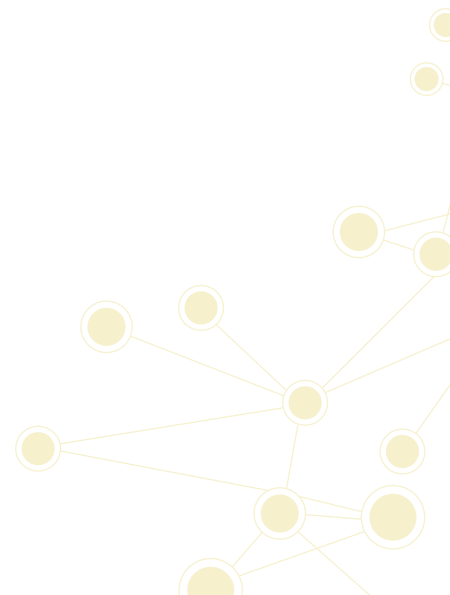


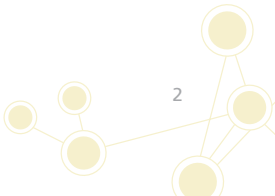
# Municipal White Paper

## Appendix



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# Municipal Codes

## Environmental Purchasing

### Phoenix, Arizona

The City of Phoenix's 2007 Resolution on Environmentally Preferable Purchasing<sup>1</sup> explicitly notes that:

- “promoting and practicing [Environmentally Preferable Purchasing] can stimulate more viable markets for products and services that meet both sustainability and economic goals,” and that
- “including environmental considerations in the procurement process can improve public and worker health, conserve natural resources, and safeguard the environment for future generations.”

To that end, the Phoenix EPP Resolution requires the city to develop a policy or program that:

- 1) Integrates contract provisions for more sustainable products and services, where the contract provisions are updated as necessary to address changes in technologies or changes in environmental conditions
- 2) Considers the purchase of products and services that achieve best value, which considers price, performance, and environmental characteristics over the lifecycle of a product or service
- 3) Supports manufacturers and vendors who services, production and distribution systems reduce environmental and human health impacts
- 4) Encourages others buyers and consumers to adopt similar policies and programs

Official guidance on the EPP was published in January 2012.<sup>2</sup> It defined the program's environmental, human health, and local economic goals, to be met by a government-wide requirement to evaluate purchases on the following attributes:

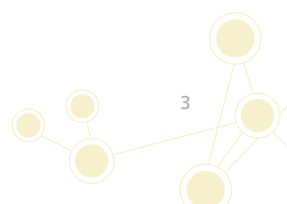
- reduced toxicity and hazards
- energy efficiency
- renewable (or alternative) energy or fuels
- water efficiency
- recovered-materials content (recycled-content or remanufactured)
- bio-based (contains agricultural fibers or residues)
- sustainable forestry certified
- other resource-conserving attributes such as reduced packaging, increased durability or product life, recyclability, reusability, and waste diversion
- green building and low-impact development

The policy also notes which standards to look for in purchasing, and mentions that comparisons between products should include a full life cycle analysis, for which the Office of Environmental Purchasing has a form.

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<sup>1</sup> “Resolution 20519 - A RESOLUTION OF THE CITY OF PHOENIX ON ENVIRONMENTALLY PREFERABLE PURCHASING.” City of Phoenix, July 2, 2007. <https://www.phoenix.gov/oepsite/Documents/031916.pdf>.

<sup>2</sup> “City of Phoenix Environmentally Preferable Purchasing (EPP) Policy.” City of Phoenix, January 26, 2012. <https://www.phoenix.gov/oepsite/Documents/070520.pdf>.



## Washington, DC

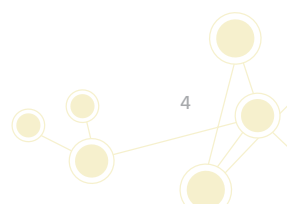
Washington, DC also has a sustainable procurement policy, enacted in 2010 as part of an overarching Procurement Practices Reform Act.<sup>3</sup> The applicable text<sup>4</sup> is below:

- Definitions
  - (30) “Environmentally Preferable Product or Service” or “EPPS” means a good or service that is less harmful to human health and the environment when compared with competing goods or services that serve the same purpose. The factors to be compared include raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product.
  - (21) “Default Environmental Preference Standard” shall mean materials, supplies, services, or commodities that:
    - \* (A) Are available through the most current version of the GSA Environmental Specialty Category; or
    - \* (B) Meet or exceed applicable performance standards or requirements of:
      - (i) The Federal Energy Management Program;
      - (ii) The Electronic Products Environmental Assessment Tool Bronze rating;
      - (iii) The U.S. Department of Energy’s ENERGY STAR program;
      - (iv) The U.S. Environmental Protection Agency’s Comprehensive Procurement Guidelines; or
      - (v) Verification of a project under the Leadership in Energy and Environmental Design green building rating systems designed by the United States Green Building Council.
- Sec. 1101. Green procurement.
  - (a) Except for emergency procurements, before entering into any contract in excess of \$100,000, the District shall issue an environmental certification to demonstrate, to the maximum extent practicable, the purchase of an EPPS.
  - (b) An environmental certification shall not be required for procurements that conform to an applicable Default Environmental Preference Standard.
  - (c) The requirement shall be satisfied if a District solicitation included a requirement that a contractor provide an EPPS.
  - (d) Within one year after the effective date of this act, and annually thereafter, OCP shall prepare and submit to the Council a report detailing the progress of this policy, including the following elements:
    - \* (1) Total contracting amount, and percentage of contracting amount, spent on EPPS;
    - \* (2) Successes and challenges to implementing the policy; and
    - \* (3) Changes to policies or standards.

<sup>3</sup> “2010 Procurement Practices Reform Act.” City of Washington DC, 2010. <https://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/PPRA.pdf>.

<sup>4</sup> “Procurement Practices Reform Act Section 2-361.01 on Green Procurement.” City of Washington DC. Accessed August 8, 2017. Procurement Practices Reform Act Section 2-361.01 on green procurement.

<sup>5</sup> “City of Eugene Public Contracting Rules.” City of Eugene, January 6, 2015. <https://www.eugene-or.gov/DocumentCenter/Home/View/18403>.



## Eugene, OR

The City of Eugene also has a sustainable purchasing policy, enacted through Administrative Order 44-14-08-F in January 2015.<sup>5</sup>

### 137-046-0330 Sustainability Principles and Guidelines

**(1) Policy.** It is the policy of Contracting Agency to exercise sustainable purchasing practices to the maximum extent possible. In accordance with the principles and guidelines included in this Rule 137-046- 0330, Contracting Agency will seek Goods and Services that have a reduced impact on human health and the environment.

**(2) Sustainability Principles.** The following principles shall serve as general guidance to the Contracting Agency in the Procurement of Goods and Services:

- (a) Seek Goods that are produced in a closed-loop system of recycling. Seek Goods that are recyclable and/or made with recycled content.
- (b) Seek Goods and Services that are produced locally in order to support the local community and because local Goods and Services may have less environmental impact than those produced elsewhere.
- (c) Avoid Goods containing toxic, persistent and bio-accumulative compounds.
- (d) Use all resources, including but not limited to energy, water and materials, with increasing efficiency over time.
- (e) Minimize life-cycle costs and impacts wherever it is reasonably feasible to determine life-cycle information.
- (f) Reduce greenhouse gas emissions in general, and in particular, to meet local, state, and national goals and regulations.
- (g) Select Goods and Services that enhance or, at a minimum, do not negatively compromise, the health of Contracting Agency residents.
- (h) Leverage existing efforts where environmental and sustainability related policies have already been completed. Whenever reasonably possible and practicable, all Procurements by Contracting Agency should build upon and assist in the implementation of these completed efforts.

### (3) Sustainability Guidelines.

- (a) Contracting Agency shall procure Goods and Services in accordance with the Sustainability Principles to the maximum extent practicable.
- (b) To the extent possible and practicable, Contracting Agency shall include in a Solicitation of Services evaluation criteria that are consistent with the Sustainability Principles.

The City of Eugene Purchasing Office additionally includes a sustainability section in their competitive solicitations, which aligns with the city's triple bottom line sustainability goals. With it the purchasing office shows preference for vendors who can meet standards in waste reduction, idling reduction, environmentally preferred products, and social equity (see below).<sup>6</sup>

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<sup>6</sup> "Competitive Solicitations - Sustainability." City of Eugene, 2012. <https://www.eugene-or.gov/DocumentCenter/View/6635>.

## Zero Waste Ordinance

### Boulder, CO

The City of Boulder implemented a Universal Zero Waste Ordinance in June 2015.<sup>7</sup> It requires property owners of any size and businesses to have contracted waste, recycling, and compost services. The ordinance is clarified by the City Manager's Rule, published in March 2016.<sup>8</sup> Example language below from the ordinance applies to business owners:

#### 6-3-14. - Business Owner Requirements for Recyclables and Compostables Collection.

- (a) All business owners must separate recyclable and compostable material from the trash and wherever business owners provide trash containers to employees or customers, they must also provide recyclables and compostables containers for employees and customers' use. Containers must be at least as conveniently located as trash and be of adequate size and number to prevent recyclables and compostables from being mixed with trash.
- (b) At least once per year, business owners must conduct training that instructs all employees how to use the containers established for collection of recyclables and compostables pursuant to this section. Business owners shall provide new employees with this information within 30 days of when the employee begins work and no later than the thirtieth day after a substantive change in the recycling or composting service offered at the business.
- (c) All business owners must provide Spanish and English or picture-only signs at each recyclables and compostables container, clearly indicating the appropriate materials to be placed inside the container in accordance with rules issued by the city manager.
- (d) Business owners or managers must maintain and make available upon request, to the city manager for inspection and copying during normal business hours, any contracts and invoices for collection and disposition of recyclable and/or compostable materials for a period covering the most recent three years.

The ordinance is accompanied by several guidebooks and toolkits directed at different audiences, and resources are provided to help property and business owners reach compliance with the ordinance.<sup>9</sup>

Events are explicitly expected to comply with the zero waste ordinance, and are also provided information and resources on how to reach that goal. There are no City Manager Rules on the ordinance that directly relate to events.

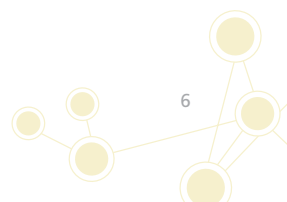
#### Boulder Code 6-3-15. - Special Events Requirements for Recyclables and Compostables Collection.

All special events and temporary events at a venue facility in the City of Boulder must provide recyclables and compostables collection in compliance with the city's Special Event Permit requirements.

<sup>7</sup> "Ordinance No. 8045.Pdf." City of Boulder, June 16, 2015. <http://newords.municode.com/readordinance.aspx?ordinanceid=718211&datasource=ordbank>.

<sup>8</sup> "Universal Zero Waste Ordinance City Manager's Rules." City of Boulder, March 28, 2016. [https://www-static.bouldercolorado.gov/docs/Zero\\_Waste\\_CM\\_Rule\\_for\\_public.3.30.2016-1-201605091533.pdf?\\_ga=2.52360041.1938179089.1502225954-156942274.1501283611](https://www-static.bouldercolorado.gov/docs/Zero_Waste_CM_Rule_for_public.3.30.2016-1-201605091533.pdf?_ga=2.52360041.1938179089.1502225954-156942274.1501283611).

<sup>9</sup> "Zero Waste Resources." City of Boulder. Accessed August 8, 2017. <https://bouldercolorado.gov/zero-waste/zero-waste-resources>.



## Recycling/Composting

### Portland, OR

The City of Portland implemented city-wide composting requirements in October 2011,<sup>10</sup> shifting from a voluntary system that was established in 2006.

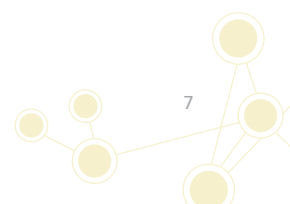
#### Portland Code 17.102.010 Declaration of Policy.

It is the policy of the City of Portland to reduce the amount of solid waste, both generated and disposed of, by promoting aggressive waste prevention and recycling activities. The City shall promote the development of environmentally and economically sound practices regarding the collection, processing and end use of solid waste, recyclable material and compostable material. In order to attain these goals and protect public health and the environment, the City shall regulate collection of solid waste, recyclable and compostable materials within the City. In carrying out this policy, the goals of this Chapter are:

- A. To promote sustainability of the system of solid waste and recycling collection, by seeking to maximize efficiency, equity and economic vitality, improve worker safety and reduce environmental and human health impacts over the entire life cycle of the materials.
- B. To set and achieve recycling goals for Portland that are among the highest in the nation.
- C. To achieve a recycling goal of 75 percent by 2015 and promote highest value use of recovered materials.
- D. To reduce per capita waste generation below 2005 levels by the year 2015.
- E. To target reductions in toxic waste, to minimize its harmful effects and to reduce greenhouse gas emissions.
- F. To ensure the safe and sanitary collection, transportation and recovery of solid waste, recyclable and compostable materials.
- G. To provide Portland residents and businesses the opportunity to recycle more materials through convenient on-site, curbside and depot collection programs and through the addition of recyclable materials to the curbside collection program as appropriate.
- H. To establish and enforce solid waste, recyclable and compostable material collection standards to ensure uniform, cost effective and high quality service delivery to all residential customers.
- I. To establish rates for residential waste collection which are fair to the public, encourage waste reduction, and promote safe, efficient collection.
- J. To promote community awareness in order to achieve the highest participation possible in the solid waste and recycling collection system.
- K. To enhance solid waste reduction and recycling in the multifamily, commercial, institutional and industrial sectors by ensuring that comprehensive recycling systems are provided at every establishment not covered by the residential franchise, and that owners of the establishments encourage extensive use of those systems by all employees.
- L. To undertake research, studies and demonstration projects on developing more efficient, economical and effective methods of solid waste reduction, recycling and collection.

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<sup>10</sup> "Chapter 17.102 Solid Waste & Recycling Collection." City of Portland, 2011. <https://www.portlandoregon.gov/citycode/?c=28889>.



### **Portland Code 17.102.140 Residential Collection Franchise Required.**

A. No person may collect residential solid waste, recyclable material or yard debris, within the City without having obtained a franchise from the City, except as provided in 17.102.150 or 17.102.170 of this Chapter.

B. Having obtained a franchise for residential solid waste, recyclable material and yard debris collection from the City, no person shall provide or offer to provide such collection in an area within the City other than the assigned territory for which the franchise was issued.

### **Portland Code 29.30.140 Cleanliness and Sanitation.**

C. The owner of a residential rental property shall provide for each dwelling unit, or subscribe for service where a franchisee provides at least one 20 gallon receptacle into which garbage and rubbish may be emptied for storage and collection. Receptacles must be of sufficient capacity to prevent the overflow of garbage and rubbish from occurring. Receptacles and lids shall be watertight and provided with handles. All receptacles shall be maintained free from holes and covered with tight-fitting lids at all times. The owner of the residential rental property shall subscribe to and pay for weekly recycling and composting service and every-other-week garbage removal service by a refuse collection permittee or franchisee as defined in Chapter 17.102 of the Code of the City of Portland.

D. The owner of any owner occupied residential property shall be required to subscribe and pay for weekly recycling and composting service and every-other-week garbage removal service by a refuse collection permittee or franchisee as defined in Chapter 17.102 of the Code of the City of Portland if the property has been posted two or more times within one year for violation of Subsection 29.20.010 H.1. or 2.

## **Chicago, IL**

On January 1st, 2017, the City of Chicago clarified its recycling ordinance to mandate source-separated, single-stream recycling for multi-unit residential, office, and commercial properties.<sup>11</sup>

### **Preamble**

WHEREAS, The City of Chicago is a home rule unit of government as defined in Article VII, §6(a) of the Illinois Constitution, and, as such, may exercise any power and perform any function pertaining to its government and affairs; and

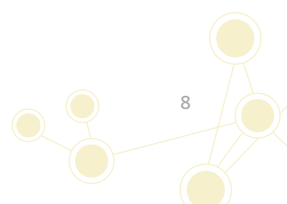
WHEREAS, Disposing of municipal waste in a safe, cost-effective and environmentally sound manner is a matter pertaining to the government and affairs of the City of Chicago; and

WHEREAS, After due investigation and consideration, the City Council of the City of Chicago has determined in findings set forth in Section 11-4-1820 of the Municipal Code of Chicago that “recycling [is] a key part of a comprehensive solid waste management plan” and “is in the best interest of the citizens of the City of Chicago;” and

WHEREAS, It is and remains the policy of the City of Chicago to promote programs to reduce the amount of waste generated at the source; to recover materials, for the purpose of recycling, that would otherwise be discarded; and to return such recovered materials to the economic mainstream as raw material for use in new, reused or reconstituted products meeting the quality standards of the marketplace; now, therefore...

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<sup>11</sup> “Amendment of Municipal Code Titles 4 and 11 Regarding Residential Recycling.” City of Chicago, June 22, 2016. [https://www.cityofchicago.org/content/dam/city/depts/streets/supp\\_info/RecyclingPDFdocs/UpdatedRecyclingOrdinance.pdf](https://www.cityofchicago.org/content/dam/city/depts/streets/supp_info/RecyclingPDFdocs/UpdatedRecyclingOrdinance.pdf).





#### **11-5-010 Title.**

This chapter shall be known and may be cited as the “Chicago Recycling Ordinance”. Effective January 1, 2017, source-separated recycling shall be deemed to be the method of recycling used in the City of Chicago. Source-separated recycling requires all persons citywide to place recyclable material in designated recycling containers and to keep recyclable material separate from waste until such time that the recyclable material is collected for delivery to a properly permitted facility.

#### **11-5-110 Source-separated recycling – Required. [Refuse Collection Customers]**

Each refuse collection customer shall engage in source-separated recycling and shall source-separate materials in accordance with Section 11-5-080.

#### **11-5-140 Education of tenants - Required. [Refuse Collection Customers]**

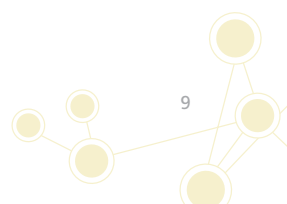
Except as otherwise provided in Section 11-5-100, each refuse collection customer shall develop and implement an ongoing education program to educate all tenants, residents and occupants of the premises under the refuse collection customer’s control about the refuse collection customer’s source-separated recycling program.

#### **11-5-170 Source-separated recycling – Required. [Private Haulers]**

Each private hauler shall engage in source-separated recycling and shall source-separate materials in accordance with Section 11-5-080.

#### **11-5-180 Notification to customers – Required.**

Private haulers shall notify their refuse collection customers in writing that source-separated recycling is required under Chapter 11-5 of the Municipal Code of Chicago. In addition, the written notification required under this section shall set forth what materials are required to be source separated and shall describe the collection procedures for such materials.



## Anti-Idling

### Minneapolis, MN

The Minneapolis, MN Anti-Idling ordinance went into effect in 2008.<sup>12</sup> The general requirement is a three minute limit on idling in any one-hour period, for any vehicle, though there are exceptions in place for traffic, emergencies, and other specific situations.

**Minneapolis Code 3.58.110. General Requirement**No person shall allow a motor vehicle to idle for more than three (3) consecutive minutes in any one-hour period.

### Houston, TX

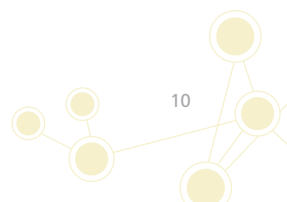
Houston implemented an anti-idling ordinance<sup>13</sup> in 2015 for vehicles above 14,000 pounds. The ordinance does not include a “per hour” limit. It includes exemptions similar to those in the Minneapolis Idling ordinance.

**Sec. 21-302. - Idling prohibited.** It shall be unlawful for an owner or operator of a motor vehicle operated within the city limits to cause or allow the primary propulsion engine of a motor vehicle to idle for more than five consecutive minutes when the motor vehicle is not in motion.

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<sup>12</sup> “CHAPTER 58. - IDLING.” City of Minneapolis, 2008.  
[https://library.municode.com/mn/minneapolis/codes/code\\_of\\_ordinances?nodid=COOR\\_TIT3AIPDENR\\_CH58ID](https://library.municode.com/mn/minneapolis/codes/code_of_ordinances?nodid=COOR_TIT3AIPDENR_CH58ID).

<sup>13</sup> “Article X. - REDUCTION OF EMISSIONS FROM IDLING MOTOR VEHICLES.” City of Houston, 2015.  
[https://library.municode.com/tx/houston/codes/code\\_of\\_ordinances?nodid=COOR\\_CH21HE\\_ARTXREEMIDMOVE\\_S21-301DE](https://library.municode.com/tx/houston/codes/code_of_ordinances?nodid=COOR_CH21HE_ARTXREEMIDMOVE_S21-301DE).



## Expanded Polystyrene (EPS) Bans

### San Jose, CA

San Jose's EPS Foam ban was enacted in September, 2013.<sup>14</sup> It went into effect on January 1st, 2014 for "multi-state" food establishments, and January 1st, 2015 for all other food establishments in the city. San Jose provides educational resources and a list of foam food container alternatives.<sup>15</sup>

#### 9.10.3110 - Polystyrene foam disposable food service ware prohibited.

A. No national food vendor shall sell or otherwise provide prepared food in polystyrene foam disposable food service ware on or after January 1, 2014.

B. No food vendor shall sell or otherwise provide prepared food in polystyrene foam disposable food service ware on or after January 1, 2015.

### Washington, DC

Washington, DC implemented its EPS ban as part of the Sustainable DC Omnibus Amendment Act of 2014.<sup>16</sup> The ban went into effect on January 1st, 2016 for all businesses and organizations that serve food. On January 1st, 2017, an additional requirement went into effect, stating that food packaging could only be made from recyclable or compostable materials.<sup>17</sup>

#### 2301 Expanded Polystyrene PROHIBITION

2301.1 By January 1, 2016, no food service business shall sell or provide food or beverages in expanded polystyrene food service products, regardless of where the food or beverage will be consumed.

#### 2302 COMPOSTABLE OR RECYCLABLE PRODUCT REQUIREMENT

2302.1 By January 1, 2017, no food service entity shall sell or provide food or beverages, for consumption on or off premises, in disposable food service ware unless the disposable food service ware is compostable or recyclable.

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<sup>14</sup> "Part 17 - POLYSTYRENE FOAM DISPOSABLE FOOD SERVICE WARE." City of San Jose, November 13, 2013. [https://library.municode.com/ca/san\\_jose/codes/code\\_of\\_ordinances?nodeId=TIT9HESA\\_CH9.10SOWAMA\\_PT17POFODIFOSEWA\\_9.10.3100DE](https://library.municode.com/ca/san_jose/codes/code_of_ordinances?nodeId=TIT9HESA_CH9.10SOWAMA_PT17POFODIFOSEWA_9.10.3100DE).

<sup>15</sup> "Foam Food Container Ordinance." City of San Jose, 2013. <http://www.sanjoseca.gov/eps>.

<sup>16</sup> "Sustainable DC Omnibus Amendment Act of 2014." City of Washington DC, July 29, 2014. <https://www.venable.com/files/Publication/d2666022-756d-429d-aa5a-115cfc9dde1e/Presentation/PublicationAttachment/6b73998a-d657-4dee-9abe-142281140bb4/Sustainable-DC-Omnibus-Amendment-Act-of-2014.pdf>.

<sup>17</sup> "Expanded Polystyrene Prohibition." City of Washington DC, December 25, 2015. <http://www.dcregs.dc.gov/Gateway/ChapterHome.aspx?ChapterNumber=21-23>.

## Event Specific Recycling

Event specific recycling ordinances provide a roadmap for events to reach recycling standards, by outlining specific processes to follow and metrics to measure. Examples from Minneapolis and San Jose are below.

### Minneapolis, MN

#### 447.91 - Refuse and recycling [Parades and Races]<sup>18</sup>

(a) All parades/races shall provide for the collection of recyclable material separate from non-recyclable material, and shall thereafter arrange for the delivery of all recyclable material to a recyclable materials processing facility. In furtherance of this requirement, recyclable material collection containers must be equal in number and capacity to collection containers for non-recyclable materials, and must be situated within five (5) feet thereof during the parade/race. Signage shall be placed on all collection containers, at all permanent entrance points, and at all points of sale, directing patrons to recycle all paper, plastic, glass, and metal containers. In addition to the foregoing, at least one (1) location shall be provided, and appropriately signed for the separate collection of corrugated cardboard. Prior to the parade/race, and without expense to the city, the applicant must provide a written plan to the city demonstrating how the applicant will comply with the recycling requirements outlined in this subdivision.

(b) Within ten (10) business days following a parade/race, the parade/race applicant must submit the following: 1) a valid recyclable material processing facility weight ticket, photographs, or other written evidence acceptable to the city, verifying that all recyclable materials were delivered to a recyclable materials processing facility. Failure to comply with this section may result in a claim for costs and/or damages under section 447.140 of this chapter.

(c) When food and beverages are dispensed, all parade/race applicants are encouraged: 1) to collect and deliver compostable materials to a processing facility; and 2) when composting, to use, collect, and deliver for processing compostable supplies including, but not limited to, cups, plates, flatware, napkins, and food packaging materials. (2012-Or-047, § 2, 7-20-12, eff. 1-1-13)

#### 455.36. - Refuse and recycling. [Block Events]<sup>19</sup>

(a) All large block events shall provide for the collection of recyclable material separate from non-recyclable material, and shall thereafter arrange for the delivery of all recyclable material to a recyclable materials processing facility. In furtherance of this requirement, recyclable material collection containers must be equal in number and capacity to collection containers for non-recyclable materials, and must be situated within five (5) feet thereof during the event. Signage shall be placed on all collection containers, at all permanent entrance points, and at all points of sale, directing patrons to recycle all paper, plastic, glass, and metal containers. In addition to the foregoing, at least one (1) location shall be provided, and appropriately signed for the separate collection of corrugated cardboard. Prior to the event and without expense to the city, the event applicant must provide a written plan to the city demonstrating how the event applicant will comply with the recycling requirements outlined in this subdivision.

(b) Within ten (10) business days following a large block event, the event applicant must submit the following: a valid recyclable material processing facility weight ticket, photographs, or other written evidence acceptable to the city, verifying that all recyclable materials were delivered to a recyclable materials processing facility. Failure to comply with this section may result in forfeiture of the security posted under section 455.41.

(c) When food and beverages are dispensed, all large block event applicants are encouraged: 1) to collect and deliver compostable materials to a processing facility; and 2) when composting, to use, collect, and deliver for processing supplies made of compostable materials including, but not limited to, cups, plates, flatware, napkins, and food packaging materials. (2012-Or-048, § 2, 7-20-12, eff. 1-1-13)

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<sup>18</sup> "447.91. - Refuse and Recycling." City of Minneapolis, 2012.

[https://library.municode.com/mn/minneapolis/codes/code\\_of\\_ordinances?nodeId=MICCOOR\\_TIT17STSI\\_CH447PARA\\_447.91RERE](https://library.municode.com/mn/minneapolis/codes/code_of_ordinances?nodeId=MICCOOR_TIT17STSI_CH447PARA_447.91RERE).

<sup>19</sup> "455.36. - Refuse and Recycling." City of Minneapolis, 2012.

[https://library.municode.com/mn/minneapolis/codes/code\\_of\\_ordinances?nodeId=MICCOOR\\_TIT17STSI\\_CH455BLEV\\_455.36RERE](https://library.municode.com/mn/minneapolis/codes/code_of_ordinances?nodeId=MICCOOR_TIT17STSI_CH455BLEV_455.36RERE).

## San Jose, CA

### 9.10.152 - Large event.<sup>20</sup>

“Large event” means the temporary or periodic use or occupancy of a public street, publicly owned site or facility, or public park within the city for a civic, commercial, recreational, or social event attended by an average of one thousand or more persons per day of operation of the event.

### 9.10.153 – Large venue.

“Large venue” means venue facilities such as, but not limited to, stadiums, museums, concert halls, and parks and attractions located within the city with an average attendance of more than two thousand persons per day of operation of the venue.

### 9.10.1445 - Large event and large venue requirements.<sup>21</sup>

A. Any person seeking permission to conduct a large event where the event generates solid waste such as, but not limited to, paper, beverage containers, or food shall develop a waste reduction and recycling strategy and shall file a copy of the strategy with the city’s director of environmental services. The waste reduction and recycling strategy shall include an estimate of the amount and types of waste anticipated from the event, proposed actions to reduce the amount of waste generation related to the event, and arrangements for separation, collection and diversion from landfills of reusable and recyclable materials. Within ten calendar days after the conclusion of the event, the applicant shall submit to the director of environmental services a copy of all weight or cubic yardage receipts for the solid waste and for the recyclables from the receiving waste hauler, service charity, recycling center, or other such entity receiving the materials. Alternative documentation of diversion from the landfill may be acceptable if approved by the director of environmental services at the time the strategy is filed with the director.

B. All large venues shall prepare and adopt an annual waste prevention strategy to reduce the amount of waste material generated by facility operations, and shall file a copy of the strategy with the director of environmental services on or before January 31 of each calendar year. The venue facility owner or manager shall submit an annual report to the director of environmental services that lists the weight or cubic yardage of solid waste and recyclable materials generated at the venue facility during the twelve months from September 1 of a calendar year to August 31 of the next calendar year and the type, amount (by weight or cubic yardage), and destination of all solid waste disposed and each recyclable material sold or donated during that twelve-month period.

C. The director of environmental services may exempt an event operator described in Subsection A. or a venue facility owner from some of the requirements of this section if the director determines that the event or venue facility does not generate significant amounts of solid waste or recyclables or because of localized market conditions for a particular recyclable material.

(Ords. 27725, 28543.)

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<sup>20</sup> “9.10.152 - Large Event, 9.10.153 - Large Venue.” City of San Jose. Accessed August 17, 2017.  
[https://library.municode.com/ca/san\\_jose/codes/code\\_of\\_ordinances?nodeId=TIT9HESA\\_CH9.10SOWAMA\\_PT2DE\\_9.10.152LAEV](https://library.municode.com/ca/san_jose/codes/code_of_ordinances?nodeId=TIT9HESA_CH9.10SOWAMA_PT2DE_9.10.152LAEV).

<sup>21</sup> “9.10.1445 - Large Event and Large Venue Requirements.” City of San Jose. Accessed August 17, 2017.  
[https://library.municode.com/ca/san\\_jose/codes/code\\_of\\_ordinances?nodeId=TIT9HESA\\_CH9.10SOWAMA\\_PT9COSOWARE\\_9.10.1445LAEVLAVERE](https://library.municode.com/ca/san_jose/codes/code_of_ordinances?nodeId=TIT9HESA_CH9.10SOWAMA_PT9COSOWARE_9.10.1445LAEVLAVERE).

## Climate

### Eugene, OR

Eugene's Climate Recovery Ordinance went into effect in July, 2014.<sup>22</sup> It codified four goals for the city and established targets and benchmarks, as well as assessment and reporting protocols. The goals and benchmarks were updated in 2016.<sup>23</sup>

#### Eugene Code 6.675 – Climate Recovery

(1) By the year 2020, all city-owned facilities and city operations shall be carbon neutral, either by reducing greenhouse gas emissions to zero, or, if necessary, by funding of verifiable local greenhouse gas reduction projects and programs or the purchase of verifiable carbon offsets for any remaining greenhouse gas emissions.

(2) By the year 2030, the city organization shall reduce its use of fossil fuels by 50% compared to 2010 usage.

(3) By the year 2030, all businesses, individuals and others living or working in the city collectively shall reduce the total (not per capita) use of fossil fuels by 50% compared to 2010 usage.

(4) By the year 2100, total community greenhouse gas emissions shall be reduced to an amount that is no more than the city of Eugene's average share of a global atmospheric greenhouse gas level of 350 ppm, which is estimated in 2016 to require an annual average emission reduction level of 7.6%.

### Boulder, CO

#### 447.91 - Refuse and recycling [Parades and Races]<sup>18</sup>

Boulder City Council approved the following three motions to adopt updated community climate goals in December, 2016.<sup>24</sup> These goals originally emerged from the Boulder Climate Action Plan. Climate action goals are not codified – instead they reside in the rules and regulations of the Climate and Sustainability Division, which is funded by a voter-approved Climate Action Plan Tax.<sup>25</sup>

#### Boulder City Council – Adopted Climate Goals

- Motion to adopt a community-wide greenhouse gas emissions reduction goal of 80 percent below 2005 levels by 2050.
- Motion to adopt sub-goals and progress indicators related to energy system change, including a community-wide goal of achieving a 100 percent renewable electricity supply by 2030, with local renewable electricity generation objectives of 50 megawatts (MW) by 2020, 100 MW by 2030 and 175 MW by 2050.
- Motion to adopt a city organization greenhouse gas emissions reduction goal of 80 percent below 2008 levels by 2030.

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<sup>22</sup> "Council Ordinance No. 20540 - Climate Recovery Ordinance." City of Eugene, July 29, 2014. <https://www.eugene-or.gov/DocumentCenter/View/19669>.

<sup>23</sup> "Council Ordinance No. 20567 - Climate Recovery Ordinance Amendments." City of Eugene, July 28, 2016. <https://www.eugene-or.gov/DocumentCenter/View/31138>.

<sup>24</sup> "Boulder's Climate Commitment: Adoption of Emission Reduction Goal and Progress Indicators." City of Boulder, December 6, 2016. [https://documents.bouldercolorado.gov/WebLink/0,0,0,0/edoc/138045/6A\\_Climate%20Commitment.pdf](https://documents.bouldercolorado.gov/WebLink/0,0,0,0/edoc/138045/6A_Climate%20Commitment.pdf).

<sup>25</sup> "Chapter 12 - Climate Action Plan Excise Tax." City of Boulder, November 7, 2006. [https://library.municode.com/co/boulder/codes/municipal\\_code?nodeId=TIT3RETA\\_CH12CLACPLEXTA](https://library.municode.com/co/boulder/codes/municipal_code?nodeId=TIT3RETA_CH12CLACPLEXTA).

It is the purpose of this chapter to raise revenue to implement the City's Climate Action Plan, including incentives, services and other assistance to Boulder residents and businesses to improve energy efficiency, expand the use of renewable energy, and take other necessary steps toward reducing local greenhouse gas emissions. Additionally, the city council determines and declares that the consumption of electricity within the City is the exercise of a taxable privilege. The city council further declares that the purpose of the levy of the taxes imposed by this chapter is for the raising of funds for the payment of the expenses incurred to implement the Climate Action Plan; and in accordance with this purpose, all of the proceeds of this excise tax should be placed in and become a part of a separate special revenue fund of the City.

**3-12-2. - Imposition of Climate Action Plan Excise Tax.**

(a) Any person consuming electricity shall pay a Climate Action Plan excise tax at the rate prescribed by subsection (c) of this section, as applicable.

(b) The Climate Action Plan excise tax shall expire on March 31, 2023.

(c) The Climate Action Plan excise tax rates shall be:

Category	Tax
Residential	\$0.0049 per kWh
Commercial	0.0009 per kWh
Industrial	0.0003 per kWh

**3-12-3. - Exemptions.**

The portion of electricity voluntarily purchased as utility provided wind power shall be exempt.

**Equity/Human Rights Ordinances**

Equity and Human Rights Ordinances ensure that people are treated fairly within the city, primarily by outlining what discrimination is and what kinds of discrimination are illegal. Examples from Phoenix and Chicago are below.

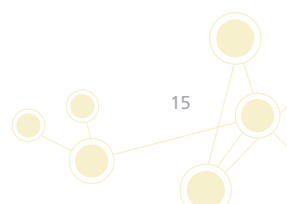
**Phoenix, AZ**

**Chapter 18 – Human Relations<sup>26</sup>**

**18-3 Definitions.**

Places of accommodation means all public places of entertainment, amusement or recreation, all public places where food or beverages are sold, public places operated for the lodging of transients or for the benefit, use or accommodation of those seeking health or recreation and all establishments offering their services, facilities or goods to or soliciting patronage from the members of the general public. Any dwelling, any private club or any place which is in its nature distinctly private is not a place of public accommodation.

<sup>26</sup> "Chapter 18 – Human Relations." City of Phoenix. <http://www.codepublishing.com/AZ/Phoenix/html/Phoenix18/Phoenix18.html>



#### **18-4 Prohibited acts.**

##### **B. Discrimination in public accommodations.**

1. Discrimination in places of public accommodation against any person because of race, color, religion, sex, national origin, marital status, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR DISABILITY is contrary to the policy of the City of Phoenix and shall be deemed unlawful.

2. No person shall, directly or indirectly, refuse, withhold from, or deny to any person, or aid in or incite such refusal, denial or withholding of accommodations, advantages, facilities or privileges thereof because of race, color, religion, sex, national origin, marital status, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR DISABILITY nor shall distinction be made with respect to any person based on race, color, religion, sex, national origin, marital status, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR DISABILITY in connection with the price or quality of any item, goods or services offered by or at any place of public accommodation.

3. It is unlawful for any owner, operator, lessee, manager, agent or employee of any place of public accommodation to directly or indirectly display, circulate, publicize or mail any advertisement, notice or communication which states or implies that any facility or service shall be refused or restricted because of race, color, religion, sex, national origin, marital status, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR DISABILITY or that any person, because of race, color, religion, sex, national origin, marital status, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR DISABILITY would be unwelcome, objectionable, unacceptable, undesirable or not solicited.

#### **Chicago, IL**

##### **Chicago Human Rights Ordinance<sup>27</sup>**

###### **Part 100 General Definitions**

(32) “Public Accommodation” means a place, business establishment, or agency that sells, leases, provides, or offers any product, facility, or service to the general public, regardless of ownership or operation (i) by a public body or agency, (ii) for or without regard to profit, or (iii) for a fee or not for a fee. An institution, club, association or other place of accommodation which has more than 400 members and provides regular meal service and regularly receives payment for dues, fees, accommodations, facilities, or services from or on behalf of non-members for the furtherance of trade or business shall be considered a place of public accommodation. Chicago Muni. Code § 2-160- 020(j).

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###### **PART 500 DISCRIMINATION IN PLACES OF PUBLIC ACCOMMODATION**

###### **SUBPART 510 DEFINITION OF A PUBLIC ACCOMMODATION**

###### **Rule 510.100 Interpretation of Ordinance**

The Commission shall interpret the definition of public accommodation so as to facilitate the full integration of the classes of people protected by the Chicago Human Rights Ordinance (HRO), Municipal Code of Chicago Ch. 2-160 (1990), into public life.

<sup>27</sup> “Rules Implementing the Chicago Human Rights Ordinance...” City of Chicago, July 2015.  
<https://www.cityofchicago.org/content/dam/city/depts/dol/rulesandregs/CCHRRules>



### **Rule 510.110 Examples of Public Accommodations**

Examples of public accommodations include, but are not limited to the following to the extent that they are open to the general public:

- (a) day care and senior citizens centers, shelters, legal services agencies, and other social service agencies;
- (b) transportation facilities, licensing bureaus, courtrooms, and any other governmental office open to the general public;
- (c) inns, motels and hotels;
- (d) restaurants, bars or other establishments serving food or drink;
- (e) drugstores, barber shops, laundromats, banks, gas stations, law or accounting offices, funeral parlors, or other establishments offering services;
- (f) grocery stores, shopping centers, clothing stores, or other retail sales establishments;
- (g) public and private schools (pre-schools, grammar schools, secondary schools, preparatory schools, vocational schools, universities);
- (h) museums, libraries, galleries and other similar places of public collection or display;
- (i) office buildings, parking structures and lots;
- (j) parks and zoos;
- (k) hospitals and clinics;
- (l) theaters, concert halls, ballparks, stadiums, or other places of entertainment or exhibit;
- (m) churches, synagogues or any other places of worship;
- (n) gymnasiums, health clubs, bowling alleys, and other places of recreation; and
- (o) any other place or establishment which offers any kind of services, facilities or goods to the general public.

### **Rule 520.100 Prohibition of Discriminatory Conduct**

Pursuant to Section 2-160-070 of the HRO, no person that owns, leases, rents, operates, manages or in any manner controls a public accommodation shall withhold, deny, curtail, limit or discriminate concerning the full use of the public accommodation to any person due to that person's membership in a Protected Class (see Rule 100(26) above). Discriminatory acts include, but are not limited to: denying admittance to persons in a Protected Class; using different terms for admittance of persons in a Protected Class; harassing persons in a Protected Class (whether or not allowed admittance); and failing to accommodate the needs of a person with a disability (see Rule 520.105 below).

## Minority and Woman Owned Business Ordinances

### Minneapolis, MN<sup>28</sup>

#### 423.10. - Purpose.

This chapter is enacted pursuant to information and evidence of past and ongoing discrimination against qualified and available women-owned and minority-owned business enterprises in the awarding of City of Minneapolis construction and development contracts and contracts for the provision of goods and services. The presence of ongoing discrimination against women-owned and minority-owned business enterprises is evidenced by the study completed by National Economic Research Associates, Inc. (NERA) and submitted to the City of Minneapolis in December of 2010. This chapter is enacted to remedy past and ongoing discrimination against women-owned and minority-owned business enterprises found in the city's marketplace, to ensure a "level playing field", to foster equal opportunity in contracts with the City of Minneapolis and to reduce burdens on small businesses. (2011-Or-020, § 1, 3-10-11)

#### 423.20. - Policy.

It is the policy of the City of Minneapolis to provide equal opportunities to all contractors, and to redress the discrimination in the city's marketplace and in public contracting against women-owned ("WBE") and minority-owned ("MBE") business enterprises. The City of Minneapolis shall set contract goals for the participation of MBEs and WBEs based upon their qualifications and availability. The level of participation of WBEs and MBEs shall be reviewed annually by the director to ensure that:

- (a) The Small and Underutilized Business Enterprise Program remedies no more than the effects of past discrimination;
- (b) The Small and Underutilized Business Enterprise Program does not become an entitlement or quota program for any group; and
- (c) The Small and Underutilized Business Enterprise Program does not limit, in any way, the participation of WBEs and MBEs in the marketplace. (2011-Or-020, § 1, 3-10-11)

### Houston, TX<sup>29</sup>

#### Sec. 15-81. - Declaration of policy.

(a) It is the policy of the city to stimulate the growth of local minority, women and small business enterprises by encouraging the full participation of these business enterprises in various phases of city contracting, as set forth in this article. The purposes and objectives of this article are:

- (1) To promote equal opportunity for participation amongst local minority, women and small business enterprises in all phases of city contracting;
- (2) To increase the utilization of such local firms in providing certain goods and services;
- (3) To provide opportunities to broaden and enhance local firms' ranges of capacities; and
- (4) To increase opportunities for such local firms to serve as contractors, in addition to acting as subcontractors to others, there applicable, in an effort to remedy discriminatory practices and eliminate statistical disparities in city contracting.

(b) This article is intended to be remedial in nature and to continue only until its purposes and objectives are achieved. At least every five years the city shall make its best efforts to initiate a review of its minority and women business enterprise

<sup>28</sup> "CHAPTER 423. – SMALL AND UNDERUTILIZED BUSINESS ENTERPRISE PROGRAM." City of Minneapolis, March 2011. [https://librarystage.municode.com/mn/minneapolis/codes/code\\_of\\_ordinances?nodeId=MICOOR\\_TIT16PLDE\\_CH423SMUNBUENPR](https://librarystage.municode.com/mn/minneapolis/codes/code_of_ordinances?nodeId=MICOOR_TIT16PLDE_CH423SMUNBUENPR)

<sup>29</sup> "ARTICLE V. - MINORITY, WOMEN AND SMALL BUSINESS ENTERPRISES." City of Houston, May 2013. [https://library.municode.com/TX/houston/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH15CO\\_ARTVMIWOSMBUEN](https://library.municode.com/TX/houston/codes/code_of_ordinances?nodeId=COOR_CH15CO_ARTVMIWOSMBUEN)

program, the results of which shall be provided to city council, who shall determine, upon its receipt of recommendations and the consideration of other relevant information from the OBO director, whether there is strong statistical and anecdotal evidence of discrimination against minority and women business enterprises in city contracting warranting the continuation of a race and gender conscious minority and women business enterprise program.

#### **Sec. 15-83. – Program Elements**

(d) The bidding documents and the contract documents for goal-oriented contracts for which a MWSBE participation level has been established shall contain a provision detailing the purposes and objectives of the city's MWSBE ordinance and shall incorporate by reference this article and the then-current motion or ordinance establishing MWSBE annual goals. Regulated contracts which are determined to have significant subcontracting potential for which a MWSBE participation level has been established shall contain contractual provisions (and proposal provisions if submitted for proposals or for bids) requiring the contractor to meet or exceed the determined MWSBE participation level for that contract, or to establish that it has made good-faith efforts to do so, and that notwithstanding such efforts, was unable to meet or exceed the determined participation levels. The OBO director shall establish procedures defining good-faith efforts. These procedures will be reviewed and approved by the mayor and the city attorney.

#### **Sec. 15-85. - Filing of plan.**

Before execution of any contract or issuance of any purchase order for which a MWSBE goal has been established, a bidder or potential contractor shall submit a plan setting forth how it intends to meet the contract MWSBE goal or documentation demonstrating its proof of good faith efforts to meet the contract MWSBE goal. After execution of a contract or receipt of a purchase order, the contractor shall comply with the submitted plan, unless it has received approval from the OBO director for a deviation therefrom. Approval shall not be unreasonably withheld. While it is not a requirement that a contractor meet its goal, it is required that the contractor objectively demonstrate to the office of business opportunity that it has made good faith efforts to meet the goal. To this end, the contractor shall maintain records as prescribed by the office of business opportunity demonstrating its efforts at compliance. The contractor shall be required to submit to the office of business opportunity reports of its efforts under this article in such form or manner as shall be prescribed by the OBO director.

## Authority to establish rules and regulations

While specific city code provides the strongest backing for event requirements, codes granting rulemaking authority to department managers or directors can have a similar impact, while providing more flexibility to the department to adapt rules and regulations as necessary or prudent.

### San Jose, CA

#### 9.10.3010 - Rules and regulations.<sup>30</sup>

The director [of environmental services] shall have the power to establish rules and regulations consistent with the provisions of this chapter, such rules and regulations to have as their purpose the enforcement of the provisions of this chapter and the health and sanitary laws and ordinances of the city. Such rules and regulations shall have the effect of law.

### Portland, OR

#### 20.04.040 Commissioner to Make Rules and Regulations.<sup>31</sup>

The Commissioner [in charge of Portland Parks and Recreation] is authorized to make such rules and regulations not in conflict with the ordinances of the City as the Commissioner finds necessary for the better control and management of the Parks. If any person feels aggrieved by any such rule or regulation, the person may appeal to the Council for its amendment or repeal by filing with the City Auditor a petition which shall be presented to the Council at its next regular meeting. Until and unless amended or repealed by the Council, any rule or regulation made by the Commissioner shall be in full force and effect as if it were an ordinance.

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<sup>30</sup> "9.10.3010 – Rules and regulations." City of San Jose, n.d. [https://library.municode.com/ca/san\\_jose/codes/code\\_of\\_ordinances?nodeId=TIT9HESA\\_CH9.10SOWAMA\\_PT16EN\\_9.10.3010RURE](https://library.municode.com/ca/san_jose/codes/code_of_ordinances?nodeId=TIT9HESA_CH9.10SOWAMA_PT16EN_9.10.3010RURE)

<sup>31</sup> "2-.04.040 Commission to Make Rules and Regulations." City of Portland, n.d. <https://www.portlandoregon.gov/citycode/article/16842>

## Contract Examples

### Boulder, CO

The following example is a contract between the City of Boulder, CO and “Event X” that outlines how the event should reach various sustainability recommendations, and outlines performance goals.

#### Contract with Event X

##### *Event X sustainability recommendations and performance goals:*

‘Event X’ can greatly leverage their efforts towards continuous improvement in environmental sustainability for the ‘Event X’ by strategically focusing on two areas: Stormwater Protection and Zero Waste, in addition to the areas they have highlighted in their sustainability plan as submitted in response to the RFP for the 2012 event. At a minimum, all additional recommendations noted below should be incorporated into ‘Event X’s Sustainability Plan using current best practices as specified by Boulder County’s Partners for a Clean Environment (PACE) program <http://pacepartners.com/home> and the City of Boulder’s Master Plan for Waste Reduction <http://intraweb.ci.boulder.co.us/index.php?option=comcontent&view=article&id=1268&Itemid=1519>

##### **1. Stormwater Protection Recommendations and Performance Measures:**

‘Event X’ should seek training and relevant certification for key staff members through the Partners for a Clean Environment (PACE) program. As described on the above-referenced webpage, PACE is a free program in Boulder County committed to providing local businesses with technical assistance to improve their energy efficiency, zero waste management, and water conservation. PACE is a partnership of local governments committed to creating a business community with environmentally sustainable practices. PACE’s improved certification process will help businesses reduce their operation costs, lessen their carbon footprint, and potentially increase sales from customers patronizing green businesses.

PACE will help businesses identify and complete projects that will result in significant reductions in energy and water use, waste generation, and help find the technical expertise and financial incentives businesses need to make these projects happen.

More and more businesses now realize the economic and social importance of sustainable enterprises. Not only do practices such as energy efficiency save money, the environmental benefits prove to their customers that they are a business committed to the health and environment of the local community.

Nearly 300 (20%) businesses and municipal operations across Boulder County have committed themselves to being a [PACE-certified business](#).

PACE offers free online information that is industry or activity specific, such as the Stormwater Protection Guide, Universal Best Management Practices for Stormwater Protection, Pressure Washing Best Practices and Recycling and Zero Waste.

a. ‘Event X’ should complete training for key staff in Stormwater Protection during the fall/ winter of 2011 (or as training is available by PACE) and provide documentation to the city of same.

b. ‘Event X’ should develop a plan to share PACE based information on Stormwater Protection and Grease Management/ Cooking Oil Recycling to all relevant event vendors and subcontractors, and require mandatory compliance with the PACE best practices for all vendors.

c. ‘Event X’ should provide, in advance, a detailed event area cleaning plan to the city, and document that all cleaning is accomplished using PACE recommended methods. The plan should include specific timelines, methods, equipment to be used and verify that arrangements have been made with appropriate subcontractors such as pavement sweeping and pressure washing contractors.

## **2. Zero Waste Recommendations and Performance Measures:**

'Event X' should continue to work directly with the City of Boulder's Leadership in Environmental Action Division (LEAD) to build on the past two years' efforts; and ensure that the 'Event X' becomes a 100% Zero Waste event by 2013. Staff at LEAD are committed to supporting this effort and have been building an improved relationship with 'Event X' in recent years while assisting their organization in operating more sustainable events in Boulder.

Performance Measure Ideas (Incorporating plans as proposed by 'Event X' and building on the 'Event X' approach to meeting the city's sustainability goals as listed in the BCF RFP):

a. Building on 'Event X's proposed plan to gradually transition the entire event to zero waste, 'Event X' should document the actions taken starting in 2012 and report completion to the city regarding training for staff and volunteers, limiting food and sampling to well defined zero waste areas, requiring vendors to submit lists showing zero waste compliance prior to the event, providing vendors with zero waste stations at their locations, continuing their collaboration with EcoCycle, and increasing signage/ educational materials throughout the event grounds. 'Event X' should develop a planning and reporting system regarding the Zero Waste management for the event that moves the event to 100% Zero Waste within two years. In continuing coordination with LEAD and EcoCycle, 'Event X' should submit to LEAD their projections for landfill waste diversion and their actual zero waste/ diversion results at the conclusion of each year's event for the duration of the contract.

b. Building on 'Event X's proposed three prong strategy to reduce landfill waste at the BCF (vendor education, reduced number of waste receptacles, staffing every zero waste station), 'Event X' should outline and submit to LEAD for review and comment a three year plan to increase the rate of diversion of landfill waste for each year of the contract, with the ultimate goal of full diversion. 'Event X' is eligible to participate in LEAD's incentive program to offset the costs associated with implementing a zero waste event in any year funding is allocated for this rebate.

## **3. Additional Recommendations and Performance Measures:**

a. 'Event X' should continue its excellent alternative modes of transportation/ shuttle system based at 29th Street, and serving the event area throughout each day of the event, and provide documentation to the city of results.

b. 'Event X' should continue its excellent use of alternative sources of energy such as solar and wind power, and provide documentation to the city of results.

c. 'Event X' should continue its excellent system of donating unused water, haybales etc. to various community based organizations, and provide documentation to the city of results.

d. 'Event X' should continue to provide a wide array of dedicated environmental awareness-themed booths and activities; and related opportunities for education and outreach to the community.

## Eugene, OR

The City of Eugene has used funding to sponsor events, and included sustainability requirements as part of the sponsorship contracts. Edited language from the “terms and conditions” section of a recent contract is below.

### *Eugene Sponsorship Contract Example*

#### TERMS AND CONDITIONS

1. City will grant funds of \$2,095 to support Contractor operations.
2. Contractor will identify City as a supporting partner in all Contractor marketing and public information as it relates to the sustainability program elements. This includes: logo with click-through link on website, opportunity to provide content for social media channels, ad in “virtual event bag”, logo inclusion in official event guide, ad in official event guide, and logo on giveaways for all participants.
3. City will receive 5 complimentary event entries, 10’ x 10’ booth space inside the Health & Fitness Expo, and be mentioned in PA announcements at the event (Saturday and Sunday).
4. Contractor will complete the City of Eugene’s online Sustainability report and forward it to City Waste Prevention staff by [MONTH, DATE, YEAR].
5. Contractor will work with City Waste Prevention staff and University of Oregon Facility staff to ensure that two City of Eugene water bottle refilling stations are connected to potable water and made available to event attendees (Saturday and Sunday).