



CARPD – Environmental Sustainability Committee
 1127 Eleventh Street, Suite 820
 Sacramento, CA 95814

ENVIRONMENTAL REPORT CARD for California Recreation & Park Districts

Instructions

This is a self-evaluative tool. Please look over each category and determine who within a district would best be able to answer the questions related to that category. Some questions are repeated in different sections. All questions require a simple “YES” or “NO” response. All “YES” responses score 1 point, unless indicated at the end of a question. A “NO” response scores no points on that question.

#		YES	NO	POINTS
1	Does your district have a board-approved environmental policy or set of guidelines that helps it become more environmentally responsible? (2 points)			
2	Do all staff members receive an orientation to your district’s environmental policy?			
3	Does your district offer training and reinforcement of the policy or guidelines? (2 points)			
4	Do staff members participate in a district environmental committee and/or are there designated staff members to review, update and/or enforce environmental policy? (2 points)			

TOTAL POINTS _____/7

ENVIRONMENTAL REPORT CARD – ADMINISTRATION & FINANCE

#		YES	NO	POINTS
1	Does your district dedicate funds in its operations and/or capital budgets to support achievement of environmental goals (e.g., recycling, energy audits, natural area acquisition, landscape restoration, environmentally friendly purchasing, etc.)? (2 points)			
2	Does your district apply for grant funds for environmental initiatives (e.g., recycling, environmental education, natural areas restoration, alternative fuel use)?			
3	Are audit procedures in place to evaluate positive enduring effects and to examine the costs of environmental impacts, as well as costs and efficiency, of various plans and programs following implementation?			
4	Does your district endeavor to purchase products and services using E.P.A.’s Environmentally Preferred Products (EPP) program, Green seal.org or a similar set of guidelines to assist you in the purchase of environmentally preferred products and services. (2 points)			
5	Does your district seek to identify vendors of environmentally friendly products?			
6	Does your district participate in collaborative environmental efforts with other public or private organizations?			

TOTAL POINTS _____/8

ENVIRONMENTAL REPORT CARD – FACILITY MANAGEMENT & MAINTENANCE

#		YES	NO	POINTS
1	Does your district provide opportunities for staff and patrons to recycle waste products in office areas, classrooms, and public areas, including lobbies, facilities, etc.? (2 points)			
2	Are recycling containers visible, well marked and easy to locate?			
3	Are staff and the public encouraged to recycle via policies, training and memoranda?			
4	Does your district make conscious efforts within all departments to purchase products made from recycled and recyclable content? (2 points)			
5	Does your district encourage the use of electronic communication as a means of conserving paper?			
6	Is staff encouraged to use depleting or double-sided copying of documents?			
7	Are outside concessionaries required to minimize the use of disposable products and provide recycling for patrons? (2 points)			
8	Does the district seek to avoid the use of chlorine-bleached paper for printing needs?			
9	Do restrooms and locker rooms have water saving devices (low flow showers and toilets and/or motion activated faucets)?			
10	Do restrooms have motion activated hand dryers in lieu of paper towels?			
11	Does your district conduct energy audits?			
12	Is energy-efficient lighting used (fluorescent, compact fluorescent, motion-activated lighting in restrooms)?			
13	Does or has your district included energy efficiency as a specification when purchasing or replacing major appliances?			
14	Are hot water heaters and hot water pipes insulated?			
15	Do facility HVAC systems include energy savings features such as minimum/maximum settings designated to reduce use during down time, interior air recycling, regular cleaning and efficiency inspections, etc.?			
16	Does your district have an integrated pest management program to reduce the use of pesticides within facilities? (2 points)			
17	Does your district promote the use of environment friendly, low toxicity and or fragrance-free cleaning products? (2 points)			
18	Does your district seek to minimize the use of petroleum-based cleaners, solvents and inks?			
19	Does your district seek to purchase office supplies, carpeting and furniture with low VOCs (volatile organic compounds) as a way to improve and protect indoor air quality?			
20	Do any district facilities make use of alternative energy systems to provide energy and/or conserve energy, such as passive or active solar systems, wind energy, or geothermal energy? (2 points)			

TOTAL POINTS _____/26

ENVIRONMENTAL REPORT CARD – FLEET MAINTENANCE

#		YES	NO	POINTS
1	Does your district perform regular engine tune-ups and scheduled maintenance of motorized vehicle fleets?			
2	Does your district properly dispose of all vehicle fluids and engine parts?			
3	Does your district properly use, store and dispose of hazardous materials according to material safety data sheets and/or manufacturers labels?			
4	Does your district have a safety policy and training procedure in place regarding the handling of hazardous materials?			
5	Does your district provide the proper work environment with appropriate ventilation and safety gear for employees when handling hazardous materials?			
6	Does your district have a program to conserve energy (e.g. fuel for vehicles, water and electricity)?			
7	Does your district actively fund or apply for grants that promote and provide the means for the use of clean energy (e.g., bio-diesel, E-85, LPG, etc.)? (2 points)			
8	As part of your equipment asset replacement program, has your district replaced or does your district have plans to replace vehicles with alternative fuel and/or hybrid vehicles? (2 points)			
9	Does your district limit the use and refueling of, or not use at all, gas powered equipment and vehicles during ozone action days?			

TOTAL POINTS _____/11

ENVIRONMENTAL REPORT CARD – PLANNING & OPEN SPACE PRESERVATION

#		YES	NO	POINTS
1	Does your district seek to identify and acquire remnant prairies, wetlands, streams, rivers, floodplains, greenways, etc. in order to protect/provide habitats for flora and fauna and/or to prevent erosion? (2 points)			
2	Does your district provide access for the public to recreate in natural/preserved areas using boardwalks, trails, fishing piers, platforms, etc.?			
3	Does your district increase public awareness of natural/preserved areas with interpretive signs, educational brochures/posters and programs? (2 points)			
4	Does your district create/maintain relationships with other municipalities, land conservations and private landowners to ensure community-supported protection of open spaces? (2 points)			
5	Is your district committed to incorporating best management practices when designing park property including the use of native landscaping, rain gardens, bio-swales, etc.?			
6	Does your district actively fund or apply for grants that improve water quality and bank stabilization in wetlands, ponds, streams, etc.?			
7	Does your district partner with other organizations and/or local developers in order to provide information to prospective home buyers on living around natural areas or manmade detection sites?			
8	Does your district's planning department and natural resource maintenance staff work together on site plans for traditional parks and facilities landscapes?			

TOTAL POINTS _____/11

ENVIRONMENTAL REPORT CARD – PARKS & NATURAL RESOURCES MANAGEMENT

#		YES	NO	POINTS
1	Does your district’s operating budget contain regular funding for natural resource management? (2 points)			
2	Does your district have a maintenance and management plan in place for natural areas?			
3	Does your district follow natural resource management best environmental practices in attempting to improve natural areas, control exotic species and increase biodiversity? 2 points)			
4	Does your district try to reduce the use of fertilizers and pesticides in parks by means of utilizing drought and disease resistant native plant species and eliminating mowing in some areas?			
5	Does your district provide a no-mow buffer of native vegetation around water bodies to reduce erosion and non-point pollution and to deter Canada Geese from nesting?			
6	Does your district practice soil and landscape management techniques to control exotic species establishment and prevent erosion runoff?			
7	Is landscaping around facilities designed with energy conservation in mind (e.g., windbreaks, and/or shade trees along south exposures, and/or drought tolerant native plants)? (2 points)			
8	Does your district plant trees, shrubs and evergreens in strategic locations in and around paved areas to provide shade and wind buffers?			
9	Does your district use alternative snowmelt products and equipment, and/or modify application rates to limit/reduce the impact on the surrounding area?			
10	Does your district have an integrated pest management program to reduce the use of pesticides within parks? (2 points)			
11	Does your district use alternative and/or biological pest control practices in place of traditional chemical solutions (e.g., purple loosestrife, beetles, dormant oils)? (2 points)			
12	Does your district actively fund or apply for grants that improve water quality and bank stabilization in wetlands, ponds, and streams?			
13	Does your district distribute educational pamphlets that explain natural resource management practices?			
14	Does your district use prairie or woodland restoration or bio-swales to reduce maintenance costs, control erosion or promote wildlife habitat?			
15	Does your district have areas landscaped with native plants within golf courses or other more traditional park landscapes?			
16	Does your district incorporate native planting schemes into the landscape of your offices, parks and facilities?			
17	Is your district responsible to private landowner activities that impact your natural area management (encroachment, dumping, private waterway ownership, etc.)?			

TOTAL POINTS _____/22

ENVIRONMENTAL REPORT CARD – PROGRAMMING

#		YES	NO	POINTS
1	Does your district own and operate a nature center? If not, does your district provide regular nature education or nature interpretive programming for residents within its parks or facilities? (2 points)			
2	Does your district partner with local groups to provide specific programming (e.g., Audubon Society, local garden clubs, Master Gardeners, etc.)?			
3	Does your district provide programs for the public regarding environmental lifestyle choices/environmental living (e.g. native or organic gardening, living lightly, composting, etc.)?			
4	Are educational programs, pamphlets, news articles or cable television utilized to inform residents and homeowner associations of alternative landscape options?			
5	Do staff members plan projects and purchase supplies using written environmental criteria that might include minimal packaging, recycled and recyclable content, made from renewable resources, etc.? (2 points)			
6	Does your district provide recycling for facility rentals, special events and outside vendors?			
7	Does your district have and/or support a volunteer program to aid in land management and/or environmental education? (2 points)			
8	Are program staff provided training and encouragement from supervisors in energy and resource conservation (thermostat settings, lights, recycling, etc.)?			
9	Does your district actively fund or apply for grants to fund environmental programs or interpretative initiatives?			
10	Do public or special events provide opportunities for vendor and public participation in recycling efforts?			
11	Does your district clearly communicate its energy conservation program to staff and park/facility users?			

TOTAL POINTS _____/14

GRAND TOTAL POINTS _____/99

SCORING (out of a total of 99 possible points)

91-99 Your district is an **environmental leader** in the field and has reason to be proud and will be recognized at the CARPD Annual meeting as an **Outstanding Environmental District**.

71-90 Your district is doing a very good job and should keep up the good work. Look at those questions for which you answered NO and develop strategies to address those.

51-70 Your district is doing a good job, certainly more than most public agencies. Look at those questions for which you answered NO, and develop a strategy to address those.

31-50 Your district is doing OK and should be proud of what it has accomplished, but still has much work.

30-less Your district has nowhere to go but up in terms of improving its environmental practice.

The Environmental Report Card was developed by:

Information obtained from the Illinois Recreation & Park Association and modified by the CARPD ad hoc committee on environmental sustainability – Al McGreehan, Paradise RPD, Joe Gibson, Conejo RPD; Mike Limbaugh, Hesperia RPD; and Henry Agonia, Executive Director, CARPD.