

**CITY OF ISSAQUAH**  
**City Council**  
**Mobility & Infrastructure Committee**

6:30 PM  
September 16, 2025

**MINUTES**

Council Chambers, 135 E.  
Sunset Way, Issaquah WA

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

*Committee Members:*

Russell Joe, Chair  
Barbara de Michele  
Chris Reh (*Excused Absence*)

*Administration/Staff:*

Andrea Snyder, Deputy City Administrator  
T. Cassidy Mueller, Deputy City Clerk

**CALL TO ORDER**

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

**PUBLIC COMMENT - None**

No members of the public spoke.

**APPROVAL OF MINUTES**

- a) Minutes of July 15, 2025. There being no changes, the minutes were unanimously approved as presented.

**AGENDA ITEMS**

- a) **COM 0120 - Utility Rate Study - Review Draft Study**

*Presented by:*

*Matt Ellis, Utility Engineering Manager*  
*Sergey Tarasov, FCS Consulting Group*

The Committee recommended to forward the rate study to the City Council for consideration and recommended adoption.

Other Committee comments included:

- Consideration to balance utility affordability with fiscal responsibility.

- b) **COM 0137 - Transportation Concurrency Policy Update**

*Presented by:*

*Gillian Straub, Management Analyst*  
*John Mortenson, Transportation Engineering Manager*  
*Thomas Valdriz, Senior Transportation Planner*  
*Torsten Lienau, Jacobs Engineering*  
*Kendra Brieland, Fehr & Peers*

The following public comments were made:

- Connie Marsh, resident, spoke regarding consideration for frequency of bus stops and ability for residents to provide feedback to the City for bus stops and needs.

The Committee recommended the following and placing this item on consent when it comes before Council, pending anything requiring further discussion stemming from the PPC public hearing:

- Slope should be added to the methodology for bicycle level of traffic stress to more accurately map and plan bike infrastructure.
- The changes to pedestrian level of service match the prioritized pedestrian connections where they are needed most, and the changes add needed flexibility.
- Adding leading pedestrian interval to priority pedestrian corridors does appropriately prioritize pedestrian safety given the possibility of auto delay.
- Adding transit signal priority to priority transit corridors does not appropriately prioritize transit speed and reliability given the possibility of auto delay.
- The new transit level of service does include the right service types. Mobility, access and place are the correct considerations for transit LOS.

Other Committee comments included:

- Bicycle level stress tests do not differentiate between bicycles and e-bikes.
- Further analysis into specific corridors and intersections will be conducted in the future.
- The transit signal priority tool will be helpful for staff but is not ready for implementation throughout the entire city.

c) **COM 0165 - Central Issaquah Multimodal I-90 Crossing Study Update**

*Presented by:*

*Greg Lucas, Senior Transportation Engineer*

The following public comments were made:

- Connie Marsh, resident, spoke in favor of accepting the study and closing the project, but in opposition to Administration's recommended location and overall concept of the proposed multimodal crossing.

The Committee recommended to bring the item to a Regular Council meeting for discussion and possible action.

**ANNOUNCEMENTS - None**

There were no announcements.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 8:58 PM.

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Russell Joe, Chair

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T. Cassidy Mueller, Deputy City Clerk



# Staff Report

## COM # 0167 – Intelligent Transportation System Plan Update

**Meeting Date**      October 14, 2025  
**Department**      PW - Public Works  
**Staff Lead**         John Mortenson, Transportation Engineering Manager

### Attachments

A. Staff Presentation

### Direction Needed from Committee

The purpose of this item is to provide the Mobility and Infrastructure Committee with an update on the Administration's implementation of the Intelligent Transportation Systems (ITS) Plan. It is an opportunity for the Committee to ask the Administration about the work to implement ITS.

### Background

Information:

The Issaquah City Council approved the City's Intelligent Transportation Systems Plan at their Regular City Council meeting on November 6, 2023 ([AB 8551](#)). The ITS Plan's Mission Statement states, "The ITS Program and Plan seek to improve the safety, health, security, and movement of goods, people, and services for all modes of the transportation network by using advanced technologies, establishing agency coordination, maximizing existing system capacity and infrastructure, and providing real-time traveler information."

There are six goals within the ITS Plan. They are:

Goal 1: Improve the safety of the transportation system.

Goal 2: Improve the efficiency and sustainability of the transportation system.

Goal 3: Provide traveler information to help inform route and mode choice.

Goal 4: Plan and deploy cost efficient and effective ITS technology.

Goal 5: Integrate City ITS efforts with regional partners.

Goal 6: Monitor transportation performance measures and utilize this information to improve safety and efficiency of the transportation system.

As part of developing the ITS Plan, all ITS-related infrastructure and systems, including field devices, the transportation communications network, and transportation operations and central systems are documented in the plan. The plan provides a holistic view of the system and its ongoing maintenance, upgrade, and replacement needs.

Within the ITS Plan is an implementation strategy to move the City from its reactive mode of managing the ITS, where Staff are kept busy simply performing repairs, to a proactive state where Staff can optimize the capabilities of the technology. As such, the implementation strategy calls for the City to first modernize existing assets and then strategically invest in new technologies, adhering to the ITS Plan goals and applying the plan’s priorities with each decision.

The actions identified in City’s ITS plan are led by four divisions within two departments. They are: Street Operations (Public Works Department), Information Technology (Administrative Services Department), Transportation Engineering (Public Works Department), and Communications (Administrative Services Department). This report updates the Committee on the statuses of the actions.

**Street Operations**

The ITS Plan examined the City’s reactive approach to transportation systems management and recommended preparing proactive replacement plans, sufficient budgets, and responsive staffing levels. Since the plan’s adoption, City staff have been implementing these plans and a new asset management software program. Here is an update on the status of the ITS field device and communications network replacement activities:

ITS Plan Project #; CIP #	Description in ITS Plan	Update
ST-01; N/A	Signal Controller Upgrades: Upgrade 8 traffic signal controllers; operating budget proposed for 2024-2026	Completed: All 8 replaced, plus software updates to 53 controllers. Staff to plan for next biennial budget’s needs.
ST-02; TR090 and TR100	Traffic Signal Controller Cabinet Replacement: Upgrade 24 non-standard traffic signal cabinets to City-standard and budget for 3 traffic signal cabinet replacements due to	In progress: All cabinets are now City standard; 14 cabinets replaced and have integrated battery backups; ten cabinets are currently past expected life. On target to replace/upgrade remaining cabinets by 2029 date, pending sufficient allocations in the next two biennial budgets. Operating

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	collisions/damage; operating budget proposed for 2024-2029; additionally, capital budget includes cabinet life cycle replacement project (TR 090; 4 per year) and battery backup replacement (TR100)	budget for capital replacement due to damage has been reduced from the ITS Plan target of 3 replacements to 2 per year. TR 090 is in progress and will replace (due to service life) 4 cabinets per year.
ST-03; TR092	Upgrade seventeen (17) CCTV cameras; operating budget proposed for 2024-2025 (capital project TR 092)	In progress: Operating budget includes damage/failure replacements of 2 per year.  The one-time project TR092 replaced all (17) cameras that were out of service life and utilizing old technology.  All cameras have been purchased, 13 cameras replaced to date; 4 more to be replaced by YE 2025 once mounting parts arrive.
ST-04 <sup>1</sup> ; TR081	Upgrade 4 dynamic message sign boards (DMS); capital budget proposed for 2024-2025 (TR 081)	In progress: Bid awarded September 2025; project to be carried over to 2026 for construction.
ST-06; TR080	Upgrade or supplement existing detection to support multimodal signal operations, Automated Traffic Signal Performance Measures (ATSPMs), and advanced signal operations like Adaptive Signal Control (ASC); biennial operating budget includes funding	In progress: Annual project begins in 2026. Budget is approved for 2026. This project has not been started yet.

<sup>1</sup> ST05 was not an operating and maintenance project. ST05 relates to expansion of DMS. This project is TR089 in the Capital Improvement Plan and is scheduled for design in 2028 and construction in 2029.

While Rectangular Rapid Flashing Beacons are not technically “intelligent systems,” their inventory, condition and replacement needs were included in the ITS Plan. RRFBs help alert drivers to pedestrians or bicyclists who are crossing the street. When the ITS Plan was written, the City operated 74 RRFBs, of which 22 were at end of life and were identified for replacement and upgrade. Since then, the City has replaced 36 RRFBs and related hardware and software as part of capital project TR 091.

**Information Technology**

During the past 20 years, the City’s ITS fiber network has expanded organically alongside development and traffic growth.

To strengthen reliability and support future ITS technologies, the IT team has identified critical fiber infrastructure projects, which are essential in successfully implementing the City’s ITS Master Plan.

Currently, the team is advancing Project TC023 – ITS Fiber Network Survey and Upgrade. This project will assess existing infrastructure, replace outdated fiber and equipment, and prepare the network for modern capabilities. The upgrades will provide the groundwork for deploying traffic cameras, updated signal controllers, and adaptive traffic signal systems that improve safety, efficiency, and mobility across Issaquah.

ITS Plan Project #; CIP #	Description in ITS Plan	Update
IT-01; TC023 PHASE 1	Communications Network Plan: Develop a Communications Network Plan. Locate, install and reconfigure connectivity as per ITS master plan.	Project was delayed due to a staff vacancy. A request for information (RFI) from vendors will be live soon. The project will then kick off in Q1 of 2026.
IT-02; TC023 PHASE 2	Communications Network Plan Implementation: Reconfigure the existing fiber network according to IT-01.	Pending completion of the first phase of this project, Phase 2 is scheduled to kick off in Q2 of 2027.
IT-03; N/A	WSDOT Traffic Buster Connection: Re-establish	Project was intended to occur with expansion of the Parking Building and creation of a new

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	connection between WSDOT access point at I-90 to Public Works campus.	Traffic Operations Center, which did not occur. Project is pending completion of fiber extensions, discussion of Public Works space planning and discussions with WSDOT.
IT-04; TC023	Rainier Trail Fiber Communications Project – South: Construct 1,400 feet of conduit and fiber infrastructure north from City Hall	Project is pending completion of TC-02 TC023 Phase 2.
IT-05; TC023	Rainier Trail Fiber Communications Project – North: Construct 1,200 feet of conduit and fiber infrastructure north from NW Gilman Blvd & Rainier Blvd N to the I-90 undercrossing along the Rainier Trail.	Project is pending completion of TC-02 TC023 Phase 2.
IT-06; TC023	Newport Way Fiber Communications Project <sup>2</sup> : Construct 450 feet of conduit and fiber infrastructure west from Tibbetts Valley Skatepark entrance to Newport Way & 17 <sup>th</sup> Ave NW (SR 900).	Project is pending completion of TC-02 TC023 Phase 2
IT-07; TC023	2 <sup>nd</sup> Ave Fiber Communications Project: Construct conduits and fiber infrastructure along the Rainier Trail, 2 <sup>nd</sup> Avenue, and Front Street to create a connection between the	Project is pending completion of TC-02 TC023 Phase 2

<sup>2</sup> IT-06 Newport Way Fiber Communications Project was incorrectly named Maple St Fiber Communications Project in the ITS Plan.

	Community Center and Front Street and Lewis Street.	
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**Transportation Engineering**

Since the approval of the ITS plan by the City Council, the Transportation Engineering Division has been implementing the work plan. The East Lake Sammamish Parkway SE and NW Sammamish Road/ SE 56<sup>th</sup> Street corridors have been put into coordination with new signal timing plans. A coordination timing plan for NW Gilman Blvd has been developed and will be installed. Progress implementing the ITS plan has been slowed since June 2025 when the City’s Traffic Signal Operations Engineer left for another employment opportunity. The position has not yet been filled, and the Administration is actively recruiting for the position. Below is an update on the Transportation Engineering’s ITS work plan for the 2025-2026 biennium:

<b>ITS Plan Project #; CIP #</b>	<b>Description in ITS Plan</b>	<b>Update</b>
EN-01, N/A	Traffic Camera Policy	This will be an administratively adopted policy about use and access of City of Issaquah traffic signal cameras. The Traffic Camera Policy was drafted by previous Traffic Signal Operations Engineer who left the City in June 2025. Once new engineer has been hired that person will distribute the policy to different City departments and divisions for review so that it can be finalized.
EN-02, N/A	Traffic Signal Timing Policy	This project has been partially completed. As part of the transportation concurrency policy project, policies were developed for Leading Pedestrian Interval and transit signal prioritization. Once a new traffic signal operations engineer has been hired, they will develop a policy for signal timing plan update frequency. Policies for high-resolution data extraction and performance reporting are contingent upon adding the transportation systems analyst position.