

#### CITY OF TACOMA SUSTAINABLE TACOMA COMMISSION VIRTUAL MEETING

#### **DRAFT AGENDA**

THURSDAY, SEPTEMBER 17, 2020 5:00 PM TO 7:00 PM

To comply with Governor Jay Inslee's <u>Proclamation 20-28.9</u> 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: <u>https://us02web.zoom.us/j/82668501176?pwd=dDVscINsVUhEaFBCZHJkK2RFZmpxUT09</u> Meeting ID: 826 6850 1176

Meeting password: 09172020

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 September 17th. Please e-mail your comments to <u>PBabbitt@cityoftacoma.org</u>, put in the subject line "STC Meeting 9/17/20", and clearly indicate which agenda item(s), if any, you are addressing.

- I. CALL TO ORDER AND ROLL CALL
- II. APPROVE AUGUST 20 MINUTES AND SEPTEMBER 17 AGENDA
- III. STAFF UPDATES
- IV. SUBCOMMITTEE UPDATES
- V. VICE- OR CO-CHAIR ELECTION
- VI. CLIMATE JUSTICE PLANNING UPDATE STAFF PRESENTATION
- VII. MATERIALS MANAGEMENT UPDATE AND PLANNING STAFF PRESENTATION
- VIII. URBAN FOREST MANAGEMENT PLAN & PUBLIC INCENTIVE PROGRAMS UPDATE STAFF PRESENTATION
- IX. PUBLIC COMMENTS (WRITTEN COMMENTS ONLY)
- X. OBJECTIVES FOR NEXT MEETING
- XI. ADJOURNMENT

### Sustainable Tacoma Commission 9/17/2020 Virtual Public Meeting

### **Welcoming**

#### Commissioners

#### Members of the public

#### Presenters and Staff Support:

Patrick Babbitt, Kristin Lynett, James Parvey / City of Tacoma, OEPS Lewis Griffith / City of Tacoma, Solid Waste Utility Mike Carey, Arin Lewis / City of Tacoma, OEPS Urban Forestry



### Agenda

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- VI. CLIMATE JUSTICE PLANNING UPDATE STAFF PRESENTATION
- VII. MATERIALS MANAGEMENT UPDATE AND PLANNING STAFF PRESENTATION
- VIII. TREE COUPON AND GRIT CITY TREES PROGRAMS AND URBAN FOREST MANAGEMENT PLAN IMPLEMENTATION UPDATES – STAFF PRESENTATION
- IX. PUBLIC COMMENTS (WRITTEN COMMENTS ONLY)
- x. OBJECTIVES FOR NEXT MEETING
- XI. ADJOURNMENT



### **Staff Updates**

### STC annual priorities meetings update:

### • CM Hunter and Ushka: 8/24

#### Shared priorities:

- Under-used public lands: parcels, right-of-way
- Food security
- City building on/supporting community energy

#### • CM Hunter:

- Appreciates role of Commission informing Council
- CBCs as a source for community organizing and leadership
- Communication/approach: need to build from successes

#### • CM Ushka:

- Electrification of transportation
- Bicycling
- Food programming
- Asst. City Manager Wille: pending



Office of Environmental Policy and Sustainability

### **Staff Updates**

- Res. 40622 commits City to transformative, antiracist change
- Urban Food Security presentation to IPS Committee on 9/9
- Action opportunities: Metro Parks Tacoma biennial budget survey
  - <u>https://www.surveymonkey.com/r/MPT2021-22Budget</u>



### **Staff Updates**

### Commission Subcommittees: thank you!

- Climate Action Plans Review
- Building Electrification
- Equity Norms & Operationalizing Them



### Subcommittee Updates

• Commissioner reports



### **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
- Selecting EJ Leaders Work Group, Plan Ambassadors
- Engagement active starting October



### **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



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### **Climate Planning Update: STC Action**

#### Serve on Subcommittees to review Climate Action Plans

- Review and make recommendations for CAPS to staff
   Give technical input offline
- Stay tuned!

#### Serve as informal Plan Ambassadors with fast-track training

Staff will offer support if there is sufficient interest



### Vice- or Co-Chair Election

### **Qualifications and Expectations**

- 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



### Vice- or Co-Chair Election

### **Election Process**

- Nominees confirm interest
- Nominees share qualifications (<2 minutes each)
- Vote: roll call voice vote
  Nominees placed in waiting room
- Motion to elect based on results of vote for Officer term until second meeting of 2021



### **Staff Presentations**

- 1. Materials Management Update and Planning
- 2. Urban Forest Management Plan & Public Incentive Programs Update



### **Public Comments**

• None



### **Objectives for Next Meeting (10/15)**

- Subcommittee updates (10-15)
  - Equity Norms (5)
    - Norms and processes
  - Building Electrification / Clean Buildings (1 will discuss in separate item)
  - Climate Action Plans Review (5)
- Climate Planning Update (regular) 10-20
- Tideflats Regulations (confirmed) 35-40 (10 Q&A)
- Review Commission's Rules of Procedure (equity-focused future)
- At Home in Tacoma (possible)
- Transportation Master Plan, Vision Zero (possible)
- Active/Sustainable Transportation updates (possible)
- Resolution and Letter: building electrification / clean buildings 30
  - Will try to have both drafted prior to STC meeting and then discuss content/edit during 10/15
- Discuss Tideflats Regulations, projects in tideflats, seeking presentation, tracking activities (possible)



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### Adjournment



## 2020 Update Sustainable Tacoma Commission



September 17, 2020 Solid Waste Management Lewis Griffith, Division Manger

### Thank you for inviting us

- Sustainable Materials Management Plan Phase 1 & 2
- Recycle Reset Update & Glass Drop Off Transition
- Extended Producer Responsibility
- Regional Planning



### SMMP – Phase 1 (2019-2020)

#### **Priorities**

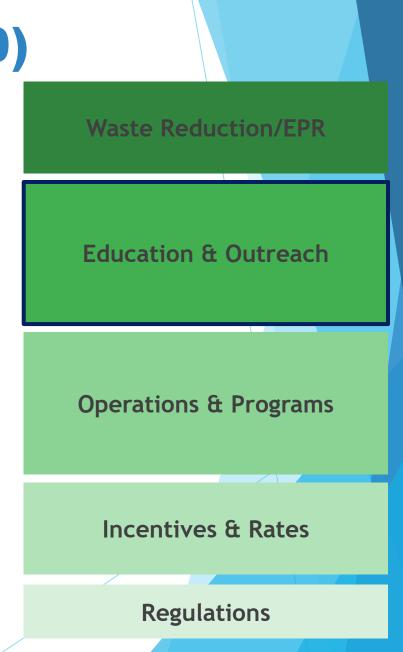
- Aggressive education & outreach
- Limited regulations

#### Challenges

Unfilled Senior Environmental Specialist position

### COVID-19

- Waste characterization postponed
- Reduced services for safety (ex: Recycle Center hours, telecommuting, Green Events)



### SMMP – Phase 1 (2019-2020)

#### **Priorities**

- Education & Outreach Program & Materials Development for:
  - Recycle Reset
  - Multi-Family Recycling
  - Food/Yard Waste
  - Commercial & Demolition Waste

- Grants Awarded for:
  - Multi-Family Recycling
  - Recycle Reset Tools (description on slide seven)
- Projects:
  - Tacoma Food Saver Challenge
  - Sustainable Purchasing Guide









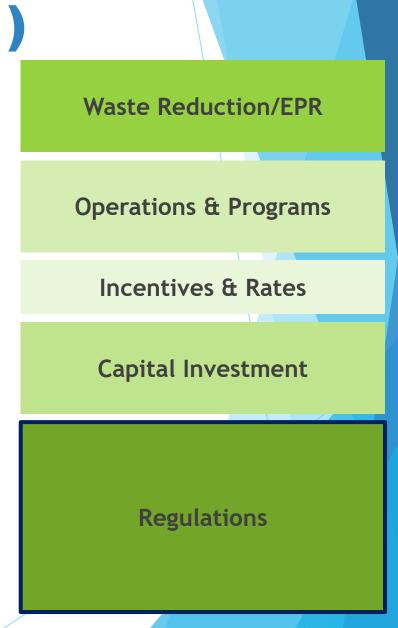
### SMMP – Phase 2 (2020-2021)

#### **Priorities**

- Continue aggressive education
- Additional regulations

### Challenges

- COVID-19
  - Decreased capital & operations, and staff budget
  - Senior Environmental Specialist position postponed
- Goal shift
  - Emphasis on prevention VS diversion per Ecology
  - Emphasis on GHG VS tonnage



### SMMP - Phase 2 (2020-2021)

#### **Priorities**

#### Continued

- Education & Outreach Programs:
  - Recycle Reset
  - Multi-Family Recycling
  - Food/Yard Waste
  - Commercial & Demolition Waste
- Extended Producer Responsibility Legislation

### Coming Soon

Multi-Family Two-Bin Rule Ordinance (Chapter 12.09)



### **Recycle Reset Project Update**

- Recycler of the Year Award for Public Education from WSRA
- \$60,000 Waste Reduction & Recycling Education Grant from Dept. of Ecology
  - Contamination Reduction and Outreach Plan (CROP) with Pierce County
  - Recycle Reset Ambassador Program
  - Online waste sorting game
- Transcreation of materials
- Additional staff
  - 2 Project Specialists
  - 1 EnviroChallenger



**Empty, Clean, and Dry** 

### **Recycle Reset Project Update**

- City-wide plastic bag/bagged recyclables tagging campaign
  - Tag for items for educational purposes
  - Average 67% reduction in tagging across three cycles of collection
- "Lid lift" campaign (pilot phase)
  - 1<sup>st</sup> lift: Tag
  - 2<sup>nd</sup> lift: Social media campaign
  - ▶ 3<sup>rd</sup> lift: Personalize "report card" mailer



Plastic bag/bagged recyclables tagging campaign results by Council District.

### **Glass Drop-Off Transition**

#### Early July

 Required permits for five proposed sites (Northeast, West End, North End, South End/Eastside, and Central Tacoma) were submitted to Planning and Development Services (PDS)

#### July - September

Public comment period and/or meetings on proposed sites and working with PDS on any adjustments to proposal

#### Fall

Site development and expected launch date of glass drop-off locations and stopping curbside pickup



### **Extended Producer Responsibility (EPR) Legislation**

# The City of Tacoma is on the Policy Development Committee of the NW Product Stewardship Council. Upcoming legislation:

- Shifting the cost of recycling operations to producers and manufacturers of paper and packaging materials.
- Requiring producers to harmonize our recycling accepted materials list statewide.
- Reimbursing haulers for the full cost of recycling collection so that they can collect materials on the accepted list.
- Municipalities and private haulers can go beyond accepted materials, but will not be reimbursed for collection of those materials.



Northwest Product Stewardship Council

### **Extended Producer Responsibility (EPR) Legislation**

### 2020 Passed legislation:

- HB 1205/SB 5323 (Reusable Bags)
  - Relating to reducing pollution from plastic bags by establishing minimum state standards for the use of carryout bags at retail establishments
- HB 2645 (Solar Panels)
  - Concerning the photovoltaic module stewardship and takeback program.
- HB 2713 (Compost)
  - Encouraging compost procurement and use.



### **Regional Planning**



Urban Forest Management Plan & Public Incentive Programs Update Sustainable Tacoma Commission lacoma September 17, 2020

#### **Michael Carey**; Urban Forest Program Manager Arin Lewis; Urban Forestry Intern City of Tacoma; Office of Environmental Policy and Sustainability



### **Overview**

- Urban Forest Management Plan Update
- Residential Tree Incentive Program Update
  - Grit City Trees
  - Tree Coupon Program

# WHY: Urban Forest Mgmt Plan

### **Opportunities:**

- Define an urban forest vision
- Platform for community voice
- Investigate conflicts in code, policy, and administration
- Daylight important policy decisions
- Clarify roles & responsibilities
- Address disproportioned resources



Adapted from Outside Our Doors (The Nature Conservancy, 2017)

### **Urban Forest Management Plan Process**

- L> Review of Existing Plans & Policies
  - Staff Interviews
    - L> Urban Forestry Benchmarking Research
      - In-Depth Data Analysis
        - L> Community Interest & Input
          - L> = UF Sustainability Mgmt Audit

Phase 1 (Research)





### **UF Sustainability & Management Audit**

		Category	Rating	Category	Rating
		Policy & Ordinances	86%	Risk Management	50%
		Training & Capacity	81%	Disaster Planning	57%
Phase 1		Funding & Accounting	67%	Policies, Standards, & BMPs	84%
Research		Decision Authority	88%	Community	86%
		Inventories	81%	Green Asset Evaluation	60%
	4	Management Plans	79%	TOTAL RATING	77%

# **UFMP Phase 2 Action Plan**

#### **Management Policy**



Heritage Trees Align Protection & Design Standards Tracking/Reporting

#### **Funding & Authority**



Maintenance Corridors Young & Mature Tree Pruning

#### **Risk & Disaster Planning**



- Assess & Mitigate Tree Risks
- Hazardous Tree
   Cost Assistance

### **Capacity & Training**

- 3
- Events/Education
- Staffing
- Work Flow
   Improvements

#### **Inventories & Plans**



- Private Dev. Inspections
  N'Hood Specific
  - Planting Plans

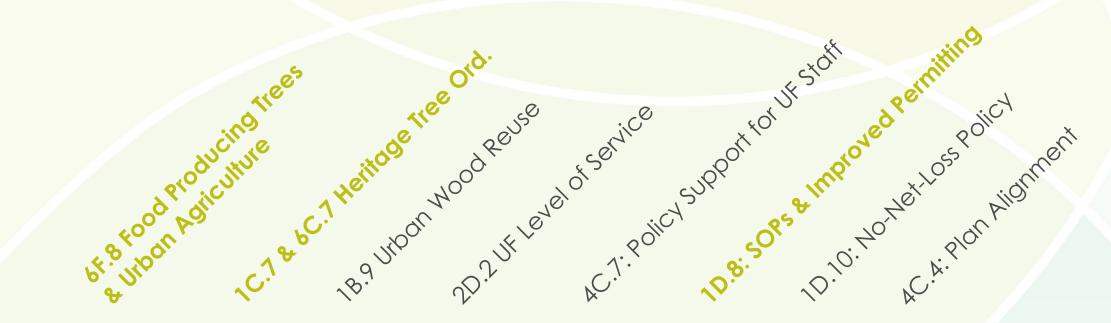
#### **Community Engagement**



- Young Adult Training
   Eruit Trees
- Fruit Trees
- School Curriculum

Full list of goals, targets & actions at TacomaTreePlan.org

# Management Policy



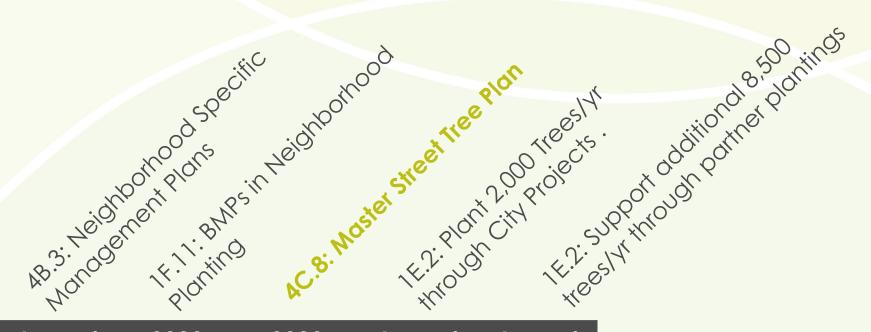
Target Date	2025	2022	2023	2020	2020	2022	2023	Annual
On track	X	Х	Х			X		
Tentative				Х	Х		Х	Х
Delayed								

# Maintenance

Target Date	2020	2020	2021	2020	2020
On track	Х				
Tentative					
Delayed		Х	Х	Х	Х

**B.3. Holedows tree Risk Monopenent Plan I.E.A.** The Risk Monopenent Plan **I.E.A.** The Risk Monopenee Plan **I.E.A.**

## Planting

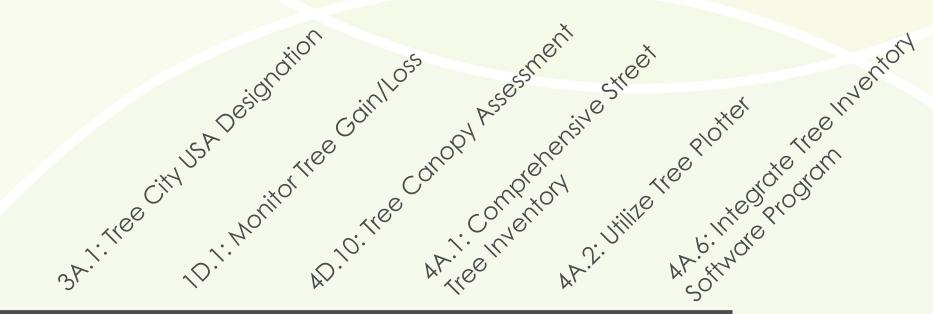


Target Date	Annual	2023	2023	Annual	Annual
On track	Х		Х		
Tentative		Х			
Delayed				Х	Х

# Outreach & Engagement bA.T. Increase Volunteer Porticipation

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		FOREstry EVE	ofUFIN	convention,	id workshor	and Disedsin	$\diamond$
	20.1.11	bon Forestry Eve	otho of UF Int	porthodion portional	John Montenson	bernent Troinin	Jeo.
Target Date	Annual	Annual	2024	Annual	Annual	Annual	
On track	Х	Х			Х		
Tentative			Х				
Delayed				Х		Х	

# Data Management



Target Date	Annual	Annual	2030	Annual	Annual	2020
On track	Х				Х	
Tentative		Х	Х	Х		Х
Delayed						



## **Tree Coupon Program**

Urban Forestry Partnership Across Pierce County







Puyallup Watershed Initiative Forests

## Tree Coupon Overview

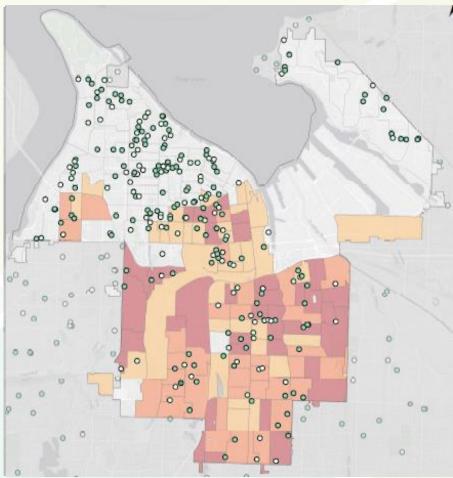
- Tree Canopy Increase
- Cost Barrier Reduction
  - \$15-\$30 off
- Stormwater Management
- Energy Conservation
  - ➤ Shade Trees
- Awesome Partners
  - TPU, PWI

- Multiple Trees/ Address
  - Three to five
- Local Participating Tree
   Retailers



# Tree Coupon Program

### Tacoma



Tree Coupon Distribution

> 31% (2020) Redemption in low opportunity neighborhoods

Trees Planted per Coupon

**Opportunity Index** 

Mod. Low Very Low

## **Pierce Co.**



## Tree Coupons: 2019-20 Results

## **Trees Purchased**

• (592 Tacoma, 827 Pierce Co., 1419 Total)

## **Reinvested**

• (\$17,760 Tacoma, \$24,810 Pierce Co., \$42,570 Total)

**Results in Tacoma's Traditionally Underserved Communities** 

• (265 Trees or \$7,950)

**Supported 9 local tree retailers** 

## Looking Ahead to 2020-2

## 2019-20 Participant Survey

Total Coupon Requests 4,105 Coupon Requests From Low Opportunity Neighborhoods 2,179 or 53%

Coupons Redeemed in Low Opportunity Neighborhoods 408 or 41%

Trees Planted in Low Opportunity Neighborhoods 492 or 31% Barriers to Participation (492 Responses):

- COVID Restrictions in March (48%)
- Lost coupon (9%)
- Not enough time to redeem (8%)
- Even with \$30 coupon, couldn't afford desired tree (7%)
- Could not locate desired tree (5%)
- Lacked vehicle or tree wouldn't fit in vehicle (1%)
- Participants re-eligibile after three years

## Equity Toolkit Analy

- Toolkit Developed in OEPS
- Every New Program will Undergo Toolkit Analysis
- Key Findings
  - Potential language barriers to address
  - Relationship building with community groups key strategy
  - We can't reach our residential planting goals, including equity, without both Tree Coupons and Grit City Trees



## **Grit City Trees**

Free Street Tree Giveaway



Office of Environmental Policy and Sustainability





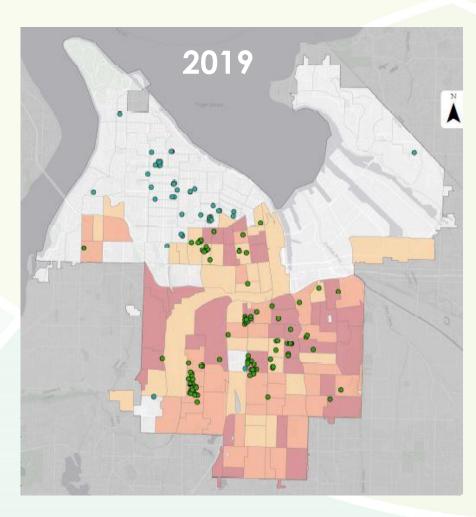
# Grit City Trees Overview

- Free Street Trees for Tacoma Residents
- Limited to Right-of-Way (Planting Strip)
  - Storm water management, air quality, & urban heat island reduction benefits
- Prioritizing Historically Underserved
   Neighborhoods
- Community Focused
- Applications Typically Open Mar. Sept.



No, this tree's not dead. The best time to plant is in the fall!





## 2019 Season:

154 total participants

Very Low

- 457 trees distributed (\$50,900)
- 279 trees to low opportunity neighborhoods

## Locations of Trees Planted

High Opportunity Low Opportunity

**Opportunity Index** 

Mod. Low

**61%** (2019) Redemption in low opportunity neighborhoods

\$31,413.00 reinvested



Urban Forest Management Plan & Public Incentive Programs Update Sustainable Tacoma Commission lacoma September 17, 2020

## **Michael Carey**; Urban Forest Program Manager Arin Lewis; Urban Forestry Intern City of Tacoma; Office of Environmental Policy and Sustainability



### City of Tacoma Sustainable Tacoma Commission Meeting Minutes

Date: September 17, 2020

#### **Commission Members Present:**

Matthew Benedict, Grace Hope, Lexi Brewer, Phil Coughlan, Elly Claus-McGahan, Katin Kendrena, Evlondo Cooper, Ashley Sloan, Gabe Moaalii (joined 5:15pm), David Thompson (left 6:00pm), Emily Pinckney (joined 5:35pm, left 6:45pm), Tony Ivy (left 7:02pm), Nikie Walters

**Commission Members Excused:** N/A

**Commission Members Absent:** 

N/A

#### **Others Present:**

Commission Support Staff: Patrick Babbitt, Kristin Lynett, Jim Parvey, Lewis Griffith, Sam Lake, Dan Corum, Phet Sinthavong, Mike Carey, Arin Lewis, LaTasha Wortham Public: Kat, Shyla, Steve Nicholas, Donna Thompson Lydia Zepeda

#### Call to Order

This meeting was called to order by Commission Chair Lexi Brewer at 5:00 p.m., including an acknowledgement of the occupied indigenous lands this Commission conducts its business on.

#### Approval of August 20, 2020, Meeting Minutes

Motion: To adopt meeting minutes as written. Motion made by Matthew Benedict. Seconded by: Grace Hope Action: Voice vote was taken and carried. The motion we declared adopted. Ayes: All Nays: None Abstained: None Absent: Gabe Moaalii, Emily Pinckney

#### Approval of September 17, 2020, Meeting Agenda

Motion: To adopt meeting agenda as written, except adjusting the title of the eighth business item to "Urban Forest Management Plan & Public Incentive Programs Update – Staff Presentation". 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: Gabe Moaalii, Emily Pinckney

#### Staff Updates

Staff announced the City Council will have its final consideration for the 2021-2022 biennial budget on October 6. Initial estimates for the budget shortfall for 2020 were about \$40 million; recent estimates suggest a 2020 budget shortfall of closer to \$20 million due to the COVID-19 emergency.

Staff reflected on feedback from Councilmembers Hunter and Ushka from their meeting with Commissioners about Sustainable Tacoma Commission's (STC) annual priorities.

- Councilmember priorities and feedback :
  - Under-used public lands: parcels, right-of-way
  - Food security
  - City building on/supporting community energy
  - Appreciates role of Commission informing Council
  - CBCs as a source for community organizing and leadership
  - Communication/approach: need to build from successes
  - Electrification of transportation
  - Bicycling
  - Food programming

In related work, staff announced the Commission with meet with Deputy City Manager Tadd Wille to discuss the Commission's annual priorities before the October Commission meeting. Staff also announced that, as a result of STC's annual Commission priorities meeting with Councilmembers Beale and Walker, the two Councilmembers requested quarterly engagement meetings with the Commission. Staff will schedule these and seek to support rotating Commissioner participation.

#### Sub-Committee Updates

Staff supported Commissioners to revisit draft equity norms and processes for the Commission. Staff also supported Commissioners to learn about other cities' climate action plans as part of a learning process in which Commissioners will also oversee and make recommendations about Tacoma's climate planning process. Finally, staff supported Commissioners to research building electrification policies.

#### **Commission Business Items**

#### Vice- or Co-Chair Election

Chair Lexi Brewer and Staff explained the Officer election process, as well as Officer qualifications and duties. Nominees Matthew Benedict and Grace Hope gave short introductions about themselves, why they want to serve as a Vice-Chair, their qualifications, and reflections on fulfilling the related duties. Commissioners briefly discussed the strengths of each nominee and a roll call vote was taken by the Chair. Commissioner Grace Hope received a majority of votes.

A motion to elect Grace Hope to serve as Vice-Chair through the first meeting of 2021 was made by Nikie Walters and seconded by Matthew Benedict and carried unanimously at approximately 5:40pm.

### Climate Justice Planning Update – Kristin Lynett and Patrick Babbitt, Office of Environmental Policy and Sustainability (OEPS), City of Tacoma

Kristin and Patrick refreshed Commissioners on the planning process, including its timeline, phases, and engagement and technical tracks. They communicated an opportunity for member to serve as Ambassadors.

### Materials Management Update and Planning – Lewis Griffith, Solid Waste Utility, City of Tacoma

Lewis serves as Division Manager for Environmental Services Department's Solid Waste Utility. He provided a mix of information and updates. He gave an annual update to the Commission on the status of implementation of Tacoma's Sustainable Materials Management Plan, which is now in Phase 2 and focuses on aggressive education and outreach as well as limited regulations to prevent and divert waste at this stage of implementation. He updated the Commission on the Recycle Reset Project. **The Commission recommended that the Utility look into developing local recycling facilities and markets**, perhaps in collaboration with King County and Seattle which are looking to do so. The Commission also recommended provided more glass drop-off sites to maintain a level of convenience that will satisfy evident public interest in glass recycling and support their participation. He described the WasteFree253 waste prevention effort; its program webpage is now live. He also explained the City's role on the Northwest Product Stewardship Council, which has a policy development role at the state level and is looking at Extended Producer Responsibility Legislation. He briefly described legislation passed in 2020.

Urban Forest Management Plan & Public Incentive Programs Update – Mike Carey and Arin Lewis, Office of Environmental Policy and Sustainability (OEPS), City of Tacoma Mike and Arin gave updates regarding Tacoma's Urban Forest Management Plan (UFMP) and Tacoma's Tree Coupon and Grit City Trees programs. Given budget cuts, staff have re-focused UFMP work on policy and Code changes. Staff explained autumn through spring (the wet season) is the ideal planting season. The Grit City Trees program's applications closed by September 6, 2020. Tree Coupon program results from 2019-2020 were shared, and coupons become available October 1, 2020 through March 31, 2021. Both programs have increased participation and trees planted over recent years.

#### **Public Comment**

No written public comments were delivered. Written comments were required in line with Governor's Inslee's 20-28.9 proclamation requiring virtual public meetings while the COVID-19 pandemic remains a public health threat.

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

- Update from Planning and Development Services staff about Tideflats Subarea Planning, Regulations, and Fossil Fuels Inventory
- Building Electrification Draft Resolution letter of support
- Update from Environmental Policy and Sustainability Office staff about Climate Justice Planning

#### Adjournment

There being no further business, the meeting adjourned at 7:25 p.m. with a motion made by Evlondo Cooper and seconded by Grace Hope. The motion carried unanimously by present Commissioners. Emily Pinckney, Tony Ivey, and David Thompson were absent for this vote.

The next meeting of the Sustainable Tacoma Commission will be Thursday, October 15, 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