



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

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## **DRAFT AGENDA**

**THURSDAY, APRIL 25, 2019**

**4:30 PM TO 6:30 PM**

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

- I. ROLL CALL**
- II. APPROVAL OF MARCH 2019 MEETING NOTES**
- III. REVIEW OF AGENDA**
- IV. SUB-COMMITTEE UPDATES**
- V. STAFF UPDATES**
- VI. RULES OF PROCEDURE WORKING DRAFT APPROVAL**
- VII. TACOMA RECYCLING CHANGES – LETTER OF RECOMMENDATION**
- VIII. TACOMA DOME LINK EXTENSION EIS SCOPING – LETTER OF RECOMMENDATION**
- IX. SUSTAINABILITY SMALL GRANTS REVIEW AND AWARDS**
- X. ENVIRONMENTAL ACTION PLAN 2018 PROGRESS REPORT – STAFF PRESENTATION**
- XI. STC ENVIRONMENTAL ACTION PLAN PRIORITIES & COUNCIL ENGAGEMENT DISCUSSION**
- XII. OTHER PUBLIC COMMENT**
- XIII. OBJECTIVES FOR NEXT MEETING**
- XIV. ADJOURNMENT**



# South Sound Sustainability Expo

2019 Recap

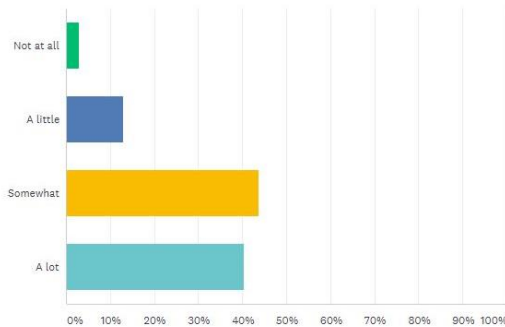
Abi Vanover, Leah Michaelsen

# Highlights

- ~2000 attendees (most ever)
- 121 registered vendors (most ever)

How much did your knowledge of local businesses, organizations, and sustainability issues increase as a result of this event?

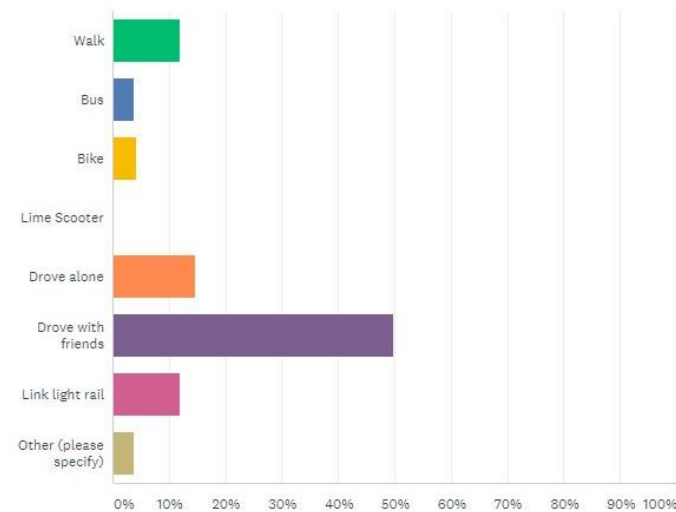
Answered: 208 Skipped: 8



ANSWER CHOICES	RESPONSES
▼ Not at all	2.88% 6
▼ A little	12.98% 27
▼ Somewhat	43.75% 91
▼ A lot	40.38% 84
<b>TOTAL</b>	<b>208</b>

How did you get to the Expo?

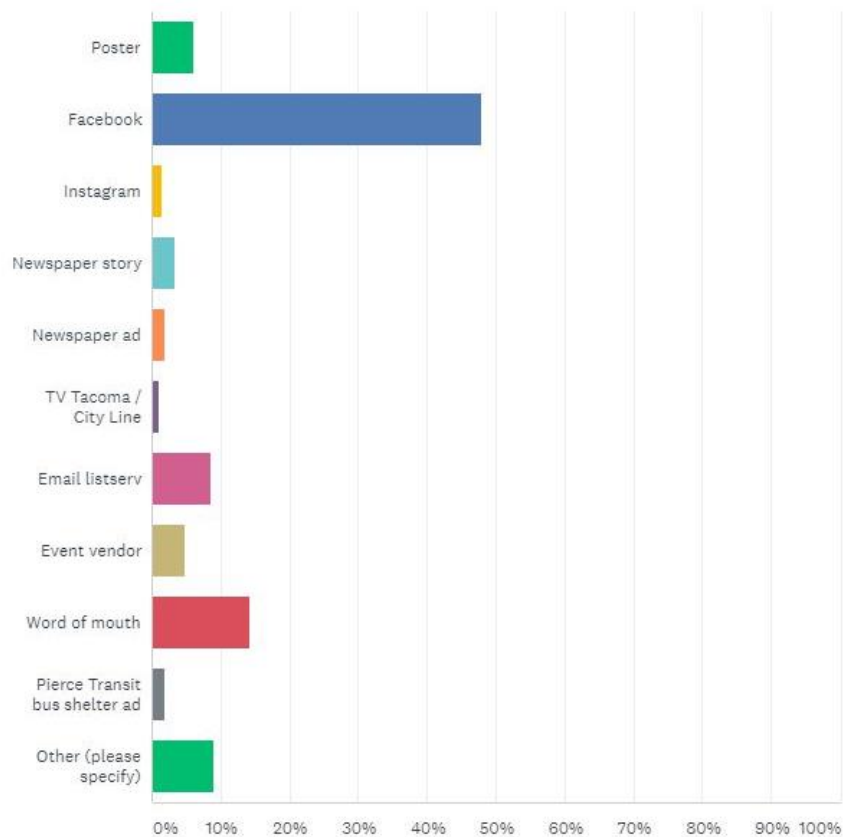
Answered: 211 Skipped: 5



# Demographics

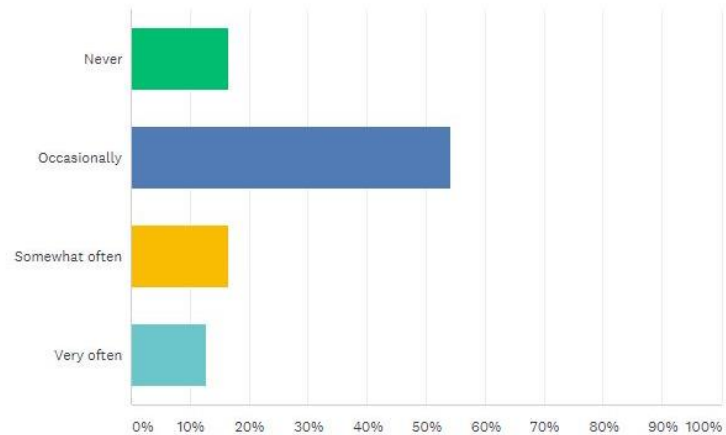
How did you hear about this event?

Answered: 211 Skipped: 5



How often do you attend sustainability events or activities?

Answered: 212 Skipped: 4



ANSWER CHOICES	RESPONSES
▼ Never	16.51% 35
▼ Occasionally	54.25% 115
▼ Somewhat often	16.51% 35
▼ Very often	12.74% 27
<b>TOTAL</b>	<b>212</b>

# Community Responses

- It was exciting to see all the young people who are interested in environmental stewardship. Gives me hope.
- I learned that there are more resources than I'd realized for improving our environment
- Longer hours would be great!
- I live in Olympia and this was pretty much Tacoma focused. I'd love more organizations further south! I also really liked having part of it outside last year.
- Please make it bigger. Also keep it free for the community.

“I learned about irrigation for water conservation and about the Sustainability Commission (thanks Liberty) and that there are lots of cool people in Tacoma”



## **SUSTAINABLE TACOMA COMMISSION**

### **PURPOSE:**

The purpose of the Sustainable Tacoma Commission is to bring citizen accountability, transparency, and vigilance to the long-term implementation of Tacoma’s Environmental Action Plan, and to oversee, coordinate, communicate, and encourage public involvement in sustainability initiatives consistent with the City’s vision and definition of sustainability.

### **RULES OF PROCEDURE**

The following Rules of Procedure of the Sustainable Tacoma Commission (“Commission”) were adopted by the Commission at its February 10, 2015 meeting, and were amended by the Commission at its February 28, 2019 meeting. These Rules of Procedure are authorized by City of Tacoma Resolution 37631 and replace and supersede any previously adopted rules of the Commission

The rules and regulations contain the following items:

- I. Election and Terms of Office
- II. Duties of Officers
- III. Establishment of Subcommittees
- IV. Meetings
- V. Records
- VI. Annual Report to the City Council
- VII. Miscellaneous
- VIII. Amendments
- IX. Expectations and Roles

#### **I. Election and Terms of Office**

The Commission shall elect annually from its members a Chair, Vice-Chair, or Co-Chairs (Officers). In the event the Officers consist of Co-Chairs rather than Chair and Vice Chair, either Co-Chair has authority to preside over meetings and to sign documents and correspondence on behalf of the Commission.

1. Nominations and Elections – Officers will be nominated at the first meeting of each year. Elections will be held at the following meeting. New officers will assume duties immediately following their election.

2. Officer Qualification Considerations – The Officers should:
  - a) be interested in holding the position(s);
  - b) be able to devote sufficient time to Commission business;
  - c) be committed to attending as many Commission meetings as possible;
  - d) be prepared to make presentations to the City Council, citizens, committees, neighborhood groups, and service clubs regarding Commission responsibilities, projects, plans, and policies; and
  - e) have sufficient experience on the Commission to understand its role and functions and to have a basic understanding of the City's Environmental Action Plan and sustainability policies, programs, and activities.
  - f) be adequately skilled in meeting facilitation and agenda building.
- B. The term of office shall be for one (1) year or until the next group of Officers assume their duties. In case of any vacancy in office, the vacancy shall be filled by an election at the first regular meeting after the occurrence of such vacancy.

## II. Duties of Officers

Officers – The Officers (Chair, Vice-Chair, or Co-Chairs) shall preside over all meetings of the Commission and assist staff in development of agenda and other official Commission communications. The Chair, Vice-Chair, or Co-Chair of the Commission is authorized to sign documents and correspondence on behalf of the Commission. The Officers are tasked with meeting with staff to prepare and evaluate activities, including the work plan, meeting agendas, and Commission attendance and performance.

## III. Establishment of Subcommittees

- A. Subcommittees – The Commission may establish subcommittees of up to 5 members. Subcommittees are ad-hoc and issue-oriented in nature. Subcommittees shall serve at the discretion of the Commission and their duties and responsibilities shall be established by the Commission. The activities of any Subcommittees shall take place in meetings where minutes are taken or kept as public record by other means, such as email. Subcommittees provide input and recommendations to the full Commission for consideration and may not take binding action on behalf of the Commission.

## IV. Office of Environmental Policy and Sustainability

The Office of Environmental Policy and Sustainability shall provide staff support to the



Commission, including but not limited to providing clerical support, preparation and maintenance of records of meetings, hearings, official actions, and all public records. Staff support is subject to the limits of the budget for the Office of Environmental Policy and Sustainability as approved by the City Council.

V. Meetings

- A. All meetings of the Commission shall be open to the public and subject to the requirement of the Washington State Open Meetings Act (OPMA), Chapter 42.30 RCW and as may be hereinafter amended.
- B. Notice of all meetings shall at a minimum be in the form and distributed in the manner required by OPMA with additional distribution at the Commission's discretion to individuals and organizations listed on the Commission mailing list that shall be maintained by the Office of Environmental Policy and Sustainability.
- C. Regular Meetings – Regular meetings of the Commission shall be held on the 4th Thursday of each month at 4:30 p.m. in Room 243 of the Tacoma Municipal Building, or in another location designated by the Commission. If the regular meeting day falls on a legal holiday, the Chair, Vice-Chair, or Co-Chairs of the Commission shall fix another day therefore and give notice of a special meeting.
- D. Special Meetings – Special meetings of the Commission may be held at such times as the Commission may determine. Special meetings will be called and notice provided in a manner consistent with these Rules and with OPMA.
- E. A quorum for the transaction of official business shall consist of a majority of the current Commission membership. In the case that there are an even number of Commissioners, a quorum shall consist of exactly half of the membership.
- F. Every official act taken by the Commission shall be by motion by an affirmative vote of a majority of the quorum. In the event that a member disqualifies themselves or passes, this is to be registered as "not voting". Notwithstanding Robert's Rules of Order, the Officers shall vote on all resolutions or motions.
- G. Regular Meeting Procedures.
  1. Order of business:
    - a) Roll Call.
    - b) Approval of meeting minutes not previously approved.
    - c) Consideration of business items in the order set forth in the meeting agenda.
    - d) Subcommittee Reports

e) Staff Reports

Other business:

f) Public Comment.

g) Objectives for Next Meeting.

h) Adjournment.

i) The preceding order of business may be modified for any regular meeting with a vote of a majority of the quorum present.

2. Conduct of meetings:

a) The Chair, Vice-Chair, or a Co-Chair of the Commission shall preside over all meetings of the Commission.

b) The Chair, Vice-Chair, or a Co-Chair introduces the agenda items.

c) The Office of Environmental Policy and Sustainability Staff, if appropriate, summarizes the staff report or other information prepared or received by the staff on the agenda item.

d) The Commission may ask questions of the staff or others in attendance at the direction of the Officers. Comments by the public may be permitted, but only at the discretion of the Chair, Vice-Chair, or Co-Chairs.

e) The Commission takes appropriate action, if an action is required.

## VI. Records

A. The Commission's meeting minutes and supplemental records shall be kept on file in the Office of Environmental Policy and Sustainability and managed, retained and made available dispositions as required by law. These supplemental records may include but not be limited to the following:

1. Description of agenda items, including all submitted information therewith.

2. Reports of the Office of Environmental Policy and Sustainability, and Subcommittees as presented to the Commission at a meeting thereof, including such material submitted in writing and in map form.

3. Written communications to and from the Commission.

4. Facts concerning the matters before the Commission.
  5. Record of relevant actions taken by the City Council (ordinances, resolutions, results of hearings, etc.).
- B. Minutes of Commission meetings shall be filed with the City Clerk and shall be opened to public inspection.

## VII. Annual Report to the City Council

The Commission shall annually report to the City Council regarding accomplishments and the status of planning efforts undertaken in the previous year, and if applicable, the outlook of planning issues for the coming year. Said report should, at the discretion of the Officers, take the form of a letter, a memorandum, a summary report, or a copy of relevant minutes of the Commission's meetings, and will be posted on the City's website by April of each year.

## VIII. Miscellaneous

- A. Code of Ethics – Members of the Commission are subject to the requirements of the City of Tacoma's Code of Ethics contained in Tacoma Municipal Code Chapter 1.46 and as hereinafter amended.
- B. Terms of Service – A member shall hold office until the expiration of their term, resignation from the Commission, or removal from office. It is desirable that the member hold office until their successor is appointed when possible. In an effort to promote both stability within the Commission and to encourage rotation of the membership, the City Council sets a guideline of two full terms per member but, at its discretion, may reappoint members to serve more than two terms.
1. End of Service –
    - a) Members may forfeit their membership through:
      - i. Upon a member's having three (3) unexcused regular meetings in a 12-month period, the Commission shall notify such member of a hearing to determine whether the absences are to be excused and the potential for termination of their membership. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited their office and a new member be appointed to fill the unexpired term. Requests by members to be excused shall be stated by the member at a Commission meeting or be submitted to the Commission or be directed

through the Sustainability Officer or their representative who shall then present the request to the Commission. The Commission shall then approve or deny the request.

- ii. Finding of a violation of Code of Ethics after final adjudication

C. Contact Information – The contact information of members of the Commission is considered public information and may be made available for public access.

D. Conferences – Members of the Commission may attend, at their own expense, conferences, meetings, and training courses closely related to Commission business.

#### IX. Amendments to the Rules of Procedure

These Rule of Procedure may be amended by the Commission by a majority of vote at any regular or special meeting. The Rules of Procedure shall be reviewed annually and prior to Officer elections.

## **Commissioner Expectations and Guidelines**

Generally, the time commitment required for active participation as a Commissioner is between 4-8 hours per month, including the duties below.

- I. During Meetings
  - a. Prepare for the meeting by reading appropriate materials and the last meeting's draft notes.
  - b. Arrive on time.
  - c. Listen respectfully to fellow Commissioners, staff, and the public.
  - d. Participate by sharing thoughts and opinions.
  
- II. Other Meetings and Events
  - a. Attend relevant City Council, Infrastructure, Planning, and Sustainability Committee, and other Committee meetings as appropriate.
  - b. Attend other City Commission meetings as appropriate.
  - c. Attend, if available, the South Sound Sustainability Expo.
  - d. Attend and participate in other outreach events, such as giving presentations to the Neighborhood Councils.
  
- III. Communication to individual Council Members and the public
  - a. Be clear to your audience about whether you are communicating as a citizen or a Commissioner. Sharing recommendations or opinions on behalf of the Commission may only be done so if a formal action has been taken, and formal written communication should be signed by the Officers. Information sharing may be allowed, but coordination with Commission staff is preferred.

## **Commission Roles**

- I. Request research and analysis on sustainability issues from sustainability staff.
  
- II. Provide policy, program, and budget recommendations both written and verbal to City Council, through or in coordination with Infrastructure, Planning, and Sustainability Committee, and other relevant Committees and Commissions.
  
- III. Request updates from staff on implementation and results of City sustainability policies and programs.
  - i. Communicate barriers to and incentives for implementation to City Council.
  
- IV. Provide annual Environmental Action Plan progress reports to the public through the City Council, Infrastructure, Planning, and Sustainability Committee, and other relevant Committees and Commissions.
  
- V. Coordinate, communicate, and encourage public involvement regarding sustainability initiatives.

- i. Create a forum for regular public comment and community involvement.
- VI. Develop an annual work plan identifying Commission goals and implementation plans, including discussion of timelines and responsibilities. Items requiring sustainability staff support will be identified and prioritized. Discuss and evaluate work plan progress as needed.



City of Tacoma  
Office of Sustainability

April 25, 2019

TO: Tacoma City Council  
Tacoma Municipal Building  
747 Market Street, 12th Floor  
Tacoma, WA 98402

RE: Solid Waste Management Commingled Recycling

To the Honorable Mayor Woodards and City Councilmembers:

Since its inception, the Sustainable Tacoma Commission (STC) has closely followed the City's efforts on waste reduction, recycling, and composting. The City's 2008 Climate Action Plan, the 2015 Sustainable Materials Management Plan, and the 2016 Environmental Action Plan recognize that maximizing recycling, reuse, and waste minimization is a key component of the City's efforts to conserve resources, reduce greenhouse gases, protect human health, enhance the local economy, and support social equity.

We also recognize that China's policy changes around the import of recyclable materials have created significant financial challenges for the City. STC members were briefed by Environmental Services Department (ESD) staff on the interim options identified to address the issue, and we were gratified to hear that one of the largest responses to a City survey and community outreach indicated strong support to maintain residential curbside recycling service and pay for additional education efforts to improve the overall recycling program.

Since the inception of the Environmental Action Plan (EAP), our materials management target to decrease waste generation by 11% per capita has been missed. In fact, it has increased over the previous year every year. We encourage Council to prioritize a higher surcharge that would allow for a waste prevention outreach program as well as a recycling outreach program. While recycling has many environmental benefits, waste reduction, or not producing waste in the first place, is far more impactful. Waste reduction has multiple other benefits (for example, reducing the city's greenhouse gas emissions) and should be a focus of the education programs supported by this surcharge.

Based on the results of the recycling survey, we believe there is significant public support for this higher surcharge up to \$4 a month. The largest response group for the survey indicated overwhelming support for Option 4.

Additionally, we encourage the Council, working with the City Manager and ESD staff, to seek regional cooperation to further enhance waste prevention and recycling education.

We also urge the Council to work with partners to lead in the creation of economic opportunities for local processing capacity and material end-markets, including for recycled glass. In Washington State, one ton of locally recycled material produces about \$14 in tax revenue.<sup>1</sup> These are collection, processing, and manufacturing jobs that could help our community move towards a more sustainable economy.

We believe that these efforts to help the City and its residents reduce consumption and achieve its 70 percent diversion target by 2028 will support the broader and more fundamental commitment to a sustainable, diverse, and livable city.

Sincerely,

Lexi Brewer,  
Co-Chair, Sustainable Tacoma Commission

CC: City of Tacoma Office of Environmental Policy and Sustainability  
Patrick Babbitt  
Kristin Lynett  
James Parvey  
Michael P. Slevin III  
Lewis Griffith  
Elizabeth Pauli

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<sup>1</sup> Washington State Employment Security Department: 2013 Green Economy Jobs Report – Industry and Survey Approaches: [https:// fortress.wa.gov/esd/employmentdata/docs/special-reports/2013- green-jobs-report.pdf](https://fortress.wa.gov/esd/employmentdata/docs/special-reports/2013-green-jobs-report.pdf).





**Tacoma** City of Tacoma  
Office of Sustainability

April 25, 2019

Sound Transit  
Elma Borbe  
401 S. Jackson Street  
Seattle, WA 98104

Dear Elma,

Thank you for the opportunity to comment during the Tacoma Dome Link Extension (TDLE) Environmental Impact Statement scoping period.

The Sustainable Tacoma Commission is appointed by Tacoma City Council, and is tasked with ensuring the City's commitment to the locally adopted Environmental Action Plan. Critical to that plan is a goal to reduce greenhouse gas emissions by 40% from 1990 levels by 2020 and by 80% from 1990 levels by 2050.

The STC believes that TDLE light rail alignments and station locations should be evaluated for:

1. Potential impact to the climate via greenhouse gas emissions from operations and passenger access, and
2. Potential impacts due to climate change on built infrastructure for light rail.

While Sound Transit has committed to operate Link light rail from renewable energy sources, the mode split of how passengers will access regional light rail stations is an externality that should be addressed when evaluating station placement and design alternatives. Per-passenger carbon impact of station access should also be measured in the 2030 timeframe. The STC strongly believes that all cost-effective measures should be taken to enable seamless integration between high capacity transit modes (Bus Rapid Transit, Link Light Rail, and Tacoma Link), local bus, and non-motorized modes such as biking and walking. This arrangement will reduce air pollution and congestion, maximize ridership, enable convenient transfers between modes, and make the most use of these public investments.

To that end we encourage further study of the TD2 and TD4 East In-Street stations at Tacoma Dome Station and the ET3A/B stations in East Tacoma to support either a 25th Street or 26th Street terminus option at Tacoma Dome.

Given the proximity to Commencement Bay and the Puyallup River, the STC believes that Sound Transit should consider the results of the Washington Climate Impacts Group study regarding regional sea level rise (Source: <http://www.wacoastalnetwork.com/wcrp-documents.html>). We request that Sound Transit take this information into account to ensure that project infrastructure can be constructed without geological or hydrological complications, enabling a 2030 delivery date for light rail service, and to secure a reasonable cost of keeping the light rail system in a good state of repair.

We look forward to seeing the results of Sound Transit's Level 3 Analysis in the coming months and for additional opportunities to comment on the EIS process.

Respectfully,



Lexi Brewer, Co-Chair, Sustainable Tacoma Commission  
Chris Karnes, Co-Chair, Sustainable Tacoma Commission

CC: Mayor Victoria Woodards  
Tacoma City Council Members  
Elizabeth Pauli, City Manager  
Michael P. Slevin III, Director, Environmental Services Department  
James Parvey, Division Manager, Office of Environmental Policy and Sustainability  
Kristin Lynett, Office of Environmental Policy and Sustainability, Sustainable Tacoma Commission  
Alisa O'Hanlon, Government Relations Department  
Jennifer Kammerzell, Public Works Department, Tacoma Transportation Commission  
Lihuang Wung, Planning & Development Services Department, Tacoma Planning Commission  
Lexi Brewer, Co-Chair, Sustainable Tacoma Commission  
Chris Karnes, Co-Chair, Sustainable Tacoma Commission  
Sagar Ramachandra, Sound Transit

## Sustainability Grant Scoring Sheet

Basic Information				Funding		Scoring Criteria -- Possible 100 points																		
App. #	Organization Name	Project Name	Brief Project Description	Request Amount	Amount Funded	Required				Preferred									Total	Pro	Con	Utility Comments/Questions/Concerns		
						Benefits ES Utilities, if applicable: Solid Waste, Surface Water, Wastewater	Permits, permission, if applicable	Green Event paperwork, if applicable	At least 10% match: \$, labor, material	Well defined scope, schedule, budget	Aligns w/ Tacoma's sustainability vision, incl. economics, equity, diversity & culture, if applicable.	Addresses climate change adaptation or mitigation, if applicable.	Demonstrates good partnerships and community participation.	Multiple/Longterm benefits	Measurable results	Innovative and replicable								
Ex.	Transportation Choices Coalition	Tacoma On the Move	Education programs targeting local residents on alternative transportation choices, relies on volunteers and public response - benefits public.	\$ 5,000	\$ 5,000	Y / N	NA	Y / N	NA	Y / N	NA	Y / N	if >10% up to 10 add'l	30	10	10	10	10	15	5	100			
1	Sarah Holm	Ferry Street Community Garden	The neighbors of S. Ferry St., S. 10th St. and S. 11th St. and S. State St, are coming together to build a community garden. We want to restore the green spaces in our urban community and create a safe and beautiful place for neighbors to come together, have potlucks and spend time with each other and their families in nature.	\$ 2,300																	0			(Awaiting Comments)
2	IDEA High School	IDEA Bike Lockers	The cycling community at IDEA is growing, but there is currently no good bike parking solution. We want to make riding to school more practical by building bike lockers (in individual storage sheds), which protect bikes from thieves, weather, and people tampering with them.	\$ 2,000																	0			(Awaiting Comments)
3	IQuark (member of STEAM Learning Network)	Tacoma-South Sound Mini Maker Faire	The STEAM Learning Network is hosting the first Tacoma-South Sound Mini Maker Faire May 11th at UWT campus. Maker Faire is a family-friendly showcase of invention, creativity, resourcefulness, and celebration of the Maker Movement. Makers range from techies to crafters to homesteaders to scientists to tinkerers of all ages/backgrounds.	\$ 3,500																				(Awaiting Comments)
4	Northwest EcoBuilding Guild	Northwest Green Home Tour - Tacoma	The 2019 Northwest Green Home Tour is a free public tour to view and visit sustainable homes including remodels, new buildings, and sustainable landscapes. This year the Tour is unified with the NW Green Home Tour in Seattle, with over 40 sites from Seattle/Bellevue to Tacoma/Olympia on May 4-5.	\$ 5,000																				(Awaiting Comments)

### Sustainability Grant Scoring Sheet

5	Tacoma Tool Library	Pilot Educational Series	The Tacoma Tool Library will work internally and with community partners to design, market, and implement a pilot Educational Series for the public, including a Tools 101 and 102 curricula as well as specialty classes.	\$ 5,000																		
6	Food is Free Project Tacoma	Gardens for the People	We would like to build 10 Frontyard/ Parkway gardens and share the harvest with the neighborhood. A rototiller and sod cutter are critical	\$ 1,100																	(Awaiting Comments)	
<b>tto the mission.</b>				<b>\$ 18,900</b>	<b>\$ -</b>																	
Projected Remaining Funds																						
	Quarter	Awarded	Remaining Total	Solid Waste	Wastewater	Surface Water	General Gov't															
	1																					
	2																					
	3																					
	4																					
Projected Remaining Funds																						
	Quarter	Awarded	Remaining Total	Solid Waste	Wastewater	Surface Water	General Gov't															
	1																					
	2																					
	3																					
	4																					

# Tacoma Environmental Action Plan: 2018 Progress Report

In Tacoma, we're fortunate to be surrounded with an abundance of diverse ecosystems and natural beauty. Tacomans understand that when we protect our environment, we're also protecting the health of our families, economy and community as a whole. I am proud of the continued efforts by the City of Tacoma, its residents, and businesses to address environmental challenges and to embrace opportunities for sustainable growth. Together, we are working to improve health, foster stewardship, address equity, and build resiliency when it comes to our local environment.

Since introducing the City's Environmental Action Plan in 2016, we have been making significant strides toward environmental innovation and improvement. Electric vehicle registrations in Tacoma are at an all-time high, new funding has been put toward alternative transportation options like public transit, bicycle lanes and pedestrian walkways, and outdated transit infrastructure is being improved. These examples are just a few of many that demonstrate how investing in environmentally sustainable initiatives can help us achieve a healthier, more vibrant Tacoma.

As you explore the Year 3 progress report and learn more about the steps we've taken, I invite you to reflect on the idea that collectively, our individual actions can result in positive and long-lasting stewardship of our environment.

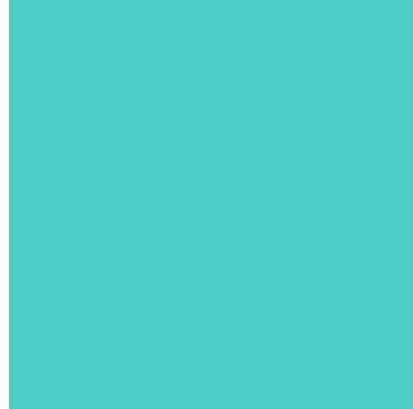
To learn more and join the effort, visit

[www.cityoftacoma.org/sustainability](http://www.cityoftacoma.org/sustainability).

Sincerely,



Victoria R. Woodards  
Mayor



# What is the Environmental Action Plan and Its Intent?

The Environmental Action Plan (EAP) is a list of meaningful, high-priority actions that the City of Tacoma, Tacoma Public Utilities (TPU), and our community will take between 2016 and 2020 to meet the environmental goals outlined in the Tacoma 2025 Strategic Plan.

The EAP was developed in 2015 over nine months in a collaborative process with staff from multiple City of Tacoma departments, representatives of partner organizations, and residents of Tacoma.

It replaces the 2008 Climate Action Plan and builds on the 2016 Climate Change Risk Assessment to present near-term sustainability targets and actions in six different categories.

Each year the City releases a progress report detailing progress made on each target and action.

## Six Categories of Sustainability

### Natural Systems

Acquiring and managing natural areas contributes to climate change resilience. Green spaces also offer Tacomans access to nature and can positively influence mental and physical health.



### Air and Local Food

Clean air and safe, nutritious food are important to sustaining our local community.



### Buildings and Energy

Building energy represents about 40% of emissions for Tacoma's homes and businesses mostly due to natural gas used for heating.



### Transportation

Transportation accounts for 73% of GHG emissions in Tacoma. Single-occupancy passenger vehicles contribute significantly to overall transportation emissions.



### Materials Management

In the waste hierarchy we must prioritize reducing, then reusing, then recycling. Sharing, leasing, borrowing, refurbishing and buying used and durable goods should be the first choices.



### Climate Resiliency

Climate change is having and will continue to have financial and social impacts to our built infrastructure and natural and social systems.



# Reading the 2018 Progress Report



This report contains near-term **targets** for each of the six categories of sustainability. In most cases, the baseline was set using 2015 data, and 2020 is the target year. For each target, a graphic shows the baseline, goal, and progress so far:

### Target Statement (Ex. 1)



### Target Statement (Ex. 2)



When the 2018 value **exceeds the goal**, data and icon is shown in **green**.

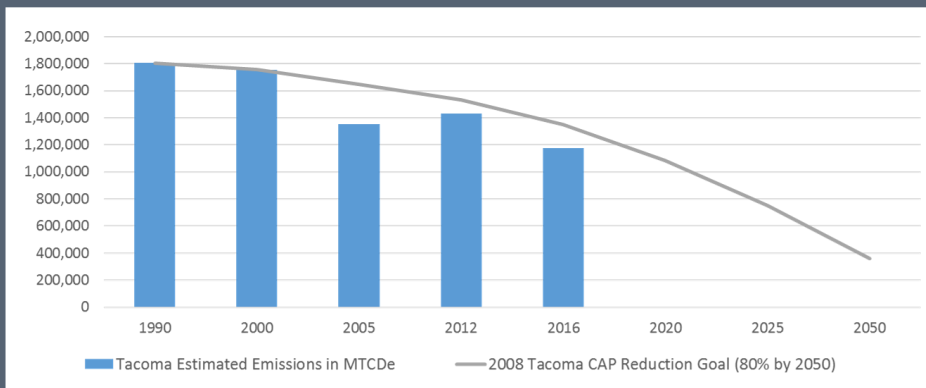
When the 2018 value is **behind the baseline**, data and icon is shown in **red**.

This report also contains **actions** that the City and community will take to reach the targets. Each action is given a **progress rating** and a **status update**:

- 1
- None
- 2
- Little Progress
- 3
- Some Progress
- 4
- Good Progress
- 5
- Completed

Look for **stories of success** throughout the report to see some of the impactful accomplishments made this year in each EAP category.

## Community Emissions Goals



The EAP recognizes that **climate change poses serious threats for life in Tacoma** and demands a strong and thorough response.

The targets and actions in the EAP are intended to improve the health and resilience of Tacoma by helping to reduce our greenhouse gas (GHG) emissions. The City of Tacoma set the goal of **reducing GHG emissions 40% below 1990 levels by the year 2020**. Tacoma's historic GHG emissions are shown in the graph to the left.



# Natural Systems

## TARGETS



Increase volunteers engaged in stewardship activities and programs by 20%.

**2020 Goal:** 4,105 volunteers

**2018:** 2,076 volunteers

**2017:** 3,888 volunteers

**2016:** 3,781 volunteers



**2015 Baseline:** 3,421 volunteers

Increase blocks of new permeable residential streets.

**2020 Goal:** 53 blocks

**2018:** 60.5 blocks

**2017:** 37.5 blocks

**2016:** 30 blocks



**2015 Baseline:** 28 blocks

Increase acres of actively managed open space ecosystem habitat by 52%.

**2020 Goal:** 87.5 acres

**2018:** 67.8 acres

**2017:** 62.5 acres

**2016:** 60.4 acres



**2014 Baseline:** 57.5 acres

Increase acres managed by Green Stormwater Infrastructure.

**2020 Goal:** 870 acres

**2018:** 925 acres

**2017:** 866 acres

**2016:** 860 acres



**2014 Baseline:** 290 acres

Increase tree canopy, focusing on low income neighborhoods and communities of color most susceptible to heat island effect.

**2020 Goal:** 212,500 trees

**2018:** 213,013 trees

**2017:** 212,371 trees

**2016:** 212,115 trees



**2009 Baseline:** 212,000 trees














# Natural Systems

# ACTIONS



Action	Progress Rating (1-5)	2018 Status
<p><b>N1</b> Reduce stormwater quantity and/or increase quality in each of the city's watersheds by developing Management Plans that use best practices appropriate to each watershed's natural and built conditions.</p>		<p>Existing condition reports and watershed plan outlines were completed for the Flett and Thea Foss Watersheds. The City also received nearly \$3.5M in grant funding to improve water quality for 43 acres in the Flett Creek Watershed.</p>
<p><b>N2</b> Implement code that discourages development on lands where such development would endanger life, property or infrastructure, or where important ecological functions or environmental quality would be adversely affected.</p>		<p>In 2018 the City adopted amendments to limit development in biodiversity corridors to no more than 35% of the site. In 2019, these standards are proposed for inclusion in the Shoreline Master Program.</p>
<p><b>N3</b> Develop Urban Forestry Implementation Strategy for strategic and equitable planting locations, incentives, public engagement, retention strategies and maintenance. Create stable funding for implementation.</p>		<p>The Request for Proposals (RFP) for the Urban Forest Management Plan was finalized, the Selection Advisory Committee was formed and the RFP will be advertised and awarded in the first quarter of 2019.</p>
<p><b>N4</b> Plan, create incentives for, and support green stormwater retrofit projects such as rain gardens and other low-impact designs.</p>		<p>The 40th Street retrofit project was completed and various other street and stormwater projects implemented green stormwater infrastructure (GSI) techniques. The City is planning for upcoming GSI projects and provides technical assistance to private citizens and developers on GSI.</p>
<p><b>N5</b> Develop and manage an Open Space program based on watershed planning that seeks to own most valuable properties and effectively manages and restores habitat, using volunteers as appropriate.</p>		<p>The City has an established Open Space Program that stewards approximately 500 acres in various capacities. All properties are managed for tree canopy and stormwater benefit. The City continues to educate, recruit and engage the public in open space property stewardship.</p>



Action	Progress Rating (1-5)	2018 Status
<b>N6</b> Improve regulations to encourage tree preservation and protection on private property and in the City right-of-way.	 2	Staff have updated Critical Areas regulations to include new tree preservation requirements within Biodiversity Corridors. The Urban Forest Management Plan will include a package of Municipal Code updates, which will include tree preservation.
<b>N7</b> Create a public education campaign, targeted outreach effort or incentives to inform residents and/or plant sellers about the benefits of native and pollinator-friendly species and the hazards of invasive species.	 2	An education and outreach campaign will be implemented during the development of the Urban Forest Management Plan (UFMP). The UFMP will focus on "high priority actions" based on the recommendations from public engagement, and may focus on pollinators and invasive species.
<b>N8</b> Adopt and implement Landscaping Manual and Integrated Pest Management Policy and Plan for all City facilities and train staff.	 1	No progress made.
<b>N9</b> Retrofit one public facility with Green Stormwater Infrastructure.	 5	In 2018, the City completed the 40th St Green Stormwater Infrastructure. This project added 20.75 acres of stormwater quantity control and 13.5 acres of runoff treatment.

## 40th Street Green Stormwater Infrastructure Project

Several years ago, Environmental Services was contacted by a resident concerned about localized flooding in a neighborhood near the First Creek Lower Puyallup Watershed. To address flooding, safety, and connectivity concerns, the City received a grant from Ecology and worked with a number of City partners to retrofit the right of way by constructing new permeable roadway, biofiltration swales, shared use path, and 150 street trees. The project elements provide improved water quality to 36 acres of First Creek.

Construction began in July 2017 and ended June 2018. The project helped create a new sustainable roadway with increased safety elements that balanced the needs of the residents, schools, and businesses alike. The project exceeded resident expectations and achieved City Council Strategic Policy Priority for outstanding stewardship of the environment. This project also received numerous awards from other stormwater, infrastructure, and water quality groups, in recognition of the valuable benefits this project brings to the community.





# Air and Local Food

## TARGETS



Increase number of low income neighborhoods and communities of color with community gardens by 14%.

**2020 Goal:** 16 gardens

**2018:** 15 gardens  
**2017:** 12 gardens  
**2016:** 14 gardens



**2015 Baseline:** 14 gardens

Meet healthy fine particle pollution levels 365 days a year (in 2015, 9 days were above healthy particle levels).

**2020 Goal:** 365 days

**2018:** 344 days  
**2017:** 341 days  
**2016:** 358 days



**2015 Baseline:** 356 days

### Urban Agriculture is Sprouting

2018 brought new growth to urban agriculture programs in Tacoma! In partnership with Pierce Conservation District and Harvest Pierce County, funding from the City helped to expand and improve the Harvest Pierce County Gleaning Project. Gleaning helps to reduce produce waste, while addressing local food insecurity by making sure that more fresh food gets to community members in need.

In December 2018, The City received the Puyallup Watershed Initiative’s Just and Healthy Food System Community of Interest’s report on opportunities for and barriers to urban agriculture in Tacoma. The City is proud to support a number of community partners working together to promote small-scale urban agriculture and food equity programs. These programs are aimed at increasing accessibility, affordability, and sustainability of fresh food and produce.











Photo: Harvest Pierce County



# Air and Local Food

# ACTIONS



Action	Progress Rating (1-5)	2018 Status
<b>A1</b> Continue to collaboratively seek federal and state funding for reducing wood smoke pollution.		The City continues to promote the woodstove change out program administered by the Puget Sound Clean Air Agency. 60 stoves were scrapped or removed in Tacoma in 2018.
<b>A2</b> Sustain and grow community garden program through enhanced garden support and education.		Increased City funding for Pierce Conservation District's community gardening program supported completion of one new garden and reinvigorated four inactive gardens. Three gardens became inactive.
<b>A3</b> Create and fund a reporting system and feedback forum for the city to hear from those suffering from food insecurity.		With the help of City funding, The Puyallup Watershed Initiative's Just and Healthy Food System Community of Interest developed a report on food access and equity opportunities and presented recommendations to City Council. In response, City staff continues to work with communities on highest priority actions.
<b>A4</b> Support gleaning (harvesting produce left over in fields and home and community gardens for donation) in Tacoma through funding and outreach.		Increased City funding for Pierce Conservation District's gleaning program has helped to expand the program.
<b>A5</b> Support urban agriculture and clear legal hurdles so citizens can sell produce grown in the city.		In December, The City received Puyallup Watershed Initiative's Just and Healthy Food System Community of Interest's report on opportunities for and barriers to urban agriculture in Tacoma.
<b>A6</b> Support innovative projects to encourage more disadvantaged citizens to shop at farmer's markets.		City biennial funding for Senior Farm Share subsidy programs at farmer's markets was spent entirely in 2017. City outreach teams engaged 142 households in South Tacoma about their interest in local farmers markets and to improve awareness.
<b>A7</b> Pilot 1 - 2 small-scale urban agriculture programs on public land.		The City awarded funding to support a small-scale urban agriculture pilot project led by Hilltop Urban Gardens and Harvest Pierce County. The project has been navigating permitting issues, which remain obstacles to achieving success.
<b>A8</b> Implement community supported agriculture (CSA) pick-up at 4 city facilities for employees.		The City has allocated limited staff resources to develop a community supported agriculture pick-up at the Center for Urban Waters for employees in summer 2019 and plans for other City facilities in 2020.



# Buildings and Energy

## TARGETS



Reduce energy use in City & TPU buildings by 10%.

**2013-15 Baseline:** 213 mil kBTU

**2016:** 199 mil kBTU

**2017:** 216 mil kBTU

**2018:** 194 mil kBTU

**2020 Goal:** 192 mil kBTU



Reduce electricity use in City & TPU operations by 10%.

**2013-15 Baseline:** 274 mil kBTU

**2016:** 258 mil kBTU

**2017:** 265 mil kBTU

**2018:** 267.5 mil kBTU

**2020 Goal:** 247 mil kBTU



Decrease peak water use by 1,419 gallons per account.\*

**2017 Baseline:** 64,576 gal/acct.

**2018:** 66,334 gal/acct.

**2020 Goal:** 63,157 gal/acct.



Reduce water use at City & TPU facilities by 10%.

**2013-15 Baseline:** 105,759 CCF

**2016:** 98,573 CCF

**2017:** 104,393 CCF

**2018:** 100,662 CCF

**2020 Goal:** 95,183 CCF



Increase solar power by 26%.

**2020 Goal:** 1,012 kW

**2018:** 2,881 kW

**2017:** 1,767 kW

**2016:** 1,600 kW

**2015 Baseline:** 784 kW



Certify 100% more buildings as Energy Star.

**2020 Goal:** 28 buildings certified

**2018:** 18 buildings certified

**2017:** 18 buildings certified

**2016:** 14 buildings certified

**2015 Baseline:** 14 buildings certified



Certify 20% more buildings as LEED.

**2020 Goal:** 49 buildings certified

**2018:** 44 buildings







**2017:** 44 buildings

**2016:** 44 buildings






**2015 Baseline:** 41 buildings certified








Action	Progress Rating (1-5)	2018 Status
<b>B1</b> Meet I-937, the Washington State Energy Independence Act, energy conservation targets which require utilities to achieve all cost-effective energy conservation measures.	 5	Tacoma Power exceeded I-937 targets for 2018, acquiring approximately 42.69 million kWh of energy conservation savings within Tacoma - saving enough power to heat and light 4,062 homes.
<b>B2</b> Develop a pilot commercial program focused on reducing utility costs through improving building ops. & maintenance.	 5	The new Commercial Strategic Energy Management program is currently underway with 7 business customers participating. Teams from each business are participating in workshops, and starting processes to measure electricity savings at targeted facilities.
<b>B3</b> Continue to develop water conservation incentives, rebates and education for residential, commercial and industrial customers.	 3	Tacoma Water engaged in community outreach events, fixture giveaways, and presented the new 10-year conservation plan to the Utility Board, City Council, and Sustainable Tacoma Commission. Groundwork was laid to roll out new peak demand reduction programs to meet the goal for 2018-2027.
<b>B4</b> Hire a green building advocate for the City's Permit Office to identify incentives, remove barriers, and encourage green building practices.	 4	Environmental Services will hire a green building advocate in 2019. The position description was finalized in late 2018, and ES began accepting applications in March 2019.
<b>B5</b> Retain funding for low income energy efficiency programs.	 4	The '18-'19 Conservation Plan includes a more targeted, tactical focus on low income and hard to reach residents (including multifamily). Funding for cost-effective low income residential conservation spending has been included in the '19-'20 biennium budget.
<b>B6</b> Support efforts at the state and local level to incentivize conservation in rental properties.	 4	There was no related legislation in 2018. TPU continues discussions with local leaders. Tacoma Power continues to work on solutions to address the split incentive challenge through the 18'-19' Conservation Plan, which include measures popular with multi-family housing. Tacoma Water offers efficient fixtures to individual tenant households.



Action	Progress Rating (1-5)	2018 Status
<b>B7</b> Work with regional partners to increase cost effective energy efficiency standards in the State Energy Code. Participate actively to revise the State Building Code to Incorporate performance that targets net-zero energy by 2030.	 4	Regular TAG meetings have concluded. Tacoma Power actively participated in the process including one ad-hoc meeting in October 2018. The TAG has fulfilled all of it's duties to the Building Code Council process. It is expected that the majority of the suggested language will be adopted.
<b>B8</b> Develop community-owned solar projects and support distributed generation.	 5	Four 75 kW Community Solar projects were completed in 2016. Absent legislative changes, new projects remain economically unviable. Approaches for low-income community solar were developed, which have been used as outreach materials with legislators, the Department of Commerce, the Governor's office, installers & other stakeholders.
<b>B9</b> Promote transparency, investment and competition of energy and water performance by requiring commercial benchmarking and disclosure through EPA's Energy Star utility tracking system. Increase awareness of the system and provide technical assistance to customers to better track and monitor building energy use.	 2	Tacoma Power has identified a solution to streamline access for customers to monitor their building's electricity accounts and use. A consultant was hired to implement the solution in Q1 2019.
<b>B10</b> Upgrade all streetlights to LED where cost effective and use best practices when possible to reduce light pollution.	 4	Approximately 16,050 streetlights were converted to LED, bringing the total conversion to roughly 18,100 LED streetlights. All standard streetlights (approx. 85% of all streetlights in the City) are now LED. In 2018, streetlight energy consumption was reduced by nearly 65%.
<b>B11</b> Track and report city buildings' utility performance and Energy Star scores. Develop a Resource Conservation Management (RCM) Plan.	 3	A General Government Resource Conservation Manager and TPU Facility Conservation and Planning Administrator were hired to monitor performance and develop a RCM Plan. They are active participants in Tacoma Power's pilot Strategic Energy Management Program.



Action	Progress Rating (1-5)	2018 Status
<b>B12</b> Meet federal Better Building Challenge goal (5 year, 10% reduction) by implementing energy efficiency in city buildings where cost effective.	 3	The Resource Conservation Manager and TPU Facility Conservation and Planning Administrator are working with facility managers to implement resource saving opportunities focusing on three buildings; The Greater Tacoma Convention Center, Police/Fleet Warehouse and TPU Campus.
<b>B13</b> Ensure all existing occupied LEED New Construction buildings comply with LEED Existing Building Operations and Maintenance guidelines.	 3	The Center for Urban Waters achieved LEED Existing Building Operations and Maintenance Gold certification in 2018; the first in Tacoma to achieve this recognition. The Solid Waste Administration Building is scheduled for review in 2019.
<b>B14*</b> Launch four new energy conservation initiatives to assist low-income and hard to reach customers	 5	Tacoma Power created four new initiatives focused on low income assistance in 2018: A ductless heat pump manufactured home pilot, weatherization rebates for rental properties, targeted energy audits, and a custom projects program. Tacoma Power maintains a focus on efficiency options for rental properties.

*\*This action was added in 2018, as a more measurable replacement for the previous target: "Achieve all cost-effective electricity community conservation savings"*

### LED Street Lights

Thanks to an innovative partnership between Tacoma Power and Public Works, The LED street light project finished in September 2018, three months ahead of schedule and \$2 million under budget. Using LED street lights, the City will save \$620,000 per year in electricity costs, and even more in avoided maintenance costs.

In total, Public Works replaced nearly 16,000 light fixtures (the majority of the standard style light fixtures in the city) reducing costs, increasing safety, and saving energy. Other ornamental lights will take additional planning and resources to convert, but as of today, 85% of the streetlights in the city are LED, completing the LED streetlight project!







# Transportation

# TARGETS



Decrease community single occupancy vehicle trips by 7% of 2014 levels.

**2014 Baseline:** 77%

**2016:** 84%  
**2017:** No new data  
**2018:** 80%



**2020 Goal:** 70%

Decrease City & TPU employee single occupancy vehicle trips by 5% of 2014 levels.

**2014 Baseline:** 75%

**2016:** 75%  
**2017:** No new data  
**2018:** 77.5%



**2020 Goal:** 70%

Register 2,000 electric vehicles by 2020.

**2020 Goal:** 2,000 registered

**2018:** 878 registered  
**2017:** 583 registered  
**2016:** Data not available



**2015 Baseline:** 383 registered

Increase pedestrian counts by 15% of 2015 counts (as measured during annual Bicycle/Pedestrian Count Week).

**2020 Goal:** 4,188 pedestrians

**2018:** No new data  
**2017:** 2,650 pedestrians  
**2016:** 2,858 pedestrians

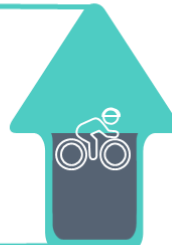


**2015:** 3,642 pedestrians

Increase miles of bicycle infrastructure by 35% of 2015 miles.

**2020 Goal:** 83 miles

**2018:** 70.6 miles  
**2017:** 64.4 miles  
**2016:** 62.1 miles



**2015 Baseline:** 61 miles

Reduce bicycle and pedestrian collisions in low income neighborhoods and communities of color by 50% of 2015 collisions.

**2015 Baseline:** 276 collisions

**2016:** 163 collisions  
**2017:** 102 collisions  
**2018:** 106 collisions



**2020 Goal:** 138 collisions

Decrease City & TPU fossil fuel use by 15% of 2014 levels.\*

**2015 Baseline:** 1.96 mil DGE

**2016:** 1.90 mil gal  
**2017:** 1.96 mil gal  
**2018:** 1.93 mil DGE



**2020 Goal:** 1.67 mil DGE

\*This target was updated for accuracy in 2018

## Charging Ahead on Electric Vehicles

TPU and the City of Tacoma's Electric Vehicle Discount Program provided incentives and resources to customers looking to purchase new electric vehicles in 2018. By the end of the year, EV registrations had increased to 878—up nearly 50% from the prior year! Ride and Drive events hosted by the City, Puget Sound Energy, and TPU allowed Tacoma community members to test drive a number of full battery EV's, plug in hybrids, and electric bikes. Regular workshops helped educate residents on the benefits of switching to an EV including carbon reduction, decreased reliance on fossil fuels, and transportation cost savings. Not to mention, the increased fun and cutting edge technology of driving an EV!





# Transportation

# ACTIONS










Action	Progress Rating (1-5)	2018 Status
<b>T1</b> Develop education programs and materials for the public on benefits and practicalities of electric vehicles (EVs).		TPU has developed multiple educational resources for EVs. EV workshops and Ride and Drive events are offered on an on-going basis, and a dealership EV Discount Program was piloted.
<b>T2</b> Establish dedicated and stable funding for active transportation education, encouragement, safety programs, and infrastructure improvements.		Through the Tacoma Streets Initiative, \$2.5 million/year is dedicated to active transportation.
<b>T3</b> Synchronize and recalibrate the timing of traffic signals on all Tacoma arterials. Repair, improve, or upgrade infrastructure as needed to maximize signal efficiency.		The City was successful in obtaining additional federal funding on several arterial corridors, and Public Works has obtained one-time funding to address signal timing and outdated infrastructure on the two highest use transit routes. Work will occur over the next 2 to 3 years.
<b>T4</b> Become a Bicycle Friendly Silver Community by implementing the next 5 prioritized Mobility Master Plan roadway projects and next 3 trail projects.		Tacoma received grants to implement several projects from the Transportation Master Plan's Bicycle Priority Network between 2018 and 2020. Continued coordination of bikeway priorities will occur with the annual road stripe painting project.
<b>T5</b> Support 4 multi-year Safe Routes to School (SRTS) Programs and infrastructure improvements.		A Safe Routes to School Coordinator was hired, and education and encouragement continued surrounding projects at Lister, First Creek, Stanley and Blix. Funding has been allocated in the City's 2019-20 budget for two elementary school infrastructure improvements, and a Safe Routes to School Grant was received for Mary Lyon Elementary.
<b>T6</b> Create a grant program that supports walking, biking, and transit projects in business districts and designated centers.		No grant program has been developed.
<b>T7</b> Develop sidewalk, curb ramp and crosswalk inventories to prioritize future investments, as part of a Pedestrian Mobility Strategy.		The City continues to inventory curb ramps, having evaluated 7,952 different curb ramps in 2018. This brings the total ramps inventoried to 15,500.
<b>T8</b> Advocate at the state and national levels for policies and programs that provide incentives for Tacoma residents to use more fuel-efficient and alternative-fuel vehicles.		The City convened staff to work on a suite of policy changes that would encourage electric vehicle adoption in Tacoma. In 2018, the General Government worked to provide incentives and discounts from car dealers to spur electric transportation adoption.



# Transportation

# ACTIONS



Action	Progress Rating (1-5)	2018 Status
<b>T9</b> Advocate for strong Sound Transit and Pierce Transit policies and funding, incl. South corridor ST3 projects & Pierce Transit bus rapid transit on Rt. 1.	 4	The City is a key partner in work groups developing the Tacoma Dome Link Extension, a Sound Transit 3 funded project in the South Corridor, and the Pierce Transit Bus Rapid Transit along Pacific Avenue.
<b>T10</b> Equip operationally appropriate city vehicles with petroleum fuel saving and/or anti-idling technology.	 4	Installs are about 50% complete however, usage is not universally mandated at this time and has been left up to each fleet manager. Mandated usage is expected to come as a part of future EAPs.
<b>T11</b> Convert solid waste trucks from diesel to renewable natural gas made from methane captured at the wastewater treatment plant.	 3	30 additional compressed natural gas (CNG) trucks went into service. 41% of the overall fleet of 74 is now fueled by CNG. Renewable CNG from the wastewater treatment plant is anticipated to be available in 2020.
<b>T12</b> Develop, implement, and monitor a Fuel Reduction Policy and associated education and awareness campaigns for both employee commuting and city trips.	 3	An inter-departmental Fleet Team, established by the Resource Conservation Manager, has started developing a Sustainable Fleet Management Plan. The Plan provides guidance for reducing use of fossil fuels, minimizing emission pollutants, maintenance processes, and purchasing of vehicles.
<b>T13</b> Update City's Telecommuting Policy and flexible work schedule to foster increased use when it meets City business needs.	 3	Under the direction of the Resource Conservation Manager, OEPS staff has been looking into existing policies and drafting suggestions for future updates to the policy. The Finance Department completed a telecommuting pilot study which will inform development of future policies.
<b>T14</b> Join West Coast Electric Fleets at the Highway Lane Level in 2016.	 5	Tacoma joined West Coast Electric Fleets at the Highway Level in Q4 2018.
<b>T15</b> Develop and incorporate contractor fuel emissions reduction standards into bids and contracts.	 3	The RCM and OEPS staff has begun talks with the Financing Department to create a sustainable development guide for construction project purchases, utilization of contractor fuel emission reduction and other green building best practices.



# Materials Management

# TARGETS

Decrease waste generation by 11% per capita per day.

**2014 Baseline:** 4.4 lbs.

**2018:** 5.1 lbs.

**2017:** 4.9 lbs.

**2016:** 4.8 lbs.



**2020 Goal:** 3.9 lbs.

Double commercial composting accounts.

**2020 Goal:** 220 accounts

**2018:** 344 accounts

**2017:** 277 accounts

**2016:** 270 accounts



**2015 Baseline:** 110 accounts

Increase multi-family recycling accounts.

**2020 Goal:** 1,160 accounts

**2018:** 1,111 accounts

**2017:** 1,143 accounts

**2016:** 1,026 accounts



**2015 Baseline:** 1,105 accounts

## For the Love of Food: Commercial Composting

Food is the most common material found in Tacoma's garbage, which makes it a high priority for the City's waste reduction efforts. Tacoma grocers, restaurants, schools, offices, and other large facilities can participate in commercial composting to help recycle food and other organic waste back into nutrients for plants and soil.

In 2015, there were only 110 registered commercial composting accounts in Tacoma, and the City set a goal of doubling that number by 2020. That goal has now been surpassed two years in a row, with 344 commercial composting accounts registered by the end of 2018! Thanks to increased outreach and education efforts by our Solid Waste Management Division and a strong commitment from community members to reduce waste, together we're taking positive steps toward reducing food waste in Tacoma.





# Materials Management

## ACTIONS









Action	Progress Rating (1-5)	2018 Status
<b>M1</b> Develop Construction and Demolition Diversion program that includes education, reporting, regulation and enforcement.	2	Environmental Services will hire a green building advocate in Q2 2019. The position will assist in development of C & D diversion strategies, as well as
<b>M2</b> Support and advocate for strong product stewardship policies at the state and national levels, minimizing environmental impacts of product and packaging throughout all lifecycle stages, especially manufacturing.	4	The City helps fund the Northwest Product Stewardship Council and has staff on the Steering Committee. Bills are being prepared to bring to the 2019 state legislature around impacts of product packaging.
<b>M3</b> Provide financial incentives to increase diversion of materials at the Tacoma Recovery and Transfer Center.	2	Solid Waste Management has secured funding to purchase a grinder in 2019 to process additional diversion materials.
<b>M4</b> Conduct and support education and outreach on waste prevention (including food) and toxic reduction, with focused outreach to communities of color.	3	Waste prevention workshops were held at events such as T-Town, Sounds to Narrows, Ethnic Fest, Hilltop Street Fair, McKinley Street Fair, and Star Center. SWM also hired AmeriCorps staff to assist with ongoing education
<b>M5</b> Incentivize the use of sink food grinders as a strategy for beneficial use of food scraps. Food sent to the wastewater treatment plant is used as Tago and can be turned into renewable natural gas.	2	Wastewater and OEPS departments met to discuss next steps.
<b>M6</b> Provide recycling and composting education and outreach targeted at multifamily property managers and tenants.	3	A new Multi-family Recycling Intern and AmeriCorps member were hired to perform outreach, and develop new education materials going into 2019.
<b>M7</b> Require new buildings to provide adequate space and receptacles for recycling and organics storage and collection.	2	Solid Waste is assessing proposed changes to commingled recycling. Any changes that could impact new building requirements shall be included in proposed City Municipal Code revisions.



# Materials Management

# ACTIONS



Action	Progress Rating (1-5)	2018 Status
<b>M8</b> Enhance opportunities to sort and drop-off reusable and recyclable materials at the Tacoma Recovery and Transfer Center through better signage, enhanced floor sorts, and drop-off area.		Solid Waste Management piloted a satellite food waste collection site at the EnviroHouse. Outside experts completed a review of Tacoma Recovery and Transfer Center operations and will present recommendations in March 2019.
<b>M9</b> Reduce disposable bag use by shoppers.		The Bring Your Own Bag ordinance went into effect in July 2017. Retailer and community surveys were conducted in November 2018, the results of which indicated community support for the ordinance.
<b>M10</b> Ensure compliance with existing Sustainable Purchasing Policy, including increasing staff training.		The Resource Conservation Manager began talks with Finance Department staff on how training and up-to-date sustainable purchasing resources will integrate with other purchasing process improvements.
<b>M11</b> Conduct waste characterization audits at 4 City facilities in order to develop better strategies for waste minimization and diversion.		Solid Waste Management assisted in the coordination of waste audits at four city facilities: TPU Admin Complex, Tacoma Municipal Building, Solid Waste Administration, and Center for Urban Waters.
<b>M12</b> Increase materials surplus recovery and sale of City-owned goods and building demolitions.		No progress made.
<b>M13</b> Use low-carbon concrete or asphalt made with a percentage of recycled asphalt and/or recycled asphalt shingles in City projects, including streets, where feasible and applicable.		Most contracted City projects use recycled materials in their products. The City's asphalt plant completed further upgrades in 2018 that make the use of recycled materials in its asphalt a possibility. Testing for mix designs using recycled materials will occur in 2019.



# Climate Resiliency

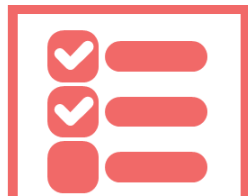
# TARGETS

Complete sea level and flooding studies.



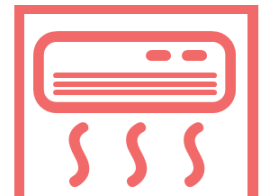
2020 = 2 studies

Incorporate climate risks into formal asset management, Capital Improvement Plans and implementation, and emergency management plans.



2020 = Planning and implementation

Have adequate and accessible cooling stations to address heat waves.



2020 = cooling stations

Use information from completed studies to modify development codes, ensuring safety and resiliency.



2020 = Improved safety and resiliency

Educate the public on risks of climate change and opportunities for climate resiliency and adaptation.



2020 = Public education on climate

Identify which public infrastructures and facilities are at unacceptable risk from climate change; prioritize adaptations for these elements.



2020 = Assess infrastructure needs

## Washington Coastal Resilience Project: Projected Sea Level Rise Assessment







In the coming decades, rising sea levels caused by climate change will have big impacts on coastlines in the Puget Sound region. The Environmental Action Plan recognizes that climate change poses serious threats to life in Tacoma, and the City is working to mitigate the risks. In 2018, the Washington Coastal Resilience Project (WCRP) released their Projected Sea Level Rise for Washington State assessment which details the state's capacity to prepare for coastal hazards related to sea level rise.

As a pilot community in this 3-year NOAA grant, the City partnered with the WA State Department of Ecology, Washington SeaGrant, the Climate Impacts Group and other stakeholders to provide examples and feedback for the assessment, and other potential tools for coastal communities. The City will use these data and tools in planning efforts and infrastructure projects.

As a result of this and other climate change studies, the City is actively working to enhance our capacity to prevent, respond, and adapt to threats posed by climate change.










Action	Progress Rating (1-5)	2018 Status
<b>C1</b> Incorporate climate resilience actions into equity initiatives and programs, and consider future climate risk in emergency planning and hazard mitigation plan updates.	 1	This will be a part of the City's Climate Adaptation Plan, which will be developed after more research specific to Tacoma informs the study. The new Equity GIS Index and Emergency Management will be useful resources.
<b>C2</b> Preserve and expand urban forest canopies with climate resilient species based on heat island data analysis.	 4	Open space continues to use native species to diversify our tree canopy over time. We do not use heat island data as our properties are focused in habitat corridors throughout the City.
<b>C3</b> Prioritize the most vulnerable neighborhoods for capital improvement, development, and planning activities to ensure that these communities receive the services they need to build resilience to climate change and other stressors.	 3	In 2015 the Comprehensive Plan was updated to incorporate equity and climate resiliency criteria into the Capital Facilities Program. These criteria continue to be operationalized in capital planning and service provision. Since 2015 the City has undertaken an equity analysis (2018-2019) and Climate Risk Assessments to better understand how and where to invest for climate resiliency.
<b>C4</b> Begin a conversation with the business community around climate impacts and resilience.	 3	The WA Coastal Resilience Grant project held workshops meetings in 2018 on the new relative and probabilistic sea level rise data and how to work with it, as well as ongoing efforts to develop models for shoreline storm surge and run-up. Key staff from TPU, Metro Parks and the Port of Tacoma, as well as internal staff, attended.
<b>C5</b> Engage with and support community organizations that enhance community resilience.	 3	Staff represent the City on the Steering Committee of the Puget Sound Regional Climate Collaborative, which developed its strategic plan. City staff are also actively involved in the Puyallup Watershed Initiative.
<b>C6</b> Ensure that near-term capital improvement projects consider climate change risks.	 4	With new data available, the City is sharing with internal partners and workgroups to better plan infrastructure projects. Metro Parks is committed to considering climate change effects in its planning and design of projects, in particular along Ruston Way.





Action	Progress Rating (1-5)	2018 Status
<p><b>C7</b> Conduct additional studies (including data gathering, research, and mapping) to identify infrastructure that will be impacted by sea level rise (SLR) and flooding.</p>		<p>The WCRP science team has developed more refined SLR projections based on the latest global greenhouse gas projections and regional land up rise and subsidence. The project is still active and communication and high level regulatory guidance is under development. We have been included in another NOAA grant request which will look at quantifying the economic impacts of climate change.</p>
<p><b>C8</b> Inspect, maintain, and upgrade critical infrastructure.</p>		<p>The City continues to inspect all facilities after any rainfall event that is greater than a 10 year event (3 inches in 24 hours); however, regular inspections or upgrades of roadway infrastructure is less frequent.</p>
<p><b>C9</b> Preserve remaining natural areas, and provide more guidance and specifications on incorporating climate science in habitat restoration plans.</p>		<p>Open Space looks for opportunities to acquire property in a cost effective manner. The City permitting department does allow climate adapted species on a case by case basis. PDS has updated code to increase the protection of biodiversity corridors.</p>
<p><b>C10</b> Evaluate the development code related to landslide and flooding hazards.</p>		<p>Staff continues to work with SeaGrant and Climate Impacts Group to incorporate sea level rise considerations into flood hazard management. Amendments to Tacoma’s Shoreline Management codes will be considered by City Council in 2019, including landslide and flooding hazards.</p>
<p><b>C11</b> Integrate climate change considerations (e.g., increased sediment, increased flow, increased sea level) into current and near-term work for Puyallup River flood planning.</p>		<p>The City should be able to use the probabilistic SLR data from the WA Coastal Resilience Project (WCRP) to inform the effect of the Puyallup River on sea level rise and flooding in the tide flats. The new SLR data, maps and charts have been published and the WCRP continues.</p>



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

**Date:** April 25, 2019

**Commission Members Present:** Lexi Brewer, Jade Monroe, Matthew Benedict, Todd Hay  
Liberty Evans-Agnew, Emily Pinckney, Chris Karnes, Grace Sullivan

**Commission Members Excused:** Phil Coughlan

**Commission Members Absent:** Kenny Coble, JC Rubi

**Others Present:** Jim Parvey, Pat Babbitt, Kristi Lynett, Leah Michaelsen, Abi Vanover, Anna Boyle

**Call to Order**

The meeting was called to order by Chris Karnes at 4:33 pm.

**Approval of March 19, 2019 Meeting Minutes**

Motion to approve made by Jade Monroe, motion passed.

**Review of Agenda**

Motion to approve made by Chris Karnes, motion passed.

**Sub-committee Updates**

IPS – Jade

Jade kicked off update stating Chris and Lexi did a fantastic job at the IPS meeting. The committee was very appreciate of what we do and it was clear from the meeting that they at least read some of the letters. Pat shared Councilman Mello and Kurtis Kingsolver who is the head of Public Works called attention to the Bus Rapid Transit letter and the level of specificity and how that level of detail really informed their work.

Transportation – Chris

Chris toured the Northgate Link Extension for Light Rail. They are currently in the DIS process in the Tacoma Dome Link Extension.

Planning – Lexi

A lot of what came up to the Planning Commission was around the Tacoma Dome Link Extension. There is a special meeting next week at 5PM which is a public hearing on amendments to the comprehensive Plan and Land Use Regulatory Code.

Port – Emily

There are two candidates for Executive Director of the Port right now; Todd Coleman and Eric Johnson. Emily provided a presentation attachment of the Tacoma Dome Link Extension in regards to the Port and also the Tide Flats Subarea Plan.

TPU – Todd Hay

One meeting was cancelled last month. The second one on April 24th, they had three topics; Diversity Inclusion Strategic Directive in TPU which is encouraging. They had an update on the Cowlitz River Restoration work they are doing in Tacoma Power and Tacoma Power Risk Management work.

### **Staff Updates**

Pat Babbitt gave his thanks again for the presentation to IPS and thanked Jade for coming to support. Pat received an update from Elliott Barnett and the Planning Development Services team about the Shoreline Master Program. Pat already delivered this to the Co-Chairs and work has begun on a letter as it relates to sea-level rise and climate change. Pat will forward it to the rest of the STC group. Lexi added that the timeline is too tight to have a STC letter done, but she thought individually it would be good to follow-up on because it does sound like recommendations can actually make it into the SMP, particularly around being a little bit stronger about building in sea-level rise and being intentional about that.

Pat had a quick conversation with Daniel Morillo, he is the Director of the Housing Division and is leading the Affordable Housing Action Strategy which is overlapped with equity, affordability, quality of life and urban density. Pat floated out there the possibility of engaging the Commission and he is in support of that if STC decides to engage.

May is Bike Month. This Saturday (5/4/19) is the Bike Swap at University of Puget Sound. There are a number of events planned by different organizations.

Abi Vanover gave a recap of the Sustainability Expo. It was the 12<sup>th</sup> annual expo. There were over 2,000 attendees this year, which was the highest number ever of attendees and the most registered vendors. 84% of the people who attended said they learned about local businesses, organizations and sustainability as a result of attending. Jade was very excited about the response to the question “how did you get to the expo”. There were as many people who walked to the event as drove alone. A bunch of people carpooled so driving was still pretty big, but we are getting people to take sustainability transportation to our sustainability event. The mayor attended and stayed for 1 ½ hours chatting with the vendors and attendees. Demographically overwhelmingly people heard about the event via Facebook. 57% of the people who were there attended for the first time. Next year they hope to be on the 5th floor of the Convention Center, which would double the space from this year. Conversation ensued regarding what kind of “swag” to offer at next year’s expo and the date. They are looking at March 14<sup>th</sup> for next year. Also discussed better signage for next year at the booth.

### **Rules of Procedure Working Draft Approval**

Pat discussed the changes that were made to the Rules of Procedure.

Grace Sullivan joined the meeting at 4:50.

Chris motioned to approve the Rules of Procedures – motion passed.

### **Tacoma Recycling Changes – Letter of Recommendation**

Jade updated on the Tacoma Recycling Changes letter and the latest version that Phil wrote. It was highlighted the STC was spoken to about the changes and that STC supports option #4. Added to the letter was a focus on waste prevention and reducing the City's greenhouse gas emissions. Discussion ensued regarding global processing and what that means to Tacoma, where the tax revenue would come from and further discussion of option 4 and more of the hybrid option, which is option 2 plus the outreach component of option 4. Spoke of missed targets in the Environmental Action Plan and updated the letter accordingly.

Motion made by Chris to adopt the letter as written – motion passed.

### **Tacoma Dome Link Extension EIS Scoping – Letter of Recommendation**

Chris updated on the EIS Scoping letter and measures the different combinations of station locations and alignments within the City of Tacoma. The two primary elements; the potential impact to climate – the greenhouse gas emissions from the operation of light rail/passenger access and the potential impact to climate change on building structure essentially due to sea-level change. Also discussed was the recommendations for the two station concepts that will reduce the transfer distant between the link and light-rail and the station locations that staff supported in East Tacoma that would support either a 25<sup>th</sup> or 26<sup>th</sup> street terminal. Discussion ensued regarding options TD2 and TD4 and whether or not it eliminates options that are deeper in the neighborhood that are filling a transit gap.

Motion made by Lexi to adopt the letter as written – motion passed.

### **Sustainability Small Grants Review and Awards**

Chris motioned to consider the small grant applications. Lexi recused herself from application #3 due to it being submitted by one of her co-workers. It was not done by her organization, but she knows the individual. Chris listed the grants that were to be reviewed:

1. Ferry Street Community Garden
2. IDEA Bike Lockers
3. Tacoma-South Sound Mini Maker Faire
4. Northwest Green Home Tour
5. Pilot Educational Series from the Tacoma Tool Library
6. Gardens for the People

Before discussing the individual grants discussion ensued regarding the total bucket of money for the grants this time around and why they were blank and whether they were the same total and just not filled in for the 1<sup>st</sup> quarter. \$25,000 in each quarter including the general, \$100,000 total for grants.

Before reviewing each grant it was asked if anyone had issues with any of them and if they can all be approved at once. Discussion ensued regarding items in some of the grants.

There were logistical questions about the grants.

For Ferry Street Community Garden, it was asked whether there any issues in planning to put this garden in the Right-of-Way. Discussion ensued regarding what was allowed in the planting strip. Also, the group discussed the plot that was being used and whether or not approval for the use had been granted already. STC recommended the project be connected to Harvest Pierce County, TAGRO, and Tacoma Tool Library. Staff would ensure the project was aware of rules related to Right-of-Way permissions, fruit trees, and fences. With these conditions, the grant was fully funded.

For IDEA Bike Lockers, there was a question regarding the applicant and knowing whether there was an entity that was set-up to receive the funds since applicant is a high school student as well as whether there was support from the IDEA high school administration. Staff would look into this. On condition of these concerns being satisfied, the grant was fully funded.

For Tacoma-South Sound Mini Maker Faire, STC noticed the event is coming up on 5/11 – which raises potential reimbursement limitations due to the rule that expenses cannot be reimbursed retroactively (specifically, any expense prior to the date of this meeting – pending a funding decision – 4/25/2019). Other than that, STC recommended that event “swag” be more sustainable in order to use this grant’s funding. Otherwise, the grant was fully funded.

For Northwest Green Home Tour, STC noticed the event is just two weeks away – which raises the same reimbursement limitations noted in the paragraph above. The Solid Waste Utility questioned whether party treats were a good use of grant money. Given this question and the small event presence in Tacoma (as opposed to Seattle and Olympia), STC determined to fund the project at a reduced total of \$2,500 with encouragement that event planners look to develop their event further in Tacoma in coming years.

The Pilot Educational Series from the Tacoma Tool Library was fully funded without conditions.

For Garden for the People, the Solid Waste Utility had some comments. They wanted to make sure the tools should be rented or borrowed and not purchased as well as whether the soil would be tested for growing food. Solid Waste also wanted more details about the implementation plan, given that it was being organized by one individual, for accountability purposes. Also, TAGRO was identified as a free item in the budget, which may have delivery costs associated with it – staff will need to clarify this. The Solid Waste Utility could benefit from reductions in food packaging with more people getting food from these types of gardens. Discussion ensued regarding whether or not some proposed garden sites were technically private property. There was concern that clarifications be made quickly to ensure the project didn’t miss the planting season. Jade suggested all the tools could be rented from the tool library except the rototiller and they could get that scheduled, then the \$600 line item could be approved for the purchase and planting of flowers and encourage reapplying next year. It was asked how the Food is Free project in Tacoma is connected to the national movement and whether that movement can provide funding/resources instead. Discussion ensued regarding the partial or total allotment of funds for this grant. The grant was to be fully funded pending further research from staff and potential limitations on the project.

A few general or recurring comments arose. Lexi asked if there were stipulations about durable equipment purchases and she didn’t have a problem with tools being purchased if they were needed. Grants will be encouraged to use the tool library or other rental resources when possible.

All grants were funded in full, except for the Northwest Green Home Tour (\$2,500); all projects were funded with conditions to be communicated through staff and with the support of staff research.

GRANT	REQUESTED FUNDS	AMOUNT FUNDED
Ferry Street Community Garden	\$2,300	\$2,300
IDEA Bike Lockers	\$2,000	\$2,000
Tacoma-South Sound Mini Maker Faire	\$3,500	\$3,500
Northwest Green Home Tour – Tacoma	\$5,000	\$2,500
Tacoma Tool Library Pilot Educational Series	\$5,000	\$5,000

Gardens for the People	\$1,100	\$1,100
TOTAL	\$18,900	\$16,400