CITY OF ISSAQUAH
Environmental Board

6:00 PM
September 10, 2025

MINUTES

Tibbetts Manor, 750 17th Ave. NW, Issaquah

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:
Don McQuilliams, Chair
Alix Lee-Tigner, Vice Chair, excused absence
Nancy Davidson, excused absence
Mina (Alexandra) Jun*
Prajakta Ghatpande
Tom Anderson
Keith Gonzales, excused absence
Kiran Pan*
Tommy DuBeau
Jonathan Smith

Anne Newcomb, Alternate, excused absence
Dixie Bair, Alternate, excused absence

*Youth/young adult members.

Administration/Staff:
Stacy Vynne McKinstry, Sustainability Manager
David Reedy, Sustainability Coordinator

Between 6:00pm and 6:30pm, the Environmental Board had a special meeting to mingle and talk with each other.

CALL TO ORDER

CHAIR 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 13, 2025

PUBLIC COMMENTS

ANN FLETCHER introduced the organization People for Climate Action (PCA) and their work in the City of Issaquah and across the Eastside. FLETCHER shared support for continued and accelerated actions to reduce greenhouse gas emissions to tackle climate change. FLETCHER highlighted the PCA report 12 Critical Actions that was put together to advocate for increased climate leadership by Eastside Cities.

AGENDA ITEMS

a) **Municipal Building Decarbonization / Fuel Transition Assessment (I)**
Presented by:
David Reedy, Sustainability Coordinator

REEDY presented on the Fuel Transition Assessment (FTA) which was based on Municipal Resolution 2024-04. REEDY provided information on the background of the FTA, the goals of the project, and the

findings. Findings were summarized within the categories of the electrification of natural gas equipment, renewable energy capacity at City facilities, and electric capacity for EV charging installation at City facilities. REEDY provided an update on the completed, current, and future projects led by the Office of Sustainability and the Administrative Services Department to implement actions from the FTA.

Board Member ANDERSON asked if the FTA assessed opportunities for solar hot water heating in addition to solar PV. REEDY clarified that solar hot water heating opportunities were not included in the study. Board Member GHATPANDE asked for clarifications regarding electric grid capacity and impacts on projects if capacity is not available. REEDY noted that staff will need to continue to assess electrical capacity on a project by project basis to ensure that capacity is available. Additionally, REEDY noted that the City is monitoring efforts by other jurisdictions to evaluate PSE's electrical capacity to support decarbonization efforts. Board Member GHATPANDE also asked for details on renewable energy generation capacity and potential payback. REEDY provided details on the payback of potential renewable energy systems as well as highlighted the impact on renewable energy system installation on current electric demand.

Board Member SMITH asked if there were opportunities to reduce energy use at the Julius Boehm Pool or if there were studies looking at opportunities to reduce energy use at this site. REEDY clarified that there are energy efficiency opportunities that staff are currently pursuing and staff are reviewing energy use at the pool as part of the Commercial Strategic Energy Management Program with PSE.

b) **Sustainable Building and Infrastructure Policy (D, A)**
Presented by:
David Reedy, Sustainability Coordinator

REEDY summarized previous board conversations related to updating the Sustainable Building and Infrastructure Policy, provided background on the policy, and highlighted proposed changes to the policy. Based on the number of Environmental Board Members present, staff decided to bring the policy back to the Environmental Board in October for action.

Board Chair MCQUILLIAMS and Board Member GHATPANDE asked for clarifications related to the phased implementation approach to the policy. Board Members recommended updating the policy to include action steps in 2030 in addition to 2028. Following a question from Board Member SMITH, REEDY and Board Chair MCQUILLIAMS provided details regarding the ENVISION and LEED rating systems and explained how those rating systems can be applied to specific City projects.

Board Members SMITH and ANDERSON asked for additional details on waste diversion in City operations, specifically as it relates to waste diversion goals for demolition and construction and processes for City material surplus. REEDY and VYNNE MCKINSTRY provided details to Board Members in a follow-up e-mail. Board Member DUBEAU asked for clarification related to focusing the updates on City operations versus community requirements. REEDY noted that staff anticipate updating communitywide regulations as part of existing City Codes.

c) **Climate Action Plan Update Progress & Next Steps (D)**
Presented by:
Stacy Vynne McKinstry, Sustainability Manager

VYNNE MCKINSTRY presented on the Environmental Board engagement plan for the updating of the Issaquah Climate Action Plan. VYNNE MCKINSTRY shared draft documents that would be used to communicate proposed changes to the ICAP. Board Members agreed with the layout of the documents and asked that staff include information on the date of when any potential changes were made.

REPORTS

a) Engagement with Chefchaouen, Morocco

VYNNE MCKINSTRY updated the Environmental Board on conversations for a collaborative art project with Chefchaouen, Morocco related to cultural heritage and placemaking in the environment.

OTHER BUSINESS / ANNOUNCEMENTS

REEDY updated the Environmental Board on the launch of the Issaquah Tree Giveaway program application which is launching on September 19, 2025.

ADJOURNMENT

The meeting was adjourned at 8:20 PM.

INQUIRIES