



Date: November 15, 2023
To: City Councilmembers
From: Council President Debora Juarez
Copy: Mayor Bruce Harrell; Adiam Emery, Deputy Mayor; Julie Dingley, Director, City Budget Office; Jessyn Farrell, Director, Office of Sustainability and Environment; Christa Valles, Deputy Director of Policy Mayor's Office; Dan Nolte, Mayor's Office Council Liaison, Esther Handy, Director, Central Staff; Aly Pennucci, Deputy Director, Central Staff; Scheereen Dedman, City Clerk; Legislative Department Staff
Subject: 2023 Select Committee on Climate Action – Quorum, meeting dates, scope and amendments

This memorandum establishes the **2023 Select Committee on Climate Action, and sets quorum, meeting dates, scope and deadline for amendments.**

Please note that meeting dates and times are subject to change; we will provide as much advance notice as possible of any changes.

1. **Membership and Quorum:** All Councilmembers are members of this select committee. Five Councilmembers constitute a quorum for this Committee.
2. **Meeting Dates and Times:** The Committee will meet at 9:30 am on Wednesday, November 29, 2023, and 9:30 am Thursday, December 7, 2023, in Council Chambers, Seattle City Hall.
3. **Scope:** The Committee will consider legislation related to the implementation of a Building Emissions Performance Standard developed by the Office of Sustainability & Environment and proposed by Mayor Harrell.
4. **Amendments:** Timely distribution of proposed amendments is critical to support the Committee's work. To facilitate this, the deadline to submit amendments to Council Central Staff is Friday, December 1, 2023, at noon. Council Central Staff will support the work of the Committee in a limited capacity, given the short timeframe.
5. **Chair and Vice Chair:** Councilmember Herbold will serve as Chair, and Council President Juarez will serve as Vice Chair.

Thank you for your attention to the memorandum. I look forward to working with my Councilmember colleagues, Mayor Harrell, and our Legislative Department staff to facilitate a productive and efficient process.

Should you have any questions about the contents of this memo, please contact me, my Chief of Staff BrynDel Swift, or Central Staff Director Esther Handy.

Sincerely,

Debora Juarez, District 5
Council President