

## **IDLING VEHICLE POLICY**

Revised: 06/11/21

### **1. Purpose.**

The intention of this policy is to further our environmental leadership by generating awareness, providing clear guidance around idling District vehicles and spurring innovation to reduce idling.

### **2. Background.**

This policy was updated and approved by Senior Staff in 2021. The updates were generated by a cross-functional team.

#### **a. Idling Definition.**

Idling is defined as occurring when a vehicle is running, but not moving and the driver has no intention of moving.

#### **b. Environmental Stewardship.**

Anti-Idling Vehicle requirements seek to limit unnecessary idling of District vehicles. Reducing idling has a positive impact on the environment and creates cost savings. It reduces exposure to harmful exhaust, improves fuel economy, and betters air quality for us and our customers.

In support of the District's sustainability efforts, idling information will be tracked via GPS (Global Positioning System) equipment and evaluated for opportunities to improve environmental stewardship through technology and innovation. Finding opportunities to limit unnecessary idling demonstrates our values of Environmental Stewardship and Balanced and Informed Decision Making. The District's Fleet Management and GPS policy can be found on the District's intranet.

### **2. General Rule.**

District vehicles are not to be idled unnecessarily in any non-emergency situation. The operator of the vehicle/equipment is to turn off the unit and the keys are to be removed from the ignition.

### **3. Exceptions.**

The District takes the health and safety of its employees seriously. Therefore, the District understands that some situations may necessitate idling. The following exceptions allow for idling:

1. A motor vehicle forced to remain motionless because of traffic conditions over which the operator has no control.
2. The engine of a motor vehicle providing a power source necessary for mechanical operation of auxiliary equipment (pump, lift, etc.).
3. While undergoing maintenance.

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4. Defrosting, heating, and cooling equipment to ensure the safety and/or health of the driver and passengers.
5. The unit is not expected to restart if turned off due to electrical/mechanical issues.
6. Under extreme weather situations or when outside temperatures are:
  - a. Above 85F (10-minute max idle time in any 60-minute period)
  - b. Between 32F and 85F (5-minute max idle time in any 60-minute period)
  - c. Below 32F (10-minute max idle time in any 60-minute period)

Employees shall follow the exceptions in this section unless more restrictive requirements are imposed by local ordinance.

### 4. **Idling Vehicles Must Not Be Left Unattended.**

All District vehicles left idling must be attended to by a District employee at ALL times. Idling vehicles and/or equipment must remain in the view of, and in close proximity (25 feet or less) to employees at all times. Leaving a vehicle idling unattended is prohibited, regardless of temperature or weather conditions.

### 5. **No Idling Indoors.**

No vehicle idling is permitted indoors (i.e. garages, buildings, etc.) unless required as part of vehicle service by Fleet Services or necessary to install, maintain, or repair equipment or infrastructure, as determined by District management.

### 6. **Communities in the Service Area with Idling Prohibitions.**

Seven communities within the District's service area have idling ordinances, as referenced below:

1. City of Cleveland (§ 431.44)
2. City of Lakewood (§ 331.49)
3. City of Mayfield Heights (§ 432.32)
4. City of Garfield Heights (§ 351.071)
5. City of South Euclid (§ 339.13)
6. Village of Highland Hills (§ 521.13)
7. Orange Village (§ 331.44)

The District's idling requirements remain in effect while traveling within all communities in and out of the service area.

### 7. **Training.**

The District integrated the Idling Vehicles policy into the 2021 Defensive Driver Course, and additional training will be provided to employees, as necessary.

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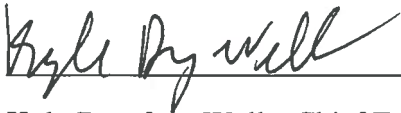
**8. Policy Changes/Interpretation.**

The District reserves the right to unilaterally amend, change, modify, delete, replace, or add to this Policy at any time, without prior notice. The District also reserves the right to interpret this Policy and such interpretation shall be final and binding. In addition, not every situation can be anticipated and, therefore, the facts surrounding any situation can require discretionary judgments by the Chief Executive Officer.

**9. Effective Date.**

The effective date of this Policy is June 18, 2021.

**APPROVED BY:**



Kyle Dreyfuss-Wells, Chief Executive Officer

Date: 6/18/2021



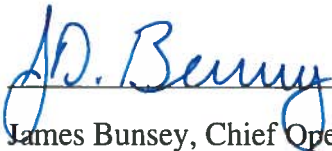
Eric Luckage, Chief Legal Officer

Date: 06/14/2021



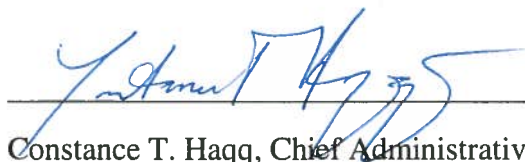
Kenneth J. Duplay, Chief Financial Officer

Date: 06/16/21



James Bunsey, Chief Operating Officer

Date: 6/15/21



Constance T. Haqq, Chief Administrative Officer

Date: 6-15-2021

**Change Log**

<b>Date</b>	<b>Section</b>	<b>Revision</b>
6/11/2021	All	New Policy Created