



# **CITY OF TACOMA SUSTAINABLE TACOMA COMMISSION MEETING**

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## **DRAFT AGENDA**

**THURSDAY, OCTOBER 24, 2019  
4:30 PM TO 7:00 PM**

**TACOMA MUNICIPAL BUILDING  
747 MARKET STREET, ROOM 243**

- I. ROLL CALL**
- II. APPROVAL OF SEPTEMBER 2019 MEETING NOTES**
- III. REVIEW OF AGENDA**
- IV. STAFF UPDATES**
- V. SUB-COMMITTEE UPDATES**
- VI. SUSTAINABILITY SMALL GRANTS APPLICATIONS – REVIEW**
- VII. TPU LOW INCOME ENERGY CONSERVATION PROGRAM – STAFF PRESENTATION**
- VIII. CLIMATE CHANGE EMERGENCY RESOLUTION – REVIEW AND LETTER OF SUPPORT**
- IX. STC-CITY COUNCIL ENGAGEMENT MEETINGS – DEBRIEF**
- X. URBAN FOREST MANAGEMENT PLAN – LETTER OF RECOMMENDATION**
- XI. FHWA & WSDOT LANDSCAPING PRACTICES – LETTER OF RECOMMENDATION**
- XII. STC SUBCOMMITTEE ASSIGNMENTS**
- XIII. OTHER PUBLIC COMMENT**
- XIV. OBJECTIVES FOR NEXT MEETING**



## **XV. ADJOURNMENT**



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# Low Income Programs

City of Tacoma | Tacoma Public Utilities

**Sustainable Tacoma Commission**  
**October 24, 2019**

## ● ● ● OVERVIEW

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- Utility bill assistance programs
- Low-income energy efficiency programs
- Participation in the Affordable Housing Action Strategy



## **Utility bill assistance programs**



## **Customer Solutions Office**

- A team of 12 Customer Services employees dedicated to working with seniors, customers with disabilities, and households with limited incomes who are seeking help with their utility bills.
- We work closely with our customers and community partners to provide a holistic approach to providing assistance for utilities provided through TPU and Environmental Services.

# CUSTOMER ASSISTANCE



\*Credits are based on the number of services billed directly from TPU.

\*\* Completion of approved financial education program.

# ● ● ● BCAP HALF YEAR REPORT



## Bill Credit Assistance Plan (BCAP): January – June 2018 vs 2019

Activity	2018 (Households)	2019 (Households)	Difference	Total Active Accounts
New Enrollments	121	1,061	777% ↑	1,254

Activity	2018 (Dollars)	2019 Dollars	Difference
Credits Earned	\$47,535	\$101,290	113% ↑



# DISCOUNT RATE HALF YEAR REPORT



## Discount Rate Program: January – June 2018 vs 2019

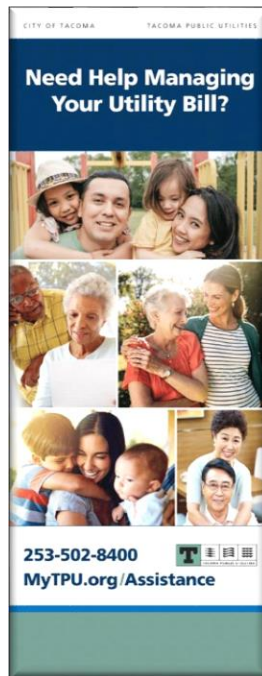
Activity	2018 (Households)	2019 (Households)	Difference	Total Active Accounts
New Enrollments	381	643	69% ↑	5,295

Activity	2018 (Dollars)	2019 (Dollars)	Difference
Discounts	\$1,657,539	\$1,711,929	3% ↑

# ● ● ● MARKETING AND OUTREACH



## Banners, Counter Stands, Posters & Table clothes



# ● ● ● MARKETING AND OUTREACH



## Brochures



English



Russian

Khmer



Spanish



Korean



Vietnamese

# ● ● ● MARKETING AND OUTREACH



## Community Events



# ● ● ● FUTURE CONSIDERATIONS



## **Streamline eligibility, processes, and information**

- Income Guidelines – Research using Washington State Median Income vs Federal Poverty Guidelines. Standardize low-income eligibility requirements where appropriate.
- Customer Donations – Review the possibility of expanding customer donations to be used for all utility services; currently only for power utility bills.
- Assessable information – Combine utility assistance, energy efficiency, water efficiency and home repair programs into a single marketing tool with multilingual versions



## **Tacoma Power low-income energy efficiency programs**

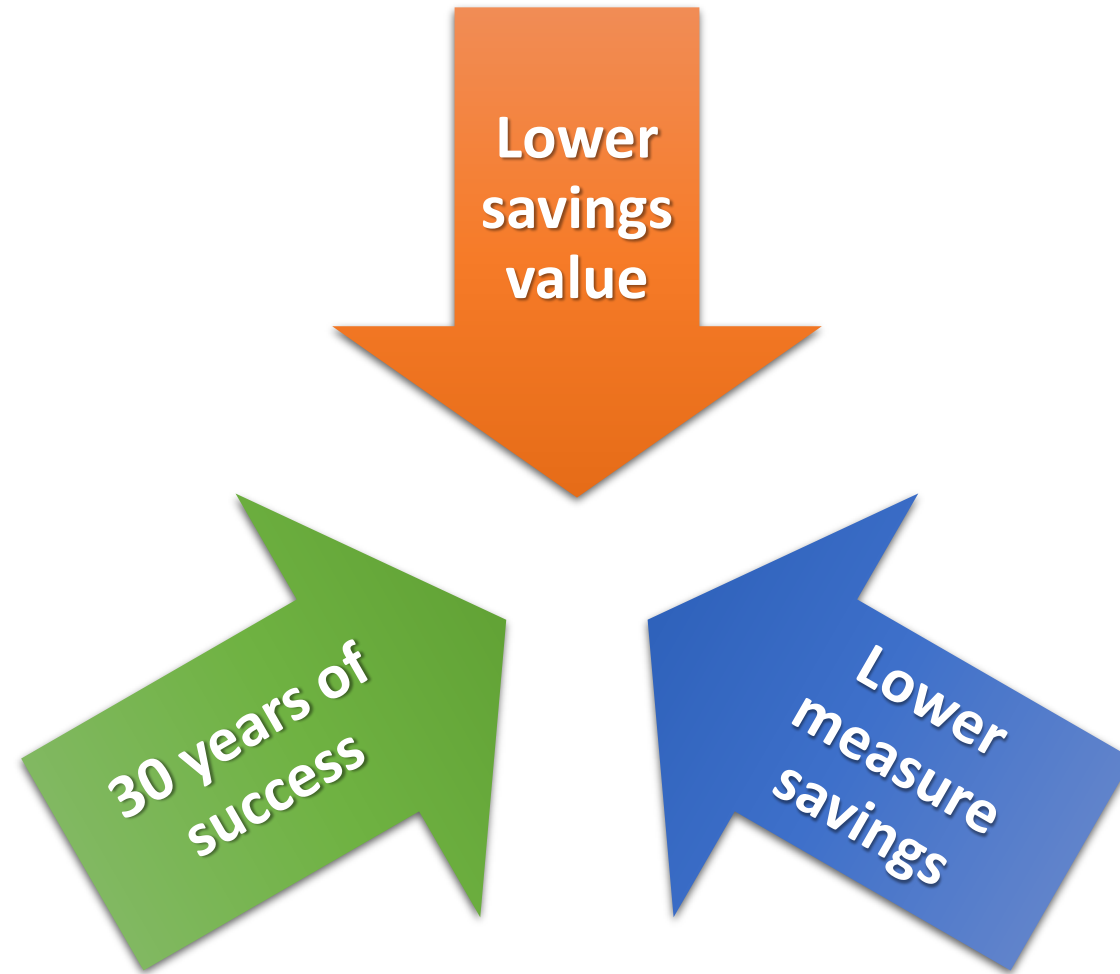


## **Tacoma Power Customer Energy Programs**

- A team of 30 Tacoma Power employees dedicated to helping customers save money by reducing their electric bills; 8 staff work with low-income customers and programs as part of their jobs.
- We acquire conservation as a low-cost power resource, because it's good for our customers, and to comply with state mandates.
- State law requires Tacoma Power to use specific methods and assumptions from the Northwest Power and Conservation Council to determine if programs are cost effective.



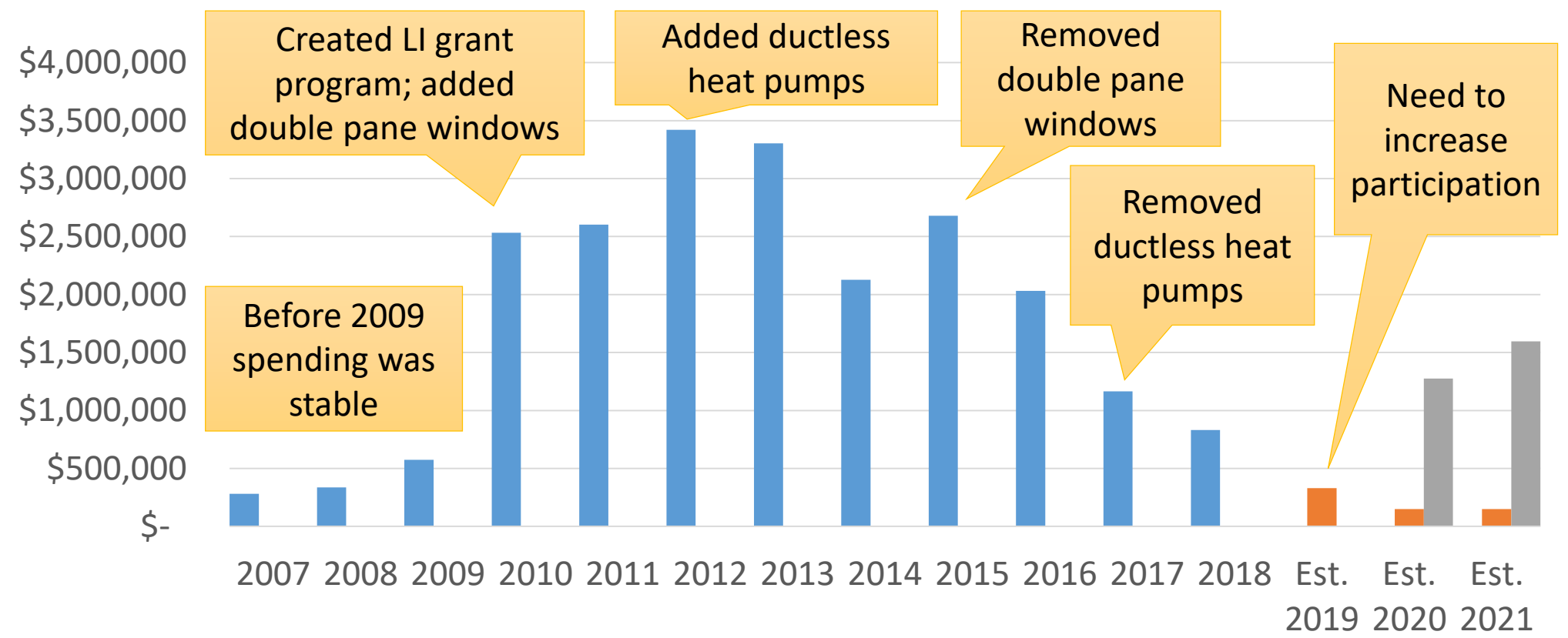
# ● ● ● COST EFFECTIVE CHALLENGES







# ●●● LOW-INCOME SPENDING



■ Low-income & multifamily spending  
■ Alternative projection (inc. loans & grants)

■ Business-as-usual projection



# DEFERRED LOAN DETAILS

Tacoma Power offers a grant and deferred loan that cover 100% of project cost; we lien property to ensure repayment

Customer enjoys energy savings, increased home beauty, and comfort when equipment is installed; loan payments are deferred

Customer repays the loan using equity from their home; loan is paid back when the home sells or is occupied by somebody else

## Increase participation by offering a comprehensive measure package

- Insulation (attic, wall, floor)
- Windows (single & double)
- Ductless Heat Pumps
- Custom Projects

# ● ● ● FUTURE PROGRAM PLANS

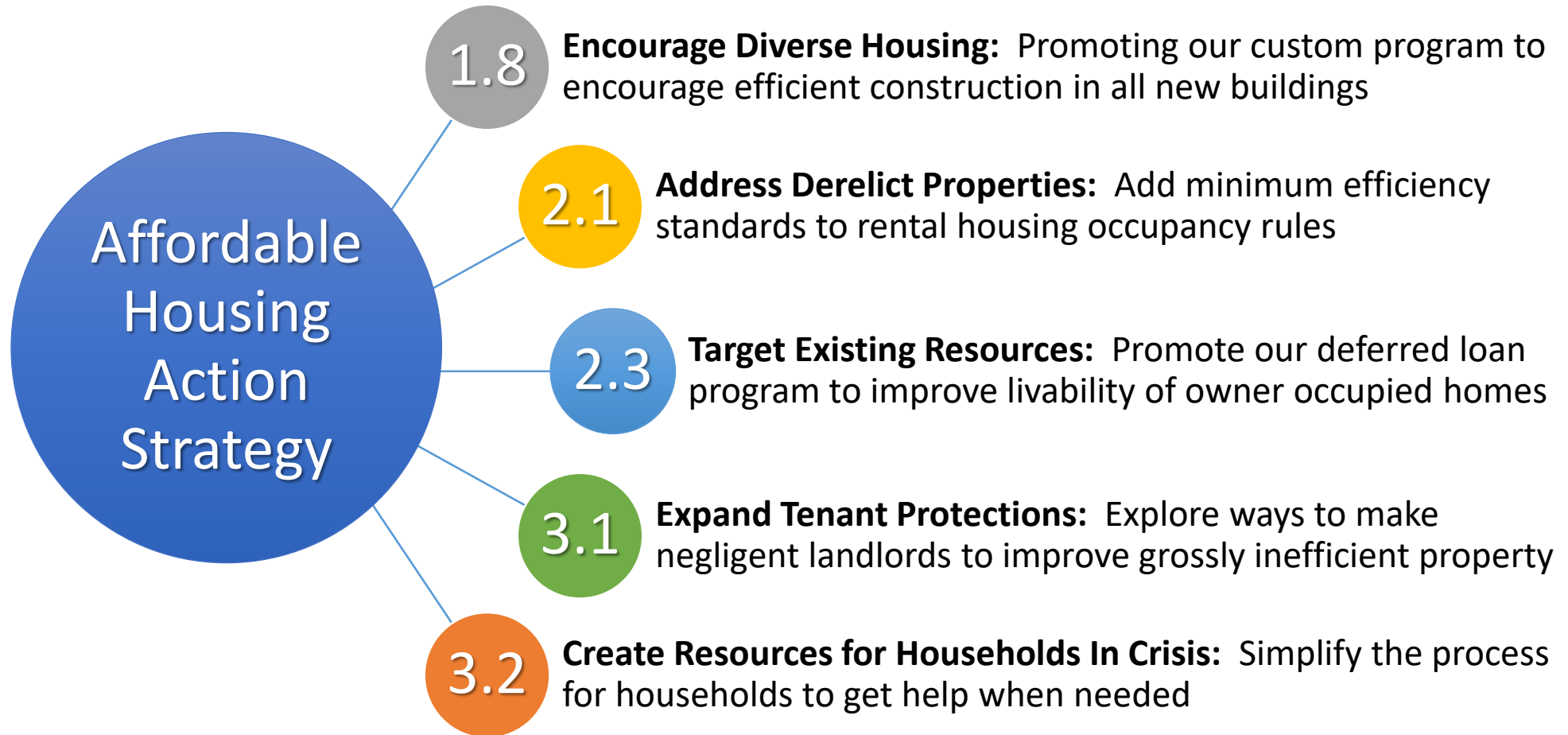


## **Develop multiple ways of reaching low-income customers**

- Deferred Loan – Primary program expected to serve the majority of low-income customers that need energy efficiency improvements
- Community Partner Program – Maximum incentives intended to leverage existing external programs with minimal paperwork
- Rental and multifamily – Incentives and programs targeting rental and multifamily properties. Looking to supplement with policy based solutions from the AHAS effort.



# Participation in the Affordable Housing Action Strategy





**Francine Artis**  
Customer Service  
253.502.8646  
[fartis@ci.tacoma.wa.us](mailto:fartis@ci.tacoma.wa.us)

**Steve Bicker**  
Customer Energy Programs  
253.502.8141  
[sbicker@ci.tacoma.wa.us](mailto:sbicker@ci.tacoma.wa.us)

**Jeremy Stewart**  
Customer Energy Programs  
253.396.3294  
[jstewart@ci.tacoma.wa.us](mailto:jstewart@ci.tacoma.wa.us)



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

**Date:** October 24, 2019

**Commission Members Present:** Phil Coughlan, Lexi Brewer, Jade Monroe, Grace Hope, Liberty Evans-Agnes

**Commission Members Excused:**

**Commission Members Absent:** Emily Pinckney, Suzanna Smith, Matthew Benedict

**Others Present:** Jim Parvey, Kristi Lynett, Patrick Babbitt, Francine Artis, Jeremy Stewart

**Call to Order**

This meeting was called to order by Lexi Brewer at 5:05 p.m.

**Approval of September 24, 2019 Meeting Minutes**

**Motion:** Jade

**Seconded by:** Lexi

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

**Ayes:** All

**Abstained:** None

**Review of Agenda**

**Motion:** Jade

**Seconded by:** Phil

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

**Ayes:** All

**Abstained:** None

**Sustainability Small Grant Overview: Leah Michaelson**

There are five small grants for quarter three 2019.

- **Center for Food Preservation Arts:** To build 20 sharing parkway vegetable gardens, with 2 12'x4'x8" raised beds per site and sharing the harvest with a sharing table for the neighborhood to use.
- **Food is Free Project Tacoma:** To build 20 sharing parkway vegetable gardens, with 2 12'x4'x8" raised beds per site and sharing the harvest with a sharing table for the neighborhood to use.

- **ForeverGreen Trails:** Annual meeting of trail users, volunteers, developers, funders and advocates providing information on progress in development of countywide trail system and education on topics related to benefits of trails and active transportation. 2019 conference title is Sustainability & Stewardship. Includes panels on Trail Safety & Sustainability and Youth Involvement.
- **Safe Streets:** Collaborate with Tacoma Metro Parks to establish a demonstration pollinator garden in Alling Park. The native and other pollinator-friendly plants selected for the garden will be used to engage and educate the Tacoma community about the many benefits of habitat gardening. The garden will also become a venue for talks on native pollinators.
- **Wellspring IV Presented by PureBlue:** Gathering of water operators, business leaders, policymakers, and water entrepreneurs to discuss solutions to key water issues, featuring plenary sessions, peer to peer roundtable discussions, tours of water research centers and networking opportunities.

**Sustainability Small Grant Application Review: Fully funded no amendments**

**Motion:** Jade

**Seconded by:** Phil

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

**Ayes:** All

**Abstained:** None

**TPU Low Income Energy Conservation Program – Staff Presentation:**

At approximately 5:15 p.m. Francine Artis, Customer Service, TPU presented low income programs including, an overview, utility bill assistance programs, background on the customer solutions office, customer assistance, and Bill Credit Assistance Plan (BCAP) and Discount Rate half year reports. She continued with marketing and outreach; including banners, counter stands, posters, and tables clothes, brochures in multiple languages, community events. Finishing with future considerations to streamline eligibility, processes, and information.

Francine introduced Jeremy Stewart, Customer Energy Programs, TPU. He presented Tacoma Power low-income energy efficiency programs including, background on the Tacoma Power customer energy programs, cost effective challenges, low income spending, deferred loan details, future program plans, and participation in the Affordable Housing Action Strategy (AHAS).

**STC-City Council Engagement Meetings – Debrief – Postponed.**

**Climate Change Emergency Resolution – Kristi Lynett**

Kristi Lynett refers to the last STC meeting with Council Member Mello where he introduces that he is drafting a Climate Change Emergency Resolution. Council Member Mello provides the draft Resolution to the STC for review. Discussion ensues regarding drafting a letter of support, the language in the draft Resolution including the desire to take a more factual approach, with very clear and concise information and the agreement of the STC supporting the declaration of a Climate Emergency.

Comments are needed back to Council Member Mello by Wednesday, October 30, 2019.

**Approval of** draft letter including 1. Inherency. 2. Support to OEPS by elevating its role into the City Manager’s Office to support City-wide activities and its expanded scope of services. 3. Develop funding



and cost estimates, and adequately fund the work. 4. Support community mobilization around climate and acknowledge youth leadership. 5. Leverage partners for efficiency and effectiveness.

**Motion:** Jade

**Seconded by:** Liberty

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

**Ayes:** All

**Abstained:** None

**Urban Forest Management Plan (UFMP) Letter of Support – Postponed.**

**FHWA & WSDOT Landscaping Practices:**

The STC reviews the draft letter of recommendation, discussion ensued throughout regarding to whom the STC would submit the letter to. The Commission members agree on sending the letter to the City Council and carbon-copying WSDOT.

**STC Subcommittee Discussion - Chair Lexi Brewer & Patrick Babbitt**

Pat Babbitt gives an update as to where the Subcommittee's currently stand and who is on each. These assignments will be revisited in the November or December meeting when new Commissioners are onboarded.

**Staff Updates –**

Pat Babbitt reminds Commissioners about the second Urban Forestry Management Plan public survey as well as to take a Doodle poll to confirm their availability for potential November and December meeting dates. He confirms delivering the Commission's letter of support for the drafted Clean Fuel Standard resolution. He also provides a brief update on subcommittee work on a letter of support for the Urban Forestry Management Plan and research into building electrification.

**Public Comment –** No comments.

**Objectives for or before the Next Meeting:**

- Attendance confirmation for special meeting in November and December
- Review of Commission Rules of Procedure
- Review of Commission subcommittees
- Debrief of Council engagement meetings
- Drafting and approval of Urban Forestry Management Plan letter of support
- Staff presentation regarding Affordable Housing Action Strategy

There being no further business, the meeting adjourned at 6:51 p.m.

The next meeting of the Sustainable Tacoma Commission will be Thursday, November 14, 2019 from 5:00 p.m. to 7:00 p.m., Tacoma Municipal Building, 747 Market Street, Room 243.

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Lexi Brewer, Chair

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Michelle Emery, Staff