

**CITY OF ISSAQUAH  
Environmental Board**

6:30 PM  
October 12, 2022

**MINUTES**

Tibbetts Manor, 750 17th Ave.  
NW, Issaquah

**BOARD AND ADMINISTRATIVE PERSONNEL PRESENT**

*Board members:*

Jamie Finch, Chair  
Don McQuilliams, Vice Chair  
Nancy Davidson  
Rishi Hazra\* (Excused Absence)  
Cameron Fisher  
Lara Lebeiko (Unexcused Absence)  
Dan Hintz  
Anne Newcomb  
Ashwin Manoharan\*

*Administration/Staff:*

Stacy Vynne McKinstry, Sustainability  
Manager  
Billy Almanza, Sustainability Intern

Mathangi Ramanathan, Alternate  
Janet Wall, Alternate  
Tom Anderson, Alternate

\*Youth/young adult members.

**CALL TO ORDER**

Jamie Finch called the meeting to order at 6:45 PM.

**APPROVAL OF MINUTES**

- a) Minutes of September 14, 2022

The Chair introduced the minutes, which were included in the agenda materials. The minutes were not approved as presented. The Board requests that more detail be added pertaining to comments made during the Title 18 check in with Stephen Padua and be brought forth at the next board meeting.

**PUBLIC COMMENTS**

No public comments.

**AGENDA ITEMS**

- a) **Issaquah Climate Action Plan Performance Dashboard (D)**

*Presented by:*

*Dale Markey-Crimp, Management Analyst*

DALE MARKEY-CRIMP presented the updated Issaquah Climate Action Plan performance dashboard. The Board provided feedback relating to red-green colorblindness and how the color choices made on the dashboard affected the ability to clearly discern important information. Feedback on the legend was also given as well as a suggestion for a different method of displaying information other than a bar chart. The Board questioned if there were too many ways

in which progress were being tracked that were not clear and if narrowing or consolidating tracking methods would be feasible. Regarding the graphic user interface, the Board expressed interest in data appearing when hovering over charts to allow easy access to information. The Board was informed that staff would update the Dashboard quarterly. The Board provided feedback on simplifying the graphics to represent when actions would be undertaken. Regarding navigation, the Board suggested a home button of sorts for the dashboard. The Board suggested the addition of water usage in the city as a metric to follow as well as reaching out to the water utility provider for annual updates that could be easily acquired to enhance the dashboard and fill in gaps that the climate action plan did not directly address. The Board discussed opportunities for using the dashboard as an education and outreach tool (e.g. promoting campaigns) as well as timelines for action implementation.

b) **Annual Report Input (D)**

*Presented by:*

*Stacy Vynne McKinstry, Sustainability Manager*

VYNNE MCKINSTRY presented the annual report. Vynne McKinstry asked the board for feedback as to how they would like to proceed with the self-analysis survey. The Board discussed multiple options for completing the self-analysis and determined an anonymous survey with in-person discussion on the results.

## REPORTS

a) ICAP Report

*Stacy Vynne McKinstry, Sustainability Manager*

VYNNE MCKINSTRY presented an update on ICAP implementation through a written report.

b) Budget Update

*Stacy Vynne McKinstry, Sustainability Manager*

VYNNE MCKINSTRY provided the budget update. This is a two year budget (2023-2024). The Board was informed of the focus on municipal applications, energy efficiency, and a mobility assessment. The Board expressed concerns for some of the cost impacts of sustainability initiatives. New initiatives or one off costs can be proposed to Council in the future as they arise. Additional information was provided on EV charging and the Sustainability Coordinator position.

## OTHER BUSINESS / ANNOUNCEMENTS

a) Anne Newcomb moved that the Board prepare a memo recommending that the Environmental Board meet virtually from November through April and in person from May through October. Nancy Davidson and Cameron Fischer seconded the motion.

Tom Anderson moved to amend the motion, for the Issaquah Environmental Board to meet virtually November through April and in person May through October, or as voted by a majority of the members of the Environmental Board.

Don McQuilliams moved to amend the motion proposed by Tom Anderson so that the board creates a memo recommending that the Issaquah Environmental Board meets virtually November through April and in person May through October, or as voted by a majority of the members of the Environmental Board, or if the Board Chair, Vice Chair, or the Sustainability Manager deem it necessary to convene in person.

The motion passed as amended unanimously.

**ADJOURNMENT**

The meeting was adjourned at 8:32PM.