CITY OF ISSAQUAH
Planning Policy Commission

6:30 PM Virtual Meeting
May 13, 2021 **MINUTES**

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Alternate Meeting Format: On March 6, 2020 the Mayor declared a civil emergency due to the outbreak of novel coronavirus (COVID-19). On March 24, 2020 the Governor issued Proclamation 20-28 relating to the COVID-19 emergency and open public meetings. The proclamation has been extended. Due to these factors, the meeting was held using a remote meeting platform.

Commissioners Present:	*Administration/Staff Present:*
Ron Faul, Chair	Christen Leeson, Senior Planner
Joy Lewis	Gary Schimek, Utilities Eng. Manager
Matt Monahan	Allen Quynn, Sr. Stormwater Engineer
Jason Voiss, Vice Chair	Tina Eggers, City Clerk
Nina Milligan	Millie Dhaliwal, CD&P Director
Sara Bader	James Haney, City Attorney, Ogden Murphy Wallace
Richard Zaragoza, Alternate	

CALL TO ORDER

FAUL, Vice Chair, called the meeting to order at 6:30 PM. He gave some introductory remarks about the virtual meeting being held tonight, including how to provide comment and an overview of the agenda. He welcomed new PPC member BADER.

APPROVAL OF MINUTES

a) FAUL asked for corrections or changes to minutes of the April 22, 2021 meeting. MONAHAN corrected the spelling of his name. Minutes are approved with correction as noted.

REGULAR BUSINESS

a) **Officer Elections, (A)**
Presented by:
Ron Faul, Vice Chair

The Commission elected a Chair and Vice Chair to serve through April 20, 2022. FAUL opened the meeting for nominations for PPC Chair. VOISS nominated FAUL for PPC Chair. There were no other nominations. FAUL CONFIRMED as PPC Chair, 7-0 (unanimous).

FAUL opened the meeting for nominations for PPC Vice Chair. MILLIGAN nominated VOISS for PPC Vice Chair. There were no other nominations. VOISS CONFIRMED as PPC Vice Chair, 7-0 (unanimous).

b) **Open Public Meetings Act and Bylaws Training, (D)**
Presented by:
Tina Eggers, City Clerk
James Haney, City Attorney, Ogden Murphy Wallace

Eggers and Haney introduced themselves. Eggers made a presentation that included state laws relevant to the service provided by the Commission and information pertaining to the specific processes for PPC's work. She explained the purpose of the applicable state laws, particularly the Open Public Meetings Act (OPMA). Haney spoke to the penalties, both for individuals and for the City, that could be incurred for violations of OPMA. He also noted that the Governor

announced today that a “full reopening” of mandated Covid restrictions is likely to occur on or before June 30, which may impact whether public meetings will continue to be held virtually.

Eggers continued her presentation on the Public Records Act (PRA); Haney explained the severe penalties for violations of the PRA. Commissioners asked clarifying questions about the extent to which personal email messages and “team-building”, or social events would be subject to regulations under either OPMA or PRA.

Eggers continued her presentation on the City’s Code of Ethics; Haney spoke to the state’s ethics law. Eggers next addressed the role of PPC members, including attendance, the role of alternates, meeting agendas, meeting procedures, and the process for public hearings. Haney provided information on public hearings, both legislative and quasi-judicial, and legislative decisions; and potential legal challenges with respect to the Growth Management Act (GMA) and substantive and procedural due process.

c) **Introduction to Storm and Surface Water Management Plan, (D)**
Presented by:
Gary Schimek, Utilities Engineering Manager
Allen Quynn, Sr. Stormwater Engineer

Schimek provided an overview of the purpose of tonight’s presentation on the City’s Storm and Surface Water Management Master Plan. He explained the direction that staff is seeking from PPC tonight and gave some background information about stormwater management. He gave some examples of actions the City could choose to take to help solve some of the area’s water pollution problems. He presented some information on the proposed Storm and Surface Water Management Plan, including desired outcomes, planning and regulatory context, and an overview of the project and schedule.

Quynn continued the presentation on the work done on the plan to date, including the stakeholder engagement status; the basin characteristics study, which is an initial assessment of all the areas that discharge to Lake Sammamish; and a summary of compiled issues. He presented the Commission with four areas in which their feedback is being sought:

(1) What are the Commission’s thoughts on the proposed criteria to prioritize issues and actions? (2) How aggressive should the City be in addressing climate change within the context of the Plan? (3) Should the City develop a policy to guide funding across our stormwater programs (i.e., stormwater conveyance and flooding, water quality, and habitat)? (4) What stormwater issues are most important to the Commission right now?

He continued his presentation with an explanation of the metrics being proposed for prioritization of projects. Schimek presented information on climate change, specifically the latest climate change projections and approach options; funding balance proposals; and next steps in the plan review process.

FAUL suggested Commissioners ask questions and provide comments. Among the Commissioner’s comments were the following.

MILLIGAN asked about the causes of increased stormwater runoff and asked is the City working on any projects right now that could be increasing impacts on stormwater management. Schimek replied staff is addressing that internally right now. He added the policies created in the Master Plan will be referenced in the Comprehensive Plan. We plan to discuss that in more detail with PPC at a future presentation.

LEWIS asked about baseline data collection; has a list of actions and maps been created based on the work already done, such as we often see with the TIP (Transportation Improvement Program). Quynn replied yes; that information is in draft form but is substantially complete and being reviewed now by the Department of Ecology. The reports have maps showing the issues that have been identified, and in the next phase of the planning process we will start developing a suite of solutions, which will then be prioritized. He referred to the State of Our Waters Report, completed about ten years ago and which will be updated, and said it contains a lot of good information as well. Schimek referred to the list of identified issues displayed earlier and said the first question is to determine whether the issues still exist. Then we will look at each one independently and identify possible solutions, then apply the criteria and eventually come up with a list of priority actions. Then we will return to those issues which weren't addressed initially and develop a suite of solutions for them in the future.

LEWIS asked what the best possible outcome, or maximum amount, is of stormwater that can be captured for treatment. Quynn replied part of the answer is looking at ways to reduce the amount of runoff we have, rather than just containing it. We will look at what the City already has in terms of stormwater treatment, including those areas where the City has little or no treatment, then start the prioritization process, as part of the Master Plan.

MONAHAN asked where the City stands in terms of its neighbors; are we trailblazers, behind, or somewhere in the middle of the pack. Schimek said in terms of protecting water quality and habitat, and flood control, the cities of Issaquah and Redmond are leaders in the region. VOISS said he likes the idea of being on the cutting edge of environmental protection, particularly as the City has watersheds, creeks, salmon runs, and so on that other communities don't have. He asked what the top priority is for prioritizing these projects. Schimek replied public health and safety is number one, and that typically means flood control. He added we have seen that addressing flood control usually results in solving other problems and gave examples. Quynn agreed that public health and safety is the top priority. Then we look at funding sources and infrastructure and look at how we can pursue grants and how the utility funds from ratepayers are prioritized.

FAUL spoke in favor of the City being a trailblazer and noted City residents tend to be very environmentally conscious. He asked about organic infiltration and gave examples where that might be applied. Schimek replied yes, we are considering organic options and green tools. He gave details from his experience at Northgate in Seattle using bioswales in its parking lot. Quynn noted the County and the State already have high water quality standards compared to a lot of places. He noted there are efforts by both the State and County, for example, to study the effect of material coming from tires on salmon habitat, known as the 6PPD-Q study.

ZARAGOZA commented he was glad to hear that the City intends to be a trailblazer in this area, particularly on participating in the 6PPD-Q study. He said he'd like to see the City be as aggressive as it can be on that.

BADER commented on the trailblazing issue, and said she was glad to see environmental justice called out as a priority. She asked how a commitment to environmental justice will manifest in development of the Master Plan. Schimek replied each project will have its own review and evaluation process, and environmental justice will be one of the criteria. He continued some preliminary work has been done to see where the greatest areas of concern are in the City, and why. That information will help inform our evaluation criteria, he added; we want to be as transparent as possible on that. BADER agreed intentionality and transparency are important considerations.

LEWIS asked questions about the different outcomes between moderate and aggressive approaches, and noted she finds the option that would mean coordinating with the UW to be promising. Schimek agreed and said that would be an option that would require a longer time commitment. He said the plan is to seek which of these options to act on after the Master Plan is finalized and adopted.

REPORTS

a) **Council Updates**
Presented by:
Christen Leeson, Senior Planner

None.

PUBLIC COMMENTS
None.

OTHER BUSINESS / ANNOUNCEMENTS

a) **Upcoming Schedule.** Dhaliwal noted staff will be bringing information on the City's plans to update Title 18 at PPC's next meeting, on May 27. Leeson noted PPC's regular meeting dates conflict with holidays in November, and staff will be seeking to reschedule PPC's November meeting date(s).

ADJOURNMENT
With no additional business to conduct, FAUL adjourned the meeting at 9:16 PM.

Respectfully submitted,

Susan Lowe
Recording Secretary