



CITY OF TACOMA

SUSTAINABLE TACOMA COMMISSION

VIRTUAL MEETING

DRAFT AGENDA

THURSDAY, AUGUST 20, 2020

5:00 PM TO 7:00 PM

To comply with Governor Jay Inslee's Proclamation 20-28.8 in response to the COVID-19 pandemic, this meeting will not be conducted in-person. The meeting can be attended remotely using the following information:

Meeting phone line: (253) 215-8782

Meeting hyperlink: <https://us02web.zoom.us/j/86532546056?pwd=MjlQRXNlbnRKR2hSKzBEC2VCaTRqUT09>

Meeting ID: 865 3254 6056

Meeting password: 08202020

Microphones will be muted and cameras turned off for all participants during the meeting, except for the Commissioners and staff presenters. Public comments on discussion items will NOT be accepted at the meeting. The Commission encourages community members to submit comments in writing prior to the meeting by 4:00 p.m., on August 20th. Please e-mail your comments to PBabbitt@cityoftacoma.org, put in the subject line "STC Meeting 8/20/20", and clearly indicate which agenda item(s), if any, you are addressing.

- I. CALL TO ORDER AND ROLL CALL
- II. APPROVE JUNE 16 AND JULY 2 MINUTES & AUGUST 20 AGENDA
- III. STAFF UPDATES
- IV. SUBCOMMITTEE UPDATES
- V. VICE- OR CO-CHAIR NOMINATION
- VI. DISCUSS EQUITY NORMS
- VII. COMMUNITY FOOD PROJECTS – STAFF PRESENTATION
- VIII. 2019 ENVIRONMENTAL ACTION PLAN PROGRESS REPORT AND CLIMATE JUSTICE PLANNING UPDATE – STAFF PRESENTATION
- IX. DISCUSS COMMISSION FEEDBACK FOR CLIMATE JUSTICE PLAN
- X. REVIEW COMMISSION RULES OF PROCEDURE
- XI. PUBLIC COMMENTS (WRITTEN COMMENTS ONLY)
- XII. OBJECTIVES FOR NEXT MEETING



XIII. ADJOURNMENT



The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact Sara at (253) 502.2244. TTY or speech-to-speech users please dial 711 to connect to Washington Relay Services.

Sustainable Tacoma Commission

8/20/2020 Meeting



Office of
Environmental Policy
and Sustainability

Staff Updates

STC annual priorities meetings with Council

- Prioritize climate justice
- Support equity-focused community food projects
- Sustain & expand transportation (foot, bike, transit)
 - Future presentation to STC from staff
- Implement the Urban Forest Management Plan
- Prevent waste
 - 9/17 STC meeting presentation from staff



Office of
Environmental Policy
and Sustainability

Staff Updates

STC annual priorities meetings with Council

- CM Beale and Walker
 - **Priorities:** land use, walkability, transit, housing, green buildings, language access for community outreach, climate justice
 - **Support for** additional EAP update funds, ROW gardening
 - **CMs want** quarterly meetings with STC



Office of
Environmental Policy
and Sustainability

Staff Updates

STC annual priorities meetings with Council

- Mayor Woodards, CM McCarthy
 - **Priorities:** health equity, use of ROW and vacant City land for agriculture/trees, electric vehicle promotion, improvement of bike infrastructure
 - **Mayor wants** EAP and climate planning update
 - **Mayor requested** anti-racist, sustainable systems change recommendations



Office of
Environmental Policy
and Sustainability

Staff Updates

STC annual priorities meetings with Council

- CM Blocker, Hines, and Thoms
 - **Priorities:** environmental justice, health equity, trees, better bike infrastructure
 - **Guidance:** people-focused environmental advocacy, tough budget time

Next meetings

- CM Hunter and Ushka: 8/24
- City Manager: TBD



Office of
Environmental Policy
and Sustainability

Staff Updates

RES. 40622 (6/30/20)

- A resolution affirming the City Council's dedication and commitment to **comprehensive and sustained transformation of all of the institutions, systems, policies, practices, and contracts impacted by systemic racism**, with initial priority being given to policing in the City of Tacoma.
- This resolution and the future action it makes the working policy of the City of Tacoma is built on a body of policy
 - Equity and Empowerment framework (2014)
 - OEHR (2015)
 - Compassionate Tacoma initiative (2020)
 - Significant focus on policing: CPAC, Project PEACE
 - COVID-19 emergency (2020)



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Staff Updates

RES. 40622 (6/30/20)

- “The failure of reform efforts” ... “despite more than 150 years of work to reform societal structures and restore civil rights and social justice”
- “Will require a radical reimagining of institutions and an innovative and collaborative response”



Staff Updates

RES. 40622 (6/30/20)

- Anti-racism as a top budget development priority
- Anti-racism to guide economic recovery strategy
- Anti-racism in evaluation of new and existing policies, programs, and services
- Initial focus on policing
 - Policies, processes, administrative changes, agency composition, hiring, promotions, staffing levels, training, accountability systems
- Build a legislative platform at the local, state, and federal level



Office of
Environmental Policy
and Sustainability

Subcommittee Updates

- Clean Buildings / Building Decarbonization
- EAP, O&E: Climate Justice Action Planning
- Other?



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Vice- or Co-Chair Nomination

- **Term:** 1-year (renewable)
- **Hours/month:** 5 - 10
- **Qualifications:** meeting facilitation, agenda building, familiarity with EAP, OEPS, STC
- **Duties:** coordination with staff on work plan, agendas, STC performance, reporting; direct meetings



STC Equity Norms - Overview

Purpose of discussion

- Acknowledge how processes can be a barrier to participation and responsive government
- Identify equity norms and process improvements for STC

Guiding questions: think of meetings & related practices

- As a group of people, what are norms we should consider for individual and group behavior?
- What processes can STC and staff adapt to improve equity?

Goal: incorporate lessons, consider next steps



STC Equity Norms - Context

What are norms?

- Agreed upon individual and group behaviors and practices

Example norms:

- Share speaker time
- Speak from your experience
- Experience discomfort
- Expect and accept non-closure
- Who does what by when?

Example Processes:

- Robert's Rules of Order: decision-making, agenda items
- Information-sharing with public: strategies, tools
- Commissioner preparation: on-boarding, pre-meeting info.



STC Equity Norms - Discussion

Guiding questions: think of meetings & related practices

- As a group of people, what are norms we should consider for individual and group behavior?
 - Enforce equity with “norms”
 - Explaining Robert's Rules to STC and visitors
 - Anti-racism training/conversation with JHFS? Make STC resource list?
 - Presume positive intentions, but be accountable to impact
 - In meetings: flag processes we can improve (“bike rack”)
 - Public comment: take comment earlier if possible
 - Make space for community; avoid transaction/extraction focus
 - How to handle visitors/Commissioners who make harmful comments?
 - Have space to take a break from meeting when in person again



STC Equity Norms - Discussion

Guiding questions: think of meetings & related practices

- What processes can STC and staff adapt to improve equity?
- What could participation barriers for you/Commissioners look like?
- What could participation barriers to community members look like?
 - Meeting timing accessibility
 - Hard to make meetings – STC must bring info to community for input
 - Hybrid virtual option in future to reduce barriers
 - Make space to listen, learn, and reflect in all meetings



STC Equity Norms – Draft Norms

- Work lens: anti-racist, sustainable systems change
- Stay engaged
- Share airtime
- If you wonder, ask (including hard questions!)
- Brave space
- Assume goodwill, **acknowledge impact**
- Who will do what by when
- **Center underrepresented and most impacted communities**

Next step: subcommittee work on norms, operationalizing work lens



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Environmental Action Plan: 2019 Progress Report

[https://cms.cityoftacoma.org/enviro/Sustain/Environmental
_Action_Plan_2019_Progress_Report_FINAL.pdf](https://cms.cityoftacoma.org/enviro/Sustain/Environmental_Action_Plan_2019_Progress_Report_FINAL.pdf)

- Staff review of key takeaway lessons
- Details on transition into climate justice action planning



Office of
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and Sustainability

Climate Planning Update: Status

Timeline

- Delayed start: September 2020
- Approximately a year-long process

Two-track update process

- Technical plan development
- Community engagement

Current activities

- Contractor and consultant work beginning
- Recruit EJ Leaders Work Group, Plan Ambassadors



Office of
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and Sustainability

Climate Planning Update: STC Role

Technical input for plan (7 sectors)

- Buildings and energy
- Mobility and land use
- Consumption and material management
- Natural systems and local food
- Climate adaptation/resilience
- Green economy
- Municipal operations: carbon neutrality strategy

Guidance and support for community engagement

- Recruitment
- Engagement activities and practices
- Fostering participation



Office of
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and Sustainability

Climate Planning Update: STC Action

Recruit for EJ Leaders Workgroup, Plan Ambassadors

- 8/21 – 9/7+
- STC role:
 - Forward info – personal invites are most effective!
 - Review applications
 - Serve as Plan Ambassadors: this is our shared plan!

Serve on Subcommittees to review Climate Action Plans

- Review and make recommendations for CAPS to staff



Office of
Environmental Policy
and Sustainability



Food Security through Trees and Urban Agriculture in Public Spaces

City of Tacoma | Environmental Services Department
Sustainable Tacoma Commission
August 20, 2020





OVERVIEW



1. Relevant Policy
2. Background
3. Public Lands in Tacoma
4. Food Producing Trees in the Right-of-Way (ROW)
5. Urban Farm Pilot
6. Questions/Comments



POLICY SUPPORT



Existing Policy

2010: Urban Forest Policy Element (Ord. 27892)

2015: Tacoma 2025 (Res.30916)

2016: Environmental Action Plan (Res.39427)

2019: Urban Forest Management Plan (Res.40492)



**Raised Beds & Fruit Trees
in Tacoma ROW**



POLICY REVIEW



Environmental Action Plan:

A4: Support gleaning in Tacoma through funding and outreach.

A5: Support urban agriculture and clear hurdles to sell local produce.

A7: Pilot 1-2 urban agriculture projects on public land.

Urban Forest Management Plan:

6F.8: Identify appropriate parks, rights-of-way, and other public spaces in Tacoma that feasibly can support healthy and safe fruit trees to support gleaning initiatives. Consider the use of vacant City lots and brown-fields for community-oriented orchards in supportive neighborhoods.

Urban Forest Policy Element:

UF-UA-1 Urban Agriculture Program

and Partnerships: Create an urban agriculture program. Encourage and assist partners to support and/or create urban agriculture programs and policies.

UF-15 Equity: Provide equitable urban forest resources and services throughout the city regardless of geographic, racial or social differences.



BACKGROUND



- COVID-19: increased food demand, supply shocks
- 240+ acres of underused ROW and other public lands with food growing potential
- Strong community and Council interest
- Need and models for innovation
- Barriers to growing and selling local produce

ISSUES



- Food insecurity since COVID-19
- Underutilized ROW and public parcels
- Prohibition of food producing trees in ROW
- Urban Farm Pilot Project is time-sensitive and facing obstacles
- Lack of processes and inconsistent City support for Community Food Projects:
 - Community gardens
 - Community orchards
 - Food forests



**Harvest Pierce County
Plum Harvest**

POTENTIAL OPPORTUNITIES



- Make it easier to grow and sell food on underutilized public lands
 - Pilot a commercial farm on City land
 - Similar to EV Charging Pilot
 - Requires variance, conditional use permit, associated fees, lease
 - Allow food producing trees in appropriate ROW
 - Develop processes for Community Food Projects
- Long-term solution: Code & administrative changes



LEARNING FROM OTHER MUNICIPALITIES



Culver City, CA

- Food producing trees allowed in ROW
- Special, free permit required
- Must meet appropriate conditions
- Adjacent property owner assumes all responsibility for maintenance and fallen fruit
- City will not investigate claims of stolen fruit

Seattle, WA

- Piloted three for-profit farms on City land
- Used market-based lease
- Provided produce
- Provided lessons for staff
- Served successful farm incubator role
- Discontinued: growth pressures, shifting priorities



**Sunol AgPark
(SFPUC)**



FOOD PRODUCING TREES



- Public lands with potential to grow food:
 - Estimated 240 acres of unimproved ROW
 - Numerous acres of adjacent residential ROW
 - Underutilized publicly-owned parcels
- Barriers:
 - Food producing trees prohibited in ROW
 - Zoning: “agricultural uses” restricted to 20,000+ sq. ft.
 - Permitting fees and restrictive administrative discretion
 - Lack of processes for Community Food Projects
- Need: collaboration across departments



URBAN FARM PILOT



- Fruit and nut trees for both appropriate ROW *and* other public parcels
- From barrier to opportunities
 - Remove legal barriers and increase access to food production on public property
 - Reconcile code with policy and practices
 - Grow partnership with Harvest Pierce County Gleaning Program
- Steps staff can take now
 - Establish specific “Right Tree, Right Place” requirements
 - Establish a food producing tree planting permit
 - Collaborate across departments for greater effectiveness



Apple Tree in Tacoma ROW



NEXT STEPS



- Small-scale, for-profit agriculture
- 3-year pilot on Solid Waste Utility parcel
- Partners: Harvest Pierce County, BIPOC farmer
- Market-based lease agreement
- City and public benefits:
 - Fresh produce for poor or infirm
 - Green jobs: farm incubation
 - Decreased maintenance costs
 - Site activation
 - Education: irrigation, composting, food



**The Farm at Franklin
Pierce**



- Gather Sustainable Tacoma Commission feedback
- IPS Committee presentation 9/9/20
- Potential code changes to TMC Title 9 for Food Producing Trees
- Update processes to remove barriers, ensure appropriate projects, and establish clear procedures for Community Food Projects
- Pilot the urban farm



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

Date: August 20, 2020

Commission Members Present:

Lexi Brewer, Gabe Moaalii, David Thompson, Nikie Walters, Elly Claus-McGahan, Tony Ivey, Evlondo Cooper, Ashley Sloan, Emily Pinckney (5:30-6:00pm)

Commission Members Excused:

Matthew Benedict, Katin Kendrena

Commission Members Absent:

Phil Coughlan

Others Present:

Commission Support Staff: Patrick Babbitt, Kristin Lynett, Jim Parvey, Mike Carey, Ryan Hebert, LaTasha Wortham

Public: Steve Nicholas, Beth Jarot

Call to Order

This meeting was called to order by Lexi Brewer at 5:00 p.m.

Approval of June 18, 2020, Meeting Minutes and July 2, 2020, Special Meeting Minutes

Motion: To adopt both meeting minutes as written, except correcting Grace Hope's name.

Motion made by Evlondo Cooper.

Seconded by: Grace Hope

Action: Voice vote was taken and carried. The motion we declared adopted.

Ayes: All

Nays: None

Abstained: None

Absent: Phil Coughlan, Katin Kendrena, Emily Pinckney

Approval of August 20, 2020, Meeting Agenda

Motion: To adopt meeting agenda as written. Motion made by Evlondo Cooper.

Seconded by: Grace Hope

Action: Voice vote was taken and carried. The motion we declared adopted.

Ayes: All

Nays: None

Abstained: None

Absent: Phil Coughlan, Katin Kendrena, Emily Pinckney

Staff Updates

Commission Annual Priorities and Engagement Meetings with City Council about Priorities

The Sustainable Tacoma Commission (STC) set five priorities for 2020 to be discussed with City Council and management: (1) prioritize climate justice, (2) support equity-focused community food projects, (3) sustain and expand transportation by foot, bike, and transit, (4) implement the Urban Forest Management Plan, and (5) prevent waste.

Staff and Chair Brewer discussed Mayor, Deputy Mayor, and Council Member responses in meeting to STC's priorities, including priorities relating to the Commission's advisory and oversight work for the Council and municipality. Staff are following up with City Council based on their questions and responses. The Commission has already developed action items for the Mayor to pursue anti-racist and sustainable systems change in her role; these recommendations are in the process of being delivered to the Mayor.

Resolution 40522 (6/30/2020)

Sponsored by Mayor Woodards, this resolution commits the City to "comprehensive and sustained transformation of all institutions, systems, policies, practices, and contracts impacted by systemic racism". The Commission will reflect on this policy, as well as other equity-related policies, in the conduct of its oversight and advisory work for the City Council and municipality. This work lens will be incorporated into the Equity Norms the Commission is developing to guide its members' behavior and Commission work.

Sub-Committee Updates

Commissioner Elly Claus-McGahan and Chair Lexi Brewer shared Council Member Beale's request for the STC to research building decarbonization with support from staff and bring guidance and recommendations to him.

Staff and Chair Brewer reported the various meetings that Commissioners have attended to provide feedback and community connections to staff as the City approaches engagement for its climate justice action planning, a process that will replace the Environmental Action Plan with a new community-informed Plan starting in 2021.

Commission Business Items

Vice- or Co-Chair Nomination

Chair Lexi Brewer and Staff explained the Officer nomination process, qualifications, and duties. Chair Brewer and Staff communicated that Matthew Benedict, who was absent from this meeting, expressed interest in being considered prior to the meeting. Grace Hope nominated herself.

A motion to consider both nominations for an Officer position, to be selected at the next Commission meeting, was made by Evlondo Cooper, seconded by Grace Hope, and carried unanimously by present Commissioners. Phil Coughlan, Katin Kendrena, Emily Pinckney were absent for this vote.

Equity Norms for Sustainable Tacoma Commission

Staff helped Commission review prior discussion notes. Commission reviewed its draft list of norms. Commissioners determined to form a subcommittee to finalize draft norms for the next meeting and also discuss how to operationalize an anti-racist, sustainable system change work lens for the Commission. Emily Pinckney and Nikie Walters expressed interest.

Environmental Action Plan (EAP) 2019 Progress Report and Climate Justice Action Planning Update – Kristin Lynett and Patrick Babbitt, Office of Environmental Policy and Sustainability (OEPS)

Kristin provided several takeaway lessons about implementation of the EAP through the prior calendar year, focusing on several actions highlighted in the EAP that are not making significant progress. Patrick updated the Commission on the structure of the plan, implementation timeline, and upcoming recruitment for two community-led engagement roles: Plan Ambassadors and Environmental Justice Leaders Work Group members.

Community Food Projects – Patrick Babbitt and Ryan Hebert, OEPS

Patrick and Ryan provided information about City and other local efforts to address worsening community food security given the effects of the COVID-19 emergency. Staff focused on two OEPS projects seeking to address food security, including potentially changing Municipal Code to allow food growing trees in the right-of-way and an urban farm pilot project that will provide produce and other benefits to the City and the Tacoma community.

Public Comment

No written public comments were delivered. Written comments were required in line with Governor's Inslee's 20-28.8 proclamation requiring virtual public meetings while the COVID-19 pandemic remains a public health threat.

Objectives for or before the Next Meeting

- Update from Urban Forestry staff about Urban Forest Management Plan implementation and Tree Coupon and Grit City Trees programs
- Update from Solid Waste Utility staff about Sustainable Materials Management Plan implementation, Recycle Reset implementation, and waste prevention efforts
- Discuss and consider adopting Equity Norms for the Commission
- Review Rules of Procedure for Commission

Adjournment

There being no further business, the meeting adjourned at 7:05 p.m. with a motion made by Evlondo Cooper and seconded by Grace Hope. The motion carried unanimously by present Commissioners. Phil Coughlan, Katin Kendrena, Emily Pinckney were absent for this vote.

The next meeting of the Sustainable Tacoma Commission will be Thursday, September 17, 2020, from 5:00 to 7:00 p.m., at Tacoma Municipal Building, 747 Market Street, Room 248.

Lexi Brewer, Chair

Patrick Babbitt, Staff / Note Taker