



SHAKER HEIGHTS

Sustainability Committee Agenda City Hall Conference Room B Thursday, July 11, 2019, 7:30 a.m.

1. Approval of the June 13, 2019 meeting minutes.

Documents:

[061319 MIN.PDF](#)

2. 5-Minute Presentation: Daniel Brown, Rustbelt Riders on Shaker Heights Residential Composting Program (rescheduled from June 13th meeting).
3. Review of Roadmap/Objectives.
 - a. Creation of Subcommittees - update on progress.
 - i. Stormwater Management (Carmen Franks).
 - ii. Renewable Energy (Norman Robbins).
 - iii. High School Advisory Group (Julianne Potter).
 - iv. LEED for Cities (Anne Williams).
 - v. Recycling (TBD)
 - b. City Energy Efficiency/Conservation Update.
 - c. City Alternative Fuel Vehicle Update.
 - d. Green Team Survey Results.
 - i. Inclusion of Library.
 - e. Solar Demonstration Project Update.
 - f. Outreach.
 - i. Farmers Market at VAD?

Documents:

[GREEN TEAM SURVEY RESULTS SUMMARY.PDF](#)

4. Update on LEED for Cities Progress.
5. Report of Sustainability Coordinator.

Documents:

[JUNE 2019.PDF](#)

To request an accommodation for a person with a disability, call the City's ADA Coordinator at 216-491-1440, or Ohio Relay Service at 711 for TTY users.



**Sustainability Committee Minutes
Thursday June 13, 2019
7:30 A.M.
City Hall Conference Room B**

Members Present: Julianna Johnston Senturia, Committee Chair, Council Member
Sean P. Malone, Council Member
Julianne Potter, Citizen Member
Norman Robbins, Citizen Member
Anne Williams, Council Member

Others Present: David Weiss, Mayor
Jeri Chaikin, Chief Administrative Officer
Michael Peters, Sustainability Coordinator
Barbara Bradley, League of Women Voters Observer
One resident, one student

The meeting was called to order by Committee Chair Julianna Johnston Senturia at 7:31 A.M.

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Approval of the May 9, 2019 Meeting Minutes

It was moved by Anne Williams and seconded by Julianne Potter that the minutes of the May 9, 2019 meeting be approved as recorded.

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LEED for Cities Washington Workshop

Sustainability Coordinator Michael Peters and Councilmember Anne Williams attended a two-day workshop in Washington D.C. with the other 14 cities that received the LEED for Cities grant. The workshop allowed participants to work with senior-level U.S. Green Building Council staffers on items and issues required to complete the certification process. Various resources were introduced to assist the applicants, including advocacy and marketing resources. The staffers were very attentive to the needs of smaller communities like Shaker Heights.

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CITY OF SHAKER HEIGHTS

Sustainability Committee Priorities

Priorities being viewed based on readily available opportunities, costs, resources available, and timing. Internal initiatives defined by Sustainability Roadmap that focuses on city operations (and inspired by LEED for Cities best practices). Resident-facing initiatives defined in Sustainability Committee objectives and priorities. Combined these are a comprehensive approach to the work of the committee.

The Climate Change/Sustainable Shaker Task Force defined the priorities that can be carried over to this committee as a starting point. Short-term goals, those that the city has operational control over, are logical as a starting point. Energy efficiency and energy conservation are primary areas of interest, and these may include additional investigation of programs such as demand response and LED lighting retrofits.

Student volunteers, especially related to the LEED for Cities initiative, will help with formulating policies and procedures for achieving higher levels of certification.

Interest in alternative fuel vehicles was discussed and various investigations are being pursued to determine the applicability for electric vehicles in the city fleet and diesel repower grants through the Ohio EPA. Hydrogen is complicated by the lack of local fueling stations.

A survey was conducted among city staff regarding interest in a Green Team and a summary of the findings will be distributed after it closes.

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Sustainability Committee Alignment with Broader Goals

Climate and environmental focus of Task Force priorities should be supplemented with social and economic factors too. One long-term goal, perhaps on a 10- or 20-year timeframe, would be to align with global frameworks like the U.N. Sustainable Development Goals (UN SDGs). While the SDGs are designed as national goals, there can be ways to set metrics for a city to align with them (without requiring any written commitment). Goals 6, 7, 11, and 12 are particularly applicable.

The importance of external metrics is to explain to stakeholders our progress and attract and retain residents and businesses. Affordability (housing) and access (parks) are examples of aligning with the SDGs. Disaster preparedness is another topic of interest. The LEED for Cities framework also aligns with the SDGs and will help to guide the city in these areas.

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Sustainability Committee Objectives/Metrics

LEED for Cities certification helps to address broader objectives, such as environmental justice.

The metrics and milestones were broadly discussed and amended. Future topic is transparency and reporting. Committee aspires to report annually on progress.

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Creation of Subcommittees

Subcommittees were formed to address the topics of:

- Stormwater Management (Carmen Franks),
- Renewable Energy (Norman Robbins),
- High School Advisory Group (Julianne Potter),
- LEED for Cities (Anne Williams), and
- Recycling (TBD).

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There being no further business, the meeting was adjourned at 8:42 A.M. The next meeting will be Thursday, July 11, 2019 at 7:30 A.M.

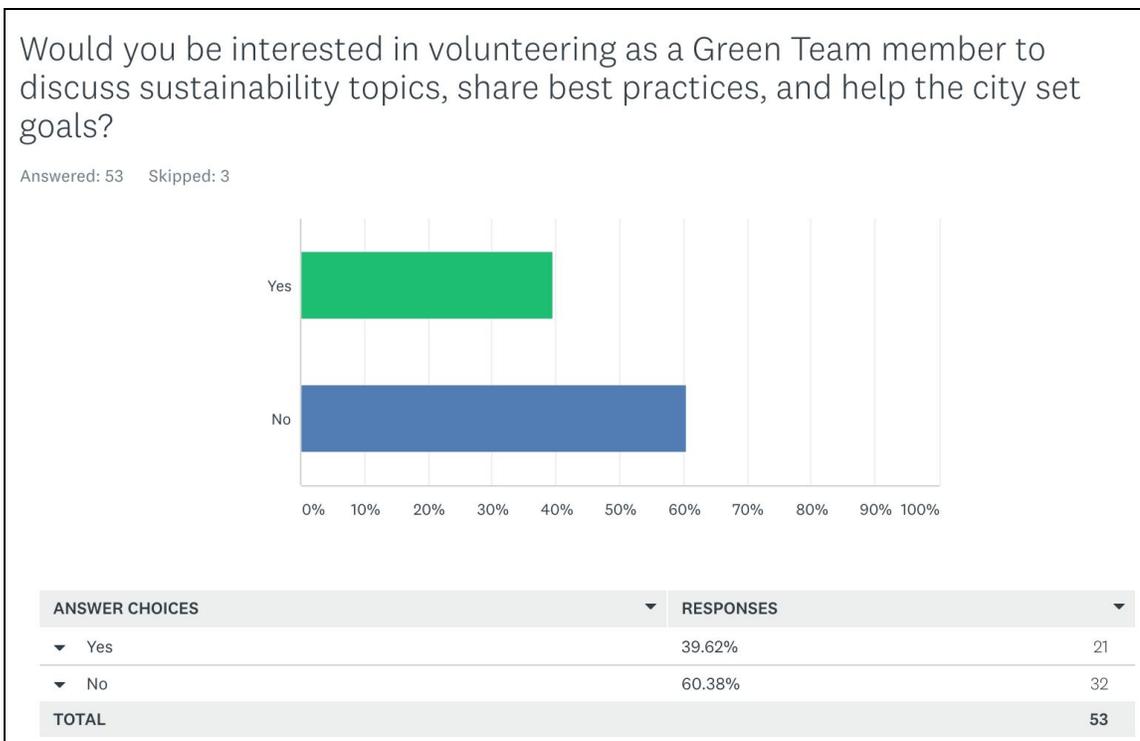
Michael Peters
Sustainability Coordinator



City Green Team Survey Results

The survey was conducted online from June 5th through June 17th with 53 individual respondents (participants could skip questions and respond anonymously although only 7 did not include their name). Thirteen departments had a staff member with recorded responses, with the Police Department leading with 15 individual responses. Highlights include:

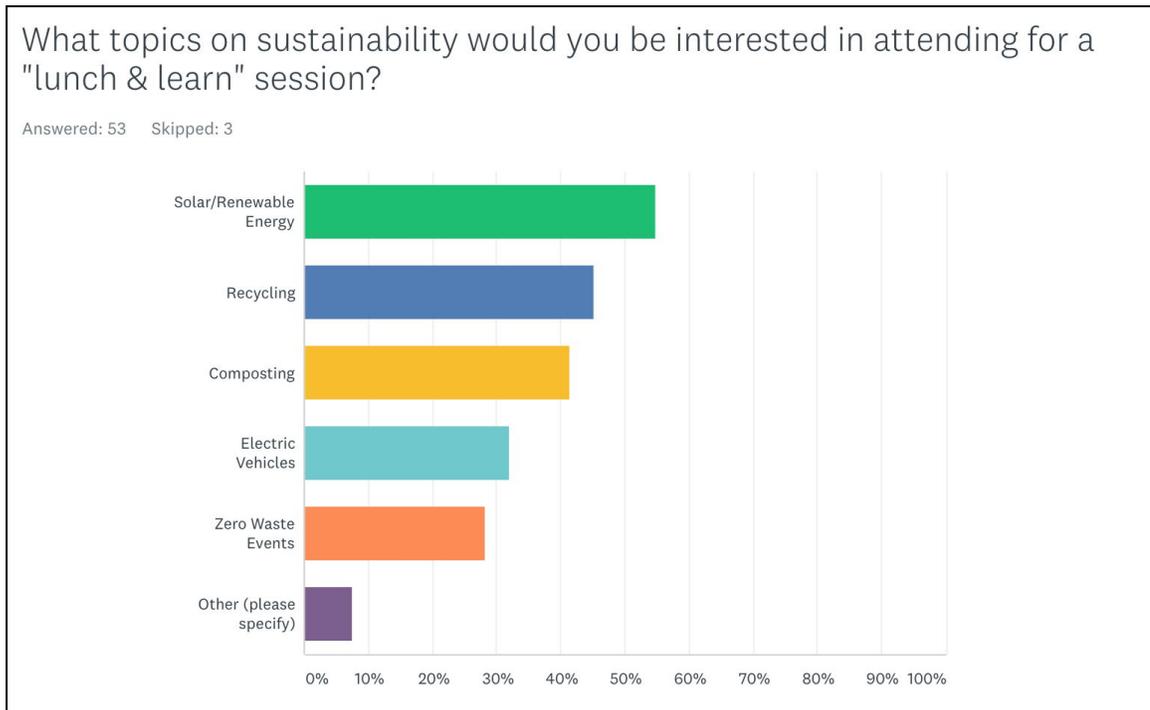
- There is strong interest in participation by city employees on a Green Team (21 of 53 respondents or 40%)



Responses by Department

Police	15	Fire	3	Finance	1
Recreation	7	Court	2	IT	1
Law	6	Building & Housing	2	Mayor's Office	1
Planning	5	Public Works	2		
Communications	3	Economic Dev.	1		

- The ranking order for “Lunch & Learn” topics was: Solar & Renewable Energy, Recycling, Composting, Electric Vehicles, and Zero Waste Events with suggestions of Electricity Upgrades and Energy Audit Data Review. The city could consider sponsoring quarterly events to conduct these sessions.

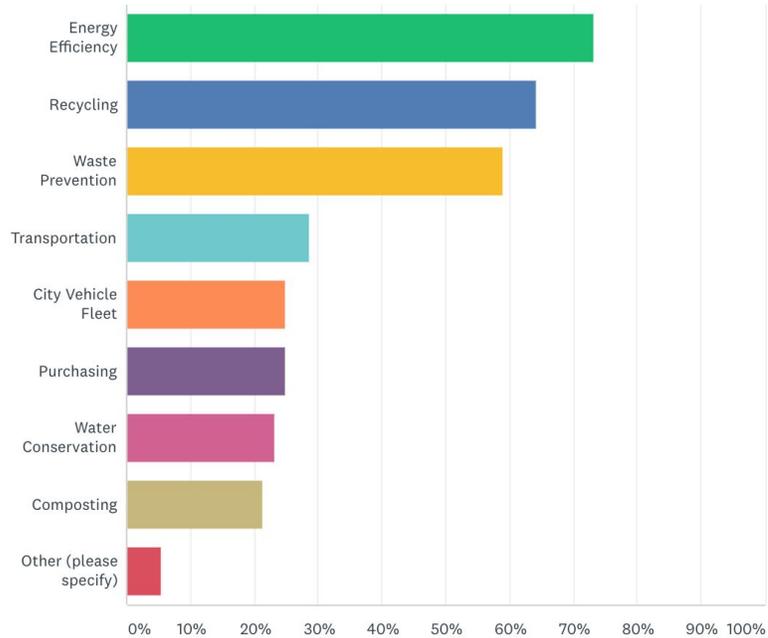


- The top priorities for a City Green Team were Energy Efficiency, Recycling, and Waste Prevention by a fairly large margin compared to the other areas. However, these are likely the areas with the most universal applicability.

ANSWER CHOICES	RESPONSES
Energy Efficiency	73.21% 41
Recycling	64.29% 36
Waste Prevention	58.93% 33
Transportation	28.57% 16
City Vehicle Fleet	25.00% 14
Purchasing	25.00% 14
Water Conservation	23.21% 13
Composting	21.43% 12
Other (please specify)	Responses 5.36% 3
Total Respondents: 56	

What areas of sustainability would you like to see a city green team focus on?

Answered: 56 Skipped: 0



Additional suggested topics included a Climate Action Plan, Reduction in Food-Based Paper/Plastic Waste, and Encouraging Bike to Work and Showers.

Climate Change (Action Plan, Education/Awareness, Mitigation/Adaptation measures)

6/7/2019 3:00 PM

[View respondent's answers](#)

[Add tags](#) ▼

Reduction of food-based paper/plastic waste

6/5/2019 9:15 AM

[View respondent's answers](#)

[Add tags](#) ▼

encouraging bike to work, and providing shower facilities

6/5/2019 9:03 AM

[View respondent's answers](#)

[Add tags](#) ▼

Specific Suggested Strategies / Ideas / Suggestions

The following items were contributed by one or more respondents and are listed in no particular order:

- LED Lights; better use of daylighting when space upgraded
- Automated/Motion Sensor Lighting Controls; drinking fountains on timers; better HVAC controls (especially regarding air conditioning and especially at City Hall) and natural ventilation under right conditions
- Increasing efficiency of city vehicle fleet, electric or hybrid vehicles
- Solar (as appropriate)
- Investigating mowing needs at fields and parks and identifying where to let grass grow long or introduce native plants to reduce mowing needs, etc.
- Less paper/paper files and more electronic files and management systems (mentioned in several departments including police, planning [CitizenServe], electronic council packages, MUNIS, electronic signatures); allowing/providing larger or dual monitors to reduce need to print documents; implement paperless procedures for purchasing
- Recycling/composting containers bins in more city buildings/offices (not all offices have recycling bins)
- Shut down computers/equipment at night
- Providing reusable dishes and flatware along with a dishwasher rather than plastic/disposable; compostable plates/flatware at events
- Prizes/incentives for employees who reduce waste (voluntary weigh-in competition)
- More enhanced auditing mechanism to ensure compliance (this is verbatim, not exactly sure what this is referring to)
- A list or mechanism so departments could share equipment/items rather than each having their own
- Programmable thermostats where buildings not on automatic system
- Ability to recycle cardboard that is too big for desk bins
- Hot water recirculation system at fire department to save water; Zamboni at Thornton Park
- Water-conserving toilets
- Shredding bins to reduce paper thrown away
- Training janitorial staff on recycling
- Encourage inspectors to use bicycles
- Rain barrels at City Hall
- Electric mowers/landscaping equipment
- Fabric towels in Fire Station restrooms with small washer/dryer
- Allowing telecommuting

Best Quote

“I love this!!! I am so concerned with our environment and I’m determined to reach any and every person I can to make them more aware and responsible.”



Sustainability Coordinator Activities: June 2019

Summary of work conducted by category:

1. City Facilities' Utility Costs and Savings

- Received additional utility account information from additional departments; First Energy rescheduled meeting to discuss and confirm meters for July
- Met with City of Cleveland Office of Sustainability to demo best practices for utility bill tracking and EPA Portfolio Manager tool
- Researched potential software solutions for utility bill tracking and analysis, participated in demos with two software providers; received pricing proposals for internal discussion

2. Energy Conservation Measures for City Buildings

- Discussions with Ballast Shop, a local business and Dealership tenant, regarding LED retrofit work; they have reviewing data and have initial analysis complete
- Reviewed information and scheduled meeting for July with vendor to discuss exterior LED and streetlight conversions on recommendation of City Council member

3. Alternative Fuel Options for City Vehicles

- Received initial analysis from idle management vendor with recommendations for city fleet; scheduling follow-up discussion for questions
- Had discussions with fleet analysis vendor to conduct a fleet study that would determine appropriateness of replacing retiring vehicles with electric vehicles and would identify underutilized vehicles for optimal fleet size

4. Leading an Internal City Green Team

- Conducted internal city Green Team survey, compiled results, consulted with CAO and HR on inviting staff members to join (first meeting scheduled for July)
- Also formed an internal group to inform and receive advice on the LEED for Cities certification
- Met with Library Executive Director and collaborated on adding a Library staff representative to the Green Team

5. Solar Power Generation on City Owned Vacant Lots

- Had several calls with County's solar firm to discuss potential sites and the application process

- Compiled information necessary for initial application for three sites, encouraged by County program to apply for additional sites
- Shared County application with Library and encouraged consideration of program as part of renovation plans

6. Other Green Initiatives

- Attended Washington DC workshop with US Green Building Council on June 5th and 6th
- Attended webinar from CDP on emissions reporting protocols
- Attended NEORSD Green Infrastructure Grant Workshop
- Attended Shaker Square redesign presentation
- Met with Neighborhood Redevelopment and Law to discuss PACE program

7. Liaison to the Sustainability Committee and Green Team

- Attended monthly committee meeting
- Prepared agenda and minutes
- Discussed subcommittee formation and prospective members with committee members
- Followed up on letter to NOPEC based on prior committee meeting discussion