

Appendix J

Sustainability Audit Recommendations

Many organizations incorporate green sustainability practices and the Consulting Team recommends these practices be followed by O'Fallon Parks and Recreation Maintenance Division. The following are self audit practices that can be incorporated into daily operations: The Department has identified areas where they are performing sustainable practices currently.

ORGANIZATIONAL

- Does your agency have a board/council approved environmental policy or set of guidelines that helps it become more environmentally responsible? yes
- Does your agency apply for grants related to sustainability?
- Does your agency utilize green purchasing policies, using the EPA's Environmentally Preferred Products program or Greenseal.org?
- Does your agency seek vendors of environmentally friendly products?
- Does your agency have a recycling program for facilities, offices, and parks? yes
- If so, are recycling containers visible, well marked and easy to locate? yes
- Do you require vendors to use recycled materials?
- Does your agency use electronic communication as much as possible as a way of conserving paper? Working towards
- Do you allow telecommuting and flexible work time to decrease staff time in commuting?
- Do you offer incentives to employees who bike to work or offer bus passes (if applicable) and/or discounts?
- Do you use variable workdays, such as a four-day workweek to reduce commuting? yes
- Do you participate in webinar training and in house training in order to decrease travel and related energy consumption?
- Do you encourage the use of video conferencing to conduct business with remote sites and vendors?
- Do you reinforce your commitment to sustainability through ongoing communication and briefing with staff?
- Do you offer old computers to schools, libraries, and charities?

FACILITIES

- Do restrooms, locker rooms, bathrooms, etc. have water saving devices? (low flow faucets, toilets and/or motion activated faucets and have hand dryers as opposed to paper towels)working on
- Do you use motion activated lighting systems, compact fluorescent lights? some
- Do you use any alternative energy systems to provide energy such as passive or active solar, geothermal, or wind energy?
- Does your agency conduct energy audits? starting
- Do you use energy efficiency as a specification when purchasing or replacing major appliances?
- Do facility HVAC systems include energy saving features?
- Does your agency use green cleaning products? (non-toxic and/or biodegradable)
- Do you use non-toxic carpet and paint in facilities?

FLEET

- Do you perform regular preventative maintenance on motorized vehicles? yes
- Does your agency properly dispose of all vehicle fluids and engine parts? yes
- Do you properly dispose of hazardous materials? yes
- Do you purchase vehicles that use alternative fuel or hybrid vehicles? electric
- Does your agency apply for grants that promote and provide the means for the use of clean energy? (bio-diesel, E85, LPG)
- Do you geographically locate maintenance areas in order to reduce travel time? trying

PARK MAINTENANCE

- Does your agency promote the use of integrated pest management to reduce the use of pesticides?
- Does your agency have a maintenance and management plan for natural areas?
- Does your agency follow natural resource management best environmental practices in attempting to improve natural areas, control exotic species, and increase biodiversity?
- Does your agency follow resource management best practices as a way of optimizing resources, reducing environmental impact and lowering costs?
- Does your agency utilize Xeriscape techniques as a way to reduce water use?
- Does your agency try to reduce the use of fertilizers and pesticides in parks by utilizing drought and disease resistant native plant species and eliminating mowing in some areas?
- Is landscaping around facilities designed to promote energy conservation through windbreaks, shading, and using drought tolerant plants?
- Does your agency use alternative and/or biological pest control practices in place of traditional chemical solutions?

- Does your agency use prairie or woodland restoration or bio-swales to reduce maintenance costs, control erosion, or promote wildlife habitats?
- Has your agency ever applied for Audubon Cooperative Sanctuary Certification?

PROGRAMS/PARK AMENITIES

- Is there an establishment of trails and connectivity (greenways) to encourage walking and biking?
- Does your agency offer programs related to sustainability and environmental stewardship?
- Does your agency offer a website or e-newsletter to provide information on various topics related to sustainability?
- Do you offer places to recycle Christmas trees as mulch for trails or tires to be recycled as mulch for playgrounds?