



**City of Tacoma
Sustainable Tacoma Commission
Meeting Minutes**

Date: April 25, 2019

Commission Members Present: Lexi Brewer, Jade Monroe, Matthew Benedict, Todd Hay
Liberty Evans-Agnew, Emily Pinckney, Chris Karnes, Grace Sullivan

Commission Members Excused: Phil Coughlan

Commission Members Absent: Kenny Coble, JC Rubi

Others Present: Jim Parvey, Pat Babbitt, Kristi Lynett, Leah Michaelsen, Abi Vanover, Anna Boyle

Call to Order

The meeting was called to order by Chris Karnes at 4:33 pm.

Approval of March 19, 2019 Meeting Minutes

Motion to approve made by Jade Monroe, motion passed.

Review of Agenda

Motion to approve made by Chris Karnes, motion passed.

Sub-committee Updates

IPS – Jade

Jade kicked off update stating Chris and Lexi did a fantastic job at the IPS meeting. The committee was very appreciate of what we do and it was clear from the meeting that they at least read some of the letters. Pat shared Councilman Mello and Kurtis Kingsolver who is the head of Public Works called attention to the Bus Rapid Transit letter and the level of specificity and how that level of detail really informed their work.

Transportation – Chris

Chris toured the Northgate Link Extension for Light Rail. They are currently in the DIS process in the Tacoma Dome Link Extension.

Planning – Lexi

A lot of what came up to the Planning Commission was around the Tacoma Dome Link Extension. There is a special meeting next week at 5PM which is a public hearing on amendments to the comprehensive Plan and Land Use Regulatory Code.

Port – Emily

There are two candidates for Executive Director of the Port right now; Todd Coleman and Eric Johnson. Emily provided a presentation attachment of the Tacoma Dome Link Extension in regards to the Port and also the Tide Flats Subarea Plan.

TPU – Todd Hay

One meeting was cancelled last month. The second one on April 24th, they had three topics; Diversity Inclusion Strategic Directive in TPU which is encouraging. They had an update on the Cowlitz River Restoration work they are doing in Tacoma Power and Tacoma Power Risk Management work.

Staff Updates

Pat Babbitt gave his thanks again for the presentation to IPS and thanked Jade for coming to support. Pat received an update from Elliott Barnett and the Planning Development Services team about the Shoreline Master Program. Pat already delivered this to the Co-Chairs and work has begun on a letter as it relates to sea-level rise and climate change. Pat will forward it to the rest of the STC group. Lexi added that the timeline is too tight to have a STC letter done, but she thought individually it would be good to follow-up on because it does sound like recommendations can actually make it into the SMP, particularly around being a little bit stronger about building in sea-level rise and being intentional about that.

Pat had a quick conversation with Daniel Morillo, he is the Director of the Housing Division and is leading the Affordable Housing Action Strategy which is overlapped with equity, affordability, quality of life and urban density. Pat floated out there the possibility of engaging the Commission and he is in support of that if STC decides to engage.

May is Bike Month. This Saturday (5/4/19) is the Bike Swap at University of Puget Sound. There are a number of events planned by different organizations.

Abi Vanover gave a recap of the Sustainability Expo. It was the 12th annual expo. There were over 2,000 attendees this year, which was the highest number ever of attendees and the most registered vendors. 84% of the people who attended said they learned about local businesses, organizations and sustainability as a result of attending. Jade was very excited about the response to the question “how did you get to the expo”. There were as many people who walked to the event as drove alone. A bunch of people carpooled so driving was still pretty big, but we are getting people to take sustainability transportation to our sustainability event. The mayor attended and stayed for 1 ½ hours chatting with the vendors and attendees. Demographically overwhelmingly people heard about the event via Facebook. 57% of the people who were there attended for the first time. Next year they hope to be on the 5th floor of the Convention Center, which would double the space from this year. Conversation ensued regarding what kind of “swag” to offer at next year’s expo and the date. They are looking at March 14th for next year. Also discussed better signage for next year at the booth.

Rules of Procedure Working Draft Approval

Pat discussed the changes that were made to the Rules of Procedure.

Grace Sullivan joined the meeting at 4:50.

Chris motioned to approve the Rules of Procedures – motion passed.

Tacoma Recycling Changes – Letter of Recommendation

Jade updated on the Tacoma Recycling Changes letter and the latest version that Phil wrote. It was highlighted the STC was spoken to about the changes and that STC supports option #4. Added to the letter was a focus on waste prevention and reducing the City's greenhouse gas emissions. Discussion ensued regarding global processing and what that means to Tacoma, where the tax revenue would come from and further discussion of option 4 and more of the hybrid option, which is option 2 plus the outreach component of option 4. Spoke of missed targets in the Environmental Action Plan and updated the letter accordingly.

Motion made by Chris to adopt the letter as written – motion passed.

Tacoma Dome Link Extension EIS Scoping – Letter of Recommendation

Chris updated on the EIS Scoping letter and measures the different combinations of station locations and alignments within the City of Tacoma. The two primary elements; the potential impact to climate – the greenhouse gas emissions from the operation of light rail/passenger access and the potential impact to climate change on building structure essentially due to sea-level change. Also discussed was the recommendations for the two station concepts that will reduce the transfer distant between the link and light-rail and the station locations that staff supported in East Tacoma that would support either a 25th or 26th street terminal. Discussion ensued regarding options TD2 and TD4 and whether or not it eliminates options that are deeper in the neighborhood that are filling a transit gap.

Motion made by Lexi to adopt the letter as written – motion passed.

Sustainability Small Grants Review and Awards

Chris motioned to consider the small grant applications. Lexi recused herself from application #3 due to it being submitted by one of her co-workers. It was not done by her organization, but she knows the individual. Chris listed the grants that were to be reviewed:

1. Ferry Street Community Garden
2. IDEA Bike Lockers
3. Tacoma-South Sound Mini Maker Faire
4. Northwest Green Home Tour
5. Pilot Educational Series from the Tacoma Tool Library
6. Gardens for the People

Before discussing the individual grants discussion ensued regarding the total bucket of money for the grants this time around and why they were blank and whether they were the same total and just not filled in for the 1st quarter. \$25,000 in each quarter including the general, \$100,000 total for grants.

Before reviewing each grant it was asked if anyone had issues with any of them and if they can all be approved at once. Discussion ensued regarding items in some of the grants.

There were logistical questions about the grants.

For Ferry Street Community Garden, it was asked whether there any issues in planning to put this garden in the Right-of-Way. Discussion ensued regarding what was allowed in the planting strip. Also, the group discussed the plot that was being used and whether or not approval for the use had been granted already. STC recommended the project be connected to Harvest Pierce County, TAGRO, and Tacoma Tool Library. Staff would ensure the project was aware of rules related to Right-of-Way permissions, fruit trees, and fences. With these conditions, the grant was fully funded.

For IDEA Bike Lockers, there was a question regarding the applicant and knowing whether there was an entity that was set-up to receive the funds since applicant is a high school student as well as whether there was support from the IDEA high school administration. Staff would look into this. On condition of these concerns being satisfied, the grant was fully funded.

For Tacoma-South Sound Mini Maker Faire, STC noticed the event is coming up on 5/11 – which raises potential reimbursement limitations due to the rule that expenses cannot be reimbursed retroactively (specifically, any expense prior to the date of this meeting – pending a funding decision – 4/25/2019). Other than that, STC recommended that event “swag” be more sustainable in order to use this grant’s funding. Otherwise, the grant was fully funded.

For Northwest Green Home Tour, STC noticed the event is just two weeks away – which raises the same reimbursement limitations noted in the paragraph above. The Solid Waste Utility questioned whether party treats were a good use of grant money. Given this question and the small event presence in Tacoma (as opposed to Seattle and Olympia), STC determined to fund the project at a reduced total of \$2,500 with encouragement that event planners look to develop their event further in Tacoma in coming years.

The Pilot Educational Series from the Tacoma Tool Library was fully funded without conditions.

For Garden for the People, the Solid Waste Utility had some comments. They wanted to make sure the tools should be rented or borrowed and not purchased as well as whether the soil would be tested for growing food. Solid Waste also wanted more details about the implementation plan, given that it was being organized by one individual, for accountability purposes. Also, TAGRO was identified as a free item in the budget, which may have delivery costs associated with it – staff will need to clarify this. The Solid Waste Utility could benefit from reductions in food packaging with more people getting food from these types of gardens. Discussion ensued regarding whether or not some proposed garden sites were technically private property. There was concern that clarifications be made quickly to ensure the project didn’t miss the planting season. Jade suggested all the tools could be rented from the tool library except the rototiller and they could get that scheduled, then the \$600 line item could be approved for the purchase and planting of flowers and encourage reapplying next year. It was asked how the Food is Free project in Tacoma is connected to the national movement and whether that movement can provide funding/resources instead. Discussion ensued regarding the partial or total allotment of funds for this grant. The grant was to be fully funded pending further research from staff and potential limitations on the project.

A few general or recurring comments arose. Lexi asked if there were stipulations about durable equipment purchases and she didn’t have a problem with tools being purchased if they were needed. Grants will be encouraged to use the tool library or other rental resources when possible.

All grants were funded in full, except for the Northwest Green Home Tour (\$2,500); all projects were funded with conditions to be communicated through staff and with the support of staff research.

GRANT	REQUESTED FUNDS	AMOUNT FUNDED
Ferry Street Community Garden	\$2,300	\$2,300
IDEA Bike Lockers	\$2,000	\$2,000
Tacoma-South Sound Mini Maker Faire	\$3,500	\$3,500
Northwest Green Home Tour – Tacoma	\$5,000	\$2,500
Tacoma Tool Library Pilot Educational Series	\$5,000	\$5,000

Gardens for the People	\$1,100	\$1,100
TOTAL	\$18,900	\$16,400