

Title: Arts Commission Climate Action Plan  
Data Year: Fiscal Year 2011-2012  
Author: Vicky Knoop  
Date: March 29, 2013

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## 1. Introduction

The San Francisco Arts Commission's carbon footprint includes the consumption of energy in two offices and an unoccupied building. The Arts Commission does not have a fleet of vehicles, manage cleaning or janitorial, or own the buildings we occupy.

Electricity and natural gas are the highest contributors to our total carbon footprint. The Arts Commission would like to reduce the energy use and waste by continuing to inform our staff through discussion and posted reminders to recycle, compost, and turn off electronics when not in use.

## 2. Departmental Profile

Departmental Mission: The San Francisco Arts Commission is the City agency that champions the arts in San Francisco. We believe that a creative cultural environment is essential to the City's well being. Our programs integrate the arts into all aspects of City life.

Department Operating Budget: \$10.3 million

Number of Employees: 31 FTE

Departmental Facilities: Main Office: 25 Van Ness avenue suites 345 and 450  
Administrative and oversight functions for our many programs, grants, and projects

SFAC Gallery: 401 Van Ness Avenue

The San Francisco Arts Commission Gallery makes contemporary art accessible to broad audiences through curated exhibitions that both reflect our regional diversity and position Bay Area visual art production within an international contemporary art landscape. The Gallery has two staff that work at both the gallery and main office.

SFAC Window Display: 155 Grove Street

This unoccupied building has a curated storefront display that changes quarterly.

Cultural Centers: Nonprofit organizations are tenants of the City and County of San Francisco and contracts are controlled by the Arts Commission. The cultural center facilities control utilities independently.

- African American Art and Culture Complex: 762 Fulton Street Suite #300
- Bayview Opera House: 4705 Third Street
- SOMArts Cultural Center: 934 Brannan St
- Mission Cultural Center: 2868 Mission Street

Department Vehicles: The department has no vehicles

Contact information:

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### 3. Carbon Footprint

The Arts Commission is dedicated to minimizing the amount of energy, water and waste used in the day to day operations of the department. Because our offices are owned and operated by the Department of Real Estate, we do not have access to building wide changes such as alternative energy generation or green building. We do, however, work with the Department of the Environment to inform staff on recycling, compost, and waste. We also remind staff through discussion and posted signs of the importance of turning off electronic devices and lights when not in use.

ENERGY USE	CONSUMPTION	CO2e (metric tons)
Electricity (kWh)	119,563	0.00
Natural Gas (Therms)	288	1.53
Energy Subtotal	119,851	1.53

WATER USE	CONSUMPTION
Water (Gals)	77,947
Water Discharge	76,938

#### FACILITIES

Main Office:  
25 Van Ness avenue suite 345 and 450  
Approximately 6000 sq ft

SFAC Gallery:  
401 Van Ness avenue  
Approximately 900 sq ft of the Veteran's Building

SFAC Window Display  
155 Grove Street  
Unoccupied building

### 3a. Building Energy

The SFAC Offices are maintained by the department of Real Estate and applaud their efforts to reduce energy use and promote energy efficiency.

*An asterisk preceding the address indicates tenancy in a Real Estate Division (RED) building. Energy/cost is based on % occupancy by square footage, and may not be the amount billed to a department.			Units Electricity in Kilowatt-Hours (kWh) Natural Gas in Therms (th) Steam in Pounds (lbs)			
<b>Energy use of private tenants should not be shared with the public without written permission from the tenants.</b>						
DO NOT DELETE OR REVISE ANYTHING. Note any necessary edits in the "Notes" field.						
Facility Information from Energy and Location Data Source			Building Energy Consumption			
Facility Description	Address	Service Type	FY 2008-2009	FY 2009-2010	FY 2010-2011	FY 2011-2012
		Electricity	492,591	575,496	544,494	561,381
		Natural Gas	769	406	445	288
<b>Art Commission Usage</b>		Electricity	72,896	121,535	120,456	119,563
		Natural Gas	769	406	445	288
25 Van Ness Ave	*25 Van Ness Ave	Electricity	66,892	93,229	90,273	97,751
		Natural Gas	519	318	365	205

African American Art & Culture Complex	762 Fulton St	Natural Gas	85			
Arts Commission Window Site / Gallery	155 Grove St	Electricity	6,004	5,252	7,224	3,634
		Natural Gas	83	88	80	83
Brooks Hall	*250 Polk St	Electricity		23,054	22,959	18,178
Mission Cultural Center for Latino Arts	2868 Mission St	Natural Gas	20			
SOMArts Cultural Center	934 Brannan St	Natural Gas	62			
<b>Tenants</b>		<b>Electricity</b>	<b>419,695</b>	<b>453,961</b>	<b>424,038</b>	<b>441,818</b>
African American Art & Culture Complex	762 Fulton St	Electricity	114,695	116,041	109,158	115,178
Bayview Opera House	4705 03rd St	Electricity	54,120	43,360	40,760	40,600
Mission Cultural Center for Latino Arts	2868 Mission St	Electricity	155,840	163,680	152,000	162,240
SOMArts Cultural Center	934 Brannan St	Electricity	95,040	130,880	122,120	123,800

### 3c2. Transportation Survey

The staff of the Arts Commission takes advantage of the opportunities and incentives to reduce emissions from commuting. A third of our staff is enrolled in the Commuter Benefits Pre-Tax Program to reduce the cost of public transportation. According to a survey conducted in 2012, over 87% of staff use alternate forms of transportation including biking, walking, and public transportation to get to work. Quarterly, we send out information on Commuter options including emergency ride home and commuter benefits as distributed by the Department of the Environment.

A very high percentage of staff use alternative modes of transportation and those who drive independently need to use their vehicles for work or don't have adequate public transit to their homes. The SFAC always welcomes presentations by the Department of the Environment at staff meetings to inform us on ways to be more environmentally responsible and appreciated the presentation on April 10, 2012.

### 4. Other Sustainable Practices

The Arts Commission is dedicated to sustainable practices to reduce waste, promote sustainable commuting options, and green purchasing.

#### 4a. Zero Waste

The Arts Commission is dedicated to sustainable practices to reduce waste, promote sustainable commuting options, and green purchasing. Signage is posted to direct coffee cups and lids away from the landfill bins. A complementary goal for the commission will be to encourage the use of reusable coffee cups instead of disposable coffee cups. We will offer training to encourage sustainable practices.

Department Division/Branch/Station	Address	#1 Recyclable or Compostable Item Found in Landfill Bin	Action to Eliminate #1 Item
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Arts Commission	25 Van Ness, Ste 345	coffee cups	We put up signs that explain that the cup is compost and the lid is recycling.
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#### 4b. Green Purchasing

We purchase green products whenever possible and 100% of our computer purchases met EPEAT standards. The Arts Commission will continue to expand our green purchasing and provide staff training about the green purchasing options.

Department & Staff	% Green by Staff	\$ by Staff	% Green by Department	\$ by Department	EPEAT Gold Computers	EPEAT Silver Computers	Non-EPEAT Computers	ENERGY STAR Servers	Non-ENERGY STAR Servers	Grand Total
Arts Commission: Michelle Chang	1	14501	1	14501	14501					14501

#### 4c. Carbon Sequestration / Urban Forest

We do not currently have any urban forestry efforts.

#### 5. Community Wide Impact

The Arts Commission encourages programming that is thought provoking, current, and socially responsible. Environmental concerns are inherent in the discourse of art and permeate the work we foster. While we occupied Real Estate owned properties and can not make large scale changes to our own facilities, our committees and programs encourage environmental awareness for the projects that we present, review and manage. All of our many programs are aware of the importance and timeliness of sustainability and work with artists, students and communities who explore, educate, and make work that looks to sustainable materials, messages and practices. -

#### Community Arts

We are partnered with the PUC to create Arts Education and community programming focusing in underserved areas. The work in the coming year will focus on water and natural resources, while addressing environmental justice concerns in Bayview. Additionally, the Bayview Opera House will be receiving new landscaping and a community garden to support local residents and provide safe outdoor programming for youth and adults to interact with nature.

#### Public Art

A recently installed piece, Firefly by Ned Kahn, reveals how the wind moves around and through this 12 story tall artwork on the exterior of the new PUC building at 525 Golden Gate. The hinged, polycarbonate panels swing with the unseen patterns of the wind. Each panel has a small embedded magnet that connects with an electrical reed switch. By Day, the work appears like rippling waves of glass. By night, the back and forth swinging of the panels triggers the flickering of tiny LED lights. The illumining of this entire sculpture requires less energy than a 75-watt light bulb.

A similar work was recently installed at the Randall Museum. Windswept is a wind-driven kinetic façade by Charles Sowers, an artist and exhibit developer at the Exploratorium. Consisting of over 500 freely-rotating directional arrows, Windswept transforms a blank wall into a large-scale observational instrument that reveals the complex interactions between the wind and the environment.

#### Cultural Equity Grants

The Cultural Equity Grants program supports arts programming across San Francisco's multicultural landscape and has funded many projects which address environmental concerns. Additionally, our Capital Improvement Grants supported over a dozen existing arts facilities to outfit new energy efficient electrical equipment, HVAC and plumbing to replace older systems that were behind current environmental standards.

#### Civic Design Review

Design and sustainability are married in architecture and landscape and the Civic Design Review Committee members are well versed in ways of interpretation, celebration, and integration of green practices. The Committee is a staunch supporter of maintaining old growth trees, permeable paving, maintainable green roofs and many other elements of greening. The Committee also encourages viable integration of green building techniques into the aesthetic of public structures including rainwater harvesting, exterior shading for sun control, and maintenance plans for living roofs. We encourage xeriscaping whenever possible to reduce the need for irrigation systems. Additionally, the Civic Design Review Committee meets once a year with the Municipal Green Building Coordinator to ensure that all buildings comply with the environmental codes and Civic Design mandate and Arts Commission Staff attend Resource Efficient Building meetings quarterly to keep up to date on new sustainability projects.

## **6. Summary & Goals**

### **Appendices**

# HACTO Annual Plan

#30

Department \* San Francisco Arts Commission

Name of Person Preparing Report \* Vicky Knoop

Title of Person Preparing Report \* Program Manager

Email of Person Preparing Report \* [vicky.knoop@sfgov.org](mailto:vicky.knoop@sfgov.org)

Name of Department Head \* Tom DeCaigny

Does your department promote or plan to promote employees to use public transit for work-related travel? \*

Yes

What resources will your department offer? \*

- Clipper Card

Other: \*

What forms of communications will you use to promote employees to use TRANSIT for work-related travel? \*

- E-mail Blast
- Other

Other: \* announcements at staff meetings

If applicable, please use this space to describe in greater detail your department's PUBLIC TRANSIT program for work-related travel:

Does your department offer or plan to offer employees access to a bicycle for work-related travels? \*

Yes

Is it / will it be a CityCycle bike? \*

Yes

How many bicycles will be available? \*

1

Would your department like to make a request for more bikes? \*

No

What forms of communications will you use to promote employees to use BICYCLES for work-related trips? \*

- E-mail Blast

Other: \*

If applicable, please use this space to We'd love to get a bike for the agency to use, but will need to have

describe in greater detail your department's BICYCLE program for work-related travels:

secure bike parking in the building to store it.

Does your department belong or have a plan to belong to a City vehicle pool or car-sharing program for work-related travels? \*

Yes

Is your department able or have plans to host a tele-conference call? \*

Yes

Is your department able or have plans be able to host a video-conference call? \*

Yes

In the 2012-13 HACTO Report, you will have to provide metrics for these programs. How will you track the implementation of these programs? \*

each program will records that will be combined for the depcap

If applicable, please use this space to describe in greater detail all of your department's Transit-First programs related to at work travel:

We are currently using online tools for web conferences, but will have greater access when VOIP is deployed throughout the City.

A. Does your department promote or have plans to promote the use of public transit for commuting to/from work? \*

Yes

How will you promote public transit? \* • Encourage participation in the Pre-Tax Commuter Benefits program

Other: \*

What forms of communications will you use to promote employees to use TRANSIT when commuting to/from work? \*

• E-mail Blast

Other: \*

B. Does your department promote or plan to promote the use of bicycles for commuting to/from work? \*

Yes

How will you promote bike-commuting? \* • Provide indoor/safe bike storage

Other: \*

What forms of communications will you • E-mail Blast

use to promote employees to BICYCLE when commuting to/from work? \*

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Other: \*

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C. Does your department promote or plan to promote the use of carpooling for commuting to/from work? \* Yes

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How will you promote Carpool and/or Vanpool? \* • Encourage registration in the 511-matching program

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Other: \*

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What forms of communications will you use to promote employees to CARPOOL or VANPOOL when commuting to/from work? \* • E-mail Blast

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Other: \*

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D. Does your department offer or plan to offer tele-commuting? \* No

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If applicable, please use this space to describe in greater detail all of your department's Transit-First programs related to commuting to/from work:

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Bonus: How will you promote the Great Race for Clean Air? • N/A

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Other: \*

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Does your department manage any of its own vehicles? \* No

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Measurement for fleet reduction will be based on fleet inventory as of June 30, 2010. On June 30, 2010 how many vehicles from your department's fleet were subject to HACTO? This number is your "Baseline." \*

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Your 5% fleet reduction is calculated from the Baseline fleet size you supplied in the answer above. What is 5% of the Baseline fleet?  
Note: this is the average number that must be removed annually through July 1, 2015. \*

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How many vehicles did your department remove from service during FY 11-12 (July 1, 2011-June 30, 2012)? \*

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In FY12-13 (July 1, 2012-June 30, 2013), how many vehicles must be removed from service to be compliant with HACTO's reduction mandate? \*

How many vehicles is your department planning to remove from service in FY12-13 (July 1, 2012-June 30, 2013)? \*

The number of vehicles your department plans to remove is: \*

If your department feels it cannot comply with the fleet reduction requirement, you will be able to apply for a waiver (HACTO Section 403(c) details waiver qualifications). To apply, a waiver request must be sent from your department director to the director of SF Environment. As part of the justification, this request must include a description of your Transit First programs for reducing reliance on department vehicles, and an explanation of why these programs are not sufficient to enable your fleet to be reduced as required by the Ordinance. Additional information about the process for submission and evaluation of waiver requests, and about alternative steps for reducing Greenhouse Gas emissions that may be required, will be available after the first of the New Year.\* \*

The CommuteSmart Team and Clean Vehicle staff have a wide assortment of resources available to you. Please check all of the resources that you would like and we will do our best to accommodate: \*

- No thank you

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