

August 6, 2010

Name
Organization
Address
Address

Re: Request to Serve on the Will County Government Operations Green Team

Dear Mr./Ms.:

As you may be aware, Will County government is currently implementing many programs and initiatives to reduce our energy consumption in our daily operations and even create energy at our landfill. I would like to take additional steps to look for ways we can take our energy efficiency and conservation efforts to the next level. Through these efforts, we will all further benefit through lowering our current and long term operational costs. Other benefits would be our dependence on foreign oil and our natural resources.

Therefore, it is with great pleasure that I request that you serve as part of Will County's Green Team for Government Operations. A kick-off meeting will occur on August XX, 2010 at 2 pm in the County Board Room at 302 N. Chicago Street, Joliet. Please contact Tricia Panagiotopoulos at 740-8398 or via electronic mail at tpangio@willcountyillinois.com , to confirm your attendance. If you cannot attend, please send a representative from your office. I have attached an agenda for the initial meeting. I want to thank you in advance for your assistance in helping Will County operations to "go green".

Sincerely,

Lawrence Walsh
Will County Executive

WILL COUNTY GOVERNMENT OPERATIONS GREEN TEAM

AUGUST XX, 2010

2 pm

**County Board Room
302 North Chicago Street
Joliet, IL 60432**

AGENDA

- 1. Introductions**
- 2. Discussion: Mission Statement & Purpose, Organizational Structure**
- 3. Formation of Green Team, Assign Officers, Meeting Schedule**
- 4. Discussion: Current Energy Usage & Conservation Efforts**
- 5. Assignment of Team Members**
- 6. Adjournment**