

**CITY OF ISSAQUAH  
City Council Special Meeting**

11:00 AM  
December 13, 2025

Gibson Hall  
105 Newport Way SW

**MINUTES**

**COUNCIL AND ADMINISTRATION ATTENDANCE**

**Present:** Mayor Mary Lou Pauly (as an attendee), Deputy Council President Barbara de Michele, Councilmember Zach Hall, Councilmember Russell Joe, Councilmember Tola Marts, Councilmember Kevin Nichols, Councilmember Lindsey Walsh

**Staff Present:** Wally Bobkiewicz, City Administrator, Tisha Gieser, City Clerk

*Please note, this agenda also serves as the special meeting notice pursuant to RCW 42.30.080.*

**Purpose:** The purpose of this special meeting was to allow City Councilmembers to attend the Council Applicant Information Session being offered as part of the City Council vacancy process.

**CITY COUNCIL APPLICANT INFORMATION SESSION**

Council President Walsh called the meeting to order at approximately 11:00 AM.

City Councilmembers and attendees introduced themselves.

Council President Walsh provided an informational presentation.

A question and answer period followed.

The event ended at approximately 12:00 PM.

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Lindsey Walsh, Council President

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Tisha Gieser, City Clerk





# Informational Update

## ID # 1942 – 2025 Environmental Board Annual Report

<b>Meeting Date</b>	January 5, 2026
<b>Department</b>	Sustainability
<b>Staff Lead</b>	Stacy Vynne McKinstry, Sustainability Manager
<b>Attachments</b>	Click or tap here to enter text.
	A. 2025 Environmental Board Annual Report

### Purpose

Per City code, the City of Issaquah’s Environmental Board is required to:

Provide an annual report to the Mayor and City Council on work plan activities and measurable achievement toward environmental goals and objectives. The Board will provide a self-analysis of their work and effectiveness to be presented to City Council by December 31, 2021, and annually thereafter. (IMC 2.36.050)

This informational update fulfills the Board’s responsibility by providing City Council the annual report and self-analysis.

### Background

The City’s Environmental Board was established in 2020 with the objective “to protect, preserve and enhance the natural environment and to take action on climate change to reduce its impacts by advising the Mayor, City Council and City departments on the City’s plans, policies, regulations and programs related to environmental stewardship. (Ord. 3020 § 1 (Exh. D), 2023).” Each year, the Board provides a summary of achievements under the eight responsibilities identified in City code. The Board also provides copies of any recommendation letters submitted to PPC or Council during the year, results of the self-analysis, and preliminary future workplan topics for consideration.

### Update

In 2025, the Board advised on policies (e.g. tree code, internal policies), reviewed plan updates (e.g. initiated climate action plan update), and provided input on programs such as building

decarbonization. Through the self-analysis, Board members shared that they are overall satisfied with their participation on the Board, but have recommendations for improving the experience through meeting management and selection of topics brought for review. The Board approved the annual report on December 16, 2025.

### **Next Steps**

Staff will work with the chair and vice chair to implement improvements based on feedback from the self-analysis. Staff will review the proposed 2026 workplan with City leadership and bring back to the Board for final consideration.



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# 2025 ENVIRONMENTAL BOARD ANNUAL REPORT

## Board Objective

The objective of the Environmental Board is to protect, preserve and enhance the natural environment and take action on climate change to reduce its impact by advising the Mayor, City Council and City departments on the City's plans, policies, regulations and programs related to environmental stewardship.

## Meetings

The Board meets on the 2<sup>nd</sup> Wednesday of each month, and some months more often for joint meetings with other Boards and Commissions or other special meetings. In 2025, there were 13 Board meetings and two additional gatherings for a field trip and Town Hall. Throughout the year, the Board has provided feedback on the update to the Issaquah Climate Action Plan, a Sustainable Building and Infrastructure Policy, Stormwater Management Program, King County Flood Control District updated flood mapping project, and update to the Tree Code. The Board also discussed electrification incentives, wildlife coexistence, and heard updates on the Urban Forest Management Plan, clean buildings incentive program, and decarbonization of city buildings.

Please see Appendix A for a list of all meeting dates and agenda topics.

## Board Duties and Accomplishments

[IMC 2.36.050](#) of the Issaquah Municipal Code identified eight duties and responsibilities for the Environmental Board. For each of these duties, the Board has identified the accomplishments from 2025:

1. Provide feedback on City plans, regulations, and codes that impact the natural environment to ensure alignment with community vision, including, but not limited to:
  - a. Shoreline Management Program;
  - b. Storm and Surface Water Master Plan;
  - c. Relevant portions of IMC Titles 13, 16 and 18;
  - d. Capital Improvement Plan;
  - e. Transportation Improvement Program.

In March 2025, the Board provided input on the Stormwater Management Program. Recommendations for the tree code update (Title 18) were also provided at several meetings. The City completed a lean process for the Capital Improvement Plan and input from the Board was not sought.

2. Establish formal Board-written statements or reports to document the Board's recommendations on items they review and accompany these items throughout various approval processes. The recommendations of the Board shall be given substantial weight by the decision-maker.

The Board submitted two letters for Council consideration. One letter was on the concerns between wildlife and humans and the need for intervention including education and considerations for policy around waste management. The second letter summarized the Board's recommendations for the update to the tree code. Please see Appendix B for the letters.

The Board also provided a recommendation to adopt the Sustainable Building and Infrastructure Policy, with one dissenting opinion.

3. Review research and best practices to advise on environmental policies and code for the City.

The Board discussed the updates to the tree code at three meetings in 2025 and developed a recommendation letter regarding the policy considerations. The Board discussed the Natural Systems Checklist at one meeting to identify how project tracking may help to inform future updates to Title 18. The Board also had several meetings on the Sustainable Building and Infrastructure Policy, an internal policy addressing City buildings and infrastructure projects.

4. Advise on the implementation of a natural environment checklist to be completed by staff for all public and private projects (as identified in IMC 18.800.160) and that will be included with project documents to inform decision-making processes. The checklist will be reviewed by the Board after five (5) uses and annually thereafter to provide feedback to Community Planning and Development on its use and to help identify and inform policy issues in the Issaquah Municipal Code that may adversely impact the environment.

The Board reviewed the Natural Systems Checklist in June 2025. Board members requested additional information on older projects that are not currently tracked in the Checklist. Board members requested staff incorporate additional information on monitoring and compliance into future versions of the Checklist.

5. Advise on planning and prioritization of actions related to climate change and resiliency.

The Environmental Board advised on the following actions related to climate change and resiliency:

- ICAP update and workplan, including formation of committees
- Sustainable Building and Infrastructure Policy update
- Briefings on electrification incentives, Energy Smart Eastside, solid waste programming, and Clean Buildings Incentive Program
- Improved policy on maintaining tree canopy

- Municipal decarbonization progress
- Input on the ICAP update – overarching questions and specific action revisions

6. Develop recommendations on programs, services, practices and priorities relating to environmental sustainability and protection.

The Board provided concerns and recommendations via letters or formal recommendations to Council and/or other Boards/Commissions, as noted in #2. The Board provided ongoing recommendations and feedback with each presentation including on topics such as program overviews, plan and project updates.

7. Provide an annual report to the Mayor and City Council on work plan activities and measurable achievement toward environmental goals and objectives. The Board will provide a self-analysis of their work and effectiveness to be presented to City Council by December 31, 2021, and annually thereafter.

This report fulfills the annual report requirement. The results of the self-analysis are presented in Appendix C.

8. Carry out other duties as may be prescribed by City ordinance, or as directed by the Mayor or City Council.

The Board completed its annual work plan but was not tasked with any other duties.

In addition to the fulfillment of duties described above, the Board identified two additional areas to highlight for this report.

Annual Workplan: The anticipated Board workplan for 2026 is included in Appendix D. The Board anticipates engagement On the update to the climate action plan, policy develop for the ICAP and compostable service ware, and further updates to Title 18 (tree code and sustainable buildings).

Gaps/Concerns: The Board seeks further engagement from the City to identify gaps or concerns that the Board has raised, such as investments in environmental programming, a staffing gap for an individual on point for the environment (including wildlife), and engagement with Issaquah School District on sustainability. The Board anticipates discussions on climate investments including what funding is available for programming at the local, state and federal levels, and where gaps exist for implementation of programs to move the City closer towards greenhouse gas emission reduction targets. The Board seeks feedback from the Administration and Council on priorities for 2026.