CITY OF TACOMA  
SUSTAINABLE TACOMA COMMISSION  
MEETING  

DRAFT AGENDA  
THURSDAY, OCTOBER 24, 2019  
4:30 PM TO 7:00 PM  
TACOMA MUNICIPAL BUILDING  
747 MARKET STREET, ROOM 243  

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

City of Tacoma | Tacoma Public Utilities

Sustainable Tacoma Commission
October 24, 2019
• Utility bill assistance programs
• Low-income energy efficiency programs
• Participation in the Affordable Housing Action Strategy
Utility bill assistance programs
Customer Solutions Office

- A team of 12 Customer Services employees dedicated to working with seniors, customers with disabilities, and households with limited incomes who are seeking help with their utility bills.

- We work closely with our customers and community partners to provide a holistic approach to providing assistance for utilities provided through TPU and Environmental Services.
CUSTOMER ASSISTANCE

Bill Credit Assistance Plan

- Up to $564 per year*

Discount Rate Program

- 30% Discount

Financial Education Credit

- One-time bill credit Up to $160**

*Credits are based on the number of services billed directly from TPU.
**Completion of approved financial education program.
Bill Credit Assistance Plan (BCAP): January – June 2018 vs 2019

<table>
<thead>
<tr>
<th>Activity</th>
<th>2018 (Households)</th>
<th>2019 (Households)</th>
<th>Difference</th>
<th>Total Active Accounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Enrollments</td>
<td>121</td>
<td>1,061</td>
<td>777%</td>
<td>1,254</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activity</th>
<th>2018 (Dollars)</th>
<th>2019 Dollars</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits Earned</td>
<td>$47,535</td>
<td>$101,290</td>
<td>113%</td>
</tr>
</tbody>
</table>
## Discount Rate Program: January – June 2018 vs 2019

<table>
<thead>
<tr>
<th>Activity</th>
<th>2018 (Households)</th>
<th>2019 (Households)</th>
<th>Difference</th>
<th>Total Active Accounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Enrollments</td>
<td>381</td>
<td>643</td>
<td>69%</td>
<td>5,295</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activity</th>
<th>2018 (Dollars)</th>
<th>2019 (Dollars)</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discounts</td>
<td>$1,657,539</td>
<td>$1,711,929</td>
<td>3%</td>
</tr>
</tbody>
</table>
MARKETING AND OUTREACH

Banners, Counter Stands, Posters & Table clothes
MARKETING AND OUTREACH

Brochures

- English
- Russian
- Khmer
- Spanish
- Korean
- Vietnamese
Community Events
FUTURE CONSIDERATIONS

Streamline eligibility, processes, and information


• Customer Donations – Review the possibility of expanding customer donations to be used for all utility services; currently only for power utility bills.

• Assessable information – Combine utility assistance, energy efficiency, water efficiency and home repair programs into a single marketing tool with multilingual versions
Tacoma Power low-income energy efficiency programs
Tacoma Power Customer Energy Programs

- A team of 30 Tacoma Power employees dedicated to helping customers save money by reducing their electric bills; 8 staff work with low-income customers and programs as part of their jobs.

- We acquire conservation as a low-cost power resource, because it’s good for our customers, and to comply with state mandates.

- State law requires Tacoma Power to use specific methods and assumptions from the Northwest Power and Conservation Council to determine if programs are cost effective.
Before 2009 spending was stable

- Created LI grant program; added double pane windows
- Added ductless heat pumps
- Removed double pane windows
- Removed ductless heat pumps
- Need to increase participation

Low-income & multifamily spending
Alternative projection (inc. loans & grants)
Business-as-usual projection
DEFERRED LOAN DETAILS

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

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

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

Increase participation by offering a comprehensive measure package:

- Insulation (attic, wall, floor)
- Windows (single & double)
- Ductless Heat Pumps
- Custom Projects
Develop multiple ways of reaching low-income customers

• Deferred Loan – Primary program expected to serve the majority of low-income customers that need energy efficiency improvements

• Community Partner Program – Maximum incentives intended to leverage existing external programs with minimal paperwork

• Rental and multifamily – Incentives and programs targeting rental and multifamily properties. Looking to supplement with policy based solutions from the AHAS effort.
Participation in the Affordable Housing Action Strategy
Affordable Housing Action Strategy

1.8 Encourage Diverse Housing: Promoting our custom program to encourage efficient construction in all new buildings

2.1 Address Derelict Properties: Add minimum efficiency standards to rental housing occupancy rules

2.3 Target Existing Resources: Promote our deferred loan program to improve livability of owner occupied homes

3.1 Expand Tenant Protections: Explore ways to make negligent landlords to improve grossly inefficient property

3.2 Create Resources for Households In Crisis: Simplify the process for households to get help when needed
Francine Artis  
Customer Service  
253.502.8646  
fartis@ci.tacoma.wa.us

Steve Bicker  
Customer Energy Programs  
253.502.8141  
sbicker@ci.tacoma.wa.us

Jeremy Stewart  
Customer Energy Programs  
253.396.3294  
jstewart@ci.tacoma.wa.us
City of Tacoma  
Sustainable Tacoma Commission  
Meeting Minutes  

Date: October 24, 2019  

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

Commission Members  
Excused:  

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

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

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

Approval of September 24, 2019 Meeting Minutes  
Motion: Jade  
Seconded by: Lexi  
Action: Voice vote was taken and carried. The motion we declared adopted.  
Ayes: All  
Abstained: None  

Review of Agenda  
Motion: Jade  
Seconded by: Phil  
Action: Voice vote was taken and carried. The motion we declared adopted.  
Ayes: All  
Abstained: None  

Sustainability Small Grant Overview: Leah Michaelson  
There are five small grants for quarter three 2019.  
- **Center for Food Preservation Arts**: To build 20 sharing parkway vegetable gardens, with 2 12'x4'x8" raised beds per site and sharing the harvest with a sharing table for the neighborhood to use.  
- **Food is Free Project Tacoma**: To build 20 sharing parkway vegetable gardens, with 2 12'x4'x8" raised beds per site and sharing the harvest with a sharing table for the neighborhood to use.
- **ForeverGreen Trails**: Annual meeting of trail users, volunteers, developers, funders and advocates providing information on progress in development of countywide trail system and education on topics related to benefits of trails and active transportation. 2019 conference title is Sustainability & Stewardship. Includes panels on Trial Safety & Sustainability and Youth Involvement.

- **Safe Streets**: Collaborate with Tacoma Metro Parks to establish a demonstration pollinator garden in Alling Park. The native and other pollinator-friendly plants selected for the garden will be used to engage and educate the Tacoma community about the many benefits of habitat gardening. The garden will also become a venue for talks on native pollinators.

- **Wellspring IV Presented by PureBlue**: Gathering of water operators, business leaders, policymakers, and water entrepreneurs to discuss solutions to key water issues, featuring plenary sessions, peer to peer roundtable discussions, tours of water research centers and networking opportunities.

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

- **Motion**: Jade
- **Seconded by**: Phil
- **Action**: Voice vote was taken and carried. The motion we declared adopted.
- **Ayes**: All
- **Abstained**: None

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

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

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

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

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

**Approval of** draft letter including 1. Inherency. 2. Support to OEPS by elevating its role into the City Manager’s Office to support City-wide activities and its expanded scope of services. 3. Develop funding
and cost estimates, and adequately fund the work. 4. Support community mobilization around climate and acknowledge youth leadership. 5. Leverage partners for efficiency and effectiveness.

Motion: Jade  
Seconded by: Liberty  
Action: Voice vote was taken and carried. The motion we declared adopted.  
Ayes: All  
Abstained: None


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

STC Subcommittee Discussion - Chair Lexi Brewer & Patrick Babbitt
Pat Babbitt gives an update as to where the Subcommittee’s currently stand and who is on each. These assignments will be revisited in the November or December meeting when new Commissioners are onboarded.

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

Public Comment – No comments.

Objectives for or before the Next Meeting:
• Attendance confirmation for special meeting in November and December  
• Review of Commission Rules of Procedure  
• Review of Commission subcommittees  
• Debrief of Council engagement meetings  
• Drafting and approval of Urban Forestry Management Plan letter of support  
• Staff presentation regarding Affordable Housing Action Strategy

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

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

_________________________________  
Lexi Brewer, Chair
Michelle Emery, Staff