

CITY OF ISSAQUAH
City Council
Mobility & Infrastructure Committee

6:30 PM
June 14, 2022

MINUTES

Council Chambers, 135 E.
Sunset Way, Issaquah WA

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Committee Members:

Russell Joe, Chair
Barbara de Michele
Zach Hall

Administration/Staff:

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

CALL TO ORDER

Chair Russell Joe called the meeting to order at 6:30 PM.

PUBLIC COMMENT

- Chair Joe read an email from Martin Buckley regarding the scooter program, which had been sent before the meeting.

AGENDA ITEMS

b) ID 1132 Electric Scooter Share Pilot Program

Benton Coblentz, Economic Development Coordinator
John Larson-Friend, Transportation Program Coordinator

After the staff presentation no one spoke at public comment.

General Committee comments included the following:

- Retrieval of the scooters is a priority. The scooters must not become a nuisance by ending up being left in inappropriate locations.
- Committee had concerns about Americans with Disabilities Act implications.
- A pilot program is a good first step, but more feedback is needed from the community.
- Would like to see comparables from other communities who have worked with this contractor or other providers on a similar program.
- Reports and observations from the pilot will be helpful in moving forward with a larger program.
- Committee felt the scooter program needed to be tried as it tied in with alternate modes of transportation.

The Committee recommended placing the item on the Regular Business calendar of the June 21, 2022 Council Meeting.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 7:40 PM.

Russell Joe, Chair

Chris Grabowski, Deputy City Clerk



Staff Report

ID # 1211 – Community Mobility Investment Fund Public Engagement

Meeting Date July 12, 2022
Department Executive Department
Staff Lead Gene Paul, Management Analyst

Direction Needed

The Administration is seeking the Mobility & Infrastructure Committee's direction on the following questions:

1. Does the Committee agree with approach of using digital public engagement to inform the community and ask them to complete a survey?
2. Should the Administration consider Parks trail projects that provide connections to parks or neighborhoods as suitable options for the survey?
3. What are the desired next steps once the public engagement process is complete?
 - a. Are the results from the survey a recommendation or guarantee of funding?
 - b. Should the Administration return to the Committee with the results or go to the full City Council?

Background

Issaquah's infrastructure needs greatly surpass the City's current ability to pay for those needs. The lack of funding has provided significant challenges for the City to maintain existing and fund new infrastructure that meets the Issaquah community's needs and standards for transportation, parks and trails, and city facilities.

In September 2021, Mayor Pauly formed the Capital Finance Community Task Force (Task Force) to provide recommendations on which types of infrastructure needs the City should prioritize and ways to use and increase revenues to fund those needs. The Task Force presented City Council with their recommendations in March 2022. Their full report can be found [here](#).

The Administration proposed the Community Investment Strategy to implement the Task Force recommendations and increase investment in the City's infrastructure. This strategy was first presented to the City Council at the [June 27, 2022 Council Committee of the Whole meeting](#). Based on the feedback provided at that meeting, the Administration presented an updated version of the Investment Strategy at the [July 5, 2022 City Council meeting](#).

One component of the overall Investment Strategy is the Community Mobility Investment Fund. At the June 27 Committee of the Whole meeting, the Council indicated support for the concept of allocating \$2 million from the \$9 million of American Recovery Plan Act (ARPA) funds and using a public engagement process to determine which small capital projects would receive that funding. The Administration initially proposed that the short list of capital projects would contain options from both Transportation and Parks & Trails, in alignment with the recommendation from the Capital Finance Community Task Force. Based on the City Council's desire to focus more of the funding towards mobility projects, the Administration has adjusted the plan for the project list and will only include projects that focus on multi-modal or transportation safety improvements.

Public Engagement: Level and Tool

The City's [Public Engagement Toolkit](#), from February 2017, describes three levels of engagement that ultimately depend on the level of public feedback needed. These levels are defined as "collaborate," "consult" and "inform." The "consult" level, described as "consult with community members by educating them on a limited number of options or drafts, and asking for feedback," best fits the Administration's vision of preparing a short list of capital projects and asking for the community to prioritize them. The document even uses the example of "Prioritize Capital Improvement Plan projects" to illustrate when this level of engagement is appropriate.

In order to best accomplish this consultation, the Administration intends to use two of the recommended tools for this level of engagement: online informational engagement and an online survey. The Administration envisions having informational materials such as a video summarizing the projects or pictures and plans from the Capital Improvement Plan for community members to learn about the project options. Following this informational content, there would be a survey that would enable community members to rank the projects to indicate which should be funded from the \$2

million. The City's Communication team noted that the Community Investment Strategy has been one of the most popular items on the City's digital platforms, so the Administration recommends continuing to engage people where they already are over other informational techniques like an open house. Finally, the Administration intends to launch the survey campaign in early September and allow at least three weeks for the community to participate and respond.

Survey: Project List Criteria

To prepare for the September public engagement, the Administration intends to use July and August to compile the list of multi-modal or transportation safety improvement projects, narrow down the list as required, and prepare the engagement materials and survey. As a reminder, at the June 27th Committee of the Whole meeting, the Council endorsed the list of criteria the Administration would use to create the short project list. Those criteria include:

- Ability to be completed within ARPA timeline (by 2024)
- Eligibility with ARPA requirements
- Focus on Transportation
- Already vetted and approved by Council in the Capital Improvement Plan (CIP)
- If there are multiple options, the Administration will apply the criteria that the Task Force used for prioritizing project "buckets." These include:
 - Addresses pain point across the City
 - Return on investment/projects with highest impact relative to cost
 - Areas of least satisfaction/highest importance from the 2021 Community Survey
 - Life/safety

While the feedback from the Council was clear on most points, the Administration is looking for the Committee's direction to clarify one aspect of the criteria. There are potential Trails projects that could provide connections to the City's Parks and nearby neighborhoods that would currently be classified as "Parks" projects and not "Transportation" projects. For the purposes of this survey, should the Administration consider these as suitable "mobility" projects?

Next Steps with outputs from Public Engagement

Finally, the Administration is seeking the Committee's direction on the next steps once the survey process is complete. Specifically, the Administration is looking for input on how to treat the results of the survey and where to bring them back to the Council. Although it is possible to describe the results of the survey as a pledge or guarantee of funding, the Administration is recommending that the results be considered as a recommendation for the Council. If in fact the Committee would like to consider the survey results as a recommendation, then the Administration proposes that the results could be

presented to the Council Committee of the Whole for discussion prior to authorizing the funding at a future regular City Council meeting. Based on the current Council planning calendar, October or November Committee of the Whole meetings already planned for 2023-2024 budget deliberations are possibilities for Council discussion and direction.

Timing & Next Steps

The Administration proposes the following for next steps:

- July-August: Compile the list of multi-modal or transportation safety improvement projects, narrow down the list as required, and prepare the engagement materials and survey.
- September: Conduct public engagement.
- October: Update the City Council with results of the public outreach and recommended Community Mobility Investment Fund Projects at an October Committee of the Whole meeting.
- November: City Council may take action to authorize funding of the projects at a November regular City Council meeting as part of the 2023-2024 Budget adoption.



Community Mobility Investment Fund Public Engagement

JULY 12, 2022 | COUNCIL MOBILITY &
INFRASTRUCTURE COMMITTEE

GENE PAUL, MANAGEMENT ANALYST

Purpose

The Administration is seeking feedback on the public engagement plan for the Community Mobility Investment Fund