

OFFICE OF THE MAYOR  
TULSA, OKLAHOMA

EXECUTIVE ORDER NO. 2010-02

CREATION OF THE NEW OFFICE OF SUSTAINABILITY

By virtue of the power vested in me as mayor of the City of Tulsa, Oklahoma, it is hereby ordered:

**Section 1. CREATION OF NEW OFFICE OF SUSTAINABILITY** – The purpose of this order is to provide coordination and oversight for the City of Tulsa’s energy efficiency and sustainability efforts. There is hereby created a new Office of Sustainability which shall consist of such sections or branches and employees as may be necessary to accomplish the duties and functions assigned to said department.

**Section 2. DIRECTOR OF OFFICE OF SUSTAINABILITY** – The Director of the Office of Sustainability (“Director”) shall be hired by the Mayor, shall be the executive head in charge of the Office of Sustainability, and shall report to the Chief of Staff.

**Section 3. DUTIES OF THE OFFICE OF SUSTAINABILITY** – In carrying out the purpose set forth in Section 1 of this order, it shall be the duty of the Office of Sustainability to provide oversight, develop administrative processes and implement energy efficiency and sustainability programs designed to save resources, reduce cost and lessen environmental impact for the overall benefit of the City of Tulsa; provide coordination and direction for energy efficiency and sustainability efforts in all departments within the City of Tulsa; monitor energy use and sources and evaluate processes for potential energy savings; administer projects, provide oversight and meet all monitoring and reporting requirements of the Energy Efficiency Conservation Block Grant Program; provide liaison with federal, state, regional agencies, or municipalities as may be desirable or beneficial to the City of Tulsa; provide coordination and assistance to other city departments implementing energy efficiency and sustainability programs or initiatives; and to undertake such other assignments and duties as may be assigned to it by the Mayor or his designee.

**Section 4. DUTIES OF THE DIRECTOR** – The Director is authorized and empowered to do all things necessary to perform the duties as enumerated herein or as assigned by the Mayor or his designee, and to cooperate and provide such assistance as the Director shall deem practicable to all departments within the City of Tulsa, to all agencies, boards, authorities, or trusts in which the City of Tulsa holds a beneficial interest, either directly or indirectly, to non-profit organizations, and to all federal, state or regional agencies.

**Section 5. EFFECTIVE DATE** – This order shall take effect immediately.

Dated this 3<sup>RD</sup> day of MARCH, 2010



ATTEST:

Lini Bennett  
City Clerk

Henry F. Cantrell  
Mayor

APPROVED:

Ellen Hinchee  
Asst. City Attorney