

### **AGENDA ITEM #3**

**MEETING:** Community Health, Environment, & Culture Committee

**DATE:** January 19, 2021

**DEPARTMENT:** Building and Equipment Services

**DEPARTMENT HEAD:** Jorge A. Pérez, Director

**COUNCIL DISTRICTS IMPACTED:** All

#### **SUBJECT:**

A briefing on the City of San Antonio's Municipal Facilities Energy Policy Administrative Directive.

#### **SUMMARY:**

In accordance with the SA Climate Ready Climate Action and Adaptation Plan (CAAP), the City has committed to improving the efficiency of municipal buildings and facilities with a goal of Net Zero by 2040. The primary mechanism to achieving this goal has been the benchmarking of energy and water use utilizing EPA's Energy Star Portfolio Manager and adopting an Energy Policy for City-owned buildings and facilities. The Building & Equipment Services (BES) department worked closely with Office of Sustainability (OS) and an Interdepartmental SA Climate Ready Delivery Team to develop an administrative directive for the City's municipal buildings and facilities. The goal of this Energy Policy is to reduce energy and associated water consumption, improve air quality, promote environmental stewardship and awareness, increase resilience, and promote accountability. The Municipal Facilities Energy Policy Administrative Directive will be executed by the City Manager in January 2022.

#### **BACKGROUND INFORMATION:**

In 2019, the City adopted SA Climate Ready, its first Climate Action & Adaptation Plan (CAAP). The Plan identifies the reduction of building energy consumption as a driver for achieving our community's climate goals, noting that 48% of San Antonio's GHG emissions come from buildings and over half of that energy use (27%) is attributed to commercial and industrial buildings specifically. To reach the goal of carbon neutrality by 2050, emissions contributed by the building energy sector must be reduced 41% by 2030 and 74% by 2040.

As part of the SA Climate Ready Plan, the City of San Antonio is reducing energy consumption in municipal buildings by measuring and managing its energy use. The San Antonio City government accounts for 3 percent of GHGs citywide, with 22% of all

municipal GHGs attributed to energy use in City-owned buildings. In 2020, the Office of Sustainability released the first Municipal Building Energy Benchmarking Report where the City disclosed its own energy benchmarking data. Based on calendar year 2019 data, there are more than 1,100 buildings and structures in the City of San Antonio's portfolio, 300 of which are currently benchmarked, serving a variety of functions from public safety and libraries to parks and recreation and administrative offices. These buildings range in size from large airport facilities measuring in the hundreds of thousands of square feet, to smaller neighborhood fire stations and community centers.

In May 2009, the City Manager circulated a memo requesting City employees adhere to an energy policy focused on reducing energy consumption by ensuring lights be turned off in unoccupied rooms and identified thermostat set points for summer and winter operations. The Municipal Facilities Energy Policy Administrative Directive updates and expands upon this initial policy.

The City's Municipal Facilities Energy Policy Administrative Directive was developed with the support of the American Cities Climate Challenge (ACCC) and an Interdepartmental Delivery Team that consisted of 11 departments and focused on Building Energy Consumption. The Delivery Team was composed of staff from Building & Equipment Services, Metropolitan Health District, Office of Sustainability, City Attorney's Office, Human Resources, Center City Development & Operations, Parks & Recreation, ITSD, Office of Equity, Office of Innovation, and Development Services. To develop this administrative directive, the Delivery Team attended climate change training on January 14, 2021, and met between March 8 and May 10, 2021 to review current best practices, existing CoSA building operations and energy-related protocols while revising the administrative directive in a workshop setting. This policy memorializes current practices and identifies new procedures, requirements, and energy reduction targets.

#### **ISSUE:**

The SA Climate Ready Plan calls for achieving net zero carbon by 2050 and identifies the following municipal strategy to help achieve that goal:

- **REDUCE BUILDING ENERGY CONSUMPTION** - Adopt an Energy Policy for City-owned buildings and facilities.

The Municipal Facilities Energy Policy Administrative Directive meets the objective of the SA Climate Ready Plan and includes the following elements:

- Energy benchmarking and reporting requirements for municipally-owned facilities;
- HVAC equipment operation and scheduling;
- Building temperature settings and variance protocol;
- CPS Energy Demand Response Program participation and requirements;
- Lighting operation;
- Water conservation;
- Laptop, computers, and personal equipment usage and requirements;

- New equipment and building modifications and improvements;
- Green Leases; and,
- Energy-related emergency protocols.

This briefing will provide an overview of the City's Municipal Facilities Energy Policy Administrative Directive.

**ALTERNATIVES:**

This is for briefing purposes only.

**FISCAL IMPACT:**

This is for briefing purposes only.

**RECOMMENDATION:**

This is for briefing purposes only.

DRAFT