

**CITY OF ISSAQUAH
City Council Committee of the Whole**

6:30 PM
August 8, 2022

MINUTES

Council Chambers
135 E. Sunset Way

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers:

Barbara de Michele
Zach Hall
Victoria Hunt (*Attended Virtually*)
Russell Joe
Tola Marts
Chris Reh
Lindsey Walsh, Chair

Administration/Staff:

Wally Bobkiewicz, City Administrator
Andrea Snyder, Deputy City Administrator
Chris Grabowski, Deputy City Clerk

CALL TO ORDER

Council President Walsh called the meeting to order at 6:30 PM.

AGENDA ITEMS

- a) **Public Comment – None.**
- b) **ID 1233 - Recognition of Robb Hunt on Retirement as Executive Director of Village Theatre**
Council President Wash presented Mr. Hunt with a plaque in appreciation of his contribution to the city.
- c) **ID 1149 - 2023-24 Budget: Revenue Forecast & Midyear Update**
Presented by:
Robert Hamud, Chief Financial Officer

Following the staff presentation, no one spoke at public comment.

This was an informational item; no City Council feedback was provided.

- d) **ID 1225 - Title 18 Land Use Code – Future Updates List ('White Board')**
Presented by:
Minnie Dhaliwal, Community Planning & Development Director

Prior to the staff presentation, Councilmember Joe disclosed that he works for a membership organization for residential construction located in Bellevue, WA.

Following the staff presentation Connie Marsh spoke during the public comment period on this item. Ms. Marsh spoke regarding the Title 18 update process.

CM Hunt, Chair of the Planning, Development, & Environment Committee (PDEC) reported out on the topic and spoke about the PDEC process and work on the updates list.

Council comments included the following:

- There was general agreement with the PDEC recommendations.

- The City has made strides on the Title 18 update, but more work is still needed. It is an ongoing project.
- The process is staff intensive. There is a desire to take on more of the Future Updates list as staff have the capacity to do so, but the work should not be rushed; the prioritized list needs to be done well.
- Supportive of the outreach done on the Parking topic with affinity groups.
- Continue to align Title 18 with existing plans, and seek continued community engagement.
- General agreement that policy discussions are going to take time.
- “Best practices” may change over time.

e) **ID 1236 - City Council Connections with Boards and Commissions**

Presented by:

Deputy Council President Hall

Following the presentation, Connie Marsh spoke at public comment. Ms. Marsh spoke about information flow from board and commissions to the Council. She stated that Council should not influence boards and commissions.

Council comments included the following:

- Councilmembers enjoy visiting board and commission meetings.
- It was felt that boards and commissions are important as they are independent.
- A specific Council liaison to individual boards may be undue influence.
- The Council has information that is important to decision making and it was felt that context must be provided to board and commission members.
- There should be a work-plan for board and commission chairs.
- Some changes to the board/commission process may be necessary.
- Support for some sort of appreciation event for the board and commission members.

f) **Good of the Order – None.**

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 8:46 PM.

Lindsey Walsh, Chair

Chris Grabowski, Deputy City Clerk



Informational Update

ID # 1109– Issaquah Climate Action Plan Implementation Update

Meeting Date	October 3, 2022
Department	Sustainability
Staff Lead	Stacy Vynne McKinstry, Sustainability Manager

Purpose

Update the City Council on implementation of the Climate Action Plan. Staff last provided an implementation update to Council in April 2022.

Background

The City Council adopted the [Climate Action Plan](#) (ICAP) on December 6, 2021. Staff developed a workplan for the year based on actions identified for early implementation, partnership opportunities, and input from the Environmental Board. Staff will consider additional actions for 2022 as directed by Council and as capacity allows. Funding for the current actions underway includes: \$80,000 Climate Fund (allocated in 2022 budget), authorized funding for the heat pump and clean buildings initiative from City Council in July 2022, limited Sustainability Fund, and grant funds received from WA Department of Commerce for the Climate Vulnerability Assessment.

Update

Clean Building Initiative: The City is preparing to launch a clean buildings initiative, which will focus on supporting Issaquah buildings in energy efficiency. The City selected MacDonald Miller as the partner through an RFP process with approval of \$100,000 in City funding in July. The program will support buildings of all size assess opportunities for energy efficiency improvements, complete improvements, and access incentives and loans for energy efficiency upgrades. We are currently working on the marketing and outreach plan and will formally launch the program in the coming months. This action will track greenhouse gas emission reductions based on energy savings. (ICAP action BE 1.1)

Climate Vulnerability Assessment: The City is working with Cascadia Consulting Group to complete a climate vulnerability assessment, an early action identified in the ICAP. The assessment will provide a deeper dive into anticipated impacts from climate change and identify areas and populations within the City that are most at risk. We will develop a list of actions to integrate into the City's various plans (e.g. Emergency Management Plan, Comprehensive Plan) as well as public facing communication tools. As of September 2022, we have completed one staff workshop, one community workshop, and are scheduling several fall outreach events and focus group meetings including with the Senior Center, Tent City 4, Hutchinson House, and YWCA. We canceled an in-person community-wide workshop due to lack of registrations and are shifting our community-wide engagement efforts for the remainder of the project. An "[Online Open House](#)" to keep the public informed about the project and solicit input via a mapping tool will launch in late September and a community-wide survey will be distributed in early October. In early 2023, we anticipate additional engagement opportunities through virtual and in person workshops to assess proposed actions and communication tools. We received funding in July from the WA Department of Commerce in the amount of \$55,000 to expand outreach, communication products, and integration of results into the Comprehensive Plan. The initial vulnerability assessment will be completed by the end of the year; we will finalize action identification, communication tools and recommendations for Comprehensive Plan integration by Q2 of 2023. This project is coordinated closely with Emergency Management and Human Services. This project will track community engagement and actions integrated into other plans or policies. (ICAP action CR 2.1 and CR 1.2)

Community Climate Challenge: In partnership with Community Climate Solutions, as well as the cities of Redmond, Mercer Island, and Bellevue, the City of Issaquah launched the Issaquah Climate Action Challenge in mid-April. This program engages community members, businesses, schools, and community groups to act in their daily lives to reduce their carbon footprint. Participants can choose from free, simple actions to more impactful long-term investments. The program provides access to resources, incentives, and rebates. Registration has been slow and steady due to more focused attention from staff on launching the heat pump campaign as well as losing an outreach coordinator. However, we have experienced an increase in signups in late summer and early fall through tabling events (Farmers Markets, Welcoming, Salmon on Sunset) and will further engage the community at Salmon Days. In addition, students from Gibson Ek are participating in a 6 week intensive class to identify creative ways to engage the community, and students at Skyline High School will launch a "Climate Challenge Cup" between ISD high schools this fall. We are currently halfway to our 2022 sign up goal. This action will track estimated greenhouse gas emissions reduction, financial savings, energy savings, and water savings for the community. (ICAP action OV 1.1)

Current results:

- 109 homes signed on.

- Community has committed to 105 different actions and completed 47 actions.
- To date, the community has collectively saved 24 tons of CO₂, over 5000 KWH, 725 gallons of gas, and over 31,000 gallons of water.

Issaquahwa.gov/climatechallenge

Eastsideclimatechallenge.org

Electrify municipal fleet vehicles (no change from last report): The City currently owns 1 Nissan Leaf (100% electric) and has two more electric vehicles on order for 2022 (Ford E Transit cargo van and Ford Lightning pickup truck). The City entered into a contract with Matrix Consulting Group for a Fleet Electrification Study in April 2022. As part of the contract, Matrix is working with a subsidiary consulting company, Energetics, to research all available options for transitioning to a more sustainable fleet with consideration for our desired goals. They will recommend sustainable solutions based on the lifecycle cost analysis and create a strategic fleet transition plan (including available and emerging vehicle styles, brands, procurement options, infrastructure upgrades, policy changes, etc.). They will evaluate options for EV as well as alternative fuels if EV options are not available to meet our fleet needs. They will also make recommendations for fleet charging infrastructure. Matrix will complete the study before the end of the year and staff will consider and submit some transitional needs for the upcoming CIP and budget cycle. The Fleet Electrification Study and Fleet Fund Study are both still in development without results available at this time. This study is covered by the Sustainability Fund. (ICAP action OV2.6)

Expand City-owned electric vehicle infrastructure: The City currently owns three EV charging stations: one station at City Hall NW and two stations at the zHomes in the Highlands. The stations each have one functioning charger and have been out of service intermittently for system upgrades. All three of these charging stations are a public subsidy and there is currently no cost to the public for charging. Public Works has previously spent \$12,000-15,000/year to pay for usage, but spending for 2021-2022 is significantly lower due to equipment issues. The City selected Puget Sound Solar and Chargepoint as the provider for new and replacement equipment. A small works contract for site preparation and installation is in process of procurement. Three dual head charging stations are planned for immediate implementation as soon as contractors are secured – a replacement public station at zHomes, a public station near the Community Center, and a “City fleet use only” station at the Parks Facilities building and potentially Tibbetts Creek Manor. The public stations will charge a nominal fee to help cover agreements with the charging station provider and to encourage users to move their cars regularly. We anticipate implementation of the three stations by winter with funding from the Sustainability Fund. Installations are taking longer than anticipated due to complications with charging sources at each of the sites. The City Hall NW site is anticipated for removal due to vacancy at

that building. For future locations, staff are currently identifying additional locations for EV charging stations and mapping locations of current stations, proximity to restaurants/parks/shopping areas, equity and access across the community, and community input. The mapping tool will allow us to expand installations of charging infrastructure prior to the end of the year, continue installations over the next several years as funding is available, and pursue grants to support further expansion of charging infrastructure in the future. A focus for future installations will be on multi-family housing and affordable housing, where charging options may not currently be available. (ICAP action OV2.6 and TL 3.1)

Electric Vehicle Charging Ordinance (no change from last report): The City Council passed the Electric Vehicle Charging Ordinance No. 2941, effective April 13, 2021. This Ordinance supports the City in reaching its greenhouse gas emissions reduction targets and reducing particulate matter pollution. The Ordinance includes requirements for new multifamily and nonresidential buildings, multifamily and nonresidential buildings undergoing substantial improvement, and new surface parking lots and parking garage uses. Staff do not believe that the Electric Vehicle Charging Ordinance has been applied yet or that it has caused any issues among potential applicants. Future multi-family projects such as Avalon (near Springhill Marriott) and Milano (between Gateway/Anthology and Gateway Senior/Revel Issaquah) will be required to comply with the ordinance. These projects are currently in land use review.

Energy Smart Eastside: Heat Pump Campaign: In partnership with Spark Northwest, as well as the cities of Redmond, Mercer Island, Bellevue and Kirkland, the City of Issaquah launched a heat pump campaign in early May. This campaign will streamline the process for homeowners to transition to more efficient heating and cooling through the installation of electric heat pumps. The heat pump campaign is anticipated to last 3 or more years with a focus on multi-family and businesses in future years. The Energy Smart Eastside program may transition to other energy efficiency campaigns in the future. An additional grant has been secured with funding for low and moderate income households as well as a “market rate” incentive. As of September 2022, we have held five workshops with between 70 and 110 participations at each workshop. Approximately 20% of participants have been from the City of Issaquah at each workshop. Additional workshops are being scheduled for 2022 and early 2023. We are collecting information on how many participants have: 1) been visited by an installer; 2) signed a contract; and 3) completed an installation. We will report on numbers in a future update. We anticipate installations will be delayed (and are encouraging so) in order for residents to take advantage of the Inflation Reduction Act benefits. For our affordable housing component of the program, of which Council approved \$125,000 in July, we are currently working with King County Housing Authority (KCHA) to maximize funding for whole building weatherization. KCHA is currently

evaluating one Imagine Housing complex in each of the five participating cities to assess how much state and federal funding can cover weatherization updates and heat pump installations. We anticipate a quote for City contributions for the heat pump installation needs later this fall. We are also continuing to work with Hopelink to identify needs in single family homes in Issaquah. Staff are consulting with the Human Services Program. This action will track estimated greenhouse gas emissions reduction through transition to heat pumps. (ICAP action BE 2.1, BE 2.2)

Title 18 alignment with ICAP: Sustainability and CPD staff are incorporating actions and targets from the ICAP as appropriate into Title 18. The Environmental Board has reviewed the following sections of Title 18: Outdoor Lighting, Shoreline Master Program, Critical Areas, Landscape and Open Space, Community Space and Green Necklace, and Tree Preservation. Comments, concerns and recommendations from the Environmental Board were provided to Council via memos in March and April. The Environmental Board will next see a consolidated draft of Title 18 in November and will prepare a summary of recommendation for Council based on their review of the consolidated draft. CPD has prepared a crosswalk between Title 18 updates and the Climate Action Plan to identify what has been included for consideration in the updated code and what has not been included at this time. (Example ICAP Actions under consideration: TL 1.1, TL 1.2, TL 1.3, TL 2.1, TL 2.4, NS 1.2, NS 2.3)

Webpage Update and Performance Tracking (no change): The City updated the Climate Action Plan webpage to provide basic information about our goals, targets, and actions planned for 2022. Staff will present the final draft tracking tool to the Environmental Board in October and then release to the public. The tracking tool will identify the overall progress towards meeting our greenhouse gas emissions reduction targets, status of implementation for each action, and implementation barriers faced. Staff will update the tracking tool on a regular basis to provide Council and the community with current ICAP implementation information. (ICAP Action OV 1.5)

[Climate Action Plan Webpage](#)

Other Related Activities:

Explore Community Solar Projects (BE 3.1): Issaquah is moving into the 2nd phase of evaluation for a PSE community solar project. Staff will meet with PSE in late October and early November to further evaluate the proposed location.

LEED for Cities: The City was selected by the US Green Building Council to participate in a cohort of fifteen cities across the country to track performance and identify gaps on sustainability and equity in order to achieve a Leadership in Energy and Environmental Design (LEED) for Cities certification. Staff are working across departments to gather information to meet various criteria. In addition, a self-

selected team from CPD, Finance, and Public Works have volunteered to engage in the process and meet regularly to provide guidance to lead staff on criteria. Staff are participating in equity trainings as part of the process. Throughout the process, staff are identifying gaps through criteria where the City does not receive credit. A summary of gaps will be provided to the Administration in early 2023 with recommendations for fulfilling gaps. The City anticipates submission for LEED Certification in Q1 2023 and is aiming for Gold or above.

[LEED for Cities Program](#)

Staff are coordinating with other departments and partners to implement ongoing actions from the ICAP.

- Advocate for climate legislation (ICAP Action OV1.2): Staff reviewed and commented on several proposed bills and supported letters and testimony during the 2022 legislative session. Since April, staff have reviewed the proposed state building code updates for commercial and residential buildings.
- Participate in regional partnerships (ICAP Action OV 1.3): Staff engage and collaborate regularly with K4C, Eastside Cities, Puget Sound Climate Preparedness Collaborative, as well as support other staff and elected officials in other regional collaborations.
- Implement bike share and carpool programs (ICAP Action OV2.7): The electric cargo bike for Facilities and Parks has been well received. A second bike is on order. Staff are also working to identify additional locations for bike racks and secure bike storage for both staff and residents.
- Conduct recycling and composting outreach and education (ICAP Actions MC 1.1): Waste education and outreach (online and in person) is underway with a private consultant and Recology. Over 1700 community members reached through tabling events, collection events, and virtual classes. A consultant is also providing “on call” support for businesses, nonprofits, schools and other groups that have waste, recycling, or composting questions or needs. [Waste Events and Classes Webpage](#)
- Update municipal solid waste contract policies and programs (MC 1.2): A new waste hauler contract was approved in summer 2022. ICAP related highlights include transition of hauler trucks to electric and a zero waste specialist focused on Issaquah.
- Implement King County Wildfire Preparedness Strategy (ICAP Action CR 2.2): This work is underway in coordination between Emergency Manager, King County, and King Conservation District. During a launch event in July 2022, the City committed to developing a local wildfire strategy.

Next Steps