



# SCOTTS VALLEY WATER DISTRICT

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# Policy

|                           |  |                        |                |
|---------------------------|--|------------------------|----------------|
| <b>Number:</b>            | P100-11-1  | <b>Type of Policy:</b> | Administration |
| <b>Title:</b>             | Environmental Sustainability   |                        |                |
| <b>Description:</b>       | Incorporate and maintain environmental sustainability practices into District's business operations and community outreach activities. |                        |                |
| <b>Original Adoption:</b> | 06/07/18   | <b>Reviewed:</b>       | 06/08/23       |
| <b>Review Cycle:</b>      | 5 years  | <b>Resolution No.</b>  | 04-23          |

The Scotts Valley Water District incorporates and maintains environmental sustainability in its business operations by conducting the following activities and practices:

1. Reduce, Reuse and Recycle
  - Recycle all waste products according to recycle vendor specifications, including but not limited to paper, glass, plastic and aluminum
  - Recycle all organic waste products including green materials including yard waste, houseplants, flowers and food scraps in compliance with SB1383
  - Donate all appropriate reusable items to charitable organizations
  - Abstain from purchasing bottled water, unless necessary to provide for health reasons
2. Toxics Reduction
  - Dispose of and/or recycle toxic products safely
  - Dispose of and/or recycle electronic products safely
  - Choose non-toxic janitorial cleaning products, with a Good Guide Rating of 8 or higher or a Green Seal rating
  - Purchase rechargeable batteries
  - Recycle waste lamps and bulbs, batteries, aerosol cans and other universal waste
3. Environmentally Friendly Purchasing
  - Purchase re-manufactured toner cartridges and low-emission printing inks
  - Use low emission remodel/maintenance materials, including low VOC paints
  - Purchase copier, toilet, and all paper towels with 50-100% recycled content (or tree free paper)
  - Purchase products with the least amount of packaging
  - Use Energy Star-rated appliances and office equipment
  - Use EPEAT certified computer, phone and all other products
  - Use LED tubes for florescent lighting
  - Use the highest efficiency toilets, urinals, showerheads and faucet aerators

4. Conserve Energy, Water and Natural Resources
  - Promote the use of public transit, including rewarding employees with ride-sharing or other low-emission commuting options
  - Offer telecommuting options for employees
  - Participate in spare-the-air campaigns
  - Support and participate in Monterey Community Power
  - Use solar or other forms of alternative energy
  - Use LEED Green building standards and recycle site construction materials when remodeling
5. Maintain the current practices of the Monterey Bay Friendly Gardening Certification standards
6. Maintain the current practices of the Santa Cruz County California Green Business Certification standards

All new and current employees of the Scotts Valley Water District will be informed that the District is a Certified Green Business. Employees will be aware of and comply with the proper principles, practices, and policies that accompany the certification. The District will promote Green Business ideals at both company and community events, and encourage employees, customers, vendors and Board members to follow these practices.