



## **Cool Counties Policies and Programs Template**

**Presented at the National Association of Counties Annual Conference  
July 16, 2007**

# Preface

## **Cool Counties Climate Stabilization Initiative**

The threats of global climate change are now widely recognized as being among the most pressing issues facing us today. Recent statements by the world's scientific community affirm that there is no longer any doubt that human influences and activity play a major role in climate change.

Acting individually to address climate change will help, but we also must have a concerted, coordinated effort if we are to address this problem adequately. We as local governments may not regulate emissions from power plants, automobiles or even lawn and garden equipment, but we have both the opportunity and the responsibility to take aggressive steps to reduce our operational greenhouse gas emissions, while at the same time leveraging our collective resources within our regions through the appropriate boards and committees. We also must recruit our state and federal partners to take similar actions.

The "Cool Counties" Initiative consists of two parts: A pledge on our part to take action and a plan to carry that out. The U.S. Cool Counties Climate Stabilization Declaration serves as the pledge piece. The drafting of this declaration was led by King County, Washington, with input from the partners, including Fairfax County and the Sierra Club. Fairfax County took the lead on the operational planning guidance. The Cool Counties Policies and Programs Template provides a menu of policies and actions that local governments can use to help achieve the goals identified in the Cool Counties Declaration. The Template is still a work-in-progress, one that we envision turning over to our partners for development as a national best practices manual.

The Cool Counties Declaration consists of three key elements. The first asks county governments to commit to reducing their operational greenhouse gas (GHG) emissions by first creating an inventory of their local emissions and then planning and implementing policies and programs to achieve significant, measurable and sustainable reductions.

The second element of the Declaration calls on local governments to work closely with their regional and state governments and others to reduce regional GHG emissions to 80 percent below current levels by 2050. The idea is to develop regional GHG emissions inventories and create regional implementation plans that establish short-, mid-, and long-term emissions reduction targets. The goal is to stop the increase in emissions by 2010, and to achieve average reductions of 10 percent every five years thereafter through to 2050.

The third element of the Declaration calls on counties to urge Congress and the Administration to enact a multi-sector national program of market-based limits and incentives for reducing GHG emissions to 80 percent below current levels by 2050, and to urge Congress and the Administration to strengthen standards by enacting legislation such as a Corporate Average Fuel Economy ("CAFE") standard that achieves at least 35 miles per gallon (mpg) within 10 years for cars and light trucks.

The Cool Counties Policies and Programs Template, the menu or tool kit of suggested policies and programs for implementation, is designed to provide counties guidance on developing their own greenhouse gas emissions reduction plans. The document is divided into seven solution areas that are common to all local governments. It is not expected that every county will implement all of the policies and/or actions within the template, just those that are most applicable to their situation. Bridging diverse local and regional interests requires a flexible initiative that allows different types of commitments for different counties. Each solution area contains policies, actions and strategies for achieving emissions reductions. While each jurisdiction's Cool Counties plan will be unique, at a minimum, the plans (either as a separate plan or a plan that is woven into a larger environment or land use plan) should specify how each county is addressing global climate change.

In conclusion, it is worth noting the U.S. Mayors Climate Protection Agreement provided a necessary catalyst to facilitate dialogue on this important environmental issue. Likewise, the Sierra Club's Cool Cities program was instrumental in recruiting cities from across the country to sign the agreement and develop solutions to reduce their greenhouse gas emissions to 7 percent below 1990 levels. To date, nearly 600 cities have accepted the challenge. Cool Counties will complement Cool Cities, but will be more rigorous and comprehensive.

Gerald E. Connolly  
Chairman  
Board of Supervisors  
Fairfax County, Virginia

Ron Sims  
County Executive  
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# Planning Guide

## Cool Counties Climate Stabilization Initiative

While every local jurisdiction's Cool Counties Climate Change Stabilization Plan will be unique, the four steps shown below can be used as a general guide in the development of a plan.

1. **Conduct a baseline emissions inventory.** Ideally, the inventory should be as comprehensive as possible. However, as a starting point, the local government could choose to begin by conducting an initial inventory on the energy efficiency solutions area in the template. The starting base year would be selected based upon the availability of reliable data (e.g., 2005). The inventory will provide a base emissions benchmark against which the county can measure future reductions and success.
2. **Adopt an emissions reduction target.** In the Cool Counties Declaration, individual counties pledge to “create an inventory of county government (operational) greenhouse gas (“GHG”) emissions and implement policies, programs and operations to achieve significant, measurable and sustainable reduction of those operational GHG emissions...” The county may elect to pass a resolution or adopt a policy to reduce energy consumption in county operated buildings by a specified percentage (e.g., 1% per year). The target would help guide the planning and implementation of solutions to achieve “significant, measurable and sustainable” reductions of county operational GHG emissions while supporting the regional goal of reducing emissions 80% below current levels by 2050.
3. **Develop and implement a Cool Counties Climate Stabilization Plan.** While every local jurisdiction's plan will be unique and based on specific circumstances of the county, at a minimum each plan should include policies, programs and operations that the local government will take to reduce greenhouse gas emissions and achieve its emissions reduction target(s). An implementation plan may also include timelines, a description of financing mechanisms, and an assignment of responsibility to departments and staff. In addition, a successful plan should include a public outreach and education effort. Please see the Cool Counties Policies and Programs Template for a list of actions that local governments can implement.
4. **Monitor and verify results.** Monitoring and verifying progress on the implementation of policies, programs and operations to reduce or avoid greenhouse gas emissions is an essential and ongoing process. Monitoring begins once actions are implemented and continues for the life of the action, providing important feedback that can be used to improve the action over time.

Additional planning guidance can be found through the U.S. Environmental Protection Agency's website at [www.epa.gov](http://www.epa.gov).

# Cool Counties Policies Template<sup>1</sup>

- Solution Areas**
1. Energy Efficiency
  2. Renewable Energy
  3. Fleets/Vehicles/Equipment
  4. Land Use
  5. Transportation
  6. Education and Outreach
  7. Water Conservation

<b>POLICIES</b>			
Has your jurisdiction adopted policy to address the following? Check “yes” or “no” or “not applicable” for each of the following:			
1. Energy Efficiency Policies	Yes	No	Not Applicable <sup>2</sup>
a. Promote waste reduction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote energy efficiency in county owned and operated facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote energy efficiency in residential and commercial buildings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Promote green building certification for new county facilities (e.g., LEED or equivalent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Promote green building certification for new commercial facilities (e.g., LEED or equivalent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Promote employee energy conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Promote energy conservation through energy-efficient outdoor lighting design in public and private sector development projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Promote use of energy-conserving landscaping on publicly and privately owned properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Promote environmental performance contracting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Promote clean, distributed energy projects (power generated on site rather than transmitted)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup>The checklist is a tool to help you gauge your jurisdiction’s current level of policies, programs and operations that can be effective in reducing greenhouse gas emissions. Further, the checklist can also assist you in plans for the future. The “not applicable” column is provided because not all programs and operations are applicable in all jurisdictions. Therefore, once the checklist is completed, the “nos” can assist you in identifying potential future priorities to reduce greenhouse gas emissions in your jurisdiction and region.

**POLICIES TEMPLATE (cont'd)**

Has your jurisdiction adopted policy to address the following? Check “yes” or “no” or “not applicable” for each of the following:

<b>2. Renewable Energy Policies</b>	<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>
a. Promote use of energy from renewable energy resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote use of incentives for residential and business buildings that generate energy from renewable energy resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote net metering (allows owners to be reimbursed for any excess electricity they generate from alternative sources)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. Fleets/Vehicles/Equipment Policies</b>	<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>
a. Promote driver behavior and/or incorporate technologies to reduce vehicle engine idling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote use of incentives for purchase of hybrid alternative fueled vehicles with lower greenhouse gas emissions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote use of alternative fueled, electric, hybrid, or plug-in hybrid drive vehicles with lower greenhouse gas emissions within fleet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Promote retrofitting and re-powering of fleets and equipment to maximize fuel efficiency and greenhouse gas emissions reductions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Promote fuel economy goals for own fleet operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Land Use Policies</b>	<b>Yes</b>	<b>No</b>	<b>Not Applicable</b>
a. Promote mixed use development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote transit-oriented development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote tree preservation and tree planting efforts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Establish tree cover goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Promote the protection and preservation of natural areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**POLICIES TEMPLATE (cont'd)**

Has your jurisdiction adopted policy to address the following? Check “yes” or “no” or “not applicable” for each of the following:

5. Transportation Policies	Yes	No	Not Applicable
a. Promote motorized transportation practices that reduce emission of greenhouse gases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote non-motorized transportation practices that reduce emission of greenhouse gases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote transportation demand management measures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Education and Outreach Policies	Yes	No	Not Applicable
a. Promote the education of county staff on Global Climate Change, and county efforts to reduce greenhouse gas emissions, and sequestration of natural carbon forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote the education and outreach to county residents and businesses on Global Climate Change, and county efforts to reduce greenhouse gas emissions, and sequestration of natural carbon forms, as well as best practices that can be implemented in the home or business to reduce greenhouse gas emissions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Promote education and outreach to schools on Global Climate Change, county efforts to reduce greenhouse gas emissions, and sequestration of natural carbon forms, as well as best practices that can be implemented to reduce greenhouse gas emissions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Water Conservation Policies	Yes	No	Not Applicable
a. Promote the education of county staff, residents, businesses and schools on Global Climate Change and its impacts on potable water resources as well as county efforts to conserve water through “wise water use” policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Promote development of a local and/or “regional” water conservation policy and plan, where applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Cool Counties Programs Template

## Cool County Solution Areas

1. Energy Efficiency
2. Renewable Energy
3. Fleets/Vehicles/Equipment
4. Land Use
5. Transportation
6. Education and Outreach
7. Water Conservation

<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
1. Energy Efficiency Programs and Operations	Yes	No	Not Applicable
a. Waste reduction programs. Examples include: recycling; composting; reuse; source reduction (source reduction = use of durable, reusable and remanufactured products; products with no, or reduced, toxic constituents; and products marketed with no, or reduced packaging)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Energy efficiency in county owned and operated facilities			
<ul style="list-style-type: none"> <li>• All new county buildings are designed to include energy efficient and low emission equipment. (Energy Star ® compliant appliances, heating and cooling equipment, lighting fixtures, electronics, commercial food services, e.g., vending machines)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Renovations of existing buildings are designed to reduce energy consumption. (Energy Star ® compliant appliances, heating and cooling equipment, lighting fixtures, electronics, commercial food services, e.g., vending machines)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• All new county buildings are designed to be at least 30% more efficient than the ASHRAE standards. Examples to achieve this include: life cycle cost analysis; energy management control systems; energy use tracking; energy review of new designs; incorporating day lighting designs in new buildings</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



1. Energy Efficiency Programs and Operations (cont'd)	Yes	No	Not Applicable
h. Use of energy efficient landscaping practices on publicly and privately owned properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Contracts include language that requires vendors to meet emissions performance standards for construction equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
2. Renewable Energy – Programs and Operations	Yes	No	Not Applicable
a. Purchase or generate energy from renewable energy resources. Examples include: solar; wind; geo-thermal; biomass; hydro-electric; energy-from-waste; landfill gas-to-energy; waste heat recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Installation of clean, distributed energy projects (solar; wind; geo-thermal; biomass; hydro-electric; energy-from-waste; landfill gas-to-energy; waste heat recovery) that result in power generated on-site rather than transmitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Established incentives for owners of buildings (residential and business) that generate energy from a renewable resource	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Use net-metering (home/business owners are reimbursed for any excess electricity they generate from alternative sources)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
3. Fleets/Vehicles/Equipment – Programs and Operations	Yes	No	Not Applicable
a. Engine idling reduction programs/operations. Examples include: Institution of enforceable engine idling regulations; incorporation of systems to power accessories with vehicle engine off (e.g., APU, battery powered systems, share power systems; improve efficiency of weigh station operations to reduce idling; driver education and outreach program; automatic idle shut-offs; orientation for new drivers and periodic refresher information on idle reduction techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Established incentives for purchased hybrid or other vehicles with reduced greenhouse gas emissions. Examples include: tiered or graduated rated based on greenhouse gas emissions (rather than by fuel type or technology) by class or category; targeted incentives for specific fuels or technologies (e.g., biodiesel or plug-in hybrids)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Purchase low greenhouse gas emitting vehicles to replace existing or "retiring" conventional, fossil-fuel vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Engine retrofits or re-powers to maximize use of advanced engine technologies and low greenhouse gas emitting fuels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Establish a fleet fuel use tracking program to find areas needing improvement. Examples include: report fuel use by class against an established standard; report use by vehicle against a class standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
4. Land Use – Programs and Operations	Yes	No	Not Applicable
a. Incorporate language in county zoning ordinance and/or other applicable ordinance to support mixed use development (compact development incorporating a mix of residential, commercial, employment/office, and/or civic land uses)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Incorporate language in county zoning ordinance and/or other applicable ordinance to support transit-oriented development (concentration of new development in proximity to transit facilities)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Established minimum tree preservation and tree planting thresholds/requirements for new development and redevelopment projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Tree conservation program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Protection and preservation of natural areas through land acquisition and/or acquisition of conservation easements. Examples include: purchase land for protection and passive recreation; partner with land trusts to acquire conservation easements for preservation and protection; acquire conservation easements through development process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Cool County Solution Areas

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<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
5. Transportation – Programs and Operations	Yes	No	Not Applicable
a. Motorized transportation practices that reduce emission of greenhouse gases. Examples include: HOV or HOT lanes; traffic signalization; reduce toll congestion; regional pass system (e.g., SMART, E-Z pass), "smart bus" system at stops displaying time until next bus arrives; enforceable idling regulations; expeditious clearing of traffic accidents; airport traffic mitigation programs and practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Non-motorized transportation practices that reduce emission of greenhouse gases. Examples include: provision of secure bicycle facilities; bicycle lanes; locker/shower facilities in offices; extensive, well-maintained, safe, and well-connected trail system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Transportation demand management measures. Examples include: county telework program; bus shelters; encourage teleworking in the private sector; alternative satellite work space program; incentives to participate in ride share/car pool programs; shuttle buses; transit incentives; transit use goals; park and ride facilities; alternative work scheduling programs (e.g., flex-time, compressed workweek, staggered work hours)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### Programs & Operations

Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:

6. Education and Outreach – Programs and Operations	Yes	No	Not Applicable
a. Employee education campaigns about internal efforts and programs as well as best practices to be implemented in the workplace and at home to reduce greenhouse gas emissions. Examples include: energy efficiency education; renewable energy education; fleets/vehicles/equipment education; land use education; transportation education; water conservation education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Education of residents and businesses about county efforts and best practices to be implemented in homes and businesses to reduce greenhouse emissions. Examples include: energy efficiency education; renewable energy education; fleets/vehicles/equipment education; land use education; transportation education; water conservation education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Education and outreach to schools about County efforts and best practices to be implemented to reduce greenhouse emissions. Examples include: energy efficiency education; renewable energy education; fleets/vehicles/equipment education; land use education; transportation education; water conservation education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Cool County Solution Areas

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<b>Programs &amp; Operations</b>			
Has your jurisdiction adopted programs or operations to address the following? Check "yes" or "no" or "not applicable" for each of the following:			
7. Water Conservation – Programs and Operations	Yes	No	Not Applicable
<p><b>Water Conservation Education Program</b></p> <p>a. Employees, residents, businesses and schools education and communication campaign about county efforts and programs as well as regional best practices to be implemented in the workplace and at home to "use water wisely" by providing specific water conservation tips for home, office as well as indoor and outdoor. Some examples are shown below.</p> <ul style="list-style-type: none"> <li>▪ GENERAL WATER CONSERVATION TIPS               <ul style="list-style-type: none"> <li>- Repair leaks promptly</li> <li>- Install water-saving devices</li> <li>- Plant water-conserving plants</li> <li>- Minimize lawn watering</li> </ul> </li> <li>▪ INDOOR CONSERVATION TIPS               <ul style="list-style-type: none"> <li>- Conserve water in the bathroom</li> <li>- Conserve water in the kitchen</li> </ul> </li> <li>▪ OUTDOOR CONSERVATION TIPS               <ul style="list-style-type: none"> <li>- Let grass grow taller as taller grass is more drought resistant</li> <li>- Plant in the fall or spring when watering requirements are less</li> <li>- Use pool covers to reduce evaporation</li> <li>- Use mulch around plants to conserve water</li> <li>- Repair leaky hose connections</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Water Conservation – Programs and Operations (cont'd)	Yes	No	Not Applicable
<p><b>Water Conservation Planning</b></p> <p>b. Develop and implement a local and/or regional water supply plan to build resilience to drought or other natural or anthropogenic influence that might otherwise create short or long-term water shortages. The water supply planning outcomes could include:</p> <ul style="list-style-type: none"> <li>▪ General public awareness</li> <li>▪ Local and/or regional water conservation plan</li> <li>▪ Water supply/resource information</li> <li>▪ Government/utility information</li> <li>▪ Wise water use tips</li> <li>▪ Drought monitoring</li> <li>▪ Drought awareness/education</li> <li>▪ Drought communication tools</li> <li>▪ Water use restrictions/enforcement</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>