



MEMORANDUM

TO: Low Income Consumer Advisory Task Force

FROM: Liz Jambor, EdD, Manager

DATE: 01/09/2015

SUBJECT: Follow Up to Green Building Presentation

As a follow up to the Green Building presentation provided by Richard Morgan in the December 10, 2014 meeting, the attached is the code adoption process. The spreadsheet includes a high level summary of tasks and dates as well as the detailed process for both residential and commercial.

2015 Code Adoption Process Tasks and Timeline				
Task	Responsible	Due Date	Status	Comments
Internal discussion on scope and goals	Umphress & Husted	January 30th, 2015	Ongoing	
Highlevel discussion of timeline and goals with PDRD	Umphress & Husted		Complete	
Review Code & draft strawperson for new local amendments	Umphress, Husted	February 27th, 2015		
Brief internal staff on proposed amendments	Umphress, Husted	March, 2015		
Brief PDR on proposed changes	Umphress, Husted	March, 2015		
Prepare initial briefing on changes from '12 including amendments	Umphress, Husted	March, 2015		
Identify residential stakeholder group	Res team	January 2nd, 2015		
Convene Residential Stakeholder group for review	Umphress	April, 2015		
Hold commercial Stakeholder briefing meetings	Husted	May, 2015		
Respond to commerical stakeholder feedback	Husted	June, 2015		
Residential Stakeholder meetings	Umphress, Kasper	May, 2015		
Residential draft local amendments prepared	Umphress	July, 2015		
Commercial draft local amendments prepared	Husted	July, 2015		
Perform draft CBAs on local amendments	Umphress, Husted, House	March-May 2015		
Brief PDR on final draft amendments	Umphress, Husted,	July, 2015		
Prepare Affordability Impact Statement inputs for NHCD and City Manager	Umphress	June - July		
Boards and Commissions		Aug-Sept		
City Council, PDRD prepares RCA with AE input		Aug - Sept		
Final Legal Review	Umphress, Husted,	Sept - Oct		
RCA for council agenda	PDRD	Sept - Oct		

2015 Code Adoption Process Tasks and Timeline						
Task	Responsible	Due Date	Approval	Informed	Status	Comments
Internal discussion on scope and goals	Umphress & Husted	January 30th, 2015			Ongoing	
Highlevel discussion of timeline and goals with PDRD	Umphress & Husted				Complete	
Review Code & draft strawperson for new local amendments	Umphress, Husted	February 27th, 2015		LK, HK		
Brief internal staff on proposed amendments	Umphress, Husted	March, 2015	JU, MH	LK, HK		
Brief PDR on proposed changes	Umphress, Husted	March, 2015		LK, HK		
Prepare initial briefing on changes from '12 including amendments	Umphress, Husted	March, 2015		LK, HK		
Identify residential stakeholder group	Res team	January 2nd, 2015		GB Mgr, CES VP		
Convene Residential Stakeholder group for review	Umphress	April, 2015		GB Mgr, CES VP		
Residential Stakeholder meetings	Umphress, Kasper	May, 2015	HK	GB Mgr		
Residential draft local amendments prepared	Umphress	July, 2015	HK	GB Mgr, CES VP		
Perform draft CBAs on local amendments	Umphress, Husted, House	March-May 2015	PH, GB Mgr	CES VP		
Brief PDR on final draft amendments	Umphress, Husted,	July, 2015		LK, HK		
Prepare Affordability Impact Statement inputs for NHCD and City Manager	Umphress	June - July	HK	GB Mgr, CES VP		
Boards and Commissions		Aug-Sept		GB Mgr, CES VP		
City Council, PDRD prepares RCA with AE input		Aug - Sept				
Final Legal Review	Umphress, Husted,	Sept - Oct	Legal	GB Mgr		
RCA for council agenda	PDRD	Sept - Oct	PDRD, JU, MH	GB Mgr, CES VP		

RESIDENTIAL

2015 Code Adoption Process Tasks and Timeline						
Task	Responsible	Due Date	Approval	Informed	Status	Comments
Internal discussion on scope and goals	Umphress & Husted	January 30th, 2015			Ongoing	
Highlevel discussion of timeline and goals with PDRD	Umphress & Husted				Complete	
Review Code & draft strawperson for new local amendments	Umphress, Husted	February 27th, 2015		LK, HK		
Brief internal staff on proposed amendments	Umphress, Husted	March, 2015	JU, MH	LK, HK		
Brief PDR on proposed changes	Umphress, Husted	March, 2015		LK, HK		
Prepare initial briefing on changes from '12 including amendments	Umphress, Husted	March, 2015		LK, HK		
Identify residential stakeholder group	Res team	January 2nd, 2015		GB Mgr, CES VP		
Convene Residential Stakeholder group for review	Umphress	April, 2015		GB Mgr, CES VP		
Residential Stakeholder meetings	Umphress, Kasper	May, 2015	HK	GB Mgr		
Residential draft local amendments prepared	Umphress	July, 2015	HK	GB Mgr, CES VP		
Perform draft CBAs on local amendments	Umphress, Husted, House	March-May 2015	PH, GB Mgr	CES VP		
Brief PDR on final draft amendments	Umphress, Husted,	July, 2015		LK, HK		
Prepare Affordability Impact Statement inputs for NHCD and City Manager	Umphress	June - July	HK	GB Mgr, CES VP		
Boards and Commissions		Aug-Sept		GB Mgr, CES VP		
City Council, PDRD prepares RCA with AE input		Aug - Sept				
Final Legal Review	Umphress, Husted,	Sept - Oct	Legal	GB Mgr		
RCA for council agenda	PDRD	Sept - Oct	PDRD, JU, MH	GB Mgr, CES VP		