

**CITY OF ISSAQUAH
City Council Regular Meeting**

7:00 PM
September 2, 2025

MINUTES

Council Chambers
135 E. Sunset Way

COUNCIL AND ADMINISTRATION ATTENDANCE

Present: Mayor Mary Lou Pauly, Deputy Council President Barbara de Michele, Councilmember Zach Hall, Councilmember Kelly Jiang, Councilmember Russell Joe, Councilmember Tola Marts, Councilmember Chris Reh, and Council President Lindsey Walsh

Excused Absence:

Staff Present: Wally Bobkiewicz, City Administrator; Andrea Lehner, Deputy City Administrator; Rachel Bender Turpin, City Attorney; and 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) **ID 1914 - Washington City/County Management Association Innovations in Local Government Award**
City Administrator Wally Bobkiewicz announced the City received the award for its data and performance management system.
- b) **ID 1916 - Informational Update: Parks & Community Services Dept. Summer Highlights**
Parks & Community Services Director Jeff Watling made the presentation.
- c) **ID 1852 - Eastside Welcoming Week Proclamation**
This item was moved down as the last item of Special Business.

Human Services Manager Brenda Parker accepted the proclamation.

AUDIENCE COMMENTS

The following public comment was provided:

- Corby Casler, representing the Downtown Issaquah Association (DIA), thanked the City for their support and shared DIA's past and upcoming events.

CONSENT CALENDAR

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

It was moved by Council President Walsh, seconded by Deputy Council President de Michele, to approve the consent agenda as presented. Motion Carried (7-0).

- a) **ID 1797 - Accounts: Payables and Payroll of Sept. 2, 2025, \$9,947,617.04**

MOTION: Approved.

- b) **Minutes: City Council Special Committee of the Whole, July 12, 2025**

MOTION: Approved.

- c) **ID 1894 - Informational Update: 2025 Q2 Grant & Contract Report**

MOTION: Received Report.

- d) **AB 9037 - Civil Service Commission Appointment**

MOTION: Confirmed the appointment of Raquel Sadler to the Civil Service Commission for a short term expiring April 30, 2030.

- e) **AB 9057 - Amending IMC 5.02, Business Licenses**

MOTION: Adopted Ordinance No. 3112, amending Section 5.02.080 of the Issaquah Municipal Code regarding business license fee waivers to implement changes to the model business license ordinance.

REGULAR BUSINESS

- a) **AB 9056 - Transit Oriented Development (TOD) Opportunity Center Acquisition**

It was moved by Councilmember Marts; seconded by Deputy Council President de Michele, to:

MOTION: Proceed with the acquisition process for the commercial condo known as the Opportunity Center, part of the Transit Oriented Development (TOD) project to be constructed at 1550 Newport Way NW, to be used for community human services as outlined by the Interlocal Agreement between the City and the King County Housing Authority.

RESULT:	Carried 7-0
IN FAVOR:	Deputy Council President de Michele, Councilmember Hall, Councilmember Jiang, Councilmember Joe, Councilmember Marts, Councilmember Reh, and Council President Walsh
OPPOSED:	None

COMMITTEE / REGIONAL REPORTS

Councilmember Joe:

Lodging Tax Advisory Committee - Announced upcoming meeting.

Cascade Water Alliance Board - Announced upcoming meeting.

Cascade Water Alliance Public Affairs Committee - September meeting is canceled.

Councilmember Hall:

Planning, Development & Environment Committee - Announced upcoming meeting.

Eastside Fire & Rescue Board - Made report and announced upcoming meeting.
Lake Sammamish Kokanee Interlocal Agreement Management Committee - Made report.

Councilmember Marts:

Sound Cities Association Public Issues Committee - Announced upcoming meeting.

Deputy Council President de Michele:

Eastside Human Services Forum - Made report.
Joint Meeting of Transportation Boards - Announced upcoming event.

Council President Walsh:

Puget Sound Regional Council Growth Management Policy Board - Announced upcoming meeting.
King County Affordable Housing Committee - Announced upcoming meeting.

MAYOR'S REPORT

The Mayor reported on the following topics:

- Executive Session: There will not be an Executive Session this evening.
- Susan Neville Dedication
- Celebrate Culture, Community & Connection at Issaquah Culture Fest
- Pedestrian Park and Senior Center Plazas Ribbon Cutting

INFORMATIONAL UPDATES

- a) **ID 1909 - Informational Update: From Ashes to Action: Bega Valley's Resiliency Journey**
Administrative Services Director Autumn Monahan made the presentation.

GOOD OF THE ORDER

Council President Walsh:

Eastside Fire & Rescue - Expressed thanks for their efforts to respond to the recent wildfire on Tiger Mountain.

Council President Walsh gave notice that at the Sept. 15 Council meeting she plans to move an amendment to Resolution No. 2025-16, renaming the East Sunset Way Trailhead.

It was moved by Council President Walsh, seconded by Councilmember Hall, to:

MOTION: Add an amendment to Resolution No. 2025-16, renaming the East Sunset Way Trailhead, in order to change the proposed name of the trailhead from the "Bill Ramos Trailhead" to the "Senator Bill Ramos Memorial Trailhead" to the Sept. 15 agenda.

RESULT:	Carried 7-0
IN FAVOR:	Deputy Council President de Michele, Councilmember Hall, Councilmember Jiang, Councilmember Joe, Councilmember Marts, Councilmember Reh, and Council President Walsh
OPPOSED:	None

Mayor Pauly:

Sound Transit Meeting - Provided an update on a recent meeting with Sound Transit where they shared their plans to update their project cost estimates, which could impact Issaquah's future planned light rail station.

Upcoming Council Meetings - Announced anticipated agenda items.

EXECUTIVE SESSION - None.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 9:20 PM.

Mary Lou Pauly, Mayor

Tisha Gieser, City Clerk



**CITY COUNCIL
AGENDA BILL**

City Council Regular Meeting - Oct 06 2025

NEW
AB 9072 -

Consent Calendar

**Citywide SCADA Cellular Communications Upgrade Proposed Council Action:
Approve Resolution; Authorize**

DEPARTMENT OF	PW - Public Works Gaby Wolff
OTHER COUNCIL MEETINGS	n/a
COMP PLAN POLICY NOS.	n/a
OTHER POLICIES	n/a
EXHIBITS	A. Proposed Resolution B. Contract C. CIP Project Summary, 2024-2029 CIP D. CIP Project Summary, 2027-2032 CIP
City Attorney Review	Rachel Bender Turpin
City Attorney Review Date:	September 24, 2025

SUMMARY STATEMENT

Introduction

This agenda bill seeks City Council authorization to enter into a contract with S&B, Inc. to support the City in the implementation and upgrade of its utility SCADA system to cellular communications per TC017 - Upgrade SCADA System project (Exhibit B).

Background

City Council approved, as part of the adopted CIP and the biennial budget, Project TC017, Upgrade SCADA System Project, to upgrade the City’s Supervisory Control and Data Acquisition (SCADA) system communication protocol to private APN cellular and to continue upgrades to related SCADA components. S&B, Inc. (S&B) is the City’s existing SCADA integrator and provides engineering and design services related to the City’s SCADA system.

Proposal

This agenda bill seeks City Council authorization to enter into a contract with S&B in the amount of \$669,404.36 to support the City in the implementation and upgrade of its utility SCADA system to cellular communications and to continue upgrades to SCADA components.

As the City’s existing SCADA integrator, S&B uses proprietary engineering blocks and templization to allow any S&B engineer to perform work on the system. This ensures a larger pool of engineers can perform programming work and streamlines the project completion timeline. As the block structures are the intellectual property of S&B, contracting with another vendor would require that vendor to subcontract system programming work to S&B. This would add overhead costs and potential delays to work on critical systems.

Additionally, the components of the City’s SCADA system must be of the same manufacturer, Siemens, to properly integrate into the existing system. S&B is the sole source that stocks compatible components at their local shop. As such, procuring components from S&B reduces the City’s risk of delayed repair or replacement of equipment/components due to lack of available parts or shipping delays. It also prevents waste of the warranty period prior to parts installation should the City instead choose to stock parts to have on-hand.

City Administration proposes that the competitive bidding process be waived to enable the Administrative Services and Public Works Departments to collaborate with the City’s existing controls integrator to upgrade critical communication equipment. RCW 39.04.280(1)(a) authorizes the City to waive the competitive bidding process for purchases limited to a single source of supply and RCW 39.04.280(1)(b) authorizes the City to waive the competitive bidding process for purchases involving special facilities or market conditions by resolution (Exhibit A). S&B is the single source for SCADA components, is considered a special facility, and current market conditions justifies an exemption from competitive bidding requirements

Financial Information

The cost to perform the upgrade to the City’s SCADA system as detailed in the scope of work from S&B is \$669,404.36.

This project was included in the Adopted 2024-2029 Capital Improvement Plan (CIP) as project TC 017 (Exhibit C), the Adopted 2027-2032 CIP (Exhibit D), and the Adopted 2025-2026 Budget. The Water and Sewer Funds have sufficient fund balance to cover the full cost of this contract. Given the number of sites where this work will occur and the potential for supply chain delays, the term of the contract (five years) is greater than is anticipated currently to be needed to complete the scope of work.

Revenue Budget	2025	2026	2025-2026 Total
Water Fund	\$360,500.00	\$350,000.00	\$710,500.00
Sewer Fund	\$154,500.00	\$150,000.00	\$304,500.00
Total	\$500,000.00	\$530,900.00	\$1,030,900.00
Anticipated Expenditure			
S&B Contract	\$138,504.36	\$530,900.00	\$669,404.36
Total	\$138,504.36	\$530,900.00	\$669,404.36

Any funds remaining in the project budget allocation after completion of the project will remain proportionally in the respective fund balances.

Administration's Recommendation

The Administration recommends approving a resolution waiving state competitive bidding requirements for the citywide SCADA system communications upgrade based on RCW 39.04.280(1)(a) and RCW 39.04.280(1)(b) and authorizing the Mayor to execute a contract with S&B, Inc. in the amount of \$669,404.36 in substantially the same form as the attached agreement (Exhibit B), as approved by the City Attorney.

Update

n/a

Alternative(s)

Prepare an RFQ to solicit bids for the SCADA system update project, using significant staff time. (Impact: It is likely that S&B would be the responsible bidder. Were this not the case, the responsible bidder would need to subcontract at least a portion of the scope to S&B, leading to increased costs to the City. In the meantime, the project would be delayed further pending outcome of the RFQ.

RECOMMENDATION

Administration / Public Works Department:

MOVE TO: Approve Resolution No. 2025-___ waiving state competitive bidding requirements for the citywide SCADA system communications upgrade based on RCW 39.04.280(1)(a) and RCW 39.04.280(1)(b) and authorizing the Mayor to execute a contract with S&B, Inc. in the amount of \$669,404.36 in substantially the same form as the attached agreement (Exhibit B), as approved by the City Attorney.

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ISSAQUAH, WASHINGTON, WAIVING STATE COMPETITIVE BIDDING REQUIREMENTS FOR THE UPGRADE OF THE UTILITY SCADA SYSTEM TO CELLULAR COMMUNICATIONS BASED ON COMPATIBILITY, UNIQUE DESIGN, PUBLIC UTILITY SERVICES AND SOLE SOURCE OF SUPPLY PURSUANT TO RCW 39.04.280(1)(a) AND RCW 39.04.280(1)(b); AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH S & B, INC.

WHEREAS, RCW 39.04.280 authorizes a city to waive competitive bidding requirements in certain circumstances, including when the contracted services or purchases are only available from a single source of supply (“sole source”) or involve special facilities or market conditions; and

WHEREAS, during the 2025-2026 budget allocation process, the City of Issaquah (“City”) approved project TC017 “Upgrade SCADA System” to upgrade the City’s Supervisory Control and Data Acquisition (SCADA) system communication protocol to private APN cellular and to continue upgrades to SCADA components; and

WHEREAS, S&B is the City’s existing SCADA integrator and provides engineering and design services related to the City’s SCADA system; and

WHEREAS, S&B utilizes proprietary engineering blocks and templatization, allowing any S&B engineer to perform work on the system. As the block structures are the intellectual property of S&B, utilizing another vendor would require that vendor to subcontract system programming work to S&B, thereby adding overhead costs and potential delays to work on critical systems; and

WHEREAS, the components of the City's SCADA system must be of the same manufacturer, Siemens, to properly integrate into the existing system and S&B is the sole source that stocks compatible components at their local shop. As such, procuring equipment from S&B reduces the risk for the City of delayed repair or replacement of equipment due to lack of available parts or shipping delays and prevents the waste of the warranty period prior to parts installation should the City choose to stock parts to have on hand; and

WHEREAS, RCW 39.04.280(1)(a) authorizes the City to waive the competitive bidding process for purchases limited to a single source of supply and RCW 39.04.280(1)(b) authorizes the City to waive the competitive bidding process for purchases involving special facilities or market conditions. Based on the above, the City Council finds that S&B is the single source for SCADA components, is considered a special facility, and current market conditions justifies an exemption from competitive bidding requirements; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF ISSAQUAH, WASHINGTON,
HEREBY RESOLVES AS FOLLOWS:

Section 1. Recitals Adopted. The recitals above are hereby adopted as findings of the City Council.

Section 2. Bidding Waived. Pursuant to RCW 39.04.280(1)(a) and RCW 39.04.280(1)(b), competitive bidding requirements for the Utility SCADA System Upgrade to Cellular Communications.

Section 3. Contract Authorized. The Mayor is authorized to execute a contract with S & B, Inc. as set forth in Exhibit A hereto.

PASSED by the City Council this ____ day of _____, 2025.

LINDSEY WALSH, COUNCIL PRESIDENT

APPROVED by the Mayor this ____ day of _____, 2025.

MARY LOU PAULY, MAYOR

ATTEST:

TISHA GIESER, CITY CLERK

APPROVED AS TO FORM:

RACHEL BENDER TURPIN, CITY ATTORNEY

RESOLUTION NO: 2025-
AGENDA BILL NO: AB 9072

CITY OF ISSAQUAH
SALES AND PROFESSIONAL SERVICES AGREEMENT

Department: Public Works/IT

Project name/number: TC017 Upgrade SCADA System

THIS AGREEMENT is made and entered into by and between the City of Issaquah, a Washington municipal corporation, hereinafter referred to as the “City” and S&B, Inc., hereinafter referred to as the “Consultant” (and collectively with the City, the “Parties”).

1. SCOPE OF SERVICES

The Consultant shall perform such services (“Services”), procure products “Products”, and produce the deliverables (“Work Product”), including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as the Consultant’s responsibilities throughout this Agreement and as detailed in the Scope of Work attached hereto as Exhibit A and incorporated herein (the “Project”).

2. TERM

This Agreement shall be effective October 7, 2025 and shall expire on December 31, 2030, unless sooner terminated in accordance with this Agreement.

3. COMPENSATION

The City shall pay the Consultant as follows:

- ANNUAL BUDGETED NOT TO EXCEED. Compensation for these products and services shall not exceed \$_____ annually based on contract start and end dates, including all applicable tax, without written authorization and will be based on billing rates and reimbursable expenses attached hereto as Exhibit _____.
- TOTAL PROJECT NOT TO EXCEED. Compensation for these products and services shall not exceed \$669,404.36 for the project, including all applicable tax, without written authorization and will be based on billing rates and reimbursable expenses attached hereto as Exhibit A.
- TIME AND MATERIALS NOT TO EXCEED. Compensation for these products and services shall not exceed \$_____, including all applicable tax, without written authorization and will be based on billing rates and reimbursable expenses attached hereto as Exhibit _____.
- LUMP SUM. Compensation for these products and services shall be a Lump Sum of \$_____, which includes all applicable tax.