



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

Date: September 19, 2017

Commission Members Present: Alexandra Brewer, Phil Coughlan, Jaclyn Layton, Theda Braddock, Colin McMann, Chrissy Cooley, Josh Jorgenson

Commission Members Absent: Todd Hay, Sheree Cooks, Chris Karnes

Others Present: Kristin Lynett, Samantha Lake, Emily Campbell, Erica Tucci

Call to Order

The meeting was called by Lexi Brewer at 4:30PM.

Approval of Minutes

MOTION: Jaclyn Layton motioned to approve the minutes of the August 8, 2017 meeting.

SECONDED BY: Collin McCann

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

Ayes: Chrissy Cooley, Josh Jorgenson, Phil Coughlan, Alexandra Brewer, Jaclyn Layton, Colin McMann

Abstained: Theda Braddock

MOTION: Chrissy Cooley motioned to approve the minutes of the September 12, 2017 meeting.

SECONDED BY: Phil Coughlan

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

Ayes: Chrissy Cooley, Josh Jorgenson, Phil Coughlan, Alexandra Brewer, Jaclyn Layton, Theda Braddock, Colin McMann

Abstained: None

Review of Agenda

Revision of the Rules of Procedures – Chair Lexi Brewer

Commissioners reviewed the Rules of Procedures to update their monthly meeting schedule and reviewed the required duties of Commissioners and allowed absences. The Commission's Rules of Procedures can be found in the STC Google folder.

MOTION: Theda Braddock motioned to change the meeting time to the 3rd Tuesday of the month at 4:30PM in Tacoma Municipal Building room 243.

SECONDED BY: Phil Coughlan

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

Ayes: Chrissy Cooley, Josh Jorgenson, Jaclyn Layton, Alexandra Brewer, Theda Braddock, Colin McCann, Philip Coughlan

Abstained: None

MOTION: Chrissy Cooley motioned to change the meeting time on October 17th, 2017 to 4-5PM so that the STC can attend the City Council meeting concerning the Tideflats. This will be a special meeting.

SECONDED BY: Colin McCann

Ayes: Phil Coughlan, Josh Jorgenson, Jaclyn Layton, Alexandra Brewer and Theda Braddock

Abstained: None

Kristi Lynett mentioned the STC needs a youth commissioner, someone under the age of 24. She will email a recruitment flyer to Commissioners.

Theda Braddock suggested that STC meetings start with Public Comment as there is no official meeting end time. Theda also requested that the minutes include "Commission Members Excused" in addition to "Commissioner Members Absent" and would like to revisit and amend the attendance section of previous minutes from March - August 2017 to include this new proposed category of attendance.

Vice Chair Nominations – Chair Lexi Brewer

The Commission needs to elect a new Vice Chair. The position responsibilities include the ability to sign on behalf of the Commission and preside over future meetings.

MOTION: Josh Jorgenson nominated Jaclyn Layton as Vice Chair.

SECONDED BY: Phil Coughlan

Jaclyn Layton accepts

MOTION: Josh Jorgenson nominated Chris Carnes as Vice Chair.

SECONDED BY: Jaclyn Layton

Chris Karnes is not present and unable to accept

Tideflats Interim Regulations Discussion – Chari Lexi Brewer

The Planning Commission will have a no public comment meeting on 09/20/17 at 5PM. A Commissioner should be present at that meeting if possible.

Commissioners would like to send a letter to the City Council in order to make their recommendations clear. Chrissy Cooley will draft a letter for review at the next Commission meeting.

Safe Routes to School Update – Sheree Cooks

Sheree Cooks was not present to give an update.

Subcommittee Updates and Council Meeting Debrief

Commissioners felt that their meetings with Council Members to discuss priority actions for implementation of the Environmental Action Plan (EAP) were successful. As a result of their meetings, Mayor Strickland invited the Office of Environmental Policy and Sustainability to present about the EAP and Greenhouse Gas Inventory at a Study Session at noon on October 31st – Commissioners are encouraged to attend. Building on this success, the Commission should re-write their EAP priorities letter to Council, and should meet with Council Members again on this topic in the spring of 2018.

Josh Jorgenson reported that South Sound Transit will be investing in the Hilltop Neighborhood's infrastructure – including sidewalk corners and planting. More information can be found under the Public Works tab of the City's website.

Subcommittee opportunities include:

- Participation in a brainstorm meeting in preparation for the South Sound Sustainability Expo on April 14th, 2018.
- Stakeholder involvement in the upcoming Urban Forestry Management Plan.
- Participation in the annual Washington State Department of Transportation Bicycle and Pedestrian Count Project, the data from which will be used for EAP reporting.
- Upcoming Bike Ride with City Council, hosted by Downtown On the Go.
- Green Tacoma Day volunteer stewardship events on October 14th.
- City-wide tree plantings happening through the City's Grit City Trees program.

Objectives for Next Meeting

- Discuss re-writing the EAP priorities letter for Council.
- Discuss the STC's required annual update to the Infrastructure, Planning and Sustainability Committee.
- Review Chrissy's draft letter to Council regarding the Tideflats Interim Regulations.
- Vote on Vice Chair position.


Adjournment

There being no further business, the meeting adjourned at 5:40 PM.

The next meeting of the Sustainable Tacoma Commission will be Tuesday October 17th from 4:00 to 5:00PM, Tacoma Municipal Building, 747 Market Street, Room 243.



Lexi Brewer, Chair



Kristin Lynett, Staff