



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

**Date:** April 15, 2021

**Commission Members Present:**

Matthew Benedict, Elly Claus-McGahan, Katin Kendrena, David Thompson (leaves 7:06pm), Phil Coughlan, Nikie Walters, Ashley Sloan, Evlondo Cooper, Gabe Moaalii, Tony Ivey (joins 5:17pm), Lexi Brewer (joins 5:21pm)

**Commission Members Excused:**

Grace Hope, Emily Pinckney

**Commission Members Absent:**

None

**Others Present:**

Commission Support Staff: Leah Michaelson, LaTasha Wortham, James Parvey, Patrick Babbitt (Commission liaison)

Public: Carol Ann Mangan Kindt

**Call to Order**

This meeting was called to order by Commission Vice-Chair Matthew Benedict at 5:04pm, including an acknowledgement of the occupied indigenous lands this Commission conducts its business on. The Chair welcomed Commissioners, staff, and members of the public and shared virtual meeting practices and requirements.

**Approval of April 15, 2021, Meeting Agenda**

**Motion:** To amend the agenda by moving the Sustainability Small Grants Applications Review agenda item up in order to the sixth item in the meeting, after Subcommittee Updates, to accommodate staff member availability. Motion made by Elly Claus-McGahan.

**Seconded by:** Phil Coughlan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney, Tony Ivey, Lexi Brewer

**Motion:** To adopt meeting agenda as adjusted by the first amendment. Motion made by Evlondo Cooper.

**Seconded by:** Phil Coughlan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney, Tony Ivey, Lexi Brewer

#### **Approval of March 18, 2021, Meeting Minutes**

**Motion:** To adopt meeting minutes as written, with an addition to the Subcommittee Report about Tacoma Public Schools, which should include language that the School District intends to build future schools to be all-electric. Motion made by Evlondo Cooper.

**Seconded by:** Phil Coughlan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney, Tony Ivey, Lexi Brewer

#### **Public Comment**

Carol Ann Mangan Kindt communicated their interest in commenting later in the meeting and their inspiration for being present: Ramona Bennett.

#### **Staff Updates**

Patrick Babbitt reiterated that staff updates will be very short and the majority of notices provided to the Commission were provided by email prior to the meeting. He announced that, since the email with other notices, he has become aware of plans to celebrate Bike Month in May organized by Downtown on the Go and Tacoma Farmers Markets' downtown market, where there is an event on May 6. In addition, Sound Transit has organized an online open house to gather community input about access to its South Tacoma and Lakewood Sounder stations. Finally, James Parvey

James shared briefly that the Decarbonization Resolution will reach City Council for potential adoption on April 20. So far, Council Members have responded positively to the resolution.

Staff thanked Commissioners for their work outside meetings, including subcommittees.

#### **Subcommittee Updates**

Chair Lexi Brewer reported various subcommittee updates via email to the Commission to save time for other necessary business items at this Commission meeting. No further updates were provided by Commissioners regarding subcommittee activities.

#### **Commission Business Items**

##### **Sustainability Small Grants Applications Review – Leah Michaelson, Office of Environmental Policy and Sustainability (OEPS), City of Tacoma**

Leah Michaelson refreshed Commissioners about the purpose of the Sustainability Small Grants program and the Commission's process in reviewing and awarding grants. Leah and James Parvey noted eligibility requirements for the grants. Commissioners discussed the merits of grants one-by-one to determine potential awards in line with rules and available budget. Grant

applications put forth by Paradoxum Consulting and Local Uplift were not considered due to their ineligibility as for-profit organizations.

**Small Grants Application Decision – Center for Food Preservation Arts**

**Motion:** To award this grant application with full funding, with funding for project administrative overhead limited to 10% as program rules require.

Motion made by Phil Coughlan.

**Seconded by:** Elly Claus McGahan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

**Small Grants Application Decision – Forever Green Trails**

**Motion:** To award this grant application at \$2,500, with the stipulation that funding be used toward serving Tacoma parks, trails, and community members.

Motion made by Elly Claus-McGahan.

**Seconded by:** Katin Kendrena

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

**Ayes:** All

**Nays:** David Thompson

**Abstained:** Lexi Brewer

**Absent:** Grace Hope, Emily Pinckney

**Small Grants Application Decision – Islandwood**

**Motion:** To award this grant application with full funding, with funding for project administrative overhead limited to 10% as program rules require.

Motion made by Evlondo Cooper.

**Seconded by:** Tony Ivey

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

**Small Grants Application Decision – Rainfall Reuse Project**

**Motion:** To reject this grant application funding request based on a lack of significant public benefit. Motion made by David Thompson.

**Seconded by:** Phil Coughlan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

**Small Grants Application Decision – Tacoma Farmers' Market**

**Motion:** To award this grant application with full funding, with the stipulation that funding be used only toward reusable items and items recyclable in Tacoma's recycling system, coordinating with City staff to achieve this as necessary. Motion made by Nikie Walters.

**Seconded by:** David Thompson

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

#### **Small Grants Application Decision – Tacoma Tool Library**

**Motion:** To award this grant application with full funding, with funding for project administrative overhead limited to 10% as program rules require. Motion made by Tony Ivey.

**Seconded by:** Nikie Walters

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

#### **Sustainable Tacoma Commission's Rules of Procedure Amendment – Patrick Babbitt, OEPS, City of Tacoma**

Patrick Babbitt introduced the Commission's Rules of Procedure, which are reviewed annually and updated as needed. He outlined a small set of substantive changes, such as to meeting items and their order, the role of the Commission relative to the City Council, and Commission communication practices. Commissioners received a video from staff outlining the document and changes. Commissioners declined to discuss the Rules of Procedure in detail, expressing support for amendments as written.

#### **Amendment to Commission Rules of Procedure**

**Motion:** To amend the Rules of Procedure as written. Motion made by Tony Ivey.

**Seconded by:** Elly Claus-McGahan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

#### **Commission Participation with Environmental Services Commission Letter – Patrick Babbitt, OEPS, City of Tacoma**

Patrick Babbitt introduced a draft letter of recommendation directed to the Environmental Services Department of the City of Tacoma with the purpose to communicate the inability of the Sustainable Tacoma Commission to consistently provide one of its Commissioners to also serve on the Environmental Services Commission as a liaison, which is required by the Environmental Services Commission Charter. The Sustainable Tacoma Commission has been unable to fill this

liaison position for the other Commission, following recent turnover in membership. The letter recommends that the Environmental Services Commission instead retain a position for a member of the broader environmental community in Tacoma, whether in the future that member is drawn from current or former Sustainable Tacoma Commissioners or not. The Commission expressed agreement with the letter as drafted.

**Commission Participation with Environmental Services Commission Letter**

**Motion:** To approve the letter as written. Motion made by Evlondo Cooper.

**Seconded by:** Phil Coughlan

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

**Commission Annual Recommendations for City Council and Management – Patrick Babbitt, OEPS, City of Tacoma**

Patrick Babbitt introduced the Commission’s process to develop annual priorities and prepare for engaging City Council and management about these priorities in meetings. Based on prior 2020-2021 Commission letters of recommendation, staff developed a working set of priorities related to prioritizing funding for shovel-ready projects and climate action as well as transitioning away from fossil fuel energy in building and transportation systems. The Commission added focus for urban forestry, community food project, and Sustainability Small Grants program funding as well as reappropriations for Office of Sustainability studies that support electric vehicles and municipal facility decarbonization. Chair Brewer requested that staff work with a Commission subcommittee to finalize the form and context to support these recommendations. Staff will work with the Commission to schedule meetings with City Council Members and members of City management.

**2021 Sustainable Tacoma Commission Priorities**

**Motion:** To approve the 2021 Sustainable Tacoma Commission priorities as drafted, to be developed into a final document form with necessary context by a subcommittee. Motion made by Matthew Benedict.

**Seconded by:** David Thompson

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney

**Public Comment**

Carol Ann Mangan Kindt expressed her support for no new fossil fuel projects in the port area of Tacoma. She asked that Commissioners and community members consider attending the April 27 public comment period regarding the Tideflats Non-Interim Regulations at Tacoma City Council. She is concerned with climate change, air quality, and sustainability in Tacoma. Chair Brewer asked that staff deliver past Commission recommendations regarding these topics to Carol for her knowledge.

Nikie Walters, a Commissioner, asked staff to confirm whether City planner Steve Atkinson received questions that Nikie submitted in the prior Commission meeting on behalf of another member of the public.

**Objectives for or before the Next Meeting**

- Staff Updates
- Subcommittee Updates
- Urban Agriculture program update
- Climate Action Planning and 2020 Environmental Action Plan Progress Report update

**Adjournment**

There being no further business, the Commission sought to adjourn at 7:12pm.

**Adjournment of March 18, 2021, Meeting Agenda**

**Motion:** To adjourn the Commission meeting. Motion made by Matthew Benedict.

**Seconded by:** Evlondo Cooper

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

**Ayes:** All

**Nays:** None

**Abstained:** None

**Absent:** Grace Hope, Emily Pinckney, David Thompson

The next meeting of the Sustainable Tacoma Commission will be held virtually on Thursday, May 20, 2021, from 5:00 to 7:00pm.

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Lexi Brewer, Chair

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Patrick Babbitt, Staff / Note Taker