

**CITY OF ISSAQUAH  
Environmental Board**

5:30 PM  
January 25, 2024

Watershed Science Center 80  
Newport Way SW, Issaquah,  
WA 98027

**MINUTES**

**BOARD AND ADMINISTRATIVE PERSONNEL PRESENT**

*Board members:*

Jamie Finch, Chair  
Don McQuilliams, Vice Chair  
Nancy Davidson  
Anne Newcomb  
Prajakta Ghatpande  
Tom Anderson  
Alix Lee-Tigner

*Administration/Staff:*

Mary Lou Pauly, Mayor City of Issaquah  
Andrea Snyder, Deputy City Administrator  
Stacy Vynne McKinstry, Sustainability  
Manager  
David Reedy, Sustainability Coordinator  
Kathleen Hillery, CivicSpark Fellow  
Nick Horn, CivicSpark Fellow

Janet Wall, Alternate  
Joy Lewis, Alternate  
Dixie Bair, Alternate

Ashwin Kannan\* (excused absence)  
Ashwin Manoharan\* (unexcused absence)

\*Youth/young adult members.

*City Council:*

Lindsay Walsh, Council President  
Victoria Hunt, City Council Member

**CALL TO ORDER**

BOARD CHAIR FINCH called the meeting to order at 6:04 PM.

**PUBLIC COMMENTS**

CONNIE MARSH provided a history of the Environmental Board from her perspective.

There was a second opportunity for public comment after the description of the Board's engagement in planning and policy and prior to the Board's break out groups. MARSH recommended presentations more accessible to community members, noted the challenges with certain rules of order procedures, and expressed concerned that too few council members are reviewing Environmental Board meetings.

**AGENDA ITEMS**

a) **2024 Board Recruitment (D)**

*Presented by:*

*Jamie Finch, Environmental Board Chair*

BOARD MEMBER FINCH directed a conversation about best practices and materials to engage, recruit and orient new members to the Board. BOARD MEMBER FINCH emphasized the need to include youth members and ensure they feel comfortable with the material and sharing their voice on the Board.

**b) Board Retreat on Engagement and Impact (D)**

*Presented by:*

*Andrea Snyder, Deputy City Administrator*

DEPUTY CITY ADMINISTRATOR SNYDER started by providing a review of the foundational charter for the Environmental Board and key contextual documents that guide the Board's role in advising the Mayor, City Council, and staff. SNYDER facilitated a conversation about the process from idea to implementation and the Board's role in that process.

MAYOR PAULY provided insight into the policy adoption framework in Issaquah, including the numerous boards and commissions comprised of community members advising City Council, and its contextualization in the region. COUNCIL PRESIDENT WALSH and COUNCIL MEMBER HUNT reiterated the importance of advisory board input to policy building and role as community touchstone.

The Board Members participated in breakout groups facilitated by staff. Board Members discussed overarching themes for priority setting, methods to engage on topics, and systems to improve board operation. Policy themes included the ICAP, City Improvement Plan and Natural Environment Checklist while ensuring engagement on these topics were timed to anticipate and influence budget line items.

**OTHER BUSINESS / ANNOUNCEMENTS**

VYNNE MCKINSTRY previewed upcoming meetings. The next Board meeting will be a special meeting January 31, 2024 to review the new Climate and Environmental Stewardship element of the Comprehensive Plan update.

**ADJOURNMENT**

The meeting was adjourned at 8:59 PM.

**INQUIRIES****SOCIAL TIME**

Informal social time for the Board.