous downtown serving residents and tourists while protecting its historical and cultural character and attracting new business.
- 1.1.2 Widen employment opportunities and provide jobs to city residents, while still providing jobs for non-community residents.
- 1.1.3 Attract more recreation and tourism business to the city to invigorate its economic activity.
- 1.1.4 Establish the city as a destination location without compromising the overall integrity of the community.
- 1.1.5 Strategically direct light industrial development to areas east of Craig Road, leveraging regional transportation access while preserving Medical Lake’s natural environment and its identity as an outdoor recreation haven. Take advantage of the city’s close proximity to Spokane International Airport, I-90/US-395, and US-2 for the promotion of light industrial development.

1.2 Government Effectiveness and Efficiency – Maintain and improve the provision of high quality, affordable, and efficient community services in Medical Lake.

- 1.2.1 Provide services at a level that is fiscally sustainable.
- 1.2.2 Ensure levels of service are reasonable and appropriate and the ability exists to maintain them over time.
- 1.2.3 Careful and responsible preparation, implementation, and management of the city’s comprehensive plan.
- 1.2.4 Promote a values-driven organizational culture that maintains the public trust through ethical behavior and transparency.
- 1.2.5 Maintain assets to reduce life cycle costs while improving reliability and efficiency.
- 1.2.6 Proactively influence policy and legislative development at all levels.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

1.2.7 Optimize the use of data, ~~and~~ technology, and cybersecurity governance to improve service, protect mission-critical infrastructure, and enhance cybersecurity effectiveness.

1.2.8 Ensure the City has the workforce capacity, skills, and succession planning necessary to sustain service levels and implement strategic priorities.

1.2.7-1.2.9 Establish and maintain comprehensive financial policies to guide budgeting, reserves, debt management, and long-term fiscal sustainability.

2.1 Quality Neighborhoods – Maintain and improve Medical Lake’s small-town scale, unique civic identity, and aesthetic beauty.

2.1.1 Preserve, protect, and strengthen the vitality and stability of existing neighborhoods.

2.1.2 Provide a variety of densities and housing types to promote greater choices and opportunities.

2.1.3 Meet a variety of needs including a broad range of health, social, and affordable housing issues paying particular attention to senior citizens, low-income families, persons with disabilities, and other special need populations.

2.1.4 Evolve and update the land development code to balance neighborhood quality, character, and livability through sustainable development.

2.2 Land Use through a Place-Making Lens – Plan for and establish types and quantities of land uses in Medical Lake that support community needs and promote service efficiency and fiscal sustainability.

2.2.1 Maintain an attractive and balanced mix of land uses, ensuring the future character of the community.

2.2.2 Maintain an adequate supply of buildable land helping ensure new development can be accommodated in a manner envisioned by the city.

2.2.3 Manage the city’s overall image and enhance its overall appearance to convey pride and ownership in the community.

2.2.4 Contextually research, analyze, and implement land use plans and best-practices through a place-making lens.

2.2.5 Foster strategic infill and redevelopment that enhances the community’s sense of place with a mix of uses that serve the needs of the community.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

2.2.6 Protect and maintain Medical Lake's natural resources including clean air, soils, wetlands, and ground water, minimizing light and noise pollution city wide.

2-2-62.2.7 Ensure long-term lake water quality through proactive management, monitoring, and pollution prevention strategies.

2.3 Dependable Infrastructure – Maintain utility systems, services, and infrastructure to meet the functional needs of the community and provide predictable rates.

2.3.1 Sustain and enhance the City's long-term fiscal stability through good capital planning and use a wide array of financial tools to fund infrastructure needs.

2.3.2 Invest in utility infrastructure aligned with community development.

2.3.3 Develop a high-speed broadband network (fiber, hybrid fiber-coaxial, and fixed wireless) that provides accessible, reliable, and affordable services for all residents and local businesses.

2.3.4 Establish and maintain a resilient stormwater management system that reduces flooding, preserves quality of public infrastructure, and protects our natural environment from runoff.

2-3-32.3.5 Implement comprehensive asset management systems to track condition, prioritize maintenance, and reduce lifecycle costs.

3.1 Accessible and Responsive Government – Involve the community in all local government planning and decision-making, helping develop and implement plans for the City's future.

3.1.1 Increase public awareness and understanding of the mission, policies, and programs of the city.

3.1.2 Provide excellent municipal services to residents and businesses.

3.1.3 Attract, retain, engage, develop, and reward a diverse and competitive workforce to meet the needs of the community now and in the future.

3.1.4 Ensure timely, transparent, and legally compliant public records management and disclosure practices that promote accountability and public trust.

3-1-33.1.5 Develop and maintain clear, accessible dashboards and visual reporting tools that track performance measures, support data-driven decision-making, and enhance transparency and accountability to the public.

3.2 Community and Stakeholder Engagement – Prepare stakeholders to be credible, informed, and articulate spokespersons for the city.

3.2.1 Develop and maintain modern, reliable digital service systems including the City website, coordinated social media communications, and expanded online service delivery to increase

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

accessibility, transparency, and user engagement Update the City website and keep it up to date and accurate.

3.2.2 Provide a clear approach for community engagement by all stakeholders on planning and development matters.

4.1 Integrated Multi-modal Transportation Network – Advance safe and reliable multi-modal transportation that facilitates the safe, efficient movement of people, goods, and services.

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 types of motorized and non-motorized 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 modes of travel 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 grow ridership.

5.1 Parks, Trails, and Open Space – Enhance the City’s identity and appearance through well-maintained green space, parks, major corridors, gateways, and medians.

5.1.1 Ensure adequate parks, recreation, and open spaces are provided and maintained for the continued enjoyment of the community.

5.1.2 Maximize physical and visual linkages of parks and recreational facilities to residential areas, public facilities (school, library, etc.) and commercial areas within the city and adjacent to the city, making them accessible for residents.

5.1.3 Emphasize the enhancements and maintenance of existing parks while creatively seeking ways to acquire and develop future recreational facilities.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

5.1.4 Promote multi-uses of the city's parks for the various interests of its residents.

5.1.4.5.1.5 Ensure long-term sustainability of parks, recreation programs, and community events through asset management, partnerships, and cost recovery strategies.

5.2 Recreation Programs – Provide recreation and wellness programs and facilities that build community, support the arts, and encourage social connections.

5.2.1 Develop recreational programs with pricing and marketing strategies that drive value, attendance, and cost recovery.

5.2.2 Offer a diverse range of youth, adult, and senior recreational programming.

5.3 Community Events –

5.3.1 Celebrate our culture and community through special events each season.

6.1 Public Health – Improve the health and well-being of residents through ample and coordinated prevention and treatment of disease.

6.1.1 Ensure the consistent delivery of safe, high-quality drinking water that meets or exceeds all state and federal public health standards.

6.1.2 Provide reliable and compliant wastewater collection and treatment systems that protect public health and prevent environmental contamination.

6.1.3 Maintain full compliance with all drinking water, wastewater, and environmental regulations to safeguard public health and natural resources.

6.1.4 Reduce public health risks by maintaining and improving water and wastewater infrastructure through proactive maintenance, monitoring, and system upgrades.

6.1.5 Ensure continuity of critical water and wastewater services during emergencies through preparedness planning, system redundancy, and coordinated response.

6.1.6 Use monitoring systems, data analysis, and reporting to identify risks early and support timely, informed decisions that protect public health.

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6.2 Education – Support youth and families by investing in educational opportunities from Pre-K to Graduate Studies.

6.2.1 Collaborate with our partners to elevate our focus on excellent pre-k through 12th grade quality public and private education.

6.3 Public Safety – Increase the safety and security of all residents.

6.3.1 Provide high quality fire prevention, community risk reduction, and emergency response service.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

- 6.3.2 Open the police station as a regional hub for Sheriff's Deputies, WA State Patrol, and neighboring police departments.
- 6.3.3 Increase participation in Neighborhood Watch and S.C.O.P.E. volunteerism.
- 6.3.4 Improve emergency management and preparedness.

HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

3. INITIATIVES AND KEY RESULTS IMPLEMENTATION AND ACCOUNTABILITY FRAMEWORK

To address the needs of Medical Lake citizens and stakeholders, the City is organized into five major lines of effort including public safety, public works, building and planning, parks and recreation, and administration. In all our endeavors we aim to comply with government regulations and guidance.

| MAJOR LINES OF EFFORT | | | | |
|----------------------------|--------------|-----------------------|-----------------------|-------------------|
| PUBLIC SAFETY | PUBLIC WORKS | BUILDING & PLANNING | PARKS & RECREATION | ADMINISTRATION |
| Law Enforcement | Water | Development Regs | Parks and Trails | Utility Billing |
| Fire Protection/EMS | Sewer | Permitting/Inspection | Recreation Programs | Human Resources |
| Municipal Court | Stormwater | Land Use Planning | After School Programs | Info Technology |
| Animal Protection Services | WWTP | Code Enforcement | Community Events | Finance & Budget |
| Emergency Management | 6-Year TIP | Planning Commission | Park Advisory Board | Records |
| Hazard Mitigation | Engineering | | | Salary Commission |

Implementation through Departmental Work Plans

The Healing Waters Strategic Plan is implemented through annual Departmental Work Plans. Each department translates strategic goals and objectives into clear operational priorities, service levels, and measurable outcomes. These work plans serve as the primary mechanism for aligning daily operations, budget decisions, and capital investments with the City's long-term vision.

Accountability Structure

Each Department Director is responsible for developing and executing an annual work plan aligned with the Strategic Plan. Work plans identify:

- Core services and expected service levels
- Measurable performance indicators
- Annual priority initiatives and projects
- Resource needs and constraints

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HEALING WATERS STRATEGIC PLAN 2035

Medical Lake, Washington

Connection to Budget and Capital Planning

Departmental work plans directly inform the City's annual budget and capital improvement program, ensuring that resources are allocated in alignment with strategic priorities.

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Initiatives and Key Results

The Healing Waters Strategic Plan provides a necessary baseline for a self-assessment program designed to:

1. Clearly identify the ultimate goal for each of our lines of effort.
2. Decide on how we objectively measure the impact of those efforts.
3. Take stock in how we are currently doing.
4. Articulate what it is we are working on to improve conditions.

Through regular assessment, communication, and accountability ... the collective efforts of City Council, leadership, citizen advisory boards, and staff will more effectively:

- **Plan:** in accordance with the vision, mission, values, goals, and objectives.
- **Budget:** reflecting strategic priorities.
- **Manage:** the people, processes, and resources in accordance with identified strategies and initiatives.
- **Evaluate:** by measuring, improving, and revising our efforts.



To: Mayor and City Council
From: Koss Ronholt, Finance Director
TOPIC: Surplus of Equipment

Requested Action:

Review and approve Resolution 26-823.

Key Points:

The City owns the following equipment, which are no longer optimal for operations:

- Caterpillar Generator: 25 years in service and not sufficient for Craig Rd. Well power needs. Replaced by 500 kW Kohler generator, funded by FEMA Emergency Backup Power grant.
- 1999 Ford Explorer: Fleet vehicle, out of service 10+ years.

Background Discussion:

In accordance with Asset Management Policy 14.101, City staff have deemed the above-named equipment to no longer be operationally viable and recommend disposal by sale or auction, or whichever method is most cost-effective for the City.

Public Involvement:

None

Next Steps:

Review and take action on Resolution 26-823.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 26-823**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE PROVIDING FOR
THE DISPOSAL OF CERTAIN INVENTORY ITEMS DEEMED TO BE
SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF THE CITY**

WHEREAS, certain items of equipment belonging to the City of Medical Lake (“City”) are obsolete and no longer utilized by the City; and

WHEREAS, the City would like to dispose of these items that are unneeded or not useful to the City; and

WHEREAS, the City has followed the policies and procedures for the surplus of equipment set forth in Asset Management Policy 14.101 and is now desirous of formally declaring the items as surplus and disposing of them in whichever manner is determined to be the most cost effective.

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

Section 1. Declaration of Surplus. The items belonging to the City as shown in Exhibit “A” are declared to be surplus to the foreseeable needs of the City and it is deemed to be for the common benefit of the residents of the City to dispose of said items.

Section 2. Authorization. The Mayor is authorized to dispose of the items listed in this Resolution in a manner that will be determined to be the most cost effective for the City.

Section 3. 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 4. Effective Date. This Resolution shall be effective immediately upon passage by the City of Medical Lake City Council.

ADOPTED this ____ day of July 2026.

Attest:

Terri Cooper, Mayor

Approved as to Form:

Koss Ronholt, City Clerk

Sean P. Boutz, City Attorney

Exhibit A

City of Medical Lake

Surplus Items

Resolution 26-823

| Department | Item | QTY | Description | Identifier | Location | Replacement |
|-------------------|-----------------------|------------|--------------------------------|-------------------|-----------------|-------------------------|
| Public Works | Caterpillar Generator | 1 | Diesel Emergency Generator Set | 9CR01097 | Craig Rd. Well | Kohler Diesel Generator |
| Public Works | 1999 Ford Explorer | 1 | SUV - Vehicle | 1FMZU34X7XZA79169 | Maint. Building | N/A |



City of Medical Lake

Surplus Equipment Recap Sheet

Caterpillar / APCO Diesel Generator

Equipment Information

Equipment: Diesel Emergency Generator Set

Manufacturer: Caterpillar / APCO

Product Model: SR4B – 300 kW

Serial Number: 9CR01097

Rated Output: 300 kW

Fuel Type: Diesel

Hours: 402.3 Hours

Approximate Year Placed in Service: 2001

Service Life: Approximately 25 Years

Last Service Date: May 6, 2025

Condition Summary

This Caterpillar/APCO 300 kW diesel generator was installed and placed into service approximately in 2001 and has served as standby emergency power equipment for the City of Medical Lake water system facilities.

The generator currently indicates **402.3 operating hours** and received its most recent maintenance service on **May 6, 2025**.

The unit has been declared surplus as part of ongoing infrastructure and equipment replacement efforts.



City of Medical Lake

Surplus Vehicle Recap Sheet

Vehicle: 1999 Ford Explorer

VIN: 1FMZU34X7XZA79169

Mileage: 122,557 Miles

Department: City of Medical Lake

Disposition: Public Auction

Vehicle Information

- Make: Ford
- Model: Explorer
- Year: 1999
- Vehicle Type: Sport Utility Vehicle (SUV)
- Former Use: Police/Municipal Fleet Vehicle
- Engine: 4.0L V6
- Fuel Type: Gasoline
- Body Style: 4-Door SUV
- Odometer Reading: 122,557 Miles

Condition Statement

This vehicle has been out of service for approximately ten (10) years or more and has not been operated as part of the City fleet during that period.

The odometer currently reads **122,557 miles**; however, due to the age of the vehicle and its extended period out of service, the City makes no representation regarding the accuracy of the mileage.

The City of Medical Lake makes **no warranties or guarantees**, either expressed or implied, regarding:

- Mechanical condition
- Structural condition
- Roadworthiness
- Safety compliance
- Mileage accuracy
- Emissions compliance
- Fitness for any particular purpose

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1147**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO
AMENDMENTS TO TITLE 19 OF THE MUNICIPAL CODE REGARDING HOUSING
FOR INDIVIDUALS OR FAMILIES WHO ARE HOMELESS OR IN IMMINENT RISK
OF BEING HOMELESS**

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, pursuant to RCW 36.70A.545, the City must allow increased density for affordable housing owned or controlled by a religious organization; and

WHEREAS, pursuant to RCW 35.21.915, the City must allow religious organizations to host homeless on property owned or controlled by a religious organization; and

WHEREAS, pursuant to RCW 35.21.683, the City must allow transitional housing, permanent supportive housing, indoor emergency shelters, and indoor emergency housing in certain zones; and

WHEREAS, the Medical Lake Municipal Code (“MLMC”) does not address housing for individuals or families who are homeless or in imminent risk of being homeless ; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.760 – Emergency Housing and Shelters, is being added to the MLMC; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.765 – Religious Organizations and Temporary Housing, is being added to the MLMC; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.770 – Religious Organizations and Affordable Housing, is being added to the MLMC; and

WHEREAS, a State Environmental Protection Act (SEPA) checklist and a determination of non-significance were distributed on March 25, 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 and April 16, 2026, so as to receive public testimony; and

WHEREAS, at its April 16, 2026, meeting, the Planning Commission voted to recommend approval of the amendments; and

WHEREAS, pursuant to RCW 36.70A.106, on April 20, 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 June 16, 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. The following terms are hereby alphabetically added to MLMC Chapter 19.160 – Definitions.

Transitional Housing. Housing and supportive services to homeless persons as defined in RCW 84.36.043.

Permanent Supportive Housing. Housing and supportive services for persons experiencing homelessness or have imminent risk of homelessness as defined in RCW 36.70A.030.

Emergency Shelter. Facilities that provide a temporary shelter for individuals or families who are currently homeless as defined in RCW 36.70A.030.

Emergency Housing. Temporary accommodations for individuals or families who are homeless or at imminent risk of becoming homeless as defined in RCW 36.70A.030.

Section 2. Amendment. MLMC Section 19.520.040 – Use Categories, is amended as follows:

Agriculture. Agriculture includes activities that raise, produce or keep plants or animals.

Basic Utilities. Basic Utilities are infrastructure services which need to be located in or near the area where the service is provided. Basic Utility uses generally do not have regular employees at the site. Services may be public or privately provided. All public safety facilities are Basic Utilities. Accessory uses include offices and parking. Examples include water and sewer pump stations, sewage disposal and conveyance systems, electrical substations, water towers and reservoirs, energy production, data centers, water quality and flow control facilities, water conveyance systems, water harvesting and re-use conveyance systems and pump stations, stormwater facilities

and conveyance systems, telephone exchanges; mass transit stops or turn arounds, wireless communication facilities, and public safety facilities, including fire and police stations.

Commercial Parking. Commercial Parking facilities provide parking that is not accessory to a specific use.

Community Services. Community Services are uses of a public, nonprofit, or charitable nature generally providing a local service to people of the community. Generally, such uses provide the service on the site or have employees at the site on a regular basis. Accessory uses include offices, food preparation, dining, and parking. Examples include libraries, museums, senior centers, community centers, hospices, drug and alcohol centers, social service facilities, housing shelters, vocational training for persons with disabling conditions, and charitable meal service or food distribution centers.

Daycare. Daycare use includes day or evening care of two (2) or more children outside of the children's homes, for a fee. Daycare uses also include the daytime care of teenagers or adults who need assistance or supervision. Accessory uses include offices, food preparation, dining, recreation, and parking. Examples include child care centers, preschools, before and after school programs, and adult daycare programs.

Emergency Housing and Shelters. Emergency Housing and Shelters are facilities that provide temporary housing for individuals or families experiencing homelessness or housing instability. Accessory uses include supportive services. Emergency Housing and Shelters do not include outdoor encampments or vehicle resident safe parking as provided for in RCW 35.21.915.

Essential Public Facility. Facilities that are typically difficult to site. Siting of essential public facilities is regulated by RCW 36.70A.200. Examples include airports, state education facilities and state or regional transportation facilities, regional transit authority facilities, state and local correctional facilities, solid waste handling facilities, opioid treatment programs including both mobile and fixed-site medication units, recovery residences, harm reduction programs excluding safe injection sites, and inpatient facilities including substance use disorder treatment facilities, mental health facilities, group homes, and secure community transition facilities.

Group Living. Group Living is the residential occupancy of a congregate housing facility. Tenancy is typically arranged on a month-to-month basis or longer period. Group Living often includes a common eating area for residents. The residents may or may not receive any combination of care, training, or treatment. Accessory uses include parking, storage, food preparation, dining, laundry, and recreation facilities. Examples include dormitories, convalescent and nursing homes, and single-room occupancy housing, group homes for people with disabling conditions, permanent supportive housing, transitional housing, and residential programs for drug and alcohol treatment.

Household Living. Household Living is the residential occupancy of a Dwelling Unit. Tenancy is arranged on a month-to-month basis or longer period. Accessory uses include parking, storage, raising pets, recreational activities, hobbies, agriculture, certified childcare, and home occupations. Examples include houses, townhouses, plexes, and apartments. Adult Family Homes are considered Household Living.

Manufacturing and Production. Manufacturing And Production firms are involved in the manufacturing, processing, fabrication, packaging, or assembly of goods. Accessory uses include offices, warehouses, storage yards, and parking. Examples include processing food, coffee

roasting, breweries, woodworking and cabinet making, movie and video production, and sign making.

Medical Centers. Medical Centers include uses providing medical or surgical care to patients and offering overnight care. Accessory uses include offices, laboratories, food preparation, dining, and parking. Examples include hospitals.

Offices. Office uses are characterized by activities conducted in an office setting that focus on the provision of goods and services, usually by professionals. Accessory uses include parking and storage. Examples include lawyers, accountants, architects, engineers, medical and dental clinics, scientists, and real estate agents.

Parks. Parks are uses of land focusing on natural areas, large areas consisting mostly of vegetative landscaping or outdoor recreation, community gardens, or public squares. Accessory uses include concessions and parking.

Retail Sales and Service. Retail Sales and Service firms sell, lease or rent new or used products to the general public and/or provide personal services or entertainment, or provide product repair or services for consumer and business goods. Accessory uses include offices, storage, manufacturing, and parking. Examples include stores, banks, personal care services, laundromats, art/photo studios, dance/music classes, urgent medical care, veterinarians, restaurants, bars, entertainment, clubs, vocational schools, and repair services.

Schools. This category includes public and private schools at the primary, elementary, middle, junior high, or high school level that provide state mandated basic education. Accessory uses include offices, recreation, food preparation, dining, before and after school care, and parking.

Self Service Storage. Self-Service Storage uses provide separate storage areas for individual or business uses. The storage areas are designed to allow private access by the tenant for storing or removing personal property. Accessory uses include security and leasing offices.

Religious Institutions. Religious Institutions are intended to primarily provide meeting areas for religious activities. Accessory uses include offices, recreation, food preparation and distribution, dining, parking, and daycare. Examples include churches, temples, synagogues, and mosques.

Temporary Lodging. Temporary lodging is the residential occupancy of a room(s) or Dwelling Unit with a tenancy of less than thirty (30) days. Accessory uses include parking, recreational activities, food preparation, and dining. Examples include hotels, motels, and short-term rentals.

Vehicle Service. Vehicle Service firms service passenger vehicles, light and medium trucks and other consumer motor vehicles such as motorcycles, boats and recreational vehicles. Accessory uses include offices, sales of parts, vehicle storage, and parking. Examples include gas stations, repair shops, tire sales and mounting, oil change shop, and auto detailing.

Warehouse. Warehouse firms are involved in the storage, or movement of goods for themselves or other firms. Accessory uses include offices and fleet parking.

Waste Related. Waste-Related uses are characterized by uses that receive solid or liquid wastes from others for disposal on the site or for transfer to another location, uses that collect sanitary wastes, or uses that manufacture or produce goods from the biological decomposition of organic

material. Accessory uses include offices, parking, and storage. Examples include composting and sewer treatment plants.

Wholesale. Wholesale sales firms are involved in the sale, lease, or rent of products primarily intended for industrial, institutional, or commercial businesses. Accessory uses include offices, warehouses, and parking.

Table 19.520-1 Use Categories.

| Use Categories | Low-Density Residential | Medium-Density Residential | Central Business District | Mixed Use | Public Facilities |
|---------------------------------------|---------------------------------|-----------------------------------|----------------------------------|------------------|--------------------------|
| Agriculture | A | A | N | A | A |
| Commercial Parking | N | N | CU | Y | A |
| Community Service | CU | CU | Y | Y | Y |
| Daycare | CU ⁶ /A ² | CU ⁶ /A ² | Y | Y | Y |
| <u>Emergency Housing and Shelters</u> | <u>CU</u> | <u>CU</u> | <u>Y</u> | <u>Y</u> | <u>Y</u> |
| Essential Public Facility | CU | CU | CU | CU | CU |
| Group Living | CU ^{5,8} | CU ^{5,8} | Y | Y | Y |
| Household Living | Y | Y | Y ^{4,7} | Y ^{4,7} | N |
| Manufacturing and Production | A ¹ | A ¹ | Y | Y | A |
| Medical Centers | N | N | N | Y | Y |
| Office | A ¹ | A ¹ | Y | Y | Y |
| Parks | Y | Y | Y | Y | Y |
| Religious Institutions | CU | CU | Y | Y | A |
| Retail Sales and Service | A ¹ | A ¹ | Y | Y | A |
| Schools | N | N | Y | Y | Y |
| Self-Service Storage | N | N | N | Y | N |
| Temporary Lodging | N/CU ⁹ | CU | Y | Y | A |
| Utilities ³ | Y | Y | Y | Y | Y |
| Vehicle Service | N | N | N | Y | A |
| Warehouse | N | N | N | Y | A |

| | | | | | |
|---------------|---|---|---|---|---|
| Waste-Related | N | N | N | N | Y |
| Wholesale | N | N | N | Y | N |

¹ Use is limited and allowed only through a home occupation permit per MLMC Chapter 17.45 – Home Occupation Permit.

² Family Daycare Providers are considered Home Occupations and are allowed without a Conditional Use Review.

³ Wireless Communications may require a Conditional Use Review as stipulated in MLMC Chapter 17.52 – Wireless Communications Facilities.

⁴ Household Living is not allowed on the ground floor within 100 feet of the public right-of-way of SR 902, Lake Street, and Lefevre Street.

⁵ Adult Family Homes are considered Home Occupations and are allowed without a Conditional Use Review.

⁶ Child Care Centers are allowed without a Conditional Use Review.

⁷ New housing in existing buildings may not be subject to all development standards per RCW 35A.21.440 and 36.70.810.

⁸ Group Living that meets the definition of “Co-Living” in RCW 36.70A.535 is exempt from a Conditional Use Review.

⁹ Short-term rentals are allowed if approved through a Conditional Use Review pursuant to MLMC 19.790 – Conditional Use Review.

Y = Yes, allowed

N = No, not allowed, prohibited

CU = Allowed only if approved by a Conditional Use Review pursuant to MLMC 19.790 – Conditional Use Review

A = Accessory, allowed only as an accessory to the primary use

Section 3. Amendment. Chapter 19.760 – Emergency Housing and Shelters, is hereby added to the MLMC:

19.760.010 Purpose. The purpose of this chapter is to comply with the requirements of RCW 35.21.683, pertaining to permanent supportive housing, transitional housing, indoor emergency housing, or indoor emergency shelters.

19.760.020 Applicability. This chapter applies to permanent supportive housing, transitional housing, indoor emergency housing, or indoor emergency shelters.

19.760.030 Requirements. Any proposed indoor emergency housing or indoor emergency shelter, shall require a written certification with all of the information described in RCW 35.21.683(5)(a) from the sponsor or managing agency prior to a certificate of occupancy.

Section 4. Amendment. Chapter 19.765 – Religious Organizations and Temporary Housing, is hereby added to the MLMC:

19.765.010 Purpose. The purpose of this chapter is to comply with the requirements of RCW 35.21.915, pertaining to religious organizations hosting the homeless.

19.765.020 Applicability. This chapter applies to outdoor encampments, temporary small houses on-site, indoor overnight shelters, or vehicle resident safe parking hosted by a religious organization, as provided for in RCW 35.21.915.

19.765.030 Duration. A religious organization may host outdoor encampments, temporary small houses on-site, indoor overnight shelters, or vehicle resident safe parking for no more than four (4) consecutive months. There shall be a minimum of three (3) consecutive months between hosting periods.

19.765.040 Requirements. A religious organization that wishes to host an outdoor encampment, temporary small houses on-site, indoor overnight shelter, or vehicle resident safe parking shall complete the following:

- A. A memorandum of understanding with the City that contains, at a minimum, those criteria or items set forth in RCW 35.21.915.
- B. Host a community meeting pursuant to RCW 35.21.915.
- C. Complete sex offender checks of all the adult residents and guests.

19.765.050 Temporary Small Houses. Temporary Small Houses hosted by a religious organization shall meet the following requirements:

- A. The memorandum of understanding shall be renewed annually.
- B. Each small house shall be no larger than one hundred twenty (120) square feet.
- C. There shall be at least six (6) feet between small houses.
- D. Electricity shall be inspected by the Washington State Labor and Industries.
- E. Heating systems shall be inspected by the City of Medical Lake Building Official.
- F. Space heaters shall be inspected by the Fire Official.
- G. Doors and windows shall be lockable.
- H. Each small house shall have a fire extinguisher.
- I. Adequate restrooms shall be provided, including handwashing.
- J. Potable running water shall be provided.

19.765.060 Safe Parking. Safe Parking hosted by a religious organization shall meet the following requirements:

- A. The minimum parking spaces required for the primary use shall be retained for the primary use.
- B. Restroom access shall be provided.
- C. If recreational vehicles are hosted, proper disposal of waste shall be provided.

19.765.070 Indoor Overnight Shelter. The memorandum of understanding for an Indoor Overnight Shelter hosted by a religious organization shall contain provisions for fire safety pursuant to RCW 35.21.915.

Section 5. Amendment. Chapter 19.770 – Religious Organizations and Affordable Housing, is hereby added to the MLMC:

19.770.010 Purpose. The purpose of this chapter is to comply with the requirements of RCW 36.70A.545, pertaining to bonus densities for affordable housing on properties owned or controlled by religious organizations.

19.770.020 Applicability. Any Affordable Housing Development, as defined by RCW 36.70A.545, that is proposed on real property owned or controlled by a religious organization shall receive a twenty (20) percent density bonus provided that:

- A. At least fifty (50) percent of the Affordable Housing Development is set aside for or occupied exclusively by low-income households, as defined by RCW 36.70A.545; or
- B. At least twenty (20) percent of the Affordable Housing Development is set aside for or occupied exclusively by very low-income households, as defined by RCW 36.70A.545.

19.770.030 Requirements. The Affordable Housing Development shall:

- A. Execute a lease or other binding obligation that requires the affordability requirements and other conditions contained in RCW 36.70A.545 to be maintained for at least fifty (50) years, even if the religious organization no longer owns the property.
- B. Meet all development standards of the zone.

Section 6. 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 7. 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 July 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. 1147 passed by the City of Medical Lake City Council on the _____ day of July, 2026.

AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON, RELATING TO AMENDMENTS TO TITLE 19 OF THE MUNICIPAL CODE REGARDING HOUSING FOR INDIVIDUALS OR FAMILIES WHO ARE HOMELESS OR IN IMMINENT RISK OF BEING HOMELESS

Section 1. Identifies the amendments to Title 19, Chapter 19.160 of the City of Medical Lake Municipal Code (MLMC).

Section 2. Identifies the amendments to Title 19, Section 19.520.040 of the MLMC.

Section 3. Identifies the amendments to Title 19, Chapter 19.760 of the MLMC.

Section 4. Identifies the amendments to Title 19, Chapter 19.765 of the MLMC.

Section 5. Identifies the amendments to Title 19, Chapter 19.770 of the MLMC.

Section 6. Establishes a severability clause in the event some portion of the Ordinance is held invalid.

Section 7. Establishes an effective date for Ordinance No. 1147 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: _____