

**CITY OF WEST ST. PAUL  
DAKOTA COUNTY, MINNESOTA  
RESOLUTION NO. 08-18**

**RESOLUTION ESTABLISHING AN ENVIRONMENTAL COMMITTEE**

**WHEREAS**, the City of West St. Paul desires to have a committee to be advisory to the City Council on issues related to improving the quality of the environment; and

**WHEREAS**, the purpose and responsibility of the Environmental Committee would be to provide the residents of West St. Paul with opportunities to bring a comprehensive perspective to greening, sustainability, and beautification issues. A comprehensive perspective will include, but is not limited to improving the quality of the environment, adding to the beautification and aesthetics of the City, addressing issues that affect the City's natural resources, providing environmental education to the public, advising the City Council on issues concerning City property and advocating the benefits and necessity of West St. Paul's natural resources.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby establishes the Environmental Committee with the following rules:

**ESTABLISHMENT**

The Environmental Committee is hereby established to be advisory to the City Council and will have the powers and duties stated below.

**MEMBERSHIP**

The Committee will consist of 12 members – 9 voting members and 3 ex-officio members. Eight residents and one high school student will make up the 9 voting members, who will be appointed by the City Council, with a concerted effort toward equal ward representation. One member from the City Council, the Planning Commission and the Park and Recreation Advisory Committee shall be ex-officio members of the Committee, without the right to vote. It is recommended that the City Council member be from the Public Works Committee.

**TERMS OF OFFICE**

Initial appointments to the Committee will be three members for one year, three members for two years and three members for three years. For all subsequent appointments the term of a member is three years. Members shall be limited to serving a maximum of three consecutive terms. Members will hold offices until their successors are appointed and qualified. Vacancies during terms will be filled for the unexpired portion of the term. The terms of the ex-officio members will correspond to their respective official tenures.

## OFFICERS

The Committee will elect a chair and vice-chair from among its members for a term of one year, and may create such other offices as it deems necessary. The Committee will appoint a member to act as secretary of the Committee.

## MEETINGS AND ORGANIZATION

The Committee will hold monthly meetings to transact its business. The Committee meetings will be open to the public and notice of such meetings will be given as prescribed by statute. It will adopt rules for the transaction of business. For the purpose of making recommendations to the City Council, the Planning Commission or any other committee of the City of West St. Paul, a quorum is required, which is a majority of all the voting members of the Committee. Reports and resolutions submitted by the Committee to the City Council, Planning Commission or any other committee will show the vote by roll call adopting the report or resolution. The Committee will keep a record of its recommendations and presentations.

## STAFF

The Committee will receive the staff services of the Public Works Director or a designated representative.

## ABSENCE OF MEMBERS

The chair of the Committee will notify the Council when a member has two consecutive unexcused absences from the regular Committee meetings. Upon receipt and acknowledgment of such notice by the Council, the office of that member will be considered vacant.

## POWERS AND DUTIES


The Committee shall have the following powers and duties:

1. To perform fact-finding tasks as requested by the Council, Commissions or Committees.
2. To act in an advisory capacity to the City Council, Planning Commission or other West St. Paul committees as the Council deems appropriate.
3. To cooperate and create liaisons with other governmental agencies, community organizations, private sector businesses, non-profits, educational, and civic groups to foster cooperation.
4. To develop and maintain a long term urban forestry plan.
5. To maintain a City website presence that informs citizens about issues in the City of West St. Paul and other jurisdictions.
6. To recommend sustainable and environmentally sound practices and sponsor seminars for the same including lawn care, rain gardens, native plantings, housing and consumption.

7. To review City facilities and practices for environmentally sound and sustainable best practices including rain gardens, erosion control and native plantings.
8. To sponsor community training and education opportunities.
9. To research and apply for grants and funding opportunities.
10. To promote the general welfare of the City.
11. To appoint subcommittees. The Committee may enlist the assistance of people or organizations that are not members of the Committee. The Committee does not have the power to make contracts, levy taxes, or spend or borrow money.
12. Others as set by the Council and Committee.

Passed this 28<sup>th</sup> day of January, 2008.

Ayes: 6 Nays: 0

  
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John A. Zanmiller, Mayor

Attest:

  
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Diane K. Meissner, Deputy City Clerk