

Appendix D

ENVIRONMENTAL SERVICES COMMISSION OVERVIEW



City of Tacoma Environmental Services Commission

OVERVIEW

The City of Tacoma values a close relationship with its citizens. That relationship is essential in creating fair, responsive, cost-effective wastewater, surface water and solid waste rates and programs developed by Public Works Environmental Services.

The Environmental Services Commission is a 13-member group that advises City of Tacoma staff and the City Council on those rates and programs. Commissioners represent a cross section of Tacoma's residential, business and regulatory communities and are selected by the City Manager to serve five-year terms.

TERMS OF SERVICE

Five years, with staggered terms for commission continuity. As terms expire, members may apply to be reappointed. Service is not limited to a specific number of terms.

MEMBERS

Thirteen members representing business, residential and regulatory concerns. Since regulatory agency designates do not represent utility customer classes but still have a strong interest in rates, structures and programs, they shall participate as any other member in commission activities and discussion, but shall have no vote.

Commissioners represent the following classes of utility customers and interests:

1. **Large Business** (e.g., hospitals, Tacoma Mall, manufacturers)
2. **Small Business** (e.g., retail, restaurant, office)
3. **Developers** (e.g., residential, commercial general contractor/developer, builders association)
4. **Commercial/Business Association** (e.g., Chamber, Executive Council)
5. **Government Customers** (e.g., Pierce County, Fife, Fircrest, Metro Parks Tacoma, Port of Tacoma, Tacoma Public Schools)
6. **Tribal/Environmental Interests** (e.g., Puyallup Tribe, Muckleshoot Tribe, Citizens for a Healthy Bay, Sierra Club)
7. **Multi-family Residential Interests** (e.g., apartment landlord)
8. **Residential Interests** (Council district)
9. **Residential Interests** (Council district)
10. **Residential Interests** (Council district)
11. **Residential Interests** (at-large position)
12. **Regulatory Agency/ex officio nonvoting member** (Washington State Department of Ecology)
13. **Regulatory Agency/ex officio nonvoting member** (Tacoma-Pierce County Health Department)

Tacoma has five Council Districts. Residential representatives are chosen from as many different districts as seats are available. As each Commissioner ends his/her term, new candidates are recruited from unrepresented Council Districts.

Every effort will be made to include representation from a wide variety of cultural, ethnic, gender and socioeconomic backgrounds.

MEMBERSHIP CRITERIA

- Either reside (residential), work (business) or own property within City of Tacoma limits and/or Environmental Services service boundaries
- Attend all meetings or notify the Chair or staff liaison if unable to attend
- Designate an alternate if periodically unable to attend. (Alternate shall be allowed to vote.)
- Represent ratepayers in their customer class by participating in rate recommendations to the Tacoma City Council during rate years

DUTIES

The Commission reviews, advises and makes recommendations to City staff and the City Council regarding:

- Residential and commercial programs and services
- Short-term and long-range planning
- Rates, rate structures and rate assistance programs
- Capital Investment Program financing structures
- Revisions to or new contracts for City-provided wholesale and retail services
- City of Tacoma policies directly related to utility functions
- One Commissioner each year serves on the committee to review the Environmental Services Make a Splash Grant/Sponsorship Program

Members shall be expected to consider the full interests of their customer class and report Commission discussions back.

MEETINGS

Meetings shall be open to the public. At the first meeting of each year, Commissioners:

- Elect a Chair and Vice Chair to one-year terms. The Chair shall lead the meetings and represent the Commission to the City Council.
- Set regular day, time and place to meet

The Commissioners:

- Meet monthly from April to November, with additional meetings as needed
- Meet at least once each year in joint session with the Tacoma City Council's *Environment and Public Works Committee*

STAFF CONTACT

Liaison: Kelley Kontos, (253) 404-6989 or kkontos@cityoftacoma.org

APPLICATION PROCESS

Applications for the City of Tacoma Environmental Services Commission are accepted throughout the year. Commissioners are selected in January and hold the first meeting soon after for orientation, chair election and meeting scheduling. Additional appointments may be made at other times of the year for open or vacated positions.

Download an application from the City's Web site at www.cityoftacoma.org/esc, or contact the City's commission liaison for a hard copy.

ABOUT ENVIRONMENTAL SERVICES

Part of the City's Public Works Department, Environmental Services is made up of four divisions: Solid Waste Management, Wastewater Operations, Maintenance and Science & Engineering. Environmental Services employs more than 400 people with annual revenues of about \$113 million to provide wastewater, surface water and solid waste services. Learn more at www.cityoftacoma.org/environmentalservices.