SUMMARY and FISCAL NOTE

Department:	Contact Person/Phone:	Executive Contact/Phone:
Office of Economic Development	Stephanie Gowing/ 684-3698	Tim Wolfe/ 684-0535

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to the coordination of regional green business programs; authorizing the Directors of the Office of Economic Development, Seattle Public Utilities, and the Office of Sustainability and Environment, and the General Manager and Chief Executive Officer of the City Light Department, or their respective designees, to execute a memorandum of agreement between The City of Seattle, King County, by its Department of Natural Resources and Parks, the City of Bellevue, the City of Kirkland, Snohomish County, Puget Sound Energy, and Public Utility District No. 1 of Snohomish County, Washington to establish a regional green business program that coordinates and provides information about environmental sustainability services offered by all parties to the memorandum of agreement; authorizing the Director of the Office of Economic Development to accept funds under the memorandum of agreement, and appropriating and authorizing the disbursement of such funds in support of the regional green business program; increasing appropriations in the 2015 Adopted Budget for The City of Seattle's Office of Economic Development; and ratifying and confirming prior acts, all by a ¾ vote of the City Council.

Summary and background of the Legislation: This legislation authorizes the Office of Economic Development, Office of Sustainability and Environment, Seattle Public Utilities and Seattle City Light to execute and implement a Memorandum of Agreement (MOA) between City agencies and other utility partners external to the City. This MOA is for three years and will govern the development and implementation of a "one-stop shop" online portal with joint marketing efforts to allow partners to more efficiently and effectively deliver green business services. OED will act as the fiscal agent of the pooled funds for three years as outlined in the MOA. In this role, OED will require annual supplemental appropriation increases to reflect the receipt and expenditure of partner contributions. Partner funds will be used to hire a program administrator and will fund the work of this effort.

Dozens of environmental sustainability services are currently offered by municipalities and private organizations to regional businesses. In the City of Seattle alone, six different agencies offer more than 30 environmental services and rebate programs to businesses with minimal coordinated outreach. Businesses value these programs and services, but often do not know which agency to contact to get the services they need. When uncoordinated, these efforts have less impact, may duplicate efforts, do not build appropriate trust within the business community, or provide a holistic lens to sustainable businesses practices.

This MOA outlines roles and responsibilities of the participating partners; such as governing, decision making processes and voting power for both the Executive Committee and Steering Committee. It establishes a three year pooled fund account which will hire an administrator to

assist with program planning, implementation, management, the procurement and customization of a website, joint marketing, advertising and outreach.

2. CAPITAL IMPROVEMENT PROGRAM

____ This legislation creates, funds, or amends a CIP Project.

3. SUMMARY OF FINANCIAL IMPLICATIONS

__X__ This legislation has direct financial implications.

Budget program(s) affected:				
Estimated $ Appropriation change:	**General Fund $**		**Other $**	
	2015	**2016**	**2015**	**2016**
	$0	**$0**	**$201,000**	**$200,000**
Estimated $ Revenue change:	**Revenue to General Fund**		**Revenue to Other Funds**	
	2015	**2016**	**2015**	**2016**
	$0	**$0**	**$201,000**	**$200,000**
Positions affected:	**No. of Positions**		**Total FTE Change**	
	2015	**2016**	**2015**	**2016**
	0	**0**	**0**	**0**
Other departments affected:	None.			

3.a. Appropriations

__X__ This legislation adds, changes, or deletes appropriations.

Fund Name and number	**Dept**	**Budget Control Level Name/#***	**2015 Appropriation Change**	**2016 Estimated Appropriation Change**
General Subfund (00100)	Executive	Office of Economic Development (00100-X1D00)	$201,000	$200,000
TOTAL			**$201,000**	**$200,000**

Appropriations Notes: This legislation includes an appropriation increase in 2015 of $201,000. An additional $5,000 of already appropriated funds in OED will be redirected to contribute to this program in 2015 and subsequent years. In 2016, we currently estimate an additional $200,000 which would be appropriated to OED through supplemental legislation.

3.b. Revenues/Reimbursements

__X__ This legislation adds, changes, or deletes revenues or reimbursements.

Anticipated Revenue/Reimbursement Resulting from this Legislation:

Fund Name and Number	Dept	Revenue Source	2015 Revenue	2016 Estimated Revenue
General Subfund (00100)	Executive	City of Bellevue	$5,000	$5,000
		City of Kirkland, Public Works Department	$5,000	$5,000
		King County	$20,000	$5,000
		Local Hazardous Waste Management Program in King County	$10,000	$25,000
		Public Utility District No. 1 of Snohomish County	$15,000	$15,000
		Puget Sound Energy	$15,000	$15,000
		City of Seattle, City Light Department	$25,000	$25,000
		City of Seattle, Office of Economic Development*	$5,000	$5,000
		City of Seattle, Office of Sustainability and the Environment	$1,000	$0
		City of Seattle, Seattle Public Utilities Department	$100,000	$100,000
		Snohomish County	$5,000	$5,000
TOTAL			**$201,000**	**$200,000**

**Funds are already appropriated in OED budget so they are not included in total revenue.*

Revenue/Reimbursement Notes: The total of $201,000 will be received through various payments made by project partners to OED. In 2016, we anticipate similar contributions subject to change.

3.c. Positions

____ **This legislation adds, changes, or deletes positions.**

Total Regular Positions Created, Modified, or Abrogated through this Legislation, Including FTE Impact:

Position # for Existing	Position Title & Department*	Fund Name & #	Program & BCL	PT/FT	2015 Positions	2015 FTE	Does it sunset? (If yes, explain below in Position Notes)

Positions							
TOTAL							

Position Notes: N/A

4. OTHER IMPLICATIONS

a) Does the legislation have indirect or long-term financial impacts to the City of Seattle that are not reflected in the above?
No. Budget appropriation will be supported by revenue/reimbursements.

b) Is there financial cost or other impacts of not implementing the legislation?
By not implementing this legislation the City will be forgoing the opportunity to leverage $700,000 in funding from outside partnerships and grant resources to more efficiently deliver regional green business services.

c) Does this legislation affect any departments besides the originating department?
This legislation allows the Seattle's Office of Environment and Sustainability, Seattle City Light, and Seattle Public Utilities to continue and formalize their work supporting a regional green business collaboration. There are no operational impacts associated with this legislation. All partner departments have been active in the shaping of this ordinance and are engaged in the Regional Green Business Platform development.

d) Is a public hearing required for this legislation?
No.

e) Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?
No.

f) Does this legislation affect a piece of property?
No.

g) Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?
Department's Change Team will be asked to review outreach strategies and project scope once contractor is hired to ensure that RSJ principals are incorporated into the basis of this partnership and the implementation of its work. Vulnerable or historically disadvantaged communities will not experience any negative effects as a result of this work.

h) If this legislation includes a new initiative or a major programmatic expansion: What are the long-term and measurable goals of the program? Please describe how

this legislation would help achieve the program's desired goals.

1. Provide benefits to businesses: Creating an easy, enjoyable participant experience which also adds value for the business is key to the program's success. Features of the program that will help ensure this:
   - One-stop resource website streamlines access to self-help tools, services, technical and financial assistance from utilities and other local and county programs.
   - Reduced operating and utility bill costs.
   - Enhanced recognition and rewards for environmental accomplishments, including a consumer-facing directory by industry type or location.
   - Track performance over time, allows for benchmarking, and enables comparisons and ability to monitor progress.
2. Provide Benefits to Program Partners: Leverage partner resources to secure economies of scale and reduce duplication or overlap allows Partners to:
   - Cost-effectively recruit, assist and recognize businesses with the power of a regional program brand and a dynamic web portal.
   - Address all environmental areas—including waste, water, energy, transportation, pollution, toxics reduction, and green building—through one interface.
   - Increase accessibility of services for businesses and building owners of all sizes and types.
   - Track business actions and incentives to monitor progress towards environmental goals in their jurisdictions.
   - Engage more effectively with property owners/managers, in addition to individual businesses.
3. Provide Benefits to Consumers: Increase public visibility of participating businesses by providing:
   - A trusted source of information on local business' environmental efforts.
   - The ability to search for green businesses by industry type or location.
   - Connecting information on business sustainability progress to their communities.

i) Other Issues:
None.

List attachments below: N/A