

**CITY OF ISSAQUAH  
City Council Special Meeting**

4:00 PM  
June 7, 2019

**MINUTES**

Pickering Room  
1775 12th Ave. N.W.

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

*Councilmembers:*

Mariah Bettise (*arrived at approx. 4:13 PM*)  
Stacy Goodman  
Victoria Hunt  
Tola Marts (*arrived at approx. 4:11 PM*)  
Chris Reh (*arrived at approx. 4:13 PM*)  
Lindsey Walsh  
Paul Winterstein

*Administration/Staff:*

Mary Lou Pauly, Mayor  
Emily Moon, City Administrator  
Andrea Snyder, Deputy City Administrator  
Autumn Monahan, Assistant to the City Administrator  
Christine Eggers, City Clerk  
Scott Behrbaum, Police Chief  
David Fujimoto, Sustainability Director  
Beth Goldberg, Finance Director  
Bret Heath, Public Works Operations Director  
Sheldon Lynne, Public Works Engineering Director  
Keith Niven, Economic & Development Services Director  
John Traeger, Information Technology Director  
Jeff Watling, Parks & Recreation Director  
Susan Monsell, Budget Analyst  
Gene Paul, Management Analyst  
Megan Curtis Murphy, Sustainability Coordinator

**PURPOSE**

The purpose of this special meeting was to hold a Council-Administration retreat for Council Strategy and Budget Planning.

*Presenters:*

- *Emily Moon, City Administrator*
- *David Fujimoto, Sustainability Director*
- *Beth Goldberg, Finance Director*
- *Megan Curtis-Murphy, Sustainability Coordinator*

Mayor Pauly called the meeting to order at 4:07 PM.

1. **Welcome & Introduction**
2. **Financial Update & Look Ahead**
3. **Review Potential Strategic Work Plan Actions - Staff Recommendation**

\*\* Dinner Break \*\*

4. **Discussion & Prioritization of Actions**
5. **Prioritization Results** – The results are attached hereto and incorporated by reference.
6. **Wrap-up & Next Steps** – The prioritization provides significant weight in the development of the Administration’s 2020 budget and as additional information becomes available, further refinement will be necessary. As such, the direction provided at this meeting is considered directional in nature, with final consideration as a part of the budget deliberation process.
7. **Adjourn** – The meeting was adjourned at approximately 8:11 PM.

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Christine Eggers, City Clerk

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Mary Lou Pauly, Mayor

Attachment to minutes:

## Strategy & Budget Planning Meeting – Multi-voting Results

June 7, 2019

7 dots: 2 green, 5 blue. Green = highest priority, critical to pursue.

Green	Blue		
2	2	GD3a	Create a comprehensive Infrastructure Master Plan (public and private) to address development areas planned for growth.
2	1	CS2e	Update financial information to be accessible, clear and available on a regular basis.
1	2	MO1c	Develop and execute a long-term funding approach for larger capital projects and ongoing, sustainable management of assets.
1	2	SE1a	Propose tools that would give Issaquah a competitive advantage to recruit employers that fit the City vision.
1	1	ES3a	Complete park, streamside, forest, floodplain and critical area studies to provide a comprehensive view of land acquisition goals and needs city-wide.
1	1	SE2a	Implement and enhance the Housing Strategy Work Plan.
1	1	IN1b	Plan for and budget operations and maintenance costs with all new capital, including both City developed and dedicated.
1	1	SE1d	Conduct a review of city permitting to provide consistency and predictability for businesses and residents.
1	-	SE2c	Determine if City property assets should be used for affordable housing needs.
1	-	CS1a	Implement new and enhanced public outreach strategies, building upon a review of engagement efforts and updates to the City's toolkit on public engagement.
1	-	CS2d	Set customer service standards to improve customer response, service delivery and accountability.
1	-	ES3b	Establish a dedicated funding source for priority land acquisitions and access improvements.
-	3	MO1a&b	Provide for the timely and successful adoption of the Mobility Master Plan. Assemble and analyze regional travel data and define pass-through traffic policy objectives.
-	3	GD2e	Proactively influence the next round of regional growth targets.
-	3	GD4a	Identify and implement code changes to address neighborhood-based and community-wide gaps in amenities and services.
-	2	GD1a	Update codes and standards to retain and protect essential characteristics in established neighborhoods.
-	2	GD2a	Conduct a review of progress towards growth targets.
-	2	GD4b	Develop code amendments to address missing middle and other housing options.
-	2	ES1c	Align environmental management approaches and implement training and education activities.
-	2	SE3b	Adopt and implement the Healthy Community Strategy.

-	1	SE3c	Facilitate non-profit organizations to locate or expand to provide needed services locally.
-	1	CS1d	Equity and cultural competency initiative for City staff.
-	1	CS2c	Evaluate the condition and performance of current city facilities and options for improving service delivery.
-	1	MO2a	Implement a near-term action plan to complete smaller capital improvements and programs to maximize existing funding over the next five years.
-	1	ES1c, CS2d, SE1d	New action: Implement a Quality Management System ISO 90001 to improve systems and enhance delivery.
-	-	SE1c	Expand support for small business and start-up training and development.
-	-	CS1b	Working with the community, identify and remove barriers to accessing City programs and services.
-	-	CS2a	Implement improvements to the employee experience, fostering development, organizational values and connection.
-	-	IN1a	Develop and implement an organization-wide asset management policy and financial plan to ensure stewardship of City assets.
-	-	MO3a	Develop a City-wide Transit Plan that includes lessons learned from case studies on station area planning.
-	-	ES3c	Prioritize and proactively pursue strategic acquisitions that add inventory to fill missing links for park, trail, open space, critical area and natural resource protection.