



Council Agenda Item Cover

MEETING DATE: July 25, 2011

AGENDA ITEM TITLE: The creation of the Green Practices Commission

AGENDA SECTION: New Business

CAN THIS ITEM BE RESCHEDULED? : No

BACKGROUND REVIEW: The Green Practices Committee was created by Resolution 2009 – 18 on September 21, 2009. The Green Practices Committee was formed to develop a comprehensive strategic plan that will guide the city to become sustainable at the municipal, residential, institutional and commercial levels. Their mission is to encourage sustainable practices and programs that improve the health and quality of life of University City; protect and restore its natural resources, and strengthen the economy.

RECOMMENDATION: Approval

ATTACHMENTS:
Resolution creating the Green Practices Committee

Resolution 2009 - 18

Resolution of the City of University City for Community Sustainability

WHEREAS, there is abundant scientific evidence that the manner in which human society is currently living is unsustainable: we are jeopardizing the lives of future generations because we are significantly changing our climate; we are exacerbating many human and environmental health problems; we are rapidly depleting our non-renewable resources; and we are driving species to extinction; and

WHEREAS, these challenges are global in nature, but our success in finding their solutions will start with and rely on collective, collaborative local efforts; and

WHEREAS, the City of University City recognized this key challenge when it became a signatory to the U.S. Conference of Mayors Climate Action Agreement and committed to significant greenhouse gas emissions reductions by 2012; and

WHEREAS, since the City of University City signed the Action Agreement there is evidence that global climate change is accelerating; and

WHEREAS, the Green Practices Committee of the City of University City was formed to develop a comprehensive strategic plan that will guide the city to become sustainable at the municipal, residential, institutional and commercial levels; and

WHEREAS, it is the mission of the Green Practices Committee to encourage sustainable practices and programs that improve the health and quality of life of our community; protect and restore its natural resources, and strengthen our economy; and

WHEREAS, it is the Green Practices Committee's vision to have a fully engaged community that integrates sustainability into every decision made, and every action taken by city government, citizens, employees, business owners, students, and patrons; and

WHEREAS, University City aspires to be the leader in community sustainability;

NOW THEREFORE, be it resolved that the City Council of University City, by this Resolution, hereby reaffirms our commitment to the community and the world that sustainability is a primary factor that will inform our decisions, actions, activities, purchases and community outreach; and

BE IT FURTHER RESOLVED that the City shall adopt a Community Sustainability Plan as soon as practicable; and

BE IT FURTHER RESOLVED that in order to develop that Community Sustainability Plan City Council acknowledges that there are necessary first steps and therefore commits to the community that within one year the City shall:

1. perform a Greenhouse Gas (GHG) Emissions Inventory (which includes the municipality, residences, institutions and businesses) with the assistance of ICLEI and set aggressive but attainable emission reduction goals for 2015, 2020 and 2025 that align with the U.S. Conference of Mayors Climate Protection Agreement; and
2. perform energy audits of all City facilities and develop an Energy Master Plan to reduce the amount of energy used in its operations;
3. define sustainable design guidelines for capital projects and the respective return on investment expectations for such projects; and
4. analyze its street lighting and develop a comprehensive approach to reduce energy use and cost; and

and within 18 months the City shall:

5. revise its Building and Zoning codes to align with sustainable design, construction and operating best practices; and

BE IT FURTHER RESOLVED that the City shall conduct community and City staff outreach and education about Green and Sustainable practices.

Adopted this 21st day of September, 2009.

Joseph Adams
Mayor

Attest:

Joyce Pumm
City Clerk

Addendum to



Resolution of the City of University City for Community Sustainability

Date: September 21, 2009
To: City Council
From: Petree A. Eastman
Re: Background for Sustainability Resolution

Introduction

This addendum is intended to provide background information in support of the “Resolution of the City of University City for Community Sustainability” recommended for adoption by the Green Practices Committee. **It is Committee’s goal for the Resolution to set a new course on the means and methods by which the City conducts its business and to serve as an example to the community.** It is important to note that the actions called for in the resolution are primarily pre-plan evaluative measures necessary to the recommendations the Committee will ultimately make in developing the sustainability plan. They are first steps; these do not constitute the plan itself

In order to make the best decisions to reduce the community and the City’s ecological footprint (carbon, methane, water, and natural resource use), some preliminary evaluative measures must be taken. It is a typical planning approach (evaluate, plan, implement, evaluate). Thus it is standard protocol to assess the existing carbon footprint of the city in order make specific sustainability decisions and then measure the impact of actions taken. There are two primary measurements that must be assessed: the greenhouse gas (GHG) inventory and energy audits of city facilities. The first will look at the City’s greenhouse gas emissions, as well as the community’s. A subset of the first is to have energy audits conducted at each of the City’s facilities. Through knowledge of the sources of our emissions and energy usage, better and more informed decisions about capital improvements, behavior changes and policy can be made. Based on data about where we are currently, the ultimate goal of the Green Practices Committee is to devise a sustainability plan that leads our community to have zero impact on the earth.

The additional measures discussed in the proposed resolution are known subject areas that will have to be addressed regardless of the baseline data. Street lighting is by far the highest energy cost to the City and may be the area single greatest savings that can be made. Likewise, buildings of all types are a primary source of carbon emissions and so an update of our zoning and building code to a “green” code is in order.

The Green Practices Committee is seeking endorsement of these measures through the proposed Resolution. Below is more information about each of these measures and estimated cost to execute.

Greenhouse Gas Inventory

The warmth of the earth is a natural phenomenon of our planet. However, from human activity during the 20th and 21st centuries there is scientific evidence that the earth is warming at an alarmingly accelerated pace that threatens our very existence. Global warming is caused by large amounts of greenhouse gases made up of carbon dioxide and methane being trapped in the earth's atmosphere. Emissions from carbon dioxide are produced whenever fossil fuels are burned (oil, natural gas, gasoline, diesel fuel and coal). As result of even a slight increase of global temperature, major changes in climate patterns have been emerging, including extreme weather events (such as Hurricane Ike and other major flood inducing storm activity). Methane (or CH₄) is a byproduct of organic waste and sewage decomposition. Organic waste is made up of paper, yard trimmings, wood and food waste as it decomposes in landfills. Sewer treatment plants are a significant source of methane, which is 21 times more powerful per unit than CO₂ in its greenhouse effect.

While it may seem like the actions of one community cannot change the global climate, it is the Green Practices Committee's belief that if each community measures its greenhouse gas emissions and takes immediate action to curtail activities that cause increased emissions, that we will indeed affect climate change for the better. University City aspires to be the leader in community sustainability and as such should set the protocol in the actions it takes to reduce the community's carbon footprint. The first step is to measure exactly where we are through a greenhouse gas inventory. The baseline of data will inform policy, decisions and actions taken by the City and the community. As an example, Creve Coeur performed their greenhouse gas inventory and found, to their surprise, that much of the traffic related emissions are not from its three major thoroughfares (I-270, Lindbergh and Olive), but from the 99 miles of collector streets. Without this information, the City of Creve Coeur may have approached their plan for the reduction of greenhouse gas emissions in a completely different manner.

It is important to note that CO_{2e}, which is being measured, is the result of *energy consumed, fuel used and land-fill and other waste generated*. It is also important to note that GHG emissions are not necessarily emitted in our community. The GHG inventory measures in part the emissions from *where the electricity is generated*. Electricity itself does not produce carbon emissions, but rather *the process* of generating electricity is where GHG are emitted. Here, Ameren's coal-fired electricity generation plants, which is its primary method of generating electricity, is the primary cause of carbon emissions. To insure the accuracy of the GHG inventory, the measurement of GHG uses coefficients that are based on electric generation of the fuel mix on the grid for our region. Reduction in electricity usage does reduce electricity generation and therefore emissions. So reduction in electricity usage is key.

With our membership to ICLEI (Local Governments for Sustainability) we received GHG software (CACP) that will enable us to inventory our GHG emissions as a City and as a community. The data used to measure the GHG includes: electricity and other fossil fuel sourced energy use, transportation data (vehicle miles travelled and/or fuel consumed), quantities of waste generated and land-filled. Based on experience, the bulk of emissions come from vehicles, street lights, commercial electricity use, residential heating/cooling and land-fill waste.

To ensure that the inventory will be acceptable for any regulation that might be passed at the Federal level, staff is confident that the ICLEI GHG Inventory protocol is appropriate. The protocol provides for three scopes established in the World Resource Institute's Greenhouse Gas Protocol. Scope 1 measures direct emissions, such as tailpipe or smokestack emissions. Scope 2 measures indirect emissions from electricity and central heating and cooling where control of the use of energy rests with the end-user even though the power plant is owned and operated by a third party. Scope 3 emissions are all other indirect emission sources over which some control may be exerted (landfill waste). This system allows for greater certainty over which local governments have the most control. The emission factors used are aligned with those in use by the Environmental Protection Agency (EPA), the California Climate Registry (CCAR) and the Climate Registry (TCR).

The baseline year selected for our inventory is **2005**. This year was chosen for two reasons: 1) it is the earliest date in which complete data was available and 2) it precedes the restoration of City Hall to LEED certification. If we had selected a later baseline year, the City would not get credit for the energy efficiencies of the restored building.

This past summer the St. Louis Municipal League provided University City with an intern to conduct the GHG inventory for the Community. This process has not yet been reviewed for accuracy. The GHG inventory for local government operations will be conducted with an engineering intern from Public Works which will be funded by the Energy Efficiency and Conservation Block Grant federal stimulus dollars. Assistance from ICLEI is provided as part of the City's membership and the Assistant City Manager will supervise the inventory effort. **No additional funds are required.**

Energy Audit-Master Plan

Background

As part of the City's effort to reduce its own greenhouse gas emissions, reduction of energy use in City facilities will be a key component of any plan. As the City asks citizens to become more energy efficient, the City should be the leader by example of the process citizens can employ to reduce their own carbon footprint. Individually, every structure in the city, including City facilities should be audited for energy efficiency and an energy master plan developed. Thus, the second point in the resolution is a two step process: for energy audits to be performed on all City facilities and the development of a master plan to actually modify such facilities to make them more energy efficient.

The City currently has 14 facilities that draw power:

City Hall	Park Maintenance Shop
City Hall Annex (Police/Fire/Print Shop)	Heman Park Tennis Ct. & Restroom
630 Trinity	/Pavilion
Centennial Commons	Golf Pro Shop
Heman Park Community Center	Golf Maintenance
Central Garage	Firehouse #2
Transfer Station/MRF	Heman Park Pool
Public Works Sign Shop	

Because City Hall was renovated to the LEED certification level in 2005-06 and Centennial Commons is a new facility that, while not LEED certified, was built with energy efficiency in mind, only modified audits would be necessary. Energy audits of City facilities would involve not only assessing the energy being used by these facilities now, but would provide recommendations on how to upgrade the facilities to be more energy efficient.

Energy Audit Basics

The objective of an energy audit is to identify and develop modifications that will reduce the energy use and cost of operating a building. The energy audit and master plan process includes the following steps:

1. Collect and analyze historical energy use (utility bills by meter, by building)
2. Conduct a facility audit-a study of the building and its operational characteristics. This is broken down into two on-site evaluations:
 - a) A room by room analysis of lighting, fixtures, control technology, wall type/insulation, roof composite, windows (building envelope) and appliances. Hot water, laundry and food preparation areas will also be evaluated. Light levels are measured.
 - b) The equipment audit, which is an examination by engineers of the building's HVAC system with the facility manager. This includes the boilers, air conditioning, pumps and control systems.
3. The energy auditors will conduct thorough interviews with the staff and management to determine the City's operational requirements including hours of operation, number of employees and citizens using the facility, space conditions, standard operating/non-use temperatures, night-time setbacks and any light level policies in place. (The audits can assist in developing space temperature settings and light level policies to achieve optimal spaces conditions and energy efficiency).
4. Develop an energy master plan that identifies the energy efficient measures (EEMs)-the potential modifications that will reduce energy use and cost. This will include an engineering and economic analysis of potential modifications. As the process unfolds economic targets for energy efficiency will be developed.

Example: before decisions were made about what type of activities the City would submit to the federal government for the EECBG it briefly considered doing a selected energy audit on the Heman Park Community Center. While the building had several features that could be fixed (cleaned or repaired at low cost) immediately to save energy, any major retrofits to the building would never save enough energy/cost to warrant the costs of the retrofit. The Community Center costs the City about \$12,000 per year in electricity per year. Even assuming gas usage were the same, the costs to retrofit this antiquated structure would far

outweigh any savings to be had. Interestingly, the analysis led staff to understand that the City's facilities could be analyzed as a group and that costs savings (due to energy savings) could be spread over other facilities where savings would not necessarily cover the costs of the retrofits in a reasonable time frame. Audits also can form the basis for the decommissioning of a building and/or replacement of a structure.

5. As a result of the engineering analysis and economic calculations, the master plan should:
 - a) Breakdown the components of annual energy use and cost;
 - b) Recommend energy efficiency measures, including predicted savings and cost to implement;
 - c) Provide a description and cost estimate of modifications that are needed in order for energy efficiency measures to be effective; and
 - d) Provide a description and cost estimate of measurement and verification methods needed to determine the actual effectiveness of the measures

Recommended Process

It is important that the energy audit process provide the City with all the information needed to commit necessary resources to reduce the facilities' energy use and cost. This should outline any changes in the facility's operation and maintenance, including different personnel requirements, as well as presenting an economic analysis of any capital improvement projects. It is highly recommended that the City conduct an ASHRE ¹Level II analysis at a minimum.

The Green Practices Committee recommends AHSRAE Level II because it is preferred level of energy auditing that will help qualify a facility for LEED certification under the LEED Existing Building standard. LEED measures six categories of performance: 1) sustainable sites 2) water efficiency 3) energy and atmosphere 4) materials and resources 5) indoor air quality and 6) innovation in design. With an ASHRAE Level II audit, the possibility to certify City facilities in the future will be enhanced.

The Green Practices Committee urges the City to have the ASHRAE Level II audits and master plan performed separate the process of implementation. In many circumstances entities will have the costs of the energy audit rolled into a one "performance contract". This is not recommended. A performance contract is one in which the energy auditing firm will arrange to have the energy modifications financed through the cost savings that result from the modifications. The energy firm will often guarantee the cost savings to insure that the City will incur no cost for the modifications. To yield the highest level of energy savings the *only* costs that should be included into the performance contract are those modifications that

¹ (American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.)

actually save energy. It should be noted that recently the City of Florissant issued a Request for Proposals and the City of St. Louis issued a Request for Qualifications under the premise that the energy audit and master planning process costs be separated from the implementation for the reasons stated above.

It is estimated that a full ASHRAE Level II energy audit and master plan for City Hall Annex (Fire/Police/Print Shop), Heman Park Community Center, Central Garage, Park Maintenance Facility, Golf Clubhouse/Maintenance Facility, and Firehouse No. 2, and a modified audit of City Hall and Centennial Commons, will cost approximately \$25,000.

It is the goal of the process that energy savings guaranteed by the energy audit firm will be sufficient to pay back the costs of the EEMs. **Under this scenario, the City will not incur any costs in implementing the energy savings modifications under this financing scheme.** Preparation of the request for proposal and supervision of the energy audit and master planning process would be the responsibility of the Assistant City Manager and the Director of Public Works.

Define Parameters for Capital Projects and Return on Investment Expectations

In order to achieve full-scale implementation of energy conservation and green practices, there must be an investment of resources, often capital into projects. Many energy efficiency capital projects have a short return on investment; other projects take longer. The City should first devise sustainable design guidelines for capital projects. For example, one guideline may be that all new City structures meet the LEED-Gold standard or higher. These standards will dictate the sustainability aspects of capital projects, consistent with the Resolution's commitment that sustainability be integral to all decisions made and actions taken. The guidelines commit the City to capital projects that in fact increase the energy efficiency of City facilities.

Second, the City should determine an acceptable rate of return on investment when evaluating a capital expenditure. That rate of return must include a full cost accounting of a particular project, including new or differing personnel costs and new or different maintenance requirements. A common guide is to look at the City's return on investment of its fund balance/reserves. If a capital project can yield a rate of return higher than the City is getting on it's the investment of its fund balance, then it should be an acceptable project from a financing perspective. Likewise, capital projects of differing values or life cycles may have differing parameters for ROI parameters.

The Committee will make recommendations to Council to set ROI parameters for capital projects intended to reduce energy usage by X percent with a pay back within 5, 10 or 15 years as compared to item's useful life. The term of acceptable

payback is ultimately for the City Council to decide. **There would be no additional cost to establish sustainability design guidelines for capital projects and to assist Council in setting acceptable return on investment rate and payback periods.** This would be the responsibility of the Assistant City Manager.

Street Lighting Plan

Street Light Decommissioning

As detailed in previous reports to Council, Ameren-owned street lights have presented a dilemma for the City in gauging how to become more energy efficient. Currently, of the \$850,000 electricity budget for the City in FY10, \$640,000 is allocated just for Ameren-owned street lighting. There are 3264 utility-owned street lights are billed under the 5M rate. This does not include City owned lights or decorative street lighting. Because of the way these lights are billed (by pole and fixture type) and because they are not individually metered, the City could not determine how much energy is being used or how much could be saved through retrofitting these lights with more energy efficient fixtures. Thus, the only means available to ensure saving energy and costs, under the current rate/billing structure is to decommission lights.

As the primary component of the federal stimulus funding under the Energy Efficiency and Conservation Block Grant, the City intends to map all utility-owned street lights and then develop a plan to decommission 20% of them. The focus of the decommissioning will be on commercial areas such as Olive Blvd. and the Loop, where secondary lighting is in great abundance. Interns will map the lighting and funds from the grant will be used to remove the lighting. Additional funds will be used to provide public education about appropriate levels of street lighting and what exactly is to occur. The Assistant City Manager will supervise the process. A lighting expert will likely be needed to assist the City in prioritizing removal and to help educate the public on the optimum lighting levels for public safety. A lighting expert would help devise the Lighting Plan, including an energy efficiency component. The expert could evaluate the City-owned street lighting, provide a cost/benefit analysis of retrofit options, and provide an evaluation of available grant, incentive and financing options. **The cost of a lighting expert is expected to cost approximately \$10,000, which could be paid from the Energy Efficiency and Conservation Block Grant contingency funding.**

Street Lighting-Rate Challenge

As Council is aware, the City (along with the Municipal League, the City of O'Fallon, City of Rock Hill and the City of St. Ann) has currently moved the Missouri Public Service Commission to intervene in the AmerenUE rate case. Ameren is seeking an 18% increase in electricity rates. Staff has done analysis of the rates that are being charged by Ameren for utility-owned street lights and discovered a great disparity between those cities that own their street lights and those who do not. If the City of University City owned its current 3264 utility owned street lights it could save over \$470,000 per year in rate and pole rental charges. It is our goal to not only reduce

the 18% expected rate increase requested by Ameren, but to also have the PSC examine closely the 5M rate in comparison to the 6M rate. We also hope to get maintenance records of the 5M street lights and mapping data to be able to perform a cost/benefit analysis on whether the purchase of the lights is in the short and long term interests of the City. University City is taking the lead amongst at least 12 cities, including St. Louis City and St. Louis County in looking at how to reduce energy consumption and costs. If the City were to purchase the 5M street lights, looking at alternative means of maintenance would be considered including contracting with a private contractor or other city (such as the City of St. Louis or Kirkwood). The consortium will also be looking at how to retrofit these street lights for energy efficiency and what lighting standards should be used to obtain optimal lighting.

Currently, under the Energy Efficiency and Conservation Block Grant the City has allocated \$10,000 towards this component and no additional funds are required at this time. However, the rate case funding needs are not yet determined.

Adoption of a Sustainable Zoning and Building Code

As the City addresses its own “house”, it is the desire of the Green Practices Committee to begin the process of prompting the private sector into more energy efficient and green buildings and land use. While the City encourages citizens, businesses and institutions to be more green, the Green Practices Committee wants to begin institutionalizing green practices into its zoning and building codes. Whether that means requiring new buildings to be LEED certified, Energy Star rated, or comply with an overall energy rating (like Title 24 in California) or meeting some other energy standard is the direction many cities are heading to insure reduced energy use in the private sector. Through enactment of an energy code, as part of the building code, existing buildings can begin to be more efficient. A green building code can also address stormwater run off by requiring pervious surfaces for parking lots and driveways. Likewise, through density of land use and stricter parking requirements in the zoning code, use of alternative means of transportation is more likely. Because of the complexities of a zoning code and building code change, work must begin as soon as possible to insure change in the private sector quickly.

Currently, there is a zoning code revision planned for enactment in January/February 2010. The City’s Comprehensive Plan is also scheduled for revision at the end of FY 2010. Because the committee process in changing these major community development documents is extremely time consuming, to add a comprehensive change to the Building Code simultaneously, additional planning staff would be required. Without additional staff, the Community Development Department would not be able to tackle a building code revision until FY 2012. *This is not an evaluative measure, but a key component the Green Practices feels will be in the Sustainability Plan and feels strongly must begin now.*

The cost estimated for additional planning staff is approximately \$160,000 including expert assistance. It would involve a committee process that includes sustainability experts, developers, planners and citizens. However, involvement of staff is imperative. This process cannot be outsourced completely. There is no way for current staff to tackle, a zoning code change, building code change and the comprehensive plan revision in 18 months without additional staff.

An analysis of our existing zoning and building codes could yield some changes that could be implemented without a full-fledge code revision, like the one enacted this year. However, this will take staff time and resources as well.

Conclusion

The Green Practices Committee is asking for a full commitment by the City Council to begin the process necessary to integrating sustainability into the way we make decisions and act. Evaluative measures are necessary to determine where we are, setting realistic goals and measures need to be developed in a sustainability plan and the measures implemented. It is the Committee's hope to start that process immediately and respectfully requests the adoption of the Resolution.

INTRODUCED BY: _____

DATE: July 25, 2011

BILL NO.: **9123**

ORDINANCE NO.: _____

AN ORDINANCE AMENDING TITLE 2 OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO ADMINISTRATION AND PERSONNEL, BY ENACTING THEREIN A NEW CHAPTER TO BE KNOWN AS "CHAPTER 2.31 GREEN PRACTICES COMMISSION", AND A NEW SECTION TO BE KNOWN AS "SECTION 2.28.160 GREEN PRACTICES COMMISSION".

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:

Section 1. Title 2 of the University City Municipal Code, relating to administration and personnel, is hereby amended by enacting therein a new chapter to be known as "Chapter 2.31 Green Practices Commission", and a new section to be known as "Section 2.28.160 Green Practices Commission", which shall read as follows:

2.28.160 – Green Practices Commission.

The Green Practices Commission acts in an advisory capacity to the City Council. The Commission studies sustainability practices of the City in the following areas: ecosystems/habitat; water/stormwater; air quality/transportation; waste/resource conservation; land use/open space/parks; energy; green buildings. The Commission has seven members appointed by the City Council. The term of office is three years. For more information, see Chapter 2.31.

CHAPTER 2.31

GREEN PRACTICES COMMISSION

2.31.010 – Established-Composition.

There is established a Green Practices Commission which shall consist of seven voting members who shall be citizens of the City not otherwise connected with the City government.

2.31.020 – Powers and Duties.

The Green Practices Commission shall act in an advisory capacity to the Council.

The Green Practices Commission shall make a study of the sustainability practices of the City in the following areas: ecosystems/habitat; water/stormwater; air quality/ transportation; waste/resource conservation; land use/open space/parks; energy;

green buildings. The Green Practices Commission shall have the following powers and duties, including but not limited to:

- A. Establish sustainability goals, prioritize and track progress;
- B. Review and advise the City regarding projects and initiatives for all development and redevelopment;
- C. Establish a list of prioritized projects to be initiated by the City.

2.31.030 – Qualifications, appointment and terms of members – Filling vacancies – Officers and procedure.

On the first day of the month following the adoption of the ordinance codified in this chapter, the Green Practices Committee shall be dissolved and in lieu thereof the said seven members of such Green Practices Committee shall be the newly appointed members of the Green Practices Commission. Of those first appointed, two shall be appointed by the Council for a term of one year, two for a term of two years, and three for a term of three years each. Thereafter all appointments shall be made by the Council for terms of three years. Vacancies on the Commission shall be filled by the Council by appointment for the unexpired term. Such members shall be residents of the City and shall have involvement in or professional experience with green practices.

At the same time, on recommendation of the City Manager, the Council shall additionally appoint a nonvoting member of the Commission from the Public Works Department of the City, who shall remain a member of the Commission unless removed by the City Manager, with the consent of the Council. The Council shall also appoint one of its own members as a nonvoting liaison member of such Commission. Such member shall hold office at the pleasure of the Council.

The Commission shall annually elect one of its members Chairperson and one shall be elected Secretary. The Commission shall establish its own rules of procedure.

2.31.040 – Reports.

The Green Practices Commission shall report to the Council at such times and as often as the Council may request or the Commission may deem necessary, but shall make at least one report annually.

Section 2. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this _____ day of _____, 2011.

MAYOR

ATTEST:

CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

CITY ATTORNEY