

CITY OF ISSAQUAH
Planning Policy Commission

6:30 PM
 May 9, 2019

MINUTES

Council Chambers
 135 E. Sunset Way

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners Present:

Joan Probala, Chair
 Ron Faul, Vice Chair
 Joy Lewis
 Bill Rinehart
 Robin Beukers, Alt.
 Tom Haskins, Alt.

Administration/Staff:

Trish Heinonen, Policy Planning Manager
 Christen Leeson, Senior Planner
 Emily Arteche, Senior Planner
 Kurt Seemann, Engineering Manager

Commissioners Not Present (Excused):

Janice Carle
 Randy Harrison
 Jason Voiss

1. CALL TO ORDER

PROBALA called the meeting to order at 6:35 PM. She asked that Election of Chair and Vice Chair be moved toward the end of the meeting, and that the Training item be held last on the agenda. The Commissioners agreed.

2. APPROVAL OF MINUTES

- a) MOVED BY FAUL, SECONDED BY LEWIS that minutes of the PPC meeting on March 28, 2019 be approved as presented. MOTION CARRIED UNANIMOUSLY, 6-0.

INTRODUCTION OF NEW MEMBERS

PROBALA asked all Commissioners, both new and returning members, to introduce themselves and give some background about themselves and their interests.

3. REGULAR BUSINESS

a) Proposed Transportation Improvement Plan, 2020-2025, (R)

Presented by: Kurt Seemann, Engineering Manager

Seemann made staff's presentation. He explained the reasons why the City prepares an annual Transportation Improvement Plan (TIP); the purpose of the TIP; how the TIP relates to the Capital Improvement Plan (CIP); the process the City typically uses to process projects in the TIP (feasibility, schematic design, funding, final design, construction); the list of proposed projects in the 2020-2025 TIP (pages 13-14 of 149); and "above the line" project types (corridor, intersection, pedestrian, and maintenance).

PROBALA asked Seemann to explain the financial data in the chart on pages 13-14 for the "above the line" projects. Seemann gave that explanation, and noted at times work is going forward although all the funding has not been identified to complete a project. Waiting until complete funding for a project is available would mean nothing ever got started, he said. BEUKERS asked do the boxes for each year on the chart reflect the total amount expected to be spent in that year. Seemann replied yes. PROBALA asked Seemann to clarify whether the funds shown in outlying years are funds the City expects to spend in those years, or has the money already been identified.

Seemann replied that is the funding the City expects to spend but hasn't necessarily yet determined the funding source, and gave examples.

Seemann continued his presentation on the four "above the line" project types, including specific projects in each category. BEUKERS asked how the projects have been filtered or prioritized. Seemann replied the projects come to the list in a variety of ways. Some are carried over from previous years, some have been identified as priorities by the Council and/or community, some are needed to address concurrency, and so on. He explained that a Master Mobility Plan is being prepared now that will address transportation comprehensively, and will in turn dictate which projects get on the TIP list. LEWIS asked is it correct that if a project does not have any foreseen funding, it will not get on the "above the line" list. Seemann replied correct. He continued although we say this is not a prioritized list, the projects in our six-year TIP going forward are those that appear above the line. The Master Mobility Plan may help us have a more prioritized approach to these projects, he noted.

LEWIS said in future years, she would like the project descriptions to include information about what is known about funding sources for each project. Staff made a note of it.

LEWIS asked what is the status of the camera system project. Seemann said the camera system upgrade is an important project, but it is not being shown here as a funded project because the funding will be done through the Public Works Operations budget. He said he will follow up and get more information on that.

LEWIS asked whether all the moving parts of the projects on the Lake Sammamish corridor improvements are coming together. Heinonen replied the Environmental Impact Statement for the Sammamish State Park is in progress now, and while that is moving forward, other related City projects are moving forward, too. Seemann added the City is continuing to work with the State on the park portion of those improvements and also with Costco.

LEWIS asked is the project in the TIP that refers to Gilman Blvd. improvements the same project that the consultant on Gilman is working on. Heinonen replied yes. Seemann noted so far, the City has worked with the community on guidelines for what residents think Gilman Blvd.'s character should be. The next phase is preliminary design, he continued, and showed where the project is now on the project process slide displayed earlier.

LEWIS said she would favor moving the Black Nugget Road retaining wall maintenance project up in priority, and to pass that recommendation on to Council. Staff made a note of it.

FAUL said in future years, it would be good for PPC to receive information about what portion of these projects have some funding already identified. Staff agreed. FAUL asked whether the \$2.5 million shown for the I-90 crossing project is for the pedestrian portion only. Seemann said the total project cost will probably be many times that amount. The \$2.5 million shown represents funding for the feasibility study and beginning the schematic design work. FAUL asked is it possible that this project could become a component of the future ST-3 project. Seemann said it's a good question. We do know ST-3 is coming, and Sound Transit will have its own ideas about how best to connect communities and what it needs, but the more clarity we can provide Sound Transit, the better. He noted that a key question to be addressed in the City's Strategic Plan is to understand better where light rail will ultimately be located in Issaquah. Heinonen noted the I-90 crossing project is also in the City's Central Plan, which was adopted in 2012 (effective date 2013).

FAUL asked whether there has been any pushback about the retaining wall, given that it was constructed by King County but is now needing maintenance and repair. Seemann replied he doesn't think so; the wall is the City's now to maintain and we have to be careful to maintain it in a safe way. He added the City has a geotechnical engineer who evaluates it annually for safety.

RINEHART noted on some projects in the chart such as "NW Newport SR 900 to SE 54th Improvements" have blanks for the years 2023-2025 in terms of funding. Seemann replied for that project, the plan is to get through the design work to about a 90-percent complete stage, then go out with a bid package. At that point, we will know what right-of-way will be needed, and we can see where we are in terms of funding needs. Construction funding would be the next step, he continued; currently we are at about the 60-percent design stage. RINEHART said for next year, it would be good to code the projects as to which phase of the project process they are in. LEWIS agreed. Staff made a note of it.

PROBALA said she is looking forward to the City having a Master Mobility Plan, and hopes it will not just itemize projects but also look at the community as a whole. She continued it is also important for the community to be able to see which projects have been accomplished in the last year, how much they cost, how much projects will cost and whether they are funded, and if not, why not, and so on.

BEUKERS asked are any of these projects subject to "the money has to be spent or it will be lost" constraints. Seemann replied yes; for example, the Newport Way-Maple to Sunset Improvements project uses grant funding, and we are being very vigilant in using the grant money we received for that project. There are several projects that have time constraints on using the grant money identified for them as well, he added. BEUKERS said it would be helpful for that information to be included on next year's TIP. Staff made a note of it.

Seemann concluded his presentation on the process to be followed for Council adoption of the Capital Improvement Plan, including the TIP. Heinonen said based on tonight's discussion, staff will forward comments from PPC on the TIP as follows: (1) move up repair of the Black Nugget Road retaining wall (LEWIS); and (2) prioritize adoption of the Master Mobility Plan for the City (PROBALA).

b) 2018 Housing Report Card, (I)

Presented by: Christen Leeson, Senior Planner

Leeson made staff's presentation. She gave some background on the City's housing strategy and the Housing Report Card, including the City's Housing Strategy Work Plan; the problem statements identified for the Housing Strategy Work Plan; the nine strategies to address the problem statements; which strategies were implemented in 2018; and which strategies are planned and/or are being implemented in 2019. She explained details in the Housing Report Card (included in the agenda packet). BEUKERS asked how current is the data in the Report Card. Leeson replied most of it is from 2016 and 2017. She continued her presentation on the issue of affordable housing and housing for vulnerable residents.

RINEHART asked what is the plan for addressing the homeless problem. Leeson replied that is part of Strategy #9, in which the City identifies what it can do and what is missing in its approach.

BEUKERS asked has there been any study of those who would work here if they could afford to live here. Leeson replied that was part of our focus group discussions, such as hearing from retail workers who work in Issaquah but can't afford to live here. BEUKERS noted that would be helpful

information for developers. Leeson added ARCH has a waiting list of people who are looking for affordable housing in the City, and they are offered units when they become available, and there is always a waiting list. Heinonen said as part of the housing strategy work, we also did a survey of businesses to gauge the number of local workers who don't live here, and staff can provide you with that data.

FAUL said in recent conversations with an elementary school teacher, he has learned that low-income and homeless kids create situations that require that teachers use funds that would otherwise be used for classroom materials, as well as create other problems for teachers and students. Has there been any discussion of how the City could help with that, he asked. Leeson added students with uncertain housing situations are also likely to be transferred frequently, which causes disruptions to both them and the classroom. Heinonen replied the school district would be the appropriate agency to address that. The City partners with the school district to help them build enough schools, she continued. The City's primary role in addressing housing is to ensure adequate housing is available.

LEWIS suggested adding grades to the Report Card, and said she would like to see more action strategies. Leeson replied this is our first Report Card, and when more information is available after another year of working with the Housing Strategy Work Plan, it will be easier for us to gauge how we are doing. LEWIS said it appears that some good progress has been made on affordable housing, and she is looking for more progress on the "missing middle." Leeson said we do have implementation plans for each of these challenges in the Report Card. Heinonen added the strategy plan was adopted by Council in 2017 with nine strategies to be accomplished in a three-year span. So far, we have addressed ADUs (accessory dwelling units), inclusionary zoning, and the multi-family tax exemption for transit oriented developments; this year, we are in the midst of addressing the "missing middle," homeless services, and an inventory of housing supply. So we are moving along on the three-year plan as fast as possible, she added.

PROBALA said she would favor having a dedicated staff person to track progress in accomplishing the Housing Strategy Work Plan, although she realizes that budget constraints may not allow for that. She also said recent state legislation has passed that will make it more encouraging for developers to build condos, and more condos will help give potential home buyers more options. FAUL asked whether the City prepares any kind of check-and-balance analysis on condo development versus apartment development in the City. Leeson said the City does report its housing development projects to the Puget Sound Regional Council (PSRC). Heinonen said the City can't control the market by dictating that more condos be built, although one of the City's objectives is to give residents more housing options.

BEUKERS asked for more details about the internal work plan to accomplish the actions listed on page 121 of 145. Staff made a note of it.

LEWIS commented that she likes the idea of a Report Card, and asked whether a similar reporting mechanism will be prepared for jobs and economic development. Staff made a note to check with the Economic Vitality Department.

HASKIN asked whether the City knows whether people in affordable housing are spending more than 30 percent of their income on housing and utilities. Leeson said people are screened when they enter into a contract to purchase an affordable housing unit, and there has been some conversation about doing some monitoring after that. HASKINS asked is there some kind of cap on how much affordable housing can appreciate. Leeson replied yes, there is a formula based on the market and original price.

ELECTION OF CHAIR AND VICE CHAIR

MOVED BY LEWIS, SECONDED BY FAUL that PROBALA be elected as Chair. MOTION CARRIED BY THE UNANIMOUS VOTE OF ALL COMMISSIONERS PRESENT, 6-0.

MOVED BY LEWIS, SECONDED BY RINEHART that FAUL be elected as Vice Chair. MOTION CARRIED BY THE UNANIMOUS VOTE OF ALL COMMISSIONERS PRESENT, 6-0.

c) Commissioner Training, (I)

Presented by: Trish Heinonen, Policy Planning Manager; Christen Leeson, Senior Planner; Emily Arteche, Senior Planner

Heinonen, Leeson, and Arteche conducted training on:

- PPC's purpose;
- The Development Commission's purpose (how are they different from PPC);
- What is the Growth Management Act, and what are the GMA's goals;
- The Urban Growth Boundary map, including annexations since 1990;
- Growth targets;
- Other agencies with which the City interacts;
- Comprehensive Plan v. Land Use Code;
- The Olde Town subarea, actions in the Olde Town Subarea Plan, and the Olde Town Design Standards;
- The 2016-2018 Development Moratorium;
- The 2017 Housing Strategy;
- Central Issaquah Subarea;
- Central Issaquah Plan v. Central Standards;
- Depictions of what is envisioned for locations in Central Issaquah;
- Issues that PPC typically addresses in a calendar year;
- The 2019 Comprehensive Plan docket; and
- What takes place at a typical PPC meeting.

Heinonen also described resources for more information that may be useful to Commissioners.

4. OTHER BUSINESS / ANNOUNCEMENTS

None.

5. AUDIENCE COMMENTS

None.

6. ADJOURNMENT

With no further business to conduct, PROBALA adjourned the meeting at 9:45 PM.

Respectfully submitted,

Susan Lowe
Recording Secretary