ACTION SHEET PUBLIC UTILITES COMMITTEE MEETING OF 6/3/15
ISSUE NO. 18 Request for approval for Resolution No. 2015-_____. A resolution directing the Public Utilities staff to create a "Carbon Neutral Impact Report" (CNIR) form designed to identify and quantify carbon emissions stemming from proposed city resolutions, ordinances and other actions, in order to better ascertain their positive or negative effects on the environment; requiring city staff to use and complete the CNIR when assessing proposed resolutions and ordinances. (John Alejandro) (Councilor Ives) Public Utilities Committee – 6/3/15 Finance Committee – 6/15/15 City Council – 6/24/15
PUBLIC UTILITES COMMITTEE ACTION: Approved to forward to 6/15/15 Finance Committee.
SPECIAL CONDITIONS OR AMENDMENTS:
STAFF FOLLOW UP

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR MAESTAS	X		
COUNCILOR BUSHEE	X		
COUNCILOR DIMAS	X		
COUNCILOR IVES	X		

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2015-___

Carbon Neutral Impact Report (CNIR) Form

SPONSOR(S): Councilor Ives

SUMMARY: The proposed resolution directs the Public Utilities staff to create a "Carbon Neutral Impact Report" (CNIR) form designed to identify and quantify carbon emissions stemming from proposed City resolutions, ordinances and other actions, in order to better ascertain their positive or negative effects on the environment; requiring City staff to use and complete the CNIR when assessing proposed resolutions, ordinances and other actions.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: No

DATE: April 26, 2015

ATTACHMENTS: Resolution
FIR

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2015- _____

INTRODUCED BY:

Councilor Peter Ives

A RESOLUTION

DIRECTING THE PUBLIC UTILITIES STAFF TO CREATE A "CARBON NEUTRAL IMPACT REPORT" (CNIR) FORM DESIGNED TO IDENTIFY AND QUANTIFY CARBON EMISSIONS STEMMING FROM PROPOSED CITY RESOLUTIONS, ORDINANCES AND OTHER ACTIONS, IN ORDER TO BETTER ASCERTAIN THEIR POSITIVE OR NEGATIVE EFFECTS ON THE ENVIRONMENT; REQUIRING CITY STAFF TO USE AND COMPLETE THE CNIR WHEN ASSESSING PROPOSED RESOLUTIONS, ORDINANCES AND OTHER ACTIONS.

WHEREAS, the City of Santa Fe is committed to protecting the long-term health and viability of our community through strategies designed to improve the environment by reducing greenhouse gas emissions and mitigating the effects of climate change; and

WHEREAS, the Governing Body, through the adoption of Resolution No. 2006-55, supported efforts to reduce greenhouse gas emissions by 2030; and

WHEREAS, the Governing Body, through the adoption of Resolution 2014-85, the Governing Body declared its intention of having 50% percent of its energy come from renewable

sources by 2025 and becoming carbon neutral by the year 2040; and

WHEREAS, the Governing Body, through the adoption of Resolution 2014-81, the Governing Body requires city staff to balance the cost of the city's needs with that of producing the lowest carbon footprint the city would create when acquiring and using fuel powered equipment, including vehicles.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the Public Utilities Staff is hereby directed to create a "Carbon Neutral Impact Report" (CNIR) form designed to identify and quantify carbon emissions stemming from proposed city resolutions, ordinances and other actions, in order to better ascertain the positive or negative effects they may have on the environment, and that city staff use and complete the CNIR form when assessing proposed resolutions, ordinances and other actions, and submit the form to the Governing Body to be used in their assessment of such proposed matters.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2015.

_____

JAVIER M. GONZALES, MAYOR

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

Kelley A. Brennan

KELLEY A. BRENNAN, CITY ATTORNEY

M/Legislation/Resolutions 2015/CNIR Form

FIR No. 2656

City of Santa Fe
Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. **General Information**

(Check) Bill: _____ Resolution: ___X___

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): **A RESOLUTION DIRECTING THE PUBLIC UTILITIES STAFF TO CREATE A "CARBON NEUTRAL IMPACT REPORT" (CNIR) FORM DESIGNED TO IDENTIFY AND QUANTIFY CARBON EMISSIONS STEMMING FROM PROPOSED CITY RESOLUTIONS, ORDINANCES AND OTHER ACTIONS, IN ORDER TO BETTER ASCERTAIN THEIR POSITIVE OR NEGATIVE EFFECTS ON THE ENVIRONMENT; REQUIRING CITY STAFF TO USE AND COMPLETE THE CNIR WHEN ASSESSING PROPOSED RESOLUTIONS, ORDINANCES AND OTHER ACTIONS.**

Sponsor(s): Councilor Peter Ives

Reviewing Department(s): Public Utilities Department

Persons Completing FIR: John Alejandro Date: 4/23/2015 Phone: 955-6236

Reviewed by City Attorney: Kathy A. Brennan (Signature) Date: 4/27/15

Reviewed by Finance Director: [signature] (Signature) Date: 4-27-2015

Section B. **Summary**

Briefly explain the purpose and major provisions of the bill/resolution:

The resolution calls for staff to:

- **Create a "Carbon Neutral Impact Report" (CNIR) form designed to identify and quantify carbon emissions stemming from proposed city resolutions, ordinances and other actions;**

Which will entail:

- **Researching best practices and/or examples of same or similar forms used by other cities or states;**
- **Identifying the most appropriate carbon/GHG calculator created for use by the Environmental Protection Agency (EPA); and,**
- **Identifying and drafting a set of questions to be used in determining whether or not the carbon/GHG calculator should be used; and,**
- **Creating the form itself, including instructions on how to use the form.**

Section C. **Fiscal Impact**

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)

b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)

c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)

Finance Director: [signature]

b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required

c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs

d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns

e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

_____X_____ Check here if no fiscal impact

Column #: 1	2	3	4	5	6	7	8
Expenditure Classification	FY ____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY ____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
Personnel*	$_____	_____	_____	$_____	_____	_____	_____
Fringe**	$_____	_____	_____	$_____	_____	_____	_____
Capital Outlay	$_____	_____	_____	$_____	_____	_____	_____
Land/ Building	$_____	_____	_____	$_____	_____	_____	_____
Professional Services	$_____	_____	_____	$_____	_____	_____	_____
All Other Operating Costs	$_____	_____	_____	$_____	_____	_____	_____
Total:	$_____			$_____			

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

a. To indicate new revenues and/or

b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #: 1	2	3	4	5	6
Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
_____	$_____	_____	$_____	_____	_____
_____	$_____	_____	$_____	_____	_____
_____	$_____	_____	$_____	_____	_____
Total:	$_____		$_____		

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

None

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Section D. **General Narrative**

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

If the resolution is not enacted, status quo will continue.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The community would benefit from this resolution in that the CNIR form may help to better inform the Governing Body and City staff as to the environmental impacts stemming from City programs and projects, which in turn, may assist the Governing Body in their decision making process when it comes to promoting environmental benefits through legislation.

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08