

CITY OF SEATTLE MAYOR'S GREEN BUILDING TASK FORCE
Task Force Meeting
Thursday, July 24, 2008, 4:00 pm – 6:30 pm
Fourth Floor, Seattle Public Library – Central Branch

MEETING SUMMARY
Prepared by Triangle Associates, Inc.

Attendance

Green Building Task Force				
Last	First	Organization	Committee	In Attendance?
Adelstein	Aaron	Master Builders	New	✓
Anderson	Jolene	Coldwell Banker Bain, Assoc., JMR Consulting, Member, Seattle King-County Association of Realtors	Existing	✓
Awad	Ash	McKinstry	Existing	✓
Barber	Kent	Keithly Barber Associates, Inc.	Existing	✓
Bendix	Richard	Homestreet Bank	Existing	✓
Brombaugh	Rachel	ShoreBank Enterprise Cascadia	Existing	✓
Brooker	Kathleen	Historic Seattle	Existing	✓
Chase	Patricia	International Sustainability Institute	New	✓
Clark	Steve	Genessee Fuel & Heating, Board member, Washington Oil Marketers Association	Existing	<input type="checkbox"/>
Dinndorf	Jerry	Associated General Contractors	New	✓
Dolwick	Carrie	NW Energy Coalition	Existing	✓
Drummond	Susan	Foster Pepper, PLLC	New	✓
Drury	Kim	Energy Consultant	Existing	✓
Dunn	Liz	Dunn+Hobbs	New	✓
Elwell	Chris	Building Construction Trades Council (BCTC)	Existing	✓
Fairchild	Aaron	Greenworks Realty	Existing	✓
Finley	Scott	Atmosphere IEM, Inc.	Existing	✓
Fischer	Sandy	EDAW Seattle	New	✓
Frank	Kari-Lynn	NAIOP	New	✓
Frankel	Mark	New Buildings Institute	New	✓
Gent	Stan	Seattle Steam	Existing	✓
Gregory	Bert	Mithun	New	✓
Gunter	Christian	Kennedy Associates	Existing	✓
Happel	Richard	University Mechanical Contractors	Existing	✓
Hoerler	Dusty	Sound Alliance	Existing	✓
Horn	Don	US General Services Administration	New	✓
Howe	Douglas	Touchstone Corporation	New	✓
Jhaveri	Arun	Consultant, Professor	Existing	✓
Jonlin	Duane	NBBJ	New	✓
Kauffman	Rod	BOMA Seattle-King County	Existing	✓
Littel	John	Pacific NW Council of Carpenters	New	✓

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Lopez	Jim	King County Executive's Office	Existing	✓ (also Elizabeth Wilmott)
Lowe	Marco	Triad Development	New	✓
MacKintosh	Joanne	American Society of Home Inspectors	Existing	<input type="checkbox"/>
Mann	Kelly	Urban Land Institute - Seattle	New	✓
Marseille	Tom	Stantec Consulting	New	✓
McCumber	Mary	Futurewise	New	<input type="checkbox"/>
McLennan	Jason	Cascadia GBC	New	✓
Paddison	Emily	Tenant's Union of Washington State	Existing	✓
Powers	John	Colliers International	New	✓
Price	Stan	Northwest Energy Efficiency Council	Existing	✓
Pryde	Curt	Pryde-Johnson	New	✓
Purcell	Paul	Beacon Development Group	New	Brian Lloyd
Putnam	Cynthia	Putnam Price Group, Inc.	Existing	✓
Richmond	Lisa	AIA Seattle	New	<input type="checkbox"/>
Schuster	Mark	The Schuster Group	New	✓
Shirley	Cal	Puget Sound Energy	Existing	✓
Southard	Patti	King County GreenTools	New	✓
Stolarski	Bob	Puget Sound Energy	New	✓
Tierney	Tom	Seattle Housing Authority	Existing	✓
Trafton	Chuck	WA Land Title Association	Existing	✓

City of Seattle			
Last	First	Department	In Attendance?
Antonoff	Jayson	Seattle DPD	✓
Eichel	Amanda	Seattle OSE	✓
Lail	Jennifer	Seattle DPD	✓
Nakatsu	Ken	Seattle Mayor's Office	✓
Nicholas	Steve	Seattle OSE	✓
Simmons	Jill	Seattle OSE	✓
Sugimura	Diane	Seattle DPD	✓

Consultant Staff			
Last	First	Organization	In Attendance?
Blair	Ellen	Triangle Associates	✓
Erickson	Peter	Cascadia Consulting Group	✓
Kern	Michael	Triangle Associates	✓

General Public (<i>several in attendance, none signed up to speak</i>)			
Last	First	Organization	In Attendance?

Meeting Purpose

The purpose of this meeting was to convene the City of Seattle Mayor's Green Building Task Force (Task Force) in the first of a series of meetings in which the Task Force and its New Buildings Committee and Existing Buildings Committee will discuss policy options for meeting the Mayor's

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energy efficiency goals for residential and non-residential buildings. The meeting included an overview of the City's Green Building Capital Initiative, a presentation of key themes from initial interviews with Task Force members, and a discussion of the Task Force's draft charter and schedule/work plan.

Welcome and Introductions

Facilitator Michael Kern of Triangle Associates opened the meeting and noted that there would be time set aside at each Task Force and Committee meeting for public comment. Michael introduced Ken Nakatsu of the Mayor's Office, who welcomed and thanked the Task Force members for their participation. Michael then reviewed the agenda and meeting materials and led a round of introductions. He introduced members of the Task Force who were not in attendance.

Green Building Capital Initiative Overview

Diane Sugimura, Director of the Department of Planning Development (DPD), provided a brief overview of DPD's role in climate change action and building energy efficiency. She described Seattle's efforts to promote development of Leadership in Energy and Environmental Design (LEED)-registered buildings and said that City staff are continuing to seek ways to support the city's energy and sustainability goals.

Steve Nicholas, Director of the Mayor's Office of Sustainability and Environment (OSE), provided a brief overview of the Mayor's Green Building Capital Initiative and the Task Force's role in helping the City meet the Mayor's energy efficiency goals (see attached PDF of PowerPoint presentation).

Ellen Blair, Triangle Associates, reviewed key themes that had emerged during initial interviews that Triangle Associates conducted with Task Force members (included in the attached presentation). A more detailed account of the key themes is available in the "Key Themes from Initial Interviews" document dated July 17, 2008 (see Task Force website).

Questions/Comments from Task Force Members

Task Force members were invited to ask questions about the Green Building Capital Initiative, the Task Force process, and/or questions they had brought with them. Task Force members asked for definitions and clarifications on a number of points. The group discussed how reductions in greenhouse gas emissions would be defined, particularly in Seattle where hydropower is a major source of energy. A Task Force member asked how "carbon-neutral" is defined for existing buildings. Another Task Force member asked how the goal of a 20% improvement in energy efficiency is defined in the special case of major retrofits to existing buildings. City staff explained that these types of issues would be open for discussion and input from the Task Force/Committees.

In response to a question from a Task Force member, Steve Nicholas reported that 2005 energy use would be the baseline from which energy efficiency improvements would be measured. He confirmed that the 20% target applies to the building stock as a whole, and not necessarily on a building-by-building basis.

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Task Force members also asked several questions related to the issues that will be discussed by the Task Force and /or Committees. Members of the Task Force noted that the Task Force/Committee charter stated that they are not expected to debate the pros and cons of the Mayor's energy efficiency goals. Michael clarified that while the project team expects that some discussion of the goals will be necessary to clarify their meaning and intent, the idea is to ensure that as much as possible of the Committees' limited time together is spent providing input to City staff on policy options for meeting the Mayor's stated goals, so that the Committees might have as much opportunity as possible to inform the staff recommendations that result.

City staff confirmed that while issues including embodied energy, energy used during construction, plug load and tenant behavior are not among those issues which have been identified by staff as the policy recommendations that will be directly brought to the Committees for input, there is sufficient flexibility built in to meeting agendas to ensure that issues outside the scope of the initial policy options may be discussed, or put forward as part of the ultimate staff recommendation. Task Force members identified other issues they wish to address, including the relative efficiency of different energy sources (for example, natural gas vs. electricity) and where the "boundary" around a building should be drawn when considering energy efficiency opportunities. City staff confirmed that the data regarding per capita carbon reduction and total tons of carbon reduction in Seattle will be available to the Task Force.

In response to a question, Jayson Antonoff of DPD and Amanda Eichel of OSE explained that the technical consultants to each Committee will provide analysis (including financial analysis) of the policy options under consideration. This analysis will serve as the starting point for Committee discussions and feedback. They said that detailed engineering analysis will not be available, given the short time frame in which the Task Force has to operate.

Task Force/Committee Charter

Michael asked Task Force members if they had any revisions to suggest for the draft Task Force/Committee Charter before it is adopted. The Task Force agreed that language should be added to the "Background and Purpose" section of the charter to provide more detail regarding the Task Force's own view of its purpose. The additional language includes the following points:

- Staff will incorporate interim milestones for achieving the Mayor's goals by 2020 and 2030 into final staff policy recommendations.
- The results of the Task Force process will be made available to other jurisdictions as a model.
- Recommendations should consider how to achieve these energy efficiency goals while also enabling Seattle to maintain or advance its economic competitiveness.
- Improving building energy efficiency is only one of many efforts (including other sectors such as transportation) that will be necessary for the city to reach its carbon emissions goals.

The Task Force agreed that the Mayor's energy efficiency goals for "residential and commercial" buildings should be restated to include all building categories, particularly institutional facilities. The

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Task Force also agreed to add language to the charter to emphasize the important role that public education will play in any of the policy options considered by the Committees.

Triangle Associates agreed to distribute the revised charter to the Task Force for review, comment and adoption in advance of the first Committee meetings. It will be made available from the Task Force website when finalized.

Task Force Schedule/Work Plan

The Task Force reviewed a working draft schedule/work plan that outlines Task Force and Committee meeting dates and green building major milestones, and indicates when the Task Force might expect to consider specific issues and what materials they might expect to receive.

The Task Force requested several modifications to the working draft schedule/work plan, including the following:

- Activities for the governor's Climate Action Team will be included in the schedule/work plan's milestones. A Task Force member suggested that "cross-pollination" between that group and the Green Building Task Force would be beneficial.
- Communications/public education related to energy efficiency will be discussed within the context of the Seattle Climate Action Now (CAN) community engagement campaign during the first Committee meetings.
- Each Committee will discuss at its first meeting how to ensure good communication and exchange of information with the other Committee. This may include appointing one or more "liaisons."

The Task Force agreed that the schedule/work plan provides useful information and represents a good approach to the Task Force/Committee process. City staff indicated that a revised schedule/work plan will be distributed before the September Committee meetings.

Public Comment

There was no public comment.

Final Thoughts/Next Steps

A list of decisions/action items will be produced and emailed to the group one week after each meeting. A draft meeting summary will be sent two weeks after each meeting for review and approval by the Task Force or appropriate Committee. Once approved, the meeting summary will be posted to the Green Building Task Force website along with any presentations or support materials. Meeting materials will be provided at least one week ahead of time. If the total size of the attachments is more than 1 MB, a website link will be provided where Task Force members can access the large documents. Task Force members may contact Michael, Ellen, Amanda or Jayson if they wish to receive meeting materials in hard copy.

Facilitator Michael Kern thanked the parties for their participation and adjourned the meeting