

**Sustainability Committee Agenda
City Hall Conference Room B
June 13, 2019, at 7:30 a.m.**

1. Approval of the May 9, 2019 meeting minutes

Documents:

[050919 SUS MIN.PDF](#)

2. 5-Minute Presentation: Daniel Brown, Rustbelt Riders on Shaker Heights Residential Composting Program

3. Review of Roadmap/Objectives

- a. Prioritization by opportunity, cost, vendor availability, ability to execute
- b. Internal City Operations - roadmap discussion/integration
- c. Discuss External Initiatives (from the Sustainable Shaker Task Force):
 - i. Recycle/Reuse: increase total tons recycled, increase # of residents recycling, reduce overall tons of resident-generated waste

- In conjunction with Safety and Public Works Committee

- ii. Renewable Energy: increase residential solar installations, increase kwh of green energy used by residents, develop viable plan for installing solar on Public Works building
- iii. Stormwater Management: increase residents receiving NEORS D credits, reduce pesticides on City-owned land
- iv. Construction/Maintenance: increase # of energy efficient upgrades by residents, apartments, and businesses
- d. Creation of Subcommittees/Working Groups
 - i. Recycling/Composting
 - ii. Renewable Energy
 - iii. Stormwater Management
- e. Outreach
 - i. Farmers Market at VAD?
 - ii. Survey to residents/businesses, feedback on website

Documents:

[SUSTAINABILITY ROADMAP.PDF](#)

4. Update on LEED for Cities session in Washington, D.C.

5. Energy Consulting Agreement Discussion

6. Report of Sustainability Coordinator

Documents:

[MAY REPORT.PDF](#)

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**Sustainability Committee Minutes
Thursday May 9, 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
Joyce Braverman, Director of Planning
Michael Peters, Sustainability Coordinator
Barbara Bradley, League of Women Voters Observer

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

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Approval of the April 11, 2019 Meeting Minutes

It was moved by Anne Williams and seconded by Sean P. Malone that the minutes of the April 12, 2019 meeting be approved as recorded.

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LEED for Cities Update

The registration documents were reviewed by the Law Department and signed by the Mayor. Anne Williams and Michael Peters will attend the June 5th and 6th session at the U.S. Green Building Council in Washington D.C. A student from Hathaway Brown has volunteered to work on the certification, potentially in conjunction with other high school students. A national press release is expected on May 21.

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Sustainability Committee Priorities

In addition to being a best practice for the city, one of the items from the LEED for Cities certification is a strategy document or plan. A template with suggested items for this plan was provided to the Committee for review with the request that Committee members review and make edits and suggestions prior to the next meeting (the document is in a new Google Drive folder made available to all Committee members). A suggestion was made to include tangible metrics to measure success, and to ensure that objectives correspond to a catalogue of the goals of the city and the categories in LEED for Cities (which could correspond to subcommittees) and include opportunities for broader stakeholder input. Metrics could align to the U.N. Sustainable Development Goals.

The topics from previous work and discussions align with these efforts and include energy, stormwater management, recycling, transit, building efficiency. These recurring themes also generally align with the LEED for Cities work.

Indicators of success should include short, medium, and long term goals, specific metrics, resident engagement, and opportunities for differentiating the city. How does the city ensure that the input of stakeholders outside of the typical pathways is encouraged and received? This could include surveys, through city communications, through events, and from city staff.

Sample milestones could include adopting best practices from initiatives and programs such as LEED for Cities, Climate Mayors, Vision Zero, U.N. SDGs, etc. The Committee will discuss and come to consensus on what these milestones will be, with the initial focus on LEED for Cities and others contemplated for longer term goals. Discussions with city staff, especially on topics such as stormwater management, should also be pursued.

Managing input from various stakeholders can be tracked in the Google Drive, and could include a standing survey to allow Committee members and staff to collect input from stakeholders. This can also ensure that the focus remains on the specific goals of the Committee and is not sidetracked by larger macro issues.

Resident engagement with the Committee is encouraged and the Committee is open to time-limited comments from the public at the monthly meeting.

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Discussion of Subcommittees

This item was deferred pending a follow-up discussion on Committee objectives. The subcommittees or working groups are intended to engage residents and focus on resident concerns, while the Committee itself will focus on city-specific sustainability efforts. A liaison from the Committee will be partnered with each subcommittee or working group.

What is the role of a working group? Is it education and awareness? Is it researching additional possibilities and options? For example emphasizing reducing versus recycling, advocating with businesses, and taking an active role in identifying solutions.

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NOPEC Letter

The Committee agreed to support a letter to NOPEC requesting that NOPEC notify those residents that have opted-in to the 100% renewable plan when their contract expires and specific mention in the mailed opt-out letter that a 100% renewable plan is available under Option 3.

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Residential Composting Program

Rustbelt Riders is offering a residential composting program that includes a drop-off at the Nature Center and is expected to soon include a pick-up option from residents' homes. This is an optional program and there is a fee paid by the resident to participate. This has no impact on residents' ability to continue to compost in their yard (with a permit).

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There being no further business, the meeting was adjourned at 8:44 A.M. The next meeting will be Thursday, June 13, 2019 at 7:30 A.M.

Michael Peters
Sustainability Coordinator



Sustainability Roadmap

1. City Facilities' Utility Costs and Savings

Objective: Reduce City Costs for Electric, Natural Gas, Water, Sewer

Milestones:

1. Calculate Baseline Consumption
 - a. Review utility bills internally
 - b. Engage energy advisor to review
2. Find savings
 - a. Potentially bid supplier contracts
 - b. Participate in programs such as demand response
 - c. Determine if demand charges can be reduced through alternative strategies
 - i. Battery storage
 1. Cost/benefit analysis
 - ii. Shifting timing of demand
 1. Engineering study

Metrics:

1. kWh consumed
2. Therms consumed
3. Gallons consumed
4. Total costs/unit costs

2. Energy Conservation Measures for City Buildings

Objective: Increase efficiency and reduce costs

Milestones:

1. LED lighting retrofit
 - a. Interior/Exterior
 - i. Determine cost/benefit
 - ii. Bid/Choose vendor
 - b. Streetlight
 - i. Determine First Energy options
 - ii. Investigate alternatives if necessary

2. Building Upgrades
 - a. Based on URS study
 - b. Subject to funding

Metrics:

1. Same as above

3. Alternative Fuel Options for City Vehicles

Objective: Reduce fuel consumption for cost and greenhouse gas savings, reduce vehicle maintenance costs

Milestones:

1. Implement idle reduction program
 - a. Pilot program with vendor
 - b. Identify eligible vehicles
2. Increase use of electric vehicles
 - a. Station/fueling costs too high for propane, natural gas, hydrogen
 - b. Complete fleet study to determine highest return
 - i. Funding required for study

Metrics:

1. Fuel savings in gallons and dollars
2. Number of electric vehicles in the city fleet

4. Internal City Green Team

Objective: City staff involvement, buy-in, and attraction and retention

Milestones:

1. Survey city staff for input
 - a. Create survey and distribute
2. Increase waste diversion
 - a. Implement compost program, increase recycling
 - i. Determine locations, funding
 - b. Reduce waste opportunities
 - i. Can city processes be adjusted?
 - c. Purchase from zero waste businesses
 - i. Use city's buying power to accelerate change
3. Aspire to zero waste
 - a. Events, city purchasing

Metrics:

1. Set by staff priorities

5. Solar Power Generation on City Owned Vacant Lots

Objective: Solar demonstration project

Milestones:

1. Determine feasibility and economic structure
 - a. Funding
2. Determine location
 - a. Vacant lots may not be ideal initial site
3. Select installer
4. Complete installation

Metrics:

1. Feasibility completed
2. Installation completed

6. Other Green Initiatives

Objective: Respond to opportunities outside initial scope

Milestones:

1. Certify under the USGBC LEED for Cities Program
 - a. Grant received

Metrics:

1. Certification Achieved

7. Liaison to Committee and Green Team

Objective: Provide staff support to the Sustainability Committee and city Green Team

Milestones:

1. Create agenda for committee meetings
2. Produce minutes of committee meetings
3. Respond to committee requests
4. Initiate city Green Team

Metrics:

1. Agendas/minutes submitted
2. Green Team formed



Sustainability Coordinator Activities: May 2019

Summary of work conducted by category:

1. City Facilities' Utility Costs and Savings

- Reconciling utility bills; requested list of all meters from First Energy
- Met with First Energy to discuss LED streetlight pilot - very inconclusive answers so far, First Energy requested additional time
- Received proposal to review energy purchasing from Tradition Energy
- Discussed savings and efficiencies from potential microgrid or nanogrids with consultant to County microgrid project

2. Energy Conservation Measures for City Buildings

- Additional discussion with Ballast Shop, a local business and Dealership tenant, regarding LED retrofit work; they are reviewing data
- Majority of outstanding conservation measures are related to lighting retrofits.
- Discussed Shaker Heights as possible test location for Vehicle-to-Grid pilot with Fermata Energy

3. Alternative Fuel Options for City Vehicles

- Shared listing of city fleet vehicles with idle management vendor for fleet review.
- Reviewing Ohio EPA alternative fuel grant program; more information expected in June.

4. Leading an Internal City Green Team

- Drafted employee survey to identify staff interest in green team and specific areas of focus
- Reached out to fire chief regarding a composting pilot at the fire stations
- Met with Planning and Economic Development to discuss sustainability initiatives
- Attended Department Heads meeting to discuss sustainability initiatives

5. Solar Power Generation on City Owned Vacant Lots

- Met with Neighborhood Revitalization and Third Federal to discuss solar pilot program in Moreland
- Discussed solar pilot with Huntington Bank and Key Bank, reached out to Enterprise Community Partners
- Drafting proposal for Third Federal
- Attended presentation regarding community solar

6. Other Green Initiatives

- Met with Finance Department and drafted Sustainable Purchasing section for new city purchasing manual
- Prepared for June meeting in Washington with US Green Building Council
- Collected data and requested data from numerous stakeholders to prepare for Washington meeting
- Created LEED for Cities roadmap and planning tool
- Worked with Law Department to register city in Arc Skoru software platform for LEED for Cities certification
- Met with Planning and County regarding dockless bicycle and scooter legislation
- Coordinated with Marketing and Communications to issue press release corresponding with national release about LEED for Cities grant
- Emailed library director regarding participation in solar program
- Requested contact at Bank of America for new branch in Shaker Heights and passed along information to Economic Development
- Met with Hathaway Brown Sustainability Director and student to discuss participation in LEED for Cities work

7. Liaison to the Sustainability Committee and Green Team

- Attended monthly committee meeting
- Prepared agenda and minutes
- Discussed subcommittees and solar at schools with committee member
- Drafted letter to NOPEC based on prior committee meeting discussion
- Met with Mayor and Shaker Heights High School student interested in sustainability