



Indiana CLEAN Community Challenge Annual Performance Report

State Form 53116 (01-09)
Indiana Department of Environmental Management
CLEAN Community Challenge

Indiana Department of Environmental Management
Office of Pollution Prevention and Technical Assistance
100 North Senate Avenue IGCS W041
Indianapolis, IN 46204-2251
Telephone: (800) 988-7901
FAX: (317) 234-6573
www.cleancommunities.IN.gov

The Indiana CLEAN Community Challenge Annual Performance Report should demonstrate progress toward objectives and targets AND certify CLEAN Community Challenge requirements continue to be achieved. The Annual Performance Report should include the status of projects committed to in your community's original application, results of completed projects, and assurance that an annual Quality of Life Plan review was conducted by your community. Indiana CLEAN Communities must submit an Annual Performance Report two months after the anniversary of their CLEAN Community designation date.

Please do not include any confidential community or business information in your Annual Performance Report. Public access laws require IDEM to make the Annual Performance Report publicly available, which may include posting all portions of your report on the Indiana CLEAN Community Challenge Web site.

Your Annual Performance Report should be reviewed and signed by a senior manager at your community prior to submittal. Once signed, fax or mail the report to IDEM. If you have any questions, please contact the CLEAN Community Challenge Program Manager at 800-988-7901.

COMMUNITY INFORMATION

Name of Community City of Lawrence
Street Address (number and street) 9001 E 59 th Street, Suite 301
City, State, ZIP Code Lawrence, IN 46216
Web site www.cityoflawrence.org

CONTACT INFORMATION

Name of Contact Sarah Walker
Title Chief of Staff
Telephone number 317.545.6191
FAX number 317.549.4830
E-mail address swalker@cityoflawrence.org
Mailing Address (number and street) 9001 E 59 th Street, Suite 301
City, State, Zip Code Lawrence, IN 46216
Reporting Period Dates (month, day, year) 09/12/2008 – 07/11/2009
If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, your community will need to provide five new objectives and targets in the Continual Environmental Improvement section of this report.

ENVIRONMENTAL MEDIA ACTIVITIES

Please identify the five objectives and targets in your Quality of Life Plan and describe the baseline measurement, the progress made during the past year, future plans for achieving each target, and any cost savings experienced as a result of the target.	
Environmental Media Activity #1	
Objective Reduce Electrical Usage in City Building	
Target Reduce by 5% by August 2009	
Baseline	Progress Made
46,333 KWH	Calendar year 2008 Progress made: All departments encouraged employees to turn off office/bathroom/kitchen lights when not in use. Calendar year 2009 Progress made: All departments encouraged employees to turn off office/bathroom/kitchen lights when not in use. Hurdles overcome: Slight energy reduction by shutting down the boiler that in the past has continually run year round.
Upcoming Plans to Achieve Target	Cost Savings
Install light sensors to automatically turn off lights when no motion is detected. The City will track electrical usage by obtaining quarterly electric bills and tracking reduction in electrical usage.	Minimal

If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.
Objective not yet met due to funding. Will continue to achieve this goal within the next 3 years.

Environmental Media Activity #2	
Objective Reduce Paper Usage in City Building	
Target Reduce by 10%	
Baseline	Progress Made
74 Cases used in 2008	Calendar year 2009 Progress made: 37 cases were used in 2009, reducing paper usage by 50%. All employees were send out via email a memo stating; think before you print. All departments are encouraged to save files electronically instead of having paper files. Calendar year Progress made Hurdles overcome Reduced paper usage by over 50%
Upcoming Plans to Achieve Target	Cost Savings
Continue to reduce paper usage. Encourage employees to think before they print.	Approx \$1367.64
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. Achieved and will continue to reduce paper as one of our target objectives.	

Environmental Media Activity #3	
Objective Fuel Use, air emissions	
Target Decrease fuel use by 5%	
Baseline	Progress Made
5,583.65 Parks department gallons used last year	Calendar year 2009 Progress made 6661.22. Employees are encouraged to use not use take home vehicles for personal use. Employees are also expected to not idle vehicles unless the type of vehicle requires idling. Calendar year Progress made Hurdles overcome: One of the reasons for the increase was due to a storm the end of 2008 fuel usage was dramatically increased. Clean-up was over a month long.
Upcoming Plans to Achieve Target	Cost Savings
The city will be implementing a new trash system for collecting and disposing of trash in the 4 th quarter of 2009. The trash routes will also be looked into to make sure it is the most cost and fuel efficient.	0
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. Continue to encourage to car pool and not use the take home vehicles for personal use. This excludes public safety.	

Environmental Media Activity #4	
Objective Increase Recyclables Collected at Festivals and Shelter Rentals	
Target Increase recycling by 200 pounds by August 2009	
Baseline	Progress Made
Did not have a system for measuring.	Calendar year 2008 Progress made 0 Calendar year 2009 Progress made 0 Hurdles overcome The city was able to add a clause into the contracts for the parks department rental agreements that vendors use recyclable materials as well as utilize

	the recyclable containers at the facility.
Upcoming Plans to Achieve Target	Cost Savings
Develop a system to measure the amount of recyclables that are collected.	0
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. The parks department crew goes around and picks up the trash as well as the recyclables. The goal this year is to come up with an efficient way to track the amount of recyclables they pick up.	

Environmental Media Activity #5	
Objective Reduce Harmful Janitorial Products and Cleaners in Parks	
Target Evaluate all cleaning products purchased for alternatives by June 1, 2009	
Baseline	Progress Made
Currently have identified 23 janitorial products	Calendar year 2008 Progress made 0 Calendar year 2009 Progress made 0 Hurdles overcome. We were able to determine the products used as janitorial supplies by the parks department but were not able to come up with a more environmental friendly solution.
Upcoming Plans to Achieve Target	Cost Savings
Try to come up with environmental friendly alternatives to harmful cleaning products. We will track and monitor the selection of each product on a quarterly basis. The performance will be tracked by the parks department and reported to the Mayor's Office for monitoring. We will continue to strive for a more environmentally friendly solution as long as cost is not a huge factor.	0
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. We will continue to have the reduction of harmful janitorial products as our target objective.	

ANNUAL EMS AUDIT

Summarize the results of the Annual EMS Audit your community performed on the Quality of Life Plan. Reviewed the QLP and determined that since our 3rd year as the CLEAN designation is up the city will continue for another 3 years. The city will strive to focus on tracking data for our QLP while continually trying to identify other opportunities we can work on.

COMMUNITY AND BUSINESS OUTREACH

Briefly describe the information presented to the community and businesses to keep residents informed of important issues related to the community's environmental performance, including how the status of Quality of Life Plan objectives were relayed to the community. The city has a monthly newsletter that is sent out with the resident's water bills. Information about the CLEAN community is updated on the website as well as the water bill inserts.

CONTINUAL ENVIRONMENTAL IMPROVEMENT

If this is your third Annual Performance Report and your community desires to continue membership as an Indiana CLEAN Community, please provide five new objectives and targets your community will commit to during the next three year designation period, otherwise skip to the next section. The city has determined that it will keep the same projects as last year due to the fact that a new administration came into office in 2008 and feels the projects that were identified are obtainable within the next three years.

ADDITIONAL INFORMATION

Please provide the following additional information.

- List environmental awards received or voluntary programs participated in during the past twelve months (include information about each particular program).
None
- Has your community taken advantage of any CLEAN benefits? If so, please describe which benefits were used, the implementation process, and ideas for additional benefits IDEM should consider.
No
- Is your community pursuing ISO 14001 EMS certification? If yes, how has the Indiana CLEAN Community Challenge program been instrumental

in achieving ISO 14001 EMS certification?

No

4. Explain the measured or perceived results from receiving, documenting, and responding to external communication and its effect on Quality of Life Plan objectives and targets?
Not at this time.
5. Explain the emergencies experienced within the community during the past year. Were the applicable emergency and contingency plans detailed in the Quality of Life Plan effective? What changes, if any, have been made to your community's emergency or contingency plans?
None
6. How have community residents and businesses reacted to your community participating in the Indiana CLEAN Community Challenge?
No. During our next 3 year designation we will strive to inform the community of our efforts.
7. According to the measurement program developed and implemented by your community to measure Quality of Life Plan success, is your community's Quality of Life Plan successful? Why or why not? If not, what changes will be made to ensure continual environmental improvement and future Quality of Life Plan success?
Yes, we just haven't been successful in outreach to the public, but will do so in the upcoming designation.

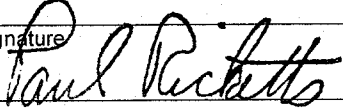
CERTIFICATION AND PLEDGE

I certify that the information contained in this Annual Performance Report and attachments is accurate to the best of my knowledge and that this local government is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with all applicable federal, state, and local environmental requirements, or has a corrective action program in place to attain compliance.

We, City of Lawrence, commit to maintaining the principles and goals outlined in our Quality of Life Plan for our local government's Indiana CLEAN Community status. We agree to strive for full compliance with all regulations promulgated by U.S. EPA, the state, and/or local jurisdictions. We agree to promote the Indiana CLEAN Community Challenge and to share our success stories with other communities. We understand that the Annual Performance Report must be submitted to the local government and IDEM and that we must reapply to the Indiana CLEAN Challenge every three years.

I understand that the information provided in this Annual Performance Report will be public record. I am the highest-ranking community official or I have been fully authorized by the highest-ranking community official to execute this statement on behalf of the local government submitting this Annual Performance Report.

Signature



Title
Mayor

Date (month, day, year)
September 25, 2009

Please submit your CLEAN Community Challenge Annual Performance Report to:

IDEM-OPPTA
CLEAN Community Challenge Program Manager
100 North Senate Avenue
MC 64-00 IGCS W041
Indianapolis, IN 46204-2251
FAX: 317-234-6573