

**CITY OF ISSAQUAH  
Environmental Board**

6:30 PM  
November 13, 2024

Tibbetts Manor, 750 17th Ave.  
NW, Issaquah

**MINUTES**

**BOARD AND ADMINISTRATIVE PERSONNEL PRESENT**

*Board members:*

Don McQuilliams, Chair  
Alix Lee-Tigner, Vice Chair  
Nancy Davidson  
Mina (Alexandra) Jun\*  
Prajakta Ghatpande  
Dixie Bair  
Tom Anderson  
Jamie Finch  
Kiran Pan\*

*Administration/Staff:*

Stacy Vynne McKinstry, Sustainability  
Manager  
David Reedy, Sustainability Coordinator  
Mary Lou Pauly, Mayor

Anne Newcomb, Alternate  
Keith Gonzalez, Alternate – excused absence  
Jonathan Smith, Alternate

\*Youth/young adult members.

**CALL TO ORDER**

CHAIR MCQUILLIAMS called the meeting to order at 6:33 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 October 9, 2024

**PUBLIC COMMENTS**

CONNIE MARSH provided public comment following the Annual Board Report and Self Analysis discussion. During public comment, MARSH praised the work of the board for their advocacy for the environment and their efforts during 2024. Additionally, MARSH recommended that the Environmental Board gets the opportunity to address projects and topic areas they ranked highly in their self-analysis, especially those related to the natural environment.

**AGENDA ITEMS**

MAYOR MARY LOU PAULY joined the Environmental Board for a question and answer session and to highlight items from the 2025-2026 budget process.

- a) **Annual Board Report and Self Analysis (D)**  
*Presented by:*  
*Stacy Vynne McKinstry, Sustainability Manager / Board Liaison*

*David Reedy, Sustainability Coordinator*

VYNNE MCKINSTRY walked through the structure and content of the Draft Environmental Board Annual Report. Board Members DAVIDSON, FINCH and NEWCOMB requested additional detail in the cover memo to include new sections of the report added in 2024. Board Members deliberated on the anticipated Environmental Board involvement in the Urban Forest Management Plan and requested additional staff consideration regarding the involvement of the Parks and Environmental Board in the implementation of the plan.

REEDY presented on the high-level takeaways from the Environmental Board self-assessment analysis including highlights, opportunities for improvement, and priority rankings for topics areas brought to the board. Board Members discussed the priority rankings and requested staff consider topics ranked most highly in updating the 2025 Draft Environmental Board Workplan.

**b) 2025 Draft Environmental Board Workplan (D)**

*Presented by:*

*Stacy Vynne McKinstry, Sustainability Manager / Board Liaison*

VYNNE MCKINSTRY provided the Draft 2025 Environmental Board Workplan and asked for feedback on topics and priorities for the Environmental Board. Board Members SMITH, BAIR, NEWCOMB, and GHATPANDE highlighted an interest in incorporating community and business engagement topics into the Environmental Board Workplan. Additional recommendations from Board Members FINCH, DAVIDSON, and LEE-TIGNER included coexisting with wildlife, an increased emphasis on transportation planning, and stormwater management. Board Member ANDERSON and MCQUILLIAMS discussed the possibility of developing subcommittees to ensure the Environmental Board can reasonably weigh in on many different topics.

Board Members supported the idea of Environmental Board field trips and provided suggestions on potential locations and activities.

**c) 2025 ICAP Priority Programs and Projects (I)**

*Presented by:*

*Stacy Vynne McKinstry, Sustainability Manager*

*David Reedy, Sustainability Coordinator*

VYNNE MCKINSTRY and REEDY highlighted the ICAP priority programs and projects anticipated for 2025. Board Members asked clarifying questions on the priorities highlighted and discussed program level suggestions to the priority areas. Board Members FINCH, SMITH, BAIR, and GHATPANDE noted specific waste management items they would like to discuss in the waste management workplan when it is presented to the Environmental Board in December 2024.

## REPORTS

- a) Fossil Fuel Transition Assessment (Written Report)

## OTHER BUSINESS / ANNOUNCEMENTS

- a) 2024 Environmental Board Workplan

Board Member JUN provided an update on the Issaquah School District Sustainability Policy.

VYNNE MCKINSTRY discussed some upcoming City Council discussions and budget decisions. Additional board updates were provided as written updates following the meeting.

11-13-24 Environmental Board Minutes

**ADJOURNMENT**

The meeting was adjourned at 8:33 PM.

**INQUIRIES**