



APRIL 2018

SUSTAINABLE INITIATIVES INVENTORY



Introduction

City of Titusville Sustainable Initiatives Inventory

The purpose of this inventory is to communicate the sustainability-oriented actions undertaken by the City of Titusville to date.

The inventory includes a compilation of major and minor improvements across City departments that reduce waste, reduce energy consumption, and provide key environmental benefits. Together these actions demonstrate that Titusville is becoming a better, more efficient community for residents today and tomorrow.

In addition, this inventory should be used to ensure continuous progress on these and future initiatives and ultimately inform the development of a sustainability plan for Titusville. A plan will help outline the City’s measurable sustainability goals and establish future guidelines and initiatives for achieving those goals.

What is Sustainability?

“Everything that we need for our survival and well-being depends, either directly or indirectly, on our natural environment. To pursue sustainability is to create and maintain the conditions under which humans and nature can exist in productive harmony to support present and future generations.” – United States Environmental Protection Agency

Environmental stewardship, social responsibility, and economic prosperity are the pillars by which a sustainable city can ensure a higher quality of life for all residents, present and future. This inventory is a critical first step which highlights Titusville’s ongoing commitment to the pursuit of sustainability.

Reducing Power Consumption	2
Reducing Water Consumption	4
Reducing Waste	5
Reducing Carbon Dioxide Emissions	9



REDUCING POWER CONSUMPTION



Initiatives

- Installed motion sensors on light switches in offices and high traffic hallways to save energy by automatically turning off lights
- Painted the roofs of all flat-roofed City facilities with white paint for 10% reduction in energy consumption
- Installed smart air conditioning units at City Hall, Police Department, and Fire Department Headquarters which shut off when not needed
- Replaced numerous interior and exterior lightbulbs with energy-efficient LED lightbulbs

Department

Public Works Department, Water Resources Department, City Clerk's Office, Titusville Police Department, Titusville Fire Department, Support Services Department, Community Development Department

Public Works Department

Public Works Department

Public Works Department

<ul style="list-style-type: none"> Reduced energy consumption by replacing pump starters with energy-efficient Variable Frequency Drive (VFD) starters at wells and treatment plants 	Water Resources Department
<ul style="list-style-type: none"> Replaced air conditioning unit of Mourning Dove Plant in 2017 and Field Operations in 2005 with more energy-efficient systems 	Water Resources Department
<ul style="list-style-type: none"> Designed low-energy biological processes at the Water Reclamation Facilities that reduce blower aeration needs by extracting oxygen from the wastewater. This design lowers the electric consumption by \$6,800/year 	Water Resources Department
<ul style="list-style-type: none"> Reduced unnecessary energy consumption with the Code policy to prohibit lift station connections to gravity sewers, which avoids the cost of repumping sewage. This policy lowers system-wide electric consumption by \$45,000/year 	Water Resources Department
<ul style="list-style-type: none"> Adjusted air conditioning units to turn off and raise cooling set points during unoccupied night/weekend hours at Field Operations 	Water Resources Department
<ul style="list-style-type: none"> Installed solar photovoltaic power supply units for telemetry stations at two remote stormwater treatment sites 	Water Resources Department
<ul style="list-style-type: none"> Installed LED light bars on all patrol vehicles to reduce power draw and battery drain further extending battery life 	Titusville Police Department
<ul style="list-style-type: none"> Discourages the use of bay lights during daylight hours 	Titusville Fire Department
<ul style="list-style-type: none"> Replaced Station 13 HVAC with more energy-efficient HVAC system 	Titusville Fire Department

- Selected all LED emergency and non-emergency lights on the most recently purchased fire apparatus to reduce power draw and battery drain

Titusville Fire Department

- Encourages the purchase of energy star equipment

City Clerk's Office



REDUCING WATER CONSUMPTION



Initiatives

- Lowered the consumption of freshwater supplies by utility customers by establishing a conservation rate structure, providing free low-flow showerheads, installing and operating the City's reclaimed water system, and encouraging residents and businesses to utilize low-maintenance Florida-Friendly Landscaping
- Installed low-flow restroom plumbing fixtures at Mourning Dove Plant and Field Operations to reduce water use by staff

Department

Water Resources Department

Water Resources Department

- Maintains Florida-Friendly Landscaping at Mourning Dove Plant and Field Operations Water Resources Department
- Encourages utility customers to use water efficient fixtures Water Resources Department
- Installed Florida-Friendly Landscaping on both the Indian River Avenue corridor and Riverfront Park which requires no irrigation Public Works Department
- Uses reclaimed water for landscape irrigation at the Police Department to reduce the use of freshwater supplies Titusville Police Department



REDUCING WASTE




WELCOME TO YOUR NEW RECYCLING CAN

The Community Development Department is encouraging all employees to do their part and maximize the use of our new recycling wastebaskets. When you choose to recycle you choose to divert waste from our quickly filling landfills, save trees and resources from being consumed, and reduce the amount of pollution being produced.

The City's Facilities Department has assured us that the nightly cleaning crew will be responsible for emptying our wastebaskets so your only responsibility is to use them.

WITH SINGLE-STREAM RECYCLING ALL OF THIS CAN BE RECYCLED

Newspapers, Magazines, and Mail	Cardboard	Cereal & Tissue Boxes	Glass Bottles & Jars	Aluminum & Metal Cans	Plastic Bottles, Jugs & Food Containers
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ITEMS NOT ACCEPTED

Electronics	Styrofoam	Plastic Bags	Food Waste
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EXECUTIME™
SOFTWARE

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Initiatives

- Diverts waste from the landfill with centralized recycling collection
- Purchased recycling bins for each office to increase awareness and participation of recycling program
- Transitioned from a paper invoicing process to an electronic accounts payable system
- Transitioned from producing printed copies of Titusville Talking Points to primarily publishing digital editions
- Participates in manufacturer's toner cartridge recycling program
- Reduced the annual production of printed copies of the City's budget (approximately 200 pages each) from 35 to 10 copies and publishes a digital edition for online viewing
- Transitioned to using check scanners and a smart safe which reduced the number of collection visits from five to one. Reduces the waste of plastics and other materials used in the collection process
- Transitioned from printed timesheets to Executime electronic timekeeping software eliminating the 12,896 printed timesheets annually
- Transitioned from printed payroll process to direct deposit and Employee Self-Serve electronic timekeeping system

Department

City Attorney's Office, Community Development Department, Public Works Department, Support Services Department, Titusville Fire Department, Water Resources Department

City Clerk's Office, Community Development Department

Support Services Department

Support Services Department

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Support Services Department

<ul style="list-style-type: none"> • Transitioned from printed payroll process to direct deposit and Employee Self-Serve electronic timekeeping system 	Support Services Department
<ul style="list-style-type: none"> • Transitioned from providing paper versions of State campaign handbooks to prospective candidates during election season to providing digital version 	City Clerk's Office
<ul style="list-style-type: none"> • Transitioned from printing and scanning City Council agendas into electronic recordkeeping software to directly transferring digital files 	City Clerk's Office
<ul style="list-style-type: none"> • Transitioned from maintaining City Council meeting minutes with specially bound books and premium paper to only managing minutes electronically 	City Clerk's Office
<ul style="list-style-type: none"> • Reduced the number of physical copies of the City's Land Development Code and Code of Ordinances printed and encourages the use of digital versions 	City Clerk's Office
<ul style="list-style-type: none"> • Condensed the number of copies required for records retention related to contracts, City Council agendas, and land use applications 	City Clerk's Office
<ul style="list-style-type: none"> • Regularly donates staple-free shredded paper for reuse as animal boarding litter at SPCA of Brevard 	Community Development Department
<ul style="list-style-type: none"> • Transitioned to using online building codes reference materials rather than buying hardcopy materials 	Community Development Department
<ul style="list-style-type: none"> • Reduced paper and printing associated with counter questions with the purchase of computer tablets and use of online maps and codes 	Community Development Department

<ul style="list-style-type: none"> • Transitioned to electronic site plan submittals from paper submittals saving an average for 480 copies on 24"x36" size sheets per site plan 	Community Development Department
<ul style="list-style-type: none"> • Recently implemented electronic building plan submittal reducing paper use 	Community Development Department
<ul style="list-style-type: none"> • Transitioned to digital Hellofax system instead of receiving paper faxes 	Community Development Department
<ul style="list-style-type: none"> • Adjusted fleet vehicle maintenance schedule from every 200 hours to every 400 hours, based on manufacturer's recommendations, which reduces the production of hazardous materials 	Titusville Fire Department
<ul style="list-style-type: none"> • Patient refusal form reduced to use half as much paper and now utilizes electronic routing 	Titusville Fire Department
<ul style="list-style-type: none"> • Transitioned to digital records retention with Firehouse software and use of computer tablets 	Titusville Fire Department
<ul style="list-style-type: none"> • Follows an informal "No waste" policy on furniture. New purchases are only made when a critical need exist 	City Attorney's Office



REDUCING CARBON DIOXIDE EMISSIONS



Initiatives

- Discourages staff from idling in fleet vehicles which wastes fuel and needlessly contributes to air pollution
- Replaced several high-mileage fleet vehicles with more fuel efficient models
- Strongly encourages carpooling for staff training and business travel
- Purchased automated trash collection vehicle which consolidates the need for several standard collection vehicles
- Replaced six light-duty diesel fuel vehicles with vehicles meeting less polluting tier 2 and tier 3 emission standards

Department

Public Works Department,
Titusville Police Department

Water Resources Department,
Titusville Police Department

Support Services Department,
Titusville Fire Department

Public Works Department

Public Works Department

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| <ul style="list-style-type: none"> Removed seven underutilized fleet vehicles reducing maintenance and the generation of related hazardous materials | Public Works Department |
| <ul style="list-style-type: none"> Avoids the need for inspectors to drive back to the office after inspections by allowing reports to be completed online | Community Development Department |
| <ul style="list-style-type: none"> Maintain Titusville's recognition as a Tree City USA since 2000 | Community Development Department |
| <ul style="list-style-type: none"> Encourages staff to walk, rather than drive, to the Titusville Historic Courthouse for City business | City Attorney's Office |
| <ul style="list-style-type: none"> Purchased four bicycles for police bike patrol diverting fuel needs and carbon emissions associated with motored patrol vehicles | Titusville Police Department |
| <ul style="list-style-type: none"> Reduced costs and Vehicle Miles Traveled (VMT) for meter reading by replacing 12,000 manual meters with Automatic Meter Reading (AMR) technology | Water Resources Department |