

**CITY OF ISSAQUAH
City Council Regular Meeting**

7:00 PM
January 3, 2023

MINUTES

Council Chambers
135 E. Sunset Way

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers:

Barbara de Michele
Zach Hall
Victoria Hunt
Russell Joe
Tola Marts
Chris Reh (*Excused Absence*)
Lindsey Walsh

Administration/Staff:

Mary Lou Pauly, Mayor
Wally Bobkiewicz, City Administrator
Andrea Snyder, Deputy City Administrator
Rachel Bender Turpin, City Attorney
Tisha Gieser, City Clerk

CALL TO ORDER

Mayor Pauly called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Mayor Pauly led the Pledge of Allegiance.

SPECIAL BUSINESS

a) **AB 8527 - Election of Council President and Deputy Council President for 2023**

Mayor Pauly opened the nominations for 2023 Council President.

Councilmember Hunt nominated Lindsey Walsh as Council President.

There being no further nominations, the Mayor announced nominations are closed.

LINDSEY WALSH WAS ELECTED AS COUNCIL PRESIDENT, 6-0.

Mayor Pauly opened the nominations for 2023 Deputy Council President.

Councilmember de Michele nominated Zach Hall as Deputy Council President.

There being no further nominations, the Mayor announced nominations are closed.

ZACH HALL WAS ELECTED AS DEPUTY COUNCIL PRESIDENT, 6-0.

AUDIENCE COMMENTS - None.

COMMITTEE / REGIONAL REPORTS

Councilmember Joe:

Mobility & Infrastructure Committee - Announced upcoming meeting.
 East King County Chambers Coalition Legislative Breakfast - Announced upcoming meeting.

Councilmember Hunt:

Planning, Development & Environment Committee - Made report. Announced upcoming meeting.

Councilmember Marts:

Sound Cities Association Public Issues Committee - Announced upcoming meeting.
 Services, Safety & Parks Committee - Made report.

Deputy Council President Hall:

Eastside Fire & Rescue Board - Made report. Announced upcoming meeting.

Council President Walsh:

Growth Management Policy Board - Announced upcoming meeting.

MAYOR'S REPORT

The Mayor reported on the following topics:

- Executive Session: Preceding tonight's Regular City Council Meeting, the City Council held a Special Council meeting at 6:30 p.m. The purpose of this special meeting was to allow the City Council to recess into Executive Session to discuss collective bargaining per RCW 42.30.140(4) and pending/potential litigation per RCW 42.30.110(1)(i). No action is anticipated in open session.
- Seeking Salary Commission Members
- Transit Oriented Development Property Sale
- EPA Local Government Advisory Committee
- REI-Friends of Lake Sammamish State Park Partnership
- Potential Federal Funds to Improve PFAS Treatment
- Upcoming Community Events

CONSENT CALENDAR

Items listed were distributed to Councilmembers in advance for study and were enacted with one motion.

IT WAS MOVED BY WALSH, SECONDED BY HALL; MOTION CARRIED (6-0), TO APPROVE THE CONSENT AGENDA AS PRESENTED.

- a) **ID 1324 - Accounts: Payables and Payroll of Jan. 3, 2023, \$8,772,617.12;** Approved.
- b) **Minutes: City Council Regular Meeting, Oct. 17, 2022;** Approved.
- c) **Minutes: City Council Special Meeting, Nov. 3, 2022;** Approved.
- d) **AB 8442 - 2022 Water Main Replacement;** Accepted completion of the 2022 Water Main Replacement Project and release of the retainage to the contractor.

- e) **AB 8444 - Teamsters 117 Police Sergeants Collective Bargaining Agreement;** Approved the terms of the 2023-2024 Collective Bargaining Agreement between the City and the Teamsters 117 Police Sergeants and authorized the Mayor to enter into and execute the Agreement.
- f) **AB 8508 - Hearing Examiner Appointment;** Confirmed the reappointment of Sound Law Center as Hearing Examiner for the City of Issaquah, with a term commencing on Jan. 1, 2023 and expiring on Dec. 31, 2027, subject to the terms of a Professional Services contract.
- g) **AB 8510 - eCityGov Alliance 2023 Aerial Mapping Project Agreement;** Authorized the Mayor to enter into and execute the agreement with eCityGov Alliance and other area jurisdictions for the 2023 Aerial Mapping Project.
- h) **AB 8516 - Amendments to City Council Rules of Procedure;** Approved Resolution No. 2023-01, amending the City Council Rules of Procedure Section 4, Council Meetings; Section 5, Committee of the Whole; and Section 6, Standing Committees.
- i) **AB 8519 - Interagency Agreement with the City of Federal Way for Jail Services;** Authorized the Mayor to enter into and execute the Interagency Agreement with the City of Federal Way for Jail Inmate Housing.

REGULAR BUSINESS – None.

GOOD OF THE ORDER

Mayor Pauly:

Upcoming Council Meetings - Announced anticipated agenda items.

Council President Walsh:

Appointments - Preferences for committees and dedicated seats will be requested and are due by Jan. 9.

EXECUTIVE SESSION - None.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:25 PM.

Mary Lou Pauly, Mayor

Tisha Gieser, City Clerk



Informational Update

ID # 1244 – Informational Update: Equity Framework

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|---------------------|---|
| Meeting Date | March 20, 2023 |
| Department | HR - Human Resources |
| Staff Lead | Stephanie Johnson, Human Resources Director |
| Attachments | Equity Framework |

Purpose

The Administration seeks to update the City Council on its efforts to pilot the Equity Framework.

Recommendation

Receive Informational Update. Provide the Administration input on workplan approach, planning and next steps.

Background

As part of the City Leadership and Services goal area of the City's Strategic Plan, the Administration has committed to working with the community to identify and remove barriers to accessing City programs and services and create an equity and cultural competency initiative for City staff. As part of these efforts, the Administration, in collaboration with the Equity Board, presented a draft Equity Framework to the City Council at its July 13, 2022 Study Session.

An Equity Framework is a tool utilized to analyze proposed policies, programs, and budgetary decisions to ensure that those decisions do not have unintended adverse consequences on marginalized groups. Following the presentation of the draft Equity Framework, the City Council asked the Administration to pilot projects using the Framework and report back.

As a first step, the Administration has asked the Senior Leadership Team (SLT), comprised of all City Department Directors and several additional staff, to be the first group to pilot the Equity Framework as change champions. This work is underway. The SLT continues to brainstorm around and advance the equity conversation in its regularly scheduled Tuesday meetings and has identified several projects to pilot the Equity Framework. The first projects for piloting the Equity Framework will be the Dog Park and Economic Development plan projects.

While this SLT piloting is ongoing, the Human Resources department is developing a training for City staff on the use of an Equity Framework. Although Council and the Equity Board were provided the

opportunity to participate in Equity Framework training, most City staff have not yet had this opportunity. This work is ongoing but has been delayed due to staffing challenges in the Human Resources Department and Citywide as City staff confront the Great Resignation/Great Job Swap and the importance of maintaining staff continuity through transition.

Analysis

For cities the size of Issaquah, the conversation of advancing Diversity, Equity, and Inclusion at the local level remains a challenge, particularly in terms of resource allocation. Many cities have added or are looking to add additional staffing resources in the form of a Chief Equity Officer for guidance on how best to approach this work in its infancy stages. Chief Equity Officer or other equity-oriented positions generally exist within the Human Resources or Executive Departments in cities who have taken that approach towards allocating equity resources. Other cities have used a combination of staffing resources and consultant help to accomplish their equity goals.

While these approaches answer the immediate resource question, City Administration is of the belief that they do not address a fundamental goal of this work: that equity and advancing equity is not the responsibility of a single incumbent or committee, but a shared responsibility of everyone in the City, from City Council and the Equity Board, to the SLT and all City employees. Additionally, the City Council in 2020 and 2021 approved funding resources to engage Equity consultants to help advance this work, and the City is now ready to internalize the work utilizing the foundation built by the consultants.

Therefore, in order to support the training and organizational culture efforts needed to begin embedding equity into the City's everyday work, the Administration supports over-hiring one full time equivalent (FTE) in the Human Resources Department. This, combined with additional efforts to shift workload in the Department in order to reprioritize equity, will provide additional resources towards advancing equity until such time as it's out of its infancy stages and embedded more wholistically into the Issaquah culture.

While the Administration would like to have advanced more of this work since July 2022, metrics are showing that using an equity lens in our hiring practices has diversified the racial demographic of our workforce by 6% over the past year.

Timing & Next Steps

The Human Resources Department has posted its position over-hire and hopes to hire an incumbent in April 2023. With this new incumbent on board, the Human Resources Department will begin working more closely in collaboration with the Equity Board's workplan items and is already scheduled to attend the Board's Q2 meetings in order to discuss how to best approach advancing this work together. With this resource commitment and new approach, the Administration intends to more aggressively provide more resources and commitment to advance this important work and will report back to City Council in Q3 2023 on its efforts.



**CITY COUNCIL
AGENDA BILL**

City Council Regular Meeting - Mar 20 2023

NEW
AB 8529 -
Consent Calendar

**Newport Way NW Landslide Stabilization Project
Design Contract Supplement No. 4**

**Proposed Council Action:
Authorize**

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|-------------------------------|-----------------------------------|
| DEPARTMENT OF | PW - Public Works Nicholas Greene |
| OTHER COUNCIL MEETINGS | n/a |
| COMP PLAN POLICY NOS. | n/a |
| OTHER POLICIES | n/a |
| EXHIBITS | A. Supplemental Agreement #4 |

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to supplement the existing design services contract for the Newport Way Landslide (TR 060) with KPG Psomas.

Background

On February 6 and 7, 2020, a large rainfall event occurred in the region, mobilizing a small landslide on King County Parks property adjacent to Newport Way NW. The slide spilled onto the roadway and resulted in the shutdown of a section of Newport Way NW for roughly one week. City, County, and Puget Sound Energy (PSE) crews responded to temporarily stabilize the slide for the short-term.

The City received Emergency Relief (ER) funds from the Federal Highway Administration (FHWA) that are administered by the Washington State Department of Transportation (WSDOT) to design and construct a retaining wall to mitigate the landslide ([AB 8025](#)). The City Council awarded a construction contract to install conduits and trench for power lines to relocate the overhead power lines underground in advance of constructing the retaining wall ([AB 8464](#)). This work was completed in January 2023 and the utility companies are relocating their lines to the new conduits.

As part of the Riva Townhomes development, Conner Homes Group LLC constructed a rockery wall immediately southeast of the location of the Newport Way landslide mitigation wall under an approved building permit. The rockery wall was constructed before the landslide occurred in 2020. During the geotechnical exploration of the soils above the landslide, it was discovered that the extent of a potential future landslide extends beyond the limits of the proposed retaining wall and to the southeast, above the rockery wall constructed by the nearby Riva Townhomes development. Preliminary engineering indicated the rockery wall is not sufficient to prevent landslides in that area. To properly stabilize the landslide area and protect Newport Way NW, an additional 108 feet of retaining wall is needed. As the rockery was constructed under an approved permit, Conner Homes Group LLC is not responsible for the full cost to design and construct the additional wall length. The rockery is still within its warranty period and the Administration is negotiating with Conner Homes Group LLC to contribute to a portion of the costs of a replacement retaining wall.

Proposal

The Administration is proposing the approval of Supplemental Agreement Number 4 with KPG Psomas for the additional retaining wall length and to continue the preliminary engineering and design phase for the Newport Way NW Retaining Wall. KPG Somas was selected for this project due to their work on the design of the Newport Way - SR 900 to 54th improvements.

The Administration has submitted a request to WSDOT to increase the Emergency Relief funds available for this project to cover the additional costs. If the request is approved, the Administration will seek authorization from the City Council to supplement the Local Agency Agreement (LAA) with WSDOT for the additional design funds.

Due to the risk of delaying the design work and not constructing the retaining wall before next winter, the Administration is recommending executing the supplement to the design contract before WSDOT responds regarding funding availability. The Administration believes constructing the additional retaining wall is important to prevent future landslides.

Next Steps

In the 3rd quarter 2023, the Administration will seek City Council authorization to supplement the LAA to authorize the construction phase. The project is expected to be constructed in 3rd quarter 2023.

Financial Information

The new total amount of the design agreement with KPG Psomas will be \$208,466.02 following this supplement. The City has an executed Local Agency Agreement with WSDOT that includes \$136,990.00 in funding for consultant services during the design phase.

With the additions of Supplement #2 and #4 to the Design Contract, the project is in need of an additional funding allocation of \$71,476.02. However, the Administration is waiting for WSDOT to respond to a request for Emergency Relief funds to extend the wall design and construction limits through the rockery wall. If additional funds are approved by WSDOT, the City's share of this \$71,476.02 supplement will be reduced to 13.5% or \$9,649.26. Furthermore, any contributions negotiated with Connor Homes will offset City costs. If any remaining City funds are needed for this design phase, the Administration will request City Council approval to use General Fund fund balance through a future budget amendment.

Also at the March 20, 2023 City Council meeting, the unspent portion of the \$136,990 in WSDOT Emergency Relief Funds (\$119,381) will be reauthorized for use in 2023 via AB 8549.

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|---|---------------------|
| TR 060 Newport Way Landslide - Design Budget | |
| Original contract with KPG Psomas | \$136,990.40 |
| Supplement #1 with KPG Psomas | \$0.00 |
| Supplement #2 with KPG Psomas | \$19,458.26 |
| Supplement #3 with KPG Psomas | \$0.00 |
| Supplement #4 with KPG Psomas | \$52,017.36 |
| Supplemented Agreement with KPG Psomas | \$208,466.02 |
| | |
| Design Funding | |
| WSDOT Emergency Relief Funds | \$136,990.00 |
| Requested City General Fund funding* | \$71,476.02 |
| Total Funding | \$208,466.02 |

Administration's Recommendation

The Administration recommends authorizing the Mayor to enter into and execute Supplemental Agreement Number 4 with KPG Psomas for the Newport Way NW Landslide (TR 060) in the amount of \$52,017.36 with a term ending in June 2024, increasing the total contract amount to \$208,466.02.

Update

n/a

Alternative(s)

Do not authorize the Supplement. (Impact: the existing rockery wall would remain in place and that section of Newport Way would remain at-risk for future landslides).

RECOMMENDATION

Administration / Public Works Department:

MOVE TO: Authorize the Mayor to enter into and execute Supplemental Agreement Number 4 with KPG Psomas for the Newport Way NW Landslide Stabilization Project (TR 060) in the amount of \$52,017.36 with a term ending in June 2024, increasing the total contract amount to \$208,466.02.



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|--|----------------------------|--------------------------|--|
| Supplemental Agreement Number _____ | | Organization and Address | |
| Original Agreement Number | | Phone: | |
| Project Number | Execution Date | Completion Date | |
| Project Title | New Maximum Amount Payable | | |
| Description of Work | | | |

The Local Agency of _____ desires to supplement the agreement entered in to with _____ and executed on _____ and identified as Agreement No. _____ All provisions in the basic agreement remain in effect except as expressly modified by this supplement. The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: _____

III

Section V, PAYMENT, shall be amended as follows:

as set forth in the attached Exhibit A, and by this reference made a part of this supplement. If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: _____ By: _____

Consultant Signature

Approving Authority Signature

Date