



4.00 **Environmental Policy**

4.01 **Purpose**

The community and the Park District are increasingly aware of the environmental issues that affect our quality of life. The Park District intends to take a partnership role with the community in developing and implementing sound environmental policies, practices and procedures that will be used in the planning and management of the District's properties, facilities and programs.

This document was written using the "Model Environmental Policy" which was developed by the Illinois Parks and Recreation Environmental Committee, and includes several key concepts addressed in the previous environmental policy approved by the Board of Commissioners in February of 2008. This is a working document to assist the District in achieving goals and action items, of which are decided by the Environmental Policy Committee and instituted by staff.

Mission Statement

Our mission is to protect and enhance the environment and natural resources of our community through responsible, planning, programming and allocation of all resources to motivate the public through the District's example.

Environmental Policy Committee

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Environmental Goals and Objectives

4.02 **Policy 1: Purchase and use Environmentally Safe and Sensitive Products**

Purchase products for use in facility, program and park operations which minimize negative environmental impacts, taking into consideration the effects of product production, use, safety, storage disposal and cost.

- A. Becoming a green consumer is easy. Today's market offers a multitude of products and services available for the workplace and at home. As a leader in our community, we can make a statement about our dedication to our natural resources and health by working towards these goals:
1. Purchase products with recycled content wherever possible.
 2. Encourage the conservative use of paper and wood in place of virgin plastics and other non-biodegradable and non-renewable products. If possible, purchase plastic alternatives. If (after researching) plastic is the best overall choice for a product, chose recycled or recyclable content items.
 3. Eliminate the use of polystyrene products.
 4. Minimize the use of petroleum-based products such as inks, stains and plastics.
 5. Reduce the use of disposable products by staff, concessionaires and park facility users. When disposables are needed, utilize newer biodegradable products made of plant materials.
 6. Make use of electronic resources such as phone and computer systems in place of paper. When it is needed, use recycled-content paper and use both sides.
 7. Avoid chlorine-bleached paper products.
 8. Avoid using products harvested from rainforests or other endangered natural communities.
 9. Purchase local products from local businesses whenever possible.
 10. Utilize green cleaning products.
 11. Minimize or eliminate indoor pesticide use by incorporating integrated pest management within all facilities.
 12. Investigate environmentally sensitive alternatives to hazardous materials such as paints, stains and other frequently used products.
 13. Develop appropriate health, safety, and environmental (HSE) specifications for use in bid documents for Park District contractors. Incorporate contractor HSE plans into contractor bid evaluations, and establish contractual requirements that address this. Monitor contractor HSE performance.

4.03 **Policy 2: Wise Use and Protection of Natural Resources**

Actively seek and implement ways to conserve and protect water and soil, enhance air quality, limit the production and release of damaging pollutants, and protect wildlife.

- B. Every living organism requires clean air and water. Many parks and recreation areas exist in the midst of human-dominated landscapes. These important spaces need to be healthy places where people and

other living things can thrive. Parks and the operations that maintain them should not adversely impact the environment. We can use and protect our natural resources by attaining these goals:

1. Reduce vehicle emissions through regularly scheduled tune-ups, maintenance, and utilizing new and greener technologies when replacing older vehicles and equipment.
2. Consolidate all business trips within the park district.
3. Properly recycle or dispose of all vehicle fluids and engine parts.
4. Curtail use of vehicles and motorized equipment that produce emissions during ozone action days.
5. Establish an integrated pest management program for park grounds, including selection of plant species, preventative maintenance, early detection of pests and diseases, natural control methods, and minimized use of pesticides.
6. Reduce use of fertilizers and pesticides in parks.
7. In those instances where pesticides must be used, the Park District will apply them in such a way to maximize the availability of untreated facilities for public use. When pesticides are applied to park facilities, safety to park users will be reasonably assured prior to opening the facility for reuse.
8. The public will be notified 48 hours prior to proposed pesticide applications. Notification will include signage posted at all main entrances to the treatment area, as well as type of chemical, and an explanation of the purpose of the application and potential hazard.
9. Utilize drought resistant and native species for landscaping where possible.
10. Practice soil management and appropriate landscaping to prevent erosion.
11. Incorporate environmental impact considerations in the design process of facilities and parks. Consider green building design features for new facilities.
12. Comply with safety standards regarding hazardous materials data sheets.
13. Investigate alternative snow melt products, using those which have the least impact on the surrounding soil, water and plant life. Reduce the use of road salt.
14. Evaluate the impact of current cleaners, solvents and other products on the water source and air quality. Investigate environmentally friendly alternatives.
15. Replace all facilities with water conservation hardware, and develop a leak detection and correction program.
16. Develop a water conservation plan for swimming pools, spray grounds, skating rinks and other special facilities.
17. Evaluate the impact of current mowing practices and incorporate “no mow” areas.
18. Utilize permeable pavers in parks.

4.04 **Policy 3: Wise Use of Energy Resources**

Actively seek and implement ways to conserve energy resources and investigate methods of applying alternative energy technologies.

C. Non-renewable energy sources dominate the energy market. Coal, oil, and natural gas supply the world with most of its power demands. Less than 1% of energy is produced by renewable sources such as wind and solar. Reducing energy needs and eliminating energy waste should be a goal of every organization and homeowner. These goals have been identified:

1. Design and build energy efficient buildings, giving consideration to insulation and energy-efficiency appliances and incorporating alternative, renewable technologies when and where feasible.
2. Conduct energy audits and retrofit buildings with energy saving devices.
3. Plant shade trees near buildings to reduce energy consumption due to summer air conditioning.
4. Plant evergreens and shrubs as windbreaks along building foundations and walls to reduce energy consumption due to heating.
5. Properly maintain refrigerators and air conditioners for energy efficient cooling.
6. Insulate hot water heaters and pipes and set thermostats at energy efficient temperatures.
7. Establish minimum and maximum thermostat settings for all facilities, and reduce heating and cooling usage when buildings are unoccupied.
8. Use water conservation hardware wherever possible.
9. Improve lighting efficiency. Retrofit outdoor and indoor lighting with energy efficient bulbs and require new lighting to be energy efficient when and where economically feasible.
10. Consider solar light fixtures in parks, parking lots and exterior building lighting.
11. Consider alternative lower emission fuels such as propane and natural gas, and energy technologies such as electrically powered or hybrid vehicles.
12. Maintain vehicles to reduce fuel consumption and implement energy saving fleet operation procedures.
13. Support the use of transportation alternatives such as bicycles, mass transit, car pooling and walking. Provide incentives for staff and park/facility users.

4.05 **Policy 4: Reduction and Handling of Waste**

Reduce waste production, reuse and recycle materials from facility and park operations, and handle hazardous and all other wastes according to lawful and safe procedures.

D. We live in a disposable society. Convenience and a seemingly unlimited supply of natural resources have impacted our environment in tremendous ways. Reduction of waste, utilizing recycled products, and reusing materials will gradually increase as our society better understands the impact of our consumption. The District had identified these goals:

1. Investigate long term reduction of waste, including purchasing in bulk, minimizing packaging, reducing excess use of paper, and choosing reusable, recyclable and compostable products.
2. Reduce paper use by sharing subscriptions, making double sided reports, reducing junk mail, and keeping mailing lists current, utilize electronic mailing and advertising.

3. Investigate ways to reuse office, recreation program, and maintenance/construction materials that are typically discarded.
4. Develop and implement a comprehensive in-house and parks recycling program including metals, plastics, paper, cardboard, scrap metal, and other materials.
5. Investigate community collection programs for items such as small batteries, ink cartridges, paper, and other materials that can be dropped-off at community centers.
6. Compost or reuse organic waste, such as leaves, grass and other landscape materials.
7. Recycle automotive and equipment batteries, antifreeze, motor oil, Freon and other by-products.
8. Reevaluate the amount and type of disposable products in concession areas. Use compostable plant-based cups, napkins, utensils and plates if feasible.
9. Implement a program to reduce the number of plastic water bottles disposed during sport, recreational and camp programs.
10. Educate and train staff in the proper handling, use, storage and disposal of hazardous materials.

4.06 **Policy 5: Open Space Planning and Preservation**

Protect and restore indigenous natural communities such as prairies, woodlands and wetlands, and promote the reclamation, acquisition, preservation and management of other open space areas.

E. Clean and attractive parks, green spaces and natural area are essential to our health and happiness. They provide spaces for people to play, explore, socialize, connect with nature and relax. Most citizens rank preserving and protecting open space and natural areas as a high priority for their quality of life. Protecting and restoring native communities helps ensure a biologically diverse and healthy ecosystem. These goals will help further this mission:

1. Evaluate all properties prior to acquisition and identify and inventory all existing properties based upon the prior use history of both the site and adjacent properties, the current use of the site and adjacent properties, the presence of asbestos, lead paint, PCBs or other hazardous or toxic materials in existing structures which could result in exposure to the public or employees during use, renovation or demolition, the existence of currently used or previously used storage facilities for pesticides, herbicides, motor or heating fuel, supply and maintenance products, or any hazardous or toxic materials or chemicals, and the presence of any imported fill or grading materials.
2. Develop and implement management plans for the re-establishment, restoration, protection of native ecosystems.
3. Provide appropriate recreational access to and enhance public awareness of such restored and protected areas through educational programs and brochures, trails, and observation areas.
4. Support local efforts to establish greenways and make accessible to all visitors.
5. Work with commercial or private land owners in an effort to acquire or otherwise ensure the use of these lands for open space.
6. Develop relationships with land trusts and preservation/conservation organizations to assist in open space and natural habitat preservation.
7. Develop a plan to balance appropriate recreation use of environmentally sensitive lands with preservation goals.
8. Utilize native species for park landscaping.
9. Eliminate or control exotic and invasive plant and animal species that inhibit ecological diversity and integrity.
10. Abide by existing laws to protect rare, threatened and endangered plants and animals.
11. Protect streams, lakes, wetlands, buffer areas and floodplains to prevent erosion, control and store storm-water, preserve water quality, and provide places where water can recharge local aquifers.
12. Use native shrubs, trees, grasses and flowers whenever possible within parks and near facilities.
13. Organize natural area work days to involve the community in the restoration process. The District will provide volunteers with tools, gloves, and safety equipment for the work.

4.07 **Policy 6: Environmental Education and Interpretation**

Provide education and interpretation opportunities for staff and the public which increase appreciation for the natural world and promote environmentally conscious lifestyles, emphasizing selective consumption and low-impact resource use.

- F. As a public agency that provides recreational and educational programs, it is only logical to provide opportunities to learn about the outdoors, nature and the environment. There are many ways this can be accomplished, including:
1. Develop and present public programs which enhance residents' relationship with the natural world and teach environmentally responsible lifestyles.
 2. Develop environmental education programs for schools and groups that incorporate hands-on activities to promote interaction with and appreciation of the natural world through discovery and exploration.
 3. Involve agency staff in a program that provides information about environmentally-conscious lifestyle and workplace choices and habits, and stresses the need for staff input and involvement.
 4. Develop and implement an energy and water conservation awareness programs for employees and park/facility users.
 5. Ensure that contractors and vendors understand and comply with the agency's adopted environmental policies. Include specifications in bidding documents and contracts.
 6. Promote leisure activities that minimize environmental impact and energy use.
 7. Develop a public relations program to inform the public about the District's environmental efforts, provide community leadership, and serve as a role-model.
 8. Create demonstration native gardens and landscapes.
 9. Educate staff and the public through written communication through e-mails, the website, program brochures, pamphlets, interpretive signs and exhibits.
 10. Use Earth Day, Arbor Day and other conservation programs as a vehicle to educate residents about the environment.
 11. Work with community agencies and organizations to develop and enhance a strong environmental ethic.
 12. Involve youth and the community in restoration efforts and awareness.

4.08 Asbestos Environmental Management

Asbestos is the name given to a group of six different fibrous minerals (amosite, chrysotile, crocidolite, and the fibrous varieties of tremolite, actinolite, and anthophyllite) that occur naturally in the environment. One of these, namely chrysotile, belongs to the serpentine family of minerals, while all of the others belong to the amphibole family. All forms of asbestos are hazardous, and all can cause cancer, but amphibole forms of asbestos are considered to be somewhat more hazardous to health than chrysotile.

- G. The overall Asbestos Program will aid in identifying and locating asbestos containing materials (ACM), assessing their condition and repairing or maintaining the ACM in good condition while in the

facilities, or removing the ACM if warranted by a hazard assessment. This would include the control of emissions of asbestos fibers from any renovation or demolition activities.

H. Environmental Planning

1. The Park District will plan to minimize the potential adverse health effects of asbestos containing materials (ACM) to the general public and to park district employees who may potentially come into contact with them. This will be accomplished through the development of a comprehensive asbestos program consisting of a Management Plan and Operations and Maintenance Program.

I. Environmental Education

1. The Park District shall inform the public of the results of any asbestos building inspections, including material sampling, analysis and hazard assessment, as well as plans for any repair or removal of the ACM as determined by the hazard assessment. The Park District shall inform the public of any renovation or demolition activities which may disturb ACM. The Park District will maintain document detailing the Asbestos Program and will make available for public viewing.
Composting and Recycling

4.09 Anti Idling Policy

Fleet Management is requesting the Glen Ellyn Park District adopt an Engine Idling Policy to support Clean Cities efforts and comply with United States Environmental Protection Agency requests to help reduce emissions and cost consumption of motor fuel.

- J. The Glen Ellyn Park District is concerned about Air pollution as a major health risk for Glen Ellyn Park District and many metropolitan areas of the United States. These air pollution problems are caused in large part by emissions from automobiles and trucks. Air pollution can cause or aggravate lung illnesses such as acute respiratory infections, asthma, chronic bronchitis, and emphysema and lung cancer. In addition, diesel emissions have been identified as an issue that disproportionately affects low-income urban neighborhoods. Evidence suggests that diesel and other gaseous exhaust, particularly particulates, contributes to this urban health problem.
 1. Exhaust from vehicles (both on-and off-road) is a substantial source of carbon monoxide, toxic air contaminants and greenhouse gases.
 2. Turning off and starting an engine uses less fuel than letting the engine run for thirty seconds. Modern vehicles *need* a maximum of 30 seconds of idle at start up. The best way to warm up a vehicle is by driving it.
 - 3 Engine wear is greater at prolonged idle than during normal operation.
 - 4 The Glen Ellyn Park District employees can play an important role in improving air quality and reducing the consumption of petroleum products and reduce maintenance cost by limiting the amount of time vehicle engines are allowed to idle within its jurisdiction.
 5. Under this Policy, a Limitation on Engine Idling is established by the Glen Ellyn Park District to discourage the idling of vehicle engines.

DEFINITIONS

- i. "Emergency" means a sudden, urgent, usually unforeseen, occurrence.

- ii. "Equipment Operator" means any person who is in actual physical control of a piece of off-road equipment.
- iii. "Gross Vehicle Weight Rating" means the weight specified by the manufacturer as the loaded weight of a single vehicle.
- iv. "Heavy-Duty Vehicle" means any on-road motor vehicle with a manufacturer's gross vehicle weight rating greater than 14,000 pounds.
- v. "Idling," means the engine is running while the vehicle is stationary or the piece of off-road equipment is not performing work.
- vi. "Medium-Duty Vehicle" means any on-road motor vehicle with a manufacturer's gross vehicle weight rating of 6,001 - 14,000 pounds.
- vii. "Official Traffic Control Device" means any sign, signal, marking or device placed or erected by authority of a public body or official having jurisdiction, for the purpose of regulating, warning or guiding traffic, but does not include islands, curbs, traffic barriers, speed humps, or other roadway design features.
- viii. "Off-Road Equipment" means all non-road equipment with a horsepower rating of 50 or more.
- ix. "Vehicle" means any on-road, self-propelled vehicle that is required to be registered and have a license plate by the Department of Motor Vehicles.

APPLICABLE VEHICLES:

There is hereby established a policy to be known as the Engine Idling Policy that applies to the operation of all Glen Ellyn Park District vehicles regardless of gross vehicle weight rating, all heavy-duty vehicles regardless of fuel being used, all off-road diesel-powered equipment regardless of horsepower rating and all off-road equipment regardless of fuel being used, except as provided in the Exemptions area below.

IDLING LIMITATION:

1. A driver of a vehicle:
 - a. Must turn off the engine upon stopping at a destination; and
 - b. Must not cause or allow an engine to idle more at any location for:
 - i. More than 1 minute consecutively; or
 - ii. A period or periods aggregating more than five minutes in any one-hour period.
2. An equipment operator of an off-road piece of equipment not identified in (1) above must not cause or allow an off-road piece of equipment to idle at any location for:
 - a. More than 2 minutes consecutively; or
 - b. A period or periods aggregating more than five minutes in any one-hour period.
3. The Glen Ellyn Park District will ensure that vehicle drivers and equipment drivers, upon employment and at least once per-year thereafter, are informed of the requirements of this Policy.

EXEMPTIONS:

This Policy does not apply to a vehicle or piece of equipment for the period or periods during which:

1. Idling is necessary while stopped:
 - a. For an official traffic control device or police vehicle;
 - b. For an official traffic control signal;
 - c. For traffic conditions over which a driver has no control, including, but not limited to: stopped in a line of traffic, stopped at a railroad crossing or stopped at a construction zone; or
 - d. At the direction of a police officer or other official traffic controller.
2. Idling is necessary for testing, ice making at Newton Park, Lake Ellyn, Lake Foxcroft, maintenance, repair or diagnostic purposes;
3. Idling is necessary to ascertain that the vehicle and/or off-road piece of equipment is in safe operating condition and is equipped as required by all provisions of law and established safety policies;
4. The vehicle is not expected to restart due to mechanical or electrical problems;
5. Idling the engine is required to power auxiliary equipment other than a heater or air conditioner, e.g. hoist, lift, computers, safety lighting;
6. Idling is necessary to operate defrosters, heaters, air conditioners or other equipment to prevent a safety or health emergency, but not solely for the comfort of the driver or passengers;
7. Idling is necessary to cool down a turbo-charged heavy-duty vehicle in accordance with the manufacturer's recommendation.

Approved by Board of Commissioners: February 19th, 2008

Revised by Board of Commissioners: _____