CITY OF ISSAQUAH
Environmental Board

6:30 PM
October 9, 2024

MINUTES

Tibbetts Manor, 750 17th Ave. NW, Issaquah

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:
Don McQuilliams, Chair
Alix Lee-Tigner, Vice Chair
Nancy Davidson – excused absence
Mina (Alexandra) Jun*
Prajakta Ghatpande
Dixie Bair
Tom Anderson
Jamie Finch
Kiran Pan*
Jonathan Smith

Keith Gonzalez, Alternate
Anne Newcomb, Alternate – excused absence

*Youth/young adult members.

Administration/Staff:
Stacy Vynne McKinstry, Sustainability Manager
Doug Yormick, Associate Environmental Planner

Other Presenters
Dawn Spilsbury, GIS Analyst, The Watershed Company

CALL TO ORDER

CHAIR DON MCQUILLIAMS called the meeting to order at 6:30 PM.

APPROVAL OF MINUTES

The Chair introduced the minutes, which were included in the agenda materials. The minutes were approved as presented by unanimous consent.

a) Minutes of August 14, 2024

Minutes of September 19, 2024 (Special Meeting)

PUBLIC COMMENTS

Board Member SMITH shared information on a community litter pickup taking place on 10/12.

AGENDA ITEMS

a) **Natural Environment Checklist Annual Update (D)**
Presented by:
Doug Yormick, Environmental Planner, Community Planning and Development

DOUG YORMICK provided an update to the board on the use of the Natural Environment Checklist over the last year including tracking and monitoring efforts for projects with critical areas. YORMICK explained the different permit levels and noted that the Natural Environment Checklist is used for all permits that are level 2 or above. YORMICK highlighted the projects that went through review this year and explained why some projects were able to move forward with reasonable use exceptions. Board Member ANDERSON

asked for clarity on the ongoing monitoring of projects after completion. YORMICK demonstrated how the planning team anticipates tracking projects in the current tracking tool. Board Member FINCH noted previous Environmental Board concerns that the details of the tracking sheet are helpful but won't necessarily provide insight on recommended changes needed to codes. Board Member FINCH asked how the use of the checklist fit with the Urban Forest Management Plan. YORMICK explained how tree canopy changes are tracked and included in the tools.

STACY VYNNE MCKINSTRY explained how non-checklist impacts are being tracked by the City. Board Member FINCH asked that the board review what environmental impacts of projects are not being captured by the Natural Environment Checklist and other tracking efforts to make recommendations for staff. YORMICK clarified that the tracking spreadsheet only included projects that impact critical areas to explain the number of projects included.

Board Chair MCQUILLIAMS and Board Member FINCH asked for a dashboard and staff commentary regarding project impacts to help inform potential recommendations.

Next Steps: Staff will return in the spring with an update on the checklist and bring a synthesis of project for Board review and discussion in the summer of 2025.

Riparian Assessment Report (I)
Presented by:
Doug Yormick, Environmental Planner, Community Planning & Development

DAWN SPILSBURY presented on a City of Issaquah Riparian Assessment along with recommendations from the assessment. In response to Board Member questions, SPILSBURY clarified riparian benefit zones and stream types. YORMICK discussed how the report would be used and incorporated into future ordinance updates. Concluding the presentation, SPILSBURY highlighted findings along select streams, examples of solutions, and report next steps. Board Member SMITH recommended identifying riparian areas with higher levels of pollution.

b) **Environmental Board Annual Report and Self Assessment (D)**
Presented by:
Stacy Vynne McKinstry, Sustainability Manager & Environmental Board Staff Liaison

VYNNE MCKINSTRY discussed the Environmental Board Report to City Council and the Mayor in addition to the Board Self-Analysis. This topic was brought to the board earlier than in past years based on feedback from the annual retreat in early 2024.

Related to the Annual Report, Board Members ANDERSON, GHATPANDE, FINCH, LEE-TIGNER, and MCQUILLIAMS asked for feedback from City Council and City staff on the work of the Environmental Board and Council priorities. Board Member FINCH asked for budget discussion considerations and recommendations from the board to be added to the report, including as it relates to the Urban Forest Management Plan. Board Member FINCH identified an interest in a gaps or concerns section.

In response to the proposed Environmental Board Self-Analysis, Board Chair MCQUILLIAMS asked for an additional question relating to satisfaction with the process of the meetings.

REPORTS

Sustainable Infrastructure Policy Update

Solar Feasibility Study Update

Electric Vehicle Infrastructure Update

PSE Community Solar and EV Pole Charging Project Updates

Electrification Incentives Update

Stormwater Permit Update

Environmental Board Workplan

Youth Report

OTHER BUSINESS / ANNOUNCEMENTS

VYNNE MCKINSTRY provided additional updates on the Issaquah School District Bond, the transmission of the full budget to City Council, the vote of City Council in opposition of I-2117, the progress of the Urban Forest Management Plan, the Issaquah Strategic Plan, and the upcoming Board topics.

Board Vice Chair LEE-TIGNER highlighted the Kokanee fry release event on October 17th and Green Issaquah Day on October 19th.

ADJOURNMENT

The meeting was adjourned at 8:26 PM.

INQUIRIES