



Royal Oak

Agenda

Royal Oak Environmental Advisory Board Meeting

Wednesday, August 28, 2024, 7:00 p.m.

Royal Oak Farmers Market
316 East Eleven Mile Road
Royal Oak, MI 48067

Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at 248-246-3050 at least two (2) business days prior to the meeting.

Pages

1.	Call to Order	
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9.	Adjournment	



Royal Oak

Minutes

Royal Oak Environmental Advisory Board

June 26, 2024, 7:00 p.m.
Royal Oak Farmers Market
316 East Eleven Mile Road
Royal Oak, MI 48067

Present: Amanda Herzog
Woody Gontina
Tessa Benziger
Brock Bosack
Zoe Chase
Frank Komola
Julie Lyons Bricker
Nicholas Marcelletti
Paul Vial

Absent: Ed Slesak

1. Call to Order

The meeting was called to order at 7:06 pm.

2. Approval of Agenda

Added appointment ordinance update to New Business - item 9

Moved by: Julie Lyons Bricker

Seconded by: Paul Vial

The Royal Oak Environmental Advisory Board approves June 26, 2024 meeting agenda as published.

Motion Adopted

3. Approval of Minutes

Moved by: Paul Vial

Seconded by: Brock Bosack

The Royal Oak Environmental Advisory Board approves the minutes of its May 22, 2024 meeting.

Motion Adopted

4. Public Comment

Chuck Altman described the SMART regional bus service planning process and highlighted several items that affect Royal Oak including: additional revamped routes servicing Royal Oak and FLEX Uber-like ride service in a designated area.

5. Presentation - John Freeman GLREA

John Freeman of the Great Lakes Renewable Energy Association provided a description of GLREA and its advocacy work and shared a legislative update for initiatives related to sustainability. He provided members and guests an informational packet related to GLREA's solarize program.

6. Director of Public Services and Recreation Report

Director Filipski reported that the proposed community garden at Oakland Elementary has been indefinitely shelved, advised on the switch over to Priority Waste as the city's primary waste hauler, and noted that the Parks and Recreation Advisory Board will consider changes to the operation hours of the Normandy Oaks Splash Pad. Additionally he reported on the status of the Erb Arboretum project and a Clinton River Watershed Council crayfish study at Normandy Oaks and Tenhave Woods.

7. Sustainability Manager Report

8. City Commissioner Report

Commissioner Herzog updated the board on the America in Bloom Grant visit; noted her regular meeting w/ Woodward Mayors and how they could re-envision Woodward and include green/sustainability features, advised that the group would be conducting related community engagement in the fall.

Reported on the vacancies on various boards, encouraged the group to identify interested individuals and encourage involvement.

Acknowledged Tom Regan's 14 years of service.

Reported on her appointment to the Oakland County Material Management Plan Committee.

9. New Business

9.a Appointment Ordinance Update

Updated the group on the status of the commission's review of the appointments ordinance, including the right of students to vote.

Moved by: Frank Komola

Seconded by: Julie Lyons Bricker

The Royal Oak Environmental Advisory Board moves to express support for revisions to the Appointments Ordinance that permits student members to be voting members as permitted by the various boards' ordinances and bylaws.

Motion Adopted

10. Old Business

10.a Continuation - Bylaw Review

Discussion on bylaws was deferred to a future meeting due to time constraints.

10.b Summer Meeting Schedule

Moved by: Julie Lyons Bricker
Seconded by: Zoe Chase

The board moves to schedule the July meeting for Wednesday July 31, 2024 - 7pm at the Royal Oak Farmer's Market.

Motion Adopted

11. Subcommittee/Program Updates

11.a Social Media

12. General Announcements

12.a Receive and File: 2023 Water System Consumer Confidence Report (CCR)

12.b Upcoming Events

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13. Adjournment

The meeting was adjourned at 9:08 p.m.

Moved by: Zoe Chase
Seconded by: Brock Bosack

Motion to adjourn at ____ : ____ p.m.

Motion Adopted



Royal Oak

Minutes

Royal Oak Environmental Advisory Board

July 31, 2024, 7:00 p.m.
Royal Oak Farmers Market
316 East Eleven Mile Road
Royal Oak, MI 48067

Present: Amanda Herzog
Woody Gontina
Tessa Benziger
Brock Bosack
Zoe Chase
Frank Komola
Julie Lyons Bricker
Nicholas Marcelletti
Ed Slesak
Paul Vial

1. Call to Order

The meeting was called to order at 7:05 pm.

2. Approval of Agenda

Moved by: Paul Vial

Seconded by: Zoe Chase

Motion to approve the agenda as published.

Motion Adopted

3. Approval of Minutes

Item deferred until next meeting.

4. Public Comment

Ted Strunck reminded the group about several state bills related to energy regulations including community solar and provided a summary update.

Treva Formby noted that she would be interested in hosting public talks related to native gardening.

5. New Business

5.a EV Charging and Solar Energy Presentation and Discussion

Angela Fox provided an update on the status of the several EV-related projects, reporting on the plan to replace EV chargers in the parking decks. She answered questions related to her draft proposal from board members and the public.

The board deliberated on the nature of what items are presented to the board and how, and how the board can support and advise staff in their work.

The group collectively decided to not take formal action on this item.

The Royal Oak Environmental Advisory Board supports the staff recommendation to hire Red E for the installation of 8 level two charger replacements at the 300 S. Center, 212 S. Center, and 514 S. Layfayette parking structures.

Amendment:

Motion to table the original suggested resolution.

5.b Soy-backed SYNLawn EnviroLoc Discussion

Commissioner Herzog discussed the use of synthetic turf in a planned DDA project and the ongoing discussions related to the issue in the design process. Noted that one consultant offered a soy-based option which is potentially a better solution.

The group engaged in general discussion about the use of synthetic turf in streetscapes and discussed various alternatives. Synthetic turf was generally disfavored.

6. Old Business

Chair Gontina lead a discussion on the status of the ordinance revision that would permit students to vote on certain boards.

7. Receive and File

7.a City Commissioner Report

Commissioner Herzog noted:

- Master Plan available for review and comment
- City Manager recruitment is on-going
- Appointments ordinance revisions to permit student votes to be presented to commission at 8.12 meeting
- Encouraged people to vote in upcoming election

7.b Staff Report

Angela Fox answered questions related to her report.

7.c Subcommittee/Other Reports

7.d SOCRRA Waste & Recycling Tonnage Reports

8. General Announcements

Chair Gontina noted an upcoming speakers summit, updated on Solarize initiatives, and discussed desire.

Next meeting: August 28, 2024

Moved by: Zoe Chase

Seconded by: Ed Slesak

Motion to meet on August 28, 2024

Motion Adopted

9. Adjournment

The meeting was adjourned at 9:11pm.

CITY OF ROYAL OAK
Environmental Advisory Board
Approved Date Approved by City Commission

I. NAME

The name of this board/Commission is the Environmental Advisory Board.

II. PURPOSE

As established by Chapter 6 of the City of Royal Oak Code of Ordinances, the purpose of the Environmental Advisory Board shall be to advise and assist the environmental sustainability efforts of all City staff, boards, and commissions and community members. The Environmental Advisory Board shall make recommendations to the City Commission on all issues concerning City environmental sustainability efforts.

III. MEMBERSHIP AND VACANCIES

- a. The Environmental Advisory Board shall be made up of 12 total members who have experience or interest in environmental sustainability efforts. One of the 12 voting members shall be a member of the City Commission. All voting members shall be residents of the City.
- b. In addition to the 12 voting member, the Department of Public Service and Recreation Director or his/her designee shall serve as an ex officio nonvoting member of the Board.
- c. In accordance with City Commission policy and appointment process, the board may appoint student representatives to the board who may participate in board meetings as non-voting members.
- d. All members shall be appointed by the City Commission consistent with Chapter 12, Appointments to Advisory Boards, Commissions and Committees, of the City of Royal Oak Code of Ordinances, also known as the Appointments Ordinance.
 - i. The staff ex-officio member shall notify the City Clerk of any vacancies on the Commission who will forward any vacancies to the City Commission for consideration to fill any vacancies.
 - ii. Environmental Advisory Board members shall keep the City Clerk's office informed of changes in their names, addresses, phone number, email address or other basic contact information or anything that might change their status as a commission member.
 - iii. Members appointed to fill a vacancy shall hold office for the original term of the vacancy as set by the City Commission and/or the Appointments Ordinance.

- iv. Members shall comply with ordinances relating to attendance as described in Chapter 12.
- e. Board members shall be appointed by the City Commission for terms of three (3) years.
- f. In accordance with Chapter 12 of the City of Royal Oak Code of Ordinances, members are limited to three consecutive full terms, unless the City Commission specifically finds by resolution that there is not a qualified individual available to replace the member, or that some other special circumstance(s) exists which supports the reappointment of the serving member.

IV. OFFICERS

The Environmental Advisory Board shall, at its first annual meeting, elect a chair, vice chair, secretary, and any other officers deemed necessary.

- a. Chair: The chair shall preside over the meeting and serve as a voting member
- b. Vice-Chair: The vice-chair shall perform the duties of chair in their absence.
- c. Secretary: The secretary shall maintain record of the board's proceedings through the drafting of meeting minutes and provide the same to the staff ex-officio in advance of each meeting.
- d. Staff Ex-Officio: The staff ex-officio member shall serve as liaison between the board and city staff and fulfill the duties of the Secretary in his/her absence.

Term: All officers, except for the staff ex-officio member, shall serve a one (1) year term.

The Environmental Advisory Board has the authority to remove a member from serving as an officer of the board but does not have the authority to remove a member from their appointment to the board. The Environmental Advisory Board may remove a member from being an officer by motion, second, and the concurring affirmative vote of 51% of the quorum members present.

V. NOMINATIONS AND ELECTIONS OF OFFICERS

The Environmental Advisory Board shall hold the election of officers annually during the first meeting of the calendar year. Any member of the Environmental Advisory Board may be nominated if they meet the requirements for officers, if any, described in these bylaws.

Members may nominate themselves or any other appointed member of the Environmental Advisory Board.

An affirmative vote of the 51% of members present for the election shall be required to be elected as an officer.

VI. CODE OF CONDUCT

In general, the use of good judgment, based on high ethical principles, will guide the officers and members of the Environmental Advisory Board with respect to lines of acceptable conduct. The successful operation and reputation of Royal Oak boards and commissions is built upon the principles of fair dealing and ethical conduct of members. Integrity and excellence require careful observance of the spirit and letter of all applicable laws and personal integrity. Failure to abide by these basic principles may result in removal from the Environmental Advisory Board by the City Commission.

VII. MEETINGS

a. Meeting Schedule

Regular Meetings. The Environmental Advisory Board shall adopt a schedule of regular meetings for the next year no later than the final meeting of the calendar year.

Frequency. The Environmental Advisory Board shall meet at least eight (8) times per year, on a date and time to be established by the board.

Special Meetings. Special meetings of the Environmental Advisory Board may be called by the chair or by two members of the board in accordance with the Michigan Open Meetings Act. The Environmental Advisory Board shall notify the staff liaison of all special meetings reasonably in advance of the scheduled meeting so that the notice of the meeting shall be timely published as required by the Open Meetings Act.

All meetings of the board shall be subject to the Michigan Open Meetings Act, Act 267 of the Public Acts of 1976, MCL 15.261 et seq.

b. Order of Business. Without precluding the addition of other agenda item categories, all meeting agendas shall, at a minimum, include the following:

1. Call to order
2. Roll Call
3. Agenda Approval
4. Public Comment
5. Minutes
6. Business Items
7. Adjournment

c. Quorum. A minimum of seven (7) members of the Environmental Advisory Board shall constitute a quorum for the purpose of motions and the transaction of business.

- d. Minutes. The Secretary shall be responsible for taking minutes at board meetings. In his/her absence, the staff ex-officio shall be responsible for taking minutes. The staff ex-officio shall be responsible for maintaining minutes and other records of meetings in accordance with applicable city codes, regulations, and/or policies.
- e. Action. All action by the Environmental Advisory Board shall be made by motion adopted by the concurring affirmative vote of at least 51% of quorum present unless otherwise required by ordinance or state ordinance.
- f. Public Comment. The board shall follow the city commission's standard procedure for public comment. The chair has the ability to extend the three minutes per person limit.

VIII. PARLIAMENTARY AUTHORITY

Parliamentary authority for the Environmental Advisory Board is governed by Robert's Rules of Order. In case of conflict between these bylaws and the Robert's Rules of Order, these bylaws control. In case of conflict between these bylaws and any city ordinance, the city ordinance controls. In case of conflict between city ordinance and state law, the state law controls.

IX. ADOPTION OR AMENDMENT OF BYLAWS

- a. The Environmental Advisory Board shall make a recommendation to adopt the bylaws to the Royal Oak City Commission. A recommendation to adopt, modify or repeal the bylaws shall be approved by two-thirds of the entire membership of the Environmental Advisory Board.
- b. The Royal Oak City Commission has the authority to approve, amend, or repeal these bylaws.
- c. The Environmental Advisory Board shall review these bylaws annually at its second meeting in the calendar year. If there are no proposed amendments then no action is needed by the board and the existing bylaws will remain in effect.

X. GENERAL PROVISIONS

No member of the board shall order or instruct city staff members to perform any service or duty. If a board feels that they are inadequately supported they can address that through the staff liaison and the city manager.

XI. MICHIGAN FREEDOM OF INFORMATION ACT COMPLIANCE MANDATORY

The Environmental Advisory Board shall comply with the Michigan Freedom of Information Act (FOIA) [Public Act 422 of 1976, MCL § 15.231 et seq.] and the city's current FOIA policy. The City Clerk and Human Resource Director shall assist the board in compliance.

XII. MICHIGAN OPEN MEETINGS ACT COMPLIANCE MANDATORY

The Environmental Advisory Board shall comply with the Michigan Open Meetings Act (OMA) [Public Act 267 of 1976, MCL § 15.261 et seq.].

XIII. ACCESSIBILITY

Anyone planning to attend a public meeting of the Environmental Advisory Board who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's office at 248-246-3050 or email CityClerk@romi.gov at least two (2) business days prior to the meeting so that the city can support the full participation of members of the community.

Commission Letter #21-08
Commission Meeting: 2/4/08
RE: Name Change - Solid Waste
Advisory Board

January 25, 2008

THE HONORABLE MAYOR
AND
MEMBERS OF CITY COMMISSION

Solid Waste Advisory Board is requesting to change the board name to Royal Oak Environmental Committee and modify their mission statement. The first reason for the name change is to make it a more aesthetically pleasing name. The second reason is due to the increased emphasis on becoming more green as a community not only in areas of waste reduction and recycling but in other areas as well. The committee believes they can be an asset to the city in outreach programs for promoting green technology and acting in an advisory role as the city looks at implementing other green technologies.

The new mission statement adds expanding outreach and enhancements in the areas of air quality, energy, and storm water quality. The city is already doing work in these areas, i.e. the Johnson Control Energy upgrades, SOCWA storm water healthily garden program to name examples.

The attached is the new proposed mission statement for the Royal Oak Environmental Advisory Committee and the current mission statement as approved in 1990.

The following resolution is appropriate for approval:

BE IT RESOLVED that the City Commission hereby approves the renaming the Solid Waste Advisory Board as the "Royal Oak Environmental Advisory Committee".

BE IT FURTHER RESOLVED the new mission statement is approved as attached.

3/4
Greg Rasse

Director Recreation and Public Service

Approved,

Thomas R. Hoover
Thomas R. Hoover
City Manager

Attachment

ROYAL OAK SOLID WASTE ADVISORY BOARD
(Established by Resolution dated November 12, 1990)

BY-LAWS

I. Name

The name of this Board is the "**Royal Oak Solid Waste Advisory Board.**"

II. Purpose

The purpose of the Royal Oak Solid Waste Advisory Board shall be:

- a. The Solid Waste Advisory Board was established by the City Commission to advise and assist in matters pertaining to the City's Solid Waste Program, including reduction, reuse, recycling, composting, incineration and landfills
- b. To assist in informing the public and encouraging citizen participation in the reduction, reuse, recycling and composting of solid waste.
- c. To coordinate programs and projects referred to the Board by the City Commission.

III. Membership and Vacancies

a. The Solid Waste Advisory Board is composed of (9) members appointed by the City Commission. Members are appointed to serve three (3) year staggered terms. The Solid Waste Advisory Board is comprised of the Director of Recreation and Public Service and Superintendent of Public Works as ex-officio members. All members shall be Royal Oak residents. Each officer's term of office shall begin at the close of the organizational meeting immediately following his or her election.

b. All members shall be appointed by the City Commission consistent with the Appointment Ordinance, No. 93-21 as amended by No. 2000-08.

- i. The Board shall promptly notify the City Commission, through the City Clerk's Office of any vacancies on the Board.
- ii. The Board shall also keep the City Clerk's Office timely informed of the names, addresses, telephone numbers and other contact information for each member of the Board.
- iii. Members appointed to fill a vacancy shall hold office until the term expires as set by the City Commission and/or the Appointments Ordinance or until a replacement is appointed.
- iv. Consistent with the Appointment Ordinance, id., absence from three consecutive meetings without excuse and/or five consecutive meetings with or without an excuse, or is convicted of a felony or any other serious crime while serving as a member, the position shall be automatically determined to be vacant and filled pursuant to the Appointment Ordinance, id.
- v. As much as possible membership in the Board shall rotate on staggered terms.

IV. Officers

The following office shall be filled each January; Chairperson, Vice Chairperson and Secretary. Each officer's term of office shall begin at the close of the organizational meeting immediately following his or her election. Such other officers as are deemed

necessary and advisable for the conduct of business, shall be appointed as required by the Royal Oak Solid Waste Advisory Board.

Duties. The **Chairperson** shall preside over the meetings of the Board. The Chairperson shall have no administrative authority over the Board. The **Vice Chairperson** shall assume the duties of the Chairperson in his/hers absence. The **Secretary** will be responsible for correspondence generated as a part of the direction of the Board.

Terms of office. The Chairperson shall appoint a nominating committee at the last regular meeting before the Board January meeting who will present a slate of candidates at the January meeting prior to the election. Officers may hold office for an indeterminate period of time, however, it is the intent that an open election process will take place once each year. Said officers shall be Chairperson, Vice-Chair, and Secretary.

The Chairperson shall preside at all meetings and shall appoint such committees as authorized by the Solid Waste Advisory Board. The Chairperson shall be an ex-officio member of all such committees. The Chairperson shall decide all points of order of procedure unless otherwise directed by the majority of the Solid Waste Advisory Board. The Chairperson shall approve all official correspondence.

V. Meetings

Regular Meetings. Minutes of all regular and special meetings of the Royal Oak Solid Waste Advisory Board shall be recorded by the Secretary and shall be approved by the Board at the next regular meeting. The Solid Waste Advisory Board meetings are held on the third Wednesday of the month beginning at 7:00 PM every other month from September to May and as needed June through August. The Board is free to hold as many meetings as it deems necessary.

Special Meetings. Special meetings of the Board may be called by the Chairperson or by two (2) members of the board.

All meetings of the Board shall comply with the Michigan Open Meetings Act, 267 of the Public Acts of 1976, MCL 15.261 *et seq.* The Board shall notify the City Clerk's Office of all meetings reasonably in advance of the scheduled meeting.

Order of Business. All meetings shall be conducted to conform to the following order:

- a. Meeting Called to order,
- b. Roll Call,
- c. Agenda,
- d. Announcements,
- e. Public Comment,
- f. Approval of Minutes,
- g. Old Business,
- h. New Business, and
- i. Motion to Adjourn

Quorum. A quorum must be present to constitute an official meeting of the Royal Oak Solid Waste Board. A quorum shall consist of 51 percent of the membership.

Minutes. The Board shall keep a permanent journal recording the minutes of all meetings, resolutions and votes. A copy of the minutes of each Royal Oak Solid Waste Advisory Board meeting shall be sent to the City Clerk for distribution to the City

Commission and shall be kept on file in the office of the City Clerk and Director's office of Recreation and Public Service.

Action. All actions by the Board shall be made by motion adopted by a majority of the membership.

VI. Parliamentary Authority

Parliamentary authority for the Board is governed by Robert's Rules of Order (Newly Revised, 10th Edition). In case of conflict between these bylaws and the Robert's Rules of Order, these bylaws control. In case of conflict between these bylaws any city ordinance, the city ordinance controls. In case of conflict between city ordinance and state legislation, the state legislation controls.

VII. Nominations and Elections of Officers

The Solid Waste Advisory Board is comprised of no more than nine (9) members who shall be residents appointed by the City Commission for three (3) year terms. Each officer's term of office shall begin at the close of the organizational meeting immediately his or her election.

(a) Nominating Board. The Chairperson shall appoint a nominating Board, consisting of two (2) members of the board.

(b) Tie vote. In case of a tie vote, the successful candidate shall be determined by lot conducted by the city clerk or designee.

(c) Vacancies and Special Elections. In the event that a vacancy occurs in the position of the Chairperson, the vice-Chairperson shall automatically assume the position of Chairperson for the remainder of the term.

In the event a vacancy occurs in the position of any officers, a special election will be conducted to elect (a) new officer(s) to fill the vacancy for the remainder of the term. Special elections shall observe the procedures established for general elections.

(d) Voting. The majority of the members voting shall decide general and special elections.

VIII. Biennial Report

The Solid Waste Advisory Board shall prepare a biennial report reviewing the activities of the previous two (2) years. The biennial report shall be placed on file in the office of the City Clerk, with copies sent to the City Manager and City Commission.

IX. Amendment of Bylaws

Adoption. Recommendations to adopt these bylaws to the City Commission shall be adopted by two-thirds vote of the entire membership of the Board.

Recommendations to amend these bylaws to the City Commission may be made by two-thirds vote of the entire membership of the Board.

These bylaws are subject to approval, modification or repeal by the City Commission.

X. General Provisions

No member of the Board shall order or instruct any city staff member to perform any service or duty. The Board is an advisory organization to the City of Royal Oak and its City Commission and acts by making recommendations to the City Commission.

XI. Michigan Freedom of Information Act Compliance Mandatory

The Solid Waste Advisory Board shall specifically comply with the Michigan Freedom of Information Act (FOIA) [Public Act 422 of 1976, MCL§ 15.231 et seq.] and the city's most recent FOIA policy. The City Clerk will assist the Board in compliance.

XII. Michigan Open Meeting Act Compliance Mandatory

The Solid Waste Advisory Board shall specifically comply with the Michigan Open Meetings Act (OMA) [Public Act 267 of 1976, MCL § 15.261 et seq.] The City Clerk will assist the Board in compliance.

XIII. Sunset Provision

The Board is commissioned to conduct business until December 31, 2410, or until abolished by the City Commission.

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Royal Oak Environmental Advisory Board

The mission of the Environmental Advisory Board is to:

- (A) Advise City Commission and staff on matters in the community pertaining to solid waste (non-recyclable material) collection and disposal, yard waste recycling, air quality enhancements, hazardous waste management, energy savings, and storm water quality.
- (B) Make recommendations to City Commission and staff regarding the development of city-wide community and/or neighborhood programs to address long-range recycling and solid waste disposal issues; programs to address grass, tree limb and leaf recycling; programs to address air quality enhancements; to address hazardous waste recycling and/or disposal; to address energy saving issues; and to educate the community and serve in an advisory capacity regarding storm water quality programs.
- (C) Encourage citizen participation in community recycling efforts and promote public education on the environmental benefits of various community programs. Some of these programs include curbside recycling, Christmas tree recycling, composting, ground level ozone action alerts, wood burning bans and household hazardous waste disposal opportunities.

Attachment 2

ORDINANCE NO. 2020—

AN ORDINANCE TO ESTABLISH THE ROYAL OAK ENVIRONMENTAL ADVISORY BOARD TO ADVISE AND ASSIST THE CITY COMMISSION, STAFF, AND COMMUNITY MEMBERS WITH PROMOTING SUSTAINABLE ENVIRONMENTAL EFFORTS.

Section 1. TITLE. This ordinance shall be known as and may be cited as the "Royal Oak Environmental Advisory Board Ordinance."

Section 2. STATEMENT OF PURPOSE. This is an ordinance to establish the Royal Oak Environmental Advisory Board. The purpose of the Environmental Advisory Board shall be to advise and assist the environmental sustainability efforts of all city staff, boards, and commissions, and community members. The Environmental Advisory Board shall make recommendations to the city commission on all issues concerning city environmental sustainability efforts.

Section 3. DEFINITIONS. For the purpose of the provisions of this ordinance, the following words and phrases shall be construed to have the meanings herein set forth, unless it is apparent from the context that a different meaning is intended:

ENVIRONMENTAL SUSTAINABILITY EFFORTS: Any policies, programs, projects, initiatives, or events related to the energy waste reduction, climate, air quality, water, waste, resilience, and/or other sustainability issues that improve quality of life and protect the environment.

Section 4. CREATION. In order to encourage and support environmental sustainability efforts in the City of Royal Oak, there is hereby created the Environmental Advisory Board.

Section 5. MEMBERSHIP. The Board shall consist of twelve voting members who have experience or interest in environmental sustainability efforts. One of the twelve voting members shall be a member of the City Commission. The Department of Public Service and Recreation Director or his/her designee shall serve as an ex officio nonvoting member of the Board. All voting board members shall be residents of the city.

Section 6. TERMS OF APPOINTMENT. Board members shall be appointed by the city commission for terms of three years. Initial Board shall be made up of those serving on the existing Environmental Advisory Committee as of the effective date of this ordinance, with members' original appointment terms intact.

Members of the Board shall be eligible for reappointment. Term limits, appointments, reappointments, appointment terminations, and vacancy rules are subject to applicable ordinance provisions. Vacancies shall be filled by appointment by the City Commission.

Section 7. POWERS AND DUTIES.

Attachment 2

- A. It shall be the duty of the Board to advise and assist on environmental policies, programs, projects, initiatives, and events that help fulfill established sustainability goals of the City Commission.
- B. It shall be the duty of the Board to assist staff in developing and implementing the sustainability plan and associated action goals that serve to progress the strategy for supporting environmental sustainability efforts in the City of Royal Oak. It shall be the duty of the Board to assist staff develop an annual report that includes updates and reports progress on any previously established goals. In December of each year, the report shall be submitted to the City Commission for approval.
- C. The Board shall have the authority to raise funds for environmental sustainability efforts through the application of grants, private sponsorships, donations, and other fund-raising strategies; including the authority to interact with donors on behalf of the City of Royal Oak. Funds raised and held by the Board are public funds, and shall be reserved for the purposes of this chapter.
- D. The Board shall promote the public awareness of environmental sustainability policies, programs, projects, initiatives, and events in Royal Oak.
- E. The Board shall work with local, state, and national organizations, nonprofits, and businesses to encourage and support environmental sustainability efforts in Royal Oak.

Section 8. ORGANIZATION; MEETINGS; RECORDS.

- A. The Board shall elect a Chair, Vice Chair, Secretary, and any other officers deemed necessary at the beginning of the first meeting of each year. The Chair shall preside over meetings and will serve as a voting member of the Board. The Vice Chair shall perform the duties of the Chair in his/her absence. The Secretary shall record the proceedings of the Board.
- B. At least seven members of the Board shall constitute a quorum for the approval of motions and transaction of its business. An affirmative vote requires at least fifty-one percent of the quorum voting in favor. The Board shall adopt rules for the transaction of its business which shall provide for the time and place of holding meetings.
- C. The Board shall meet at least 8 times per year on a day and time to be established by the Board.
- D. The business that the Board or subcommittees of the Board may perform shall be conducted in compliance with the State of Michigan Open Meetings Act.
- E. The Board shall keep a record of its proceedings and actions. A writing prepared, owned, used, in the possession of, or retained by the Board or subcommittees of the Board in the performance of an official function shall be made available to the public in compliance with the State of Michigan Freedom of Information Act.¹

Section 9. SEVERABILITY. If any Section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such

¹ *Editor's Note: See MCLA § 15.231 et seq.*

Attachment 2

portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 10. SAVINGS. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

Section 11. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 12. EFFECTIVE DATE. This ordinance shall take effect ten (10) days after the final passage thereof.

Sustainability Manager's Update

Date: 08/21/2024

Upcoming Community Events



Link - <https://royaloak.librarycalendar.com/event/nativeplantworkshop>

Battle of the Buildings

The Michigan Battle of the Buildings is an awards and recognition program for energy use reduction open to all Michigan area commercial, industrial & multi-family buildings. The program is a way to encourage energy-efficient practices in buildings across the state and to instill a spirit of friendly competition among the area's building owners and operators. There is no cost to enter the competition.

Update:

- Working on getting Michigan Battle of the Buildings under contract for Benchmarking all city buildings and community buildings participating in Battle.
- A flyer for Battle of The Buildings has been created - Attached
- The competition is slated to launch in October/November

Next steps:

- Approve contract for Michigan Battle of the Buildings
- Meet with stakeholders to help promote the competition
- Follow the necessary pathway for the inclusion of city buildings
- Host Informational Session (October)

- Build out the website on the city page and Michigan Battle of the Building page
- Finalize the audits that will be provided
- Finish benchmarking city buildings

Anticipated Relevant Data:

- Electrical and gas data for all city buildings
- Potential to gather electrical and gas Data for competitions
- Benchmarking against other buildings with similar use
- Future – Waste and water data

S-CAP Goal Alignment:

- 1.1.1. Collect and report annual, community-wide energy consumption
- 1.1.6. Create an energy reduction competition initiative
- 1.1.8. **Engage the industrial sector in utility-sponsored energy efficiency programs
- 1.3.3. Conduct a feasibility study of all municipal buildings' ability to achieve sustainable certifications

GHG Emissions and End-of-Year Sustainability Report

Update:

- Met with Iclei last week and was given access to Clear Path, the program that compiles our GHG Inventory. We have data for many of the sources. They also provided a brief training of the software.

Next steps:

- Schedule a meeting with Brock and Paul to start entering data
- Get gas data from consumers
- Survey city employees for mileage
- Determine pathways for sources that remain - Currently have City utilities, DTE community data, waste tonnage reports. Sources needed include gas data for community, city fleet gasoline and diesel, work-related travel emissions from finance, street light data,
- Enter data into ClearPath

Anticipated Relevant Data:

- Electrical and gas data for all city buildings
- Electrical and gas data for all community
- Waste Data
- Scope 1 Fuel Data for city and community
- Scope 1 and 2 Emissions data by source
- GHG Emissions vs. 2018

S-CAP Goal Alignment:

- 1.1.1. Collect and report annual, community-wide energy consumption
- 1.3.3. Conduct a feasibility study of all municipal buildings' ability to achieve sustainable certifications

Solar

Update:

- The two solar projects need to be revised with Matt Exley's departure. We need to finalize the next steps with the roof for both the library and Salter Center and bring on the consultant to help with the D.O.E. paperwork.

Next steps:

- RFP for Library Roof
- RFP for Salter Center Roof
- RFP for Solar Consultants and Solar Projects
- Finish D.O.E. Paperwork

Anticipated Relevant Data:

- No data at this time
- Potential Data – DTE energy reduction, solar efficiency data, return on investment

S-CAP Goal Alignment:

- 1.2.3. Install a municipal solar and battery storage demonstration project
- 1.5.2. Develop a municipal facility as an emergency resilience hub with solar and storage to ensure 100% reliable energy
- 1.5.4. Evaluate access to the Salter Center as the current emergency hub

EV Charging

Update:

- Met with DTE last week to determine where Matt left off for City Hall and the Senior Center. Still working with DTE on an update.
- DTE engineer is looking into the grid capacity for several locations throughout Royal Oak.
- Awaiting responses from D.O.E. on grant funding for Shuttle
- Red E contract for the Rip and Replace is currently with the city attorney's office

Next steps:

- Start EV Charging Project at the Senior Center
- Order the Senior Center Shuttle once grant funding is finalized
- Finalize Red E contract for Commission Meeting

Anticipated Relevant Data:

- No data at this time
- Future Data – Hours of use for fleet and public, average cost per session, average length of session, operational down time

S-CAP Goal Alignment:

- 2.3.1. Install EV chargers at appropriate municipal locations
- 2.3.2. **Convert municipal fleet to EVs or other alternative fuel vehicles as appropriate facilities

Composting/waste

Update:

- Finalizing Grant to expand composting and recycling efforts in the city.
- Composting at Farmers Market is filling between seven and eight 64-gallon bins weekly. Last week, we diverted approximately 1650 lbs. of materials and had over 100 households participate. We are now getting compost from 5 of the vendors in the market including three farms, the smoothie bar, and the coffee bar
- This is an important week for the Royal Oak Schools Composting and Recycling Expansion as we create Green Teams at each school to roll out composting and recycling in the cafeterias.

Next steps:

- Submit grant for composting and recycling expansion

- Finalize Green Teams at all nine schools
- Roll out composting and assist Green Teams in finding a permanent pathway for a student-led program at each school.

Anticipated Relevant Data:

- 16,000 lbs (close to 14 Tons) have been diverted to date.
- \$0.07 per pound cost to date.
- Final Pride Numbers
Recycling
Contamination Rate - less than 2%
Plastic Beverage Containers – 518 lbs.
Glass - 161 lbs.
Cardboard – 100 lbs.

Total Recycled - 779 lbs. (30%)

Composting - 320 gallons – 792 lbs. (30%)

Trash – 8 yards – 1000 lbs. (40%)

Total Collected – 2571 lbs.

S-CAP Goal Alignment:

- 3.1.1. **Develop educational recycling & composting programs for the residential and commercial sectors
- 3.1.2. Create a multimedia campaign for recycling & composting
- 3.1.5. **Develop and implement municipal waste reduction policies
- 3.3.1. **Research viability of residential food composting programs
- 3.3.2. **Develop a program to work with restaurants and grocery stores on composting options
- 3.3.2. **Develop a program to work with restaurants and grocery stores on composting options
- 3.4.1. Create a community-wide education campaign to manage rat population without the use of rodenticides

Marketing

Update:

- Exploring the development of a sustainability website independent of the city site. The purposed purpose of this site would be for story telling and sharing

of sustainability examples, best practices, and information that would benefit residents, and businesses. Examples include

- Woody's Net Zero home progress
- Program examples for Rain Smart, Michigan Saves, energy efficiency, solar projects, etc.
- Interviews with people in Royal Oak doing cool sustainability work



ENCOURAGES YOU TO JOIN MICHIGAN BATTLE OF THE BUILDINGS

The City of Royal Oak & Michigan Battle of the Buildings are partnering to offer local businesses the opportunity to lower their building energy use.

The Michigan Battle of the Buildings is a state-wide awards and recognition program open to all Michigan commercial and industrial buildings for achievements made in energy and water use reduction. There is no cost to join or participate.



Benefits provided by **the City of Royal Oak**

Receive one year of Automated Energy Benchmarking. Make data informed decisions, track, measure, & analyze your energy consumption.

Receive a customized energy assessment with recommendations to lower your monthly utility costs.

The City of Royal Oak will highlight local businesses who participate.



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WITH SUPPORT FROM



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WILL YOU BE A BIGGEST LOSER?

OVER 270 MILLION
square footage in the competition

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IMPROVE YOUR BOTTOM LINE

Improved energy efficiency can decrease operating expenses and increase property asset value. For example, a 10% decrease in energy use can result in a 1.5% increase in net operating income.

GET RECOGNIZED

Your business/building will receive free recognition & promotion of your participation in the Michigan Battle of the Buildings.

EDUCATION & NETWORKING

The Michigan Battle of the Buildings program hosts education & networking events throughout the year with the goal of connecting building owners & operators to the rapidly changing resources available for energy conservation.

SHOW MICHIGAN PRIDE & LEADERSHIP

Michigan Battle of the Buildings is the only state-wide energy/water competition in the country.

HAVE FUN!

Celebrate at the annual Michigan Energy Summit hosted each year. Meet the biggest losers, network, and stay on top of new technology.

LEARN MORE

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michiganbattleofthebuildings.org

Page 29 of 3146 Monroe Center St NW, Suite 500

Grand Rapids, MI 49503

Learn more about our competition, participants, resources, and **Michigan Energy Summit** on our website:
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"The Detroit Lions are committed to sustainability, and we believe the Michigan Energy Summit is a great opportunity to expand on that commitment."

*Fred Reddig, LEED AP O+M
Detroit Lions*



SOCRRA TONNAGE ANALYSIS
July 2024

Municipality	MSW			Compost			Recyclables			Total		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Berkley	566.90	491.37	516.14	144.17	122.08	145.00	125.36	106.41	130.66	836.43	719.86	791.80
Beverly Hills	294.16	328.56	389.46	146.25	163.75	227.50	86.94	93.86	102.85	527.35	586.17	719.81
Birmingham	756.48	765.70	822.34	157.92	164.17	181.67	191.45	166.65	187.57	1,105.85	1,096.52	1,191.58
Clawson	410.53	369.70	470.47	97.50	117.50	210.00	68.68	63.18	77.59	576.71	550.38	758.06
Ferndale	829.00	812.68	921.95	150.00	210.00	220.00	136.89	149.66	157.45	1,115.89	1,172.34	1,299.40
Hazel Park	533.33	653.68	637.61	58.75	126.00	223.00	63.09	70.00	91.18	655.17	849.68	951.79
Huntington Woods	180.02	165.01	198.45	47.50	73.75	106.25	64.46	53.99	67.26	291.98	292.75	371.96
Lathrup Village	153.61	169.40	176.48	40.00	67.50	67.50	22.12	29.65	28.79	215.73	266.55	272.77
Oak Park	881.79	833.70	929.81	207.71	111.00	215.00	60.74	105.59	90.02	1,150.24	1,050.29	1,234.83
Pleasant Ridge	71.83	85.12	84.74	35.03	48.75	50.00	26.55	25.57	29.73	133.41	159.44	164.47
Royal Oak	1907.23	1885.49	2,202.01	507.50	848.67	719.08	412.99	397.75	417.11	2,827.72	3,131.91	3,338.20
Troy	2259.81	2395.55	2,764.71	710.81	867.50	1,044.92	455.62	471.20	524.25	3,426.24	3,734.25	4,333.88
	8,844.69	8955.96	10,114.17	2,303.14	2,920.67	3,409.92	1,714.89	1,733.51	1,904.46	12,862.72	13,610.14	15,428.55
Other Customers	4543.24	3808.99	4,097.42	0.00	0.00	0.00	557.3	894.03	694.14	5,100.54	4,703.02	4,791.56
Authority	13,387.93	12,764.95	14,211.59	2,303.14	2,920.67	3,409.92	2,272.19	2,627.54	2,598.60	17,963.26	18,313.16	20,220.11

SOCRRA TONNAGE PERCENTAGES

July 2024

Municipality	MSW	Compost	Recyclables
	Percentage of City's Total Waste Stream	Percentage of City's Total Waste Stream	Percentage of City's Total Waste Stream
Berkley	65%	18%	17%
Beverly Hills	54%	32%	14%
Birmingham	69%	15%	16%
Clawson	62%	28%	10%
Ferndale	71%	17%	12%
Hazel Park	67%	23%	10%
Huntington Woods	53%	29%	18%
Lathrup Village	64%	25%	11%
Oak Park	75%	17%	8%
Pleasant Ridge	52%	30%	18%
Royal Oak	66%	22%	12%
Troy	64%	24%	12%