

### **3. Property Specific Environmental Requirements**

#### **3.1 Waste Minimization, Reuse and Recycling**

##### **3.1.1. a**

Property shall establish or maintain recycling programs for the common areas (e.g., near vending machines, near elevators, in the lobby, inside or outside of conference rooms, etc.) and administrative areas (e.g., front desk, back of house, etc.) of the property for materials that are cost-effective locally. Materials may include, but are not limited to, aluminum, plastic, cardboard, steel, glass, newspaper, mixed paper, batteries, packaging, inkjet and toner cartridges and fluorescent light bulbs. Program components shall be clearly labeled for both guests and staff.

- Recycling containers for all products are in place throughout the back of the house and front of the house. In January of 2009 we spent \$24,000 to have 30 custom recycling containers made to for our guest spaces that match our properties motif.

##### **3.1.1. b**

Property shall also establish or maintain recycling and/or composting programs for food waste and yard waste where cost-effective locally. Program components shall be clearly labeled for both guests and staff.

- On a small scale, a member of our Country Club kitchen collects and composts food waste.
- We have been in ongoing conversations with A-1 Organics to begin a full composting program. A-1 is negotiating on our behalf with Waste Management, our trash service provider, to separate products for compost from disposable trash.

##### **3.1.2**

Property shall use refillable amenity dispensers rather than individual containers for shampoo, conditioner, soap, lotion, etc. where possible OR demonstrate that chosen individual products are the smallest practical size for guest length of stay and minimally packaged in recycled and/or recyclable materials. Used amenities are collected for donation to charity or recycling where practicable.

- Property uses 1.5 fl ounce containers for amenities in guest rooms. Based on the average length of stay of two nights, we have found this to be our smallest practical size. We have sampled the highest quality green products from Gilcrest and Soames, Pineapple, and others and have simply not found an acceptable product at an acceptable price.
- Used amenity bottles are collected by our housekeeping staff and recycled.
- Refillable amenity dispensers are used throughout the golf, fitness, and aquatics locker rooms.

##### **3.1.3**

Default setting for copying shall be double-sided; paper printed on one side shall be used for internal copies/printouts/notepads.

- All copiers that can be defaulted for a double sided have been set. Paper printed on one side is being recycled for notepads.

### **3.1.4**

The property shall make efforts to purchase products in bulk and avoid single-use type products. In particular, efforts should be made to use highly concentrated cleaning products dispensed through portion control equipment, and to substitute reusable pump sprays for aerosol cans. Aerosol cans, where still in use on the property, should be recycled if the community accepts aerosol cans for recycling.

- Property purchases cleaning products in bulk with refillable dispensers. These products are being used for all cleaning as well as in the laundry and dish washing areas.

### **3.1.5**

Property shall donate leftover food to a local shelter or food bank where programs are available and where permitted by local regulatory agencies.

- Property is committed to donate leftover uncooked food whenever the opportunity arises. However, with an employee cafeteria that serves free meals to all 500+ employees, there is little left over cooked food.

### **3.1.6**

Property shall minimize the use of disposable food service items (e.g., hot/cold cups, glasses, cutlery, and plates) in food and beverage operations and in guest rooms. Plastic or paper cups are permitted in guest room bathrooms due to the risk of breakage.

- CMR does not use disposable food service items in any of the restaurants, with the exception of the “to go” containers. We have changed our “to go” containers, coffee cups, cup holders and stirring straws to 100% recycled products or products that biodegrade rapidly.
- Our employee cafeteria uses washable food trays that meet the standard. In June of 2008 we switched to washable cups replacing Styrofoam and silverware purchased from local thrift stores replacing plastic utensils.

## **3.2 Energy Efficiency, Conservation and Management**

### **3.2.1**

If the following equipment currently in use is not energy-efficient, when the equipment is replaced, energy-efficient equipment (as defined in the Definitions) shall be specified and purchased.

*Office and Room Equipment:* fax machines, copiers, printers, computers, monitors, televisions, video cassette players/recorders

*HVAC Equipment:* chillers, packaged terminal air conditioners, central air conditioners, central heat pumps, split ductless heat pumps, geothermal heat pumps, water heaters

Where Applicable:

*Kitchen Equipment:* freezers, refrigerators, cook tops, ovens, dishwashers. *Laundry Equipment:* boilers, washers, dryers, extractors

- Property is committed to purchasing energy-efficient equipment as replacement is needed. A few examples of recent changes are below.
- In June 2008 we replaced all copy machines with new ones that have the energy star rating.
- In August 2008 we replace the 35 year old boiler for our club house with a new boiler that runs 15-20% more efficient.
- In January of 2009 we replaced one of our 1.5 million BTU main boilers that was 25 years old and ran around 70% efficient with six 96% efficient hot water heater.

### **3.2.2**

Indoor lighting shall be energy-efficient OR on a schedule for replacement with energy-efficient lighting. The first lights replaced shall include lights typically on for 24 hours (e.g., hallways, exit signs, lobby lights, etc.), followed by lights typically on for 8+ hours (e.g., restrooms, staff offices, meeting rooms, etc.). All indoor lights not currently energy-efficient shall be part of a 5-year replacement schedule.

Lighting fixtures that are clearly historic in nature or specialty light fixtures (e.g., display or accent lighting) may be exempt from this requirement if compatible options are not available.

- The Tennis Barn has been switched from metal halide to T-5 fluorescents.
- In January of 2009 we spent over \$16,000 to retrofit all 321 of our guestrooms with CFL's.
- In January and February of 2009 we spent \$67,000 to retrofit our main lodge with more energy efficient lights. We retrofitted all T-12 lights with T-8, all halogens with CFL's, and all exit lights with LED's.
- In June of 2008 we replaced all of the incandescent lights in the Club House, Fitness Center and Aquatics with CFL's.
- In January of 2009 we began to test CFL's in our parking lot lights. If we can achieve an equal or better lumen we will retrofit all as time allows.
- By the end of the first quarter of 2009 the only incandescent lights remaining will be the dimmable ones in our main ballrooms and any parking lights that we have not changed over.

### **3.2.3**

Property shall have the building HVAC systems, in-room units, and kitchen and laundry appliances (facility and guest room) on a regular preventative maintenance schedule, including filter cleaning/changing, leak checks, clearing air vent and intake obstructions, etc.

- Property has a regular preventative maintenance schedule in effect. We also have \$10,000 dedicated in May of 2009 to purchase an automated system.

### **3.2.4**

Property shall purchase energy-efficient windows as windows are replaced. Existing windows shall have window films, where climate and orientation indicate that significant energy savings will result.

- All windows at the Property are energy efficient, double pane windows.

### **3.2.5**

Programmable on/off timers and/or sensors shall be used for lighting and HVAC in low traffic and low occupancy areas (e.g., back of the house, corridors, meeting rooms,

storage rooms, equipment rooms).

- Outdoor lighting is on photo cells and timers.
- We have begun to put motion sensors in our maids closets and storage rooms.
- CMR is researching light harvesting options in areas with significant natural light.

### 3.2.6 Indoor Air Quality requirements [reserved]

## **3.3 Management of Fresh Water Resources**

### **3.3.1**

At a minimum, properties shall use the following water conserving fixtures or retrofits: 2.2 gpm faucets and aerators; 1.6 gpf toilets; 2.5 gpm showerheads. Any existing showerheads, faucets, and aerators that exceed these flow rates shall be on a schedule for replacement within 2 years. Toilets shall be replaced in conjunction with major room renovations. Higher flow toilets may be exempt from the flow rate requirement if the plumbing infrastructure will not adequately function with lower flow rates.

- All shower heads are currently 2.5gpm.
- All guestroom aerators are 2gpm.
- All toilets are 1.6 gpf.

### **3.3.2**

For exterior plantings, property shall use plants and trees tolerant of climate, soils and natural water availability. Landscape shall be watered where necessary in the early morning or at night to minimize evaporation, soaker hoses used for plant beds, and plant beds mulched to retain water. Grasses used that require irrigation shall be limited to areas where guest activities take place.

- Property is in compliance with Green Seal standards in these areas.

### **3.3.3**

Property shall demonstrate that grounds keeping procedures specify that sidewalks, drives, parking lots, etc. are to be swept instead of washed down with potable water, or washed down with gray water.

- Property is in compliance with Green Seal standards in this area.

### **3.3.4**

Where cost-effective, property shall offer towel and/or linen reuse option to multiple night guests.

- Property offers towel and/or linen reuse option.

### **3.3.5**

Property shall ensure that clothes washers, dryers, and dishwashers are filled to recommended capacity for each cycle and that the coolest effective water temperature is used.

- Property does ensure that all clothes washers, dryers and dishwashers are filled to capacity and that coolest effective water temperature is used.

- In January and February of 2009 the property tested Ozone Laundry equipment to reduce water, chemical and boiler loads. Test is not complete at this time.

### **3.4 Waste Water Management**

#### **3.4.1**

Property shall demonstrate that chlorinated chemicals are used only where there is no less toxic alternative, and only in minimal amounts.

- We use bleach in minimal amounts (4 ounces per 120 lbs) to clean our white linens.
- We use bleach in our glass washers where chemical sanitation is needed instead of temperature sanitation.
- Occasionally bleach is used by our housekeeping staff when a guestroom bathroom requires it.

#### **3.4.2**

Property shall use automatic dishwashing detergent that is biodegradable, does not contain NTA (nitrilotriacetic acid), and does not contain chlorine bleach.

- Dishwashing detergent, Heavy Duty Detergent and High Solids Rinse Aid is biodegradable and does not contain NTA's or chlorine bleach.

#### **3.4.3**

Property shall use non-phosphate, nontoxic, biodegradable, concentrated liquid or powder laundry detergents.

- Property utilizes Super Detergent, Alkali Builder, Soft & Fresh and Neutro-Sour, all of which are non-phosphate, nontoxic, biodegradable concentrates.

#### **3.4.4**

Property shall use non-phosphate, nontoxic, biodegradable, concentrated liquid or powder cleaning products.

- Property utilizes Crusader, MHBC, Crystal Glass Cleaner and Vanilla Air Freshener which are all non-phosphate, nontoxic, biodegradable concentrate with less than 2% VOCs by weight.

#### **3.4.5**

Property shall seek out and explore the use of organic insecticides, fertilizers and biocides and/or integrated pest management (IPM) techniques.

- Property currently uses extreme minimum amounts of insecticides and fertilizers on golf course and grounds. 15 ton of fertilizer and 35 gallons of insecticides is far below the average usage of an 18-hole golf course.
- Property is looking into using organic compost to replace insecticides and fertilizers.

### **3.5 Hazardous Substances**

### **3.5.1**

Property shall seek to replace hazardous substances with less hazardous alternatives (e.g., cleaning supplies, detergents, adhesives, paints, pesticides, etc.). Purchases of hazardous materials will be based on accurate records of the current product inventory to avoid over-purchases and unnecessary storage.

- All cleaning supplies and detergents have been replaced with less hazardous alternatives.
- Property has been using standard water based paints; we are however, replacing paints with the most environmentally friendly options: Health Kote, eggshell, flat, semi-gloss with 0- VOC content and Perramacyl Exterior semi-gloss with 121 VOC content.

### **3.5.2**

All chemical storage and mixing areas for housekeeping products shall allow for adequate and secure product storage with water in the space for mixing concentrated chemicals, have drains plumbed for the appropriate disposal of liquid waste products, and be equipped with access to fresh air (e.g., outside venting or air filtration unit).

- Property is in compliance with Green Seal standards in this area.

### **3.5.3**

Drums and storage containers/areas located on the property shall be clearly marked, use spill containment measures to collect spills/drips/leaching of chemicals, and shall be checked regularly for leaks and replaced as necessary.

- Laundry is the only area that uses chemical drums. They are clearly marked and checked regularly for leaks. We are looking into a spill containment device.

### **3.5.4**

Architectural paint purchased for use on the property shall not contain the following heavy metals or toxic organic substances:

Heavy Metals	Toxic Organic Substances
antimony cadmium hexavalent chromium lead mercury	acrylonitrile , benzene 1,2-dichlorobenzene ethylbenzene formaldehyde isophorone methylene chloride methyl ethyl ketone methyl isobutyl ketone naphthalene phthalate esters toluene (methylbenzene) 1,1,1-trichloroethane vinyl chloride

An exception may be made for limited-use architectural paints used in historic areas or high-abuse areas if compliant options are not available.

- Property will comply with the above restrictions as the current inventory is replaced with the most environmentally friendly options.

### **3.6 Environmentally and Socially Sensitive Purchasing Policy**

#### **3.6.1**

The property shall establish an environmental purchasing policy, which shall include the following elements (or equivalent):

- a. Appointment of a steering committee, which includes staff responsible for overseeing the program.
- b. Development of an environmental mission and distinct purchasing targets.
- c. Incorporation of environmental preferences into purchasing documents and discussions with suppliers and vendors.
- d. Consider the life-cycle costs of buying environmentally responsible products and services. Information from all available sources shall be used, including manufacturer information and
- e. third-party certifications.
- f. The purchase and testing of potential environmentally responsible products and services.
- g. Regular evaluation and modification, if necessary, of the environmental purchasing policy to help ensure maximum benefits.

- A Purchasing Policy as outlined above is in use.

#### **3.6.2**

Property shall use printing and writing papers (e.g., letterhead, stationary, copy paper, envelopes invoices, business forms, etc.) that contain a minimum of 30% postconsumer recycled content OR tree-free fiber content; coated paper shall contain a minimum of 10% postconsumer recycled content OR tree-free fiber content. Corporate content requirements if they are not offered by the preferred vendor(s) and franchise papers may be exempted from these minimum postconsumer recycled

- Property is in compliance with all paper requirements.

#### **3.6.3**

Consumable paper products shall be made from recycled fibers, with the following minimum postconsumer content:

Toilet Tissue: 100%, Facial Tissue: 100%, Napkins and Paper Towels: 40%

- Property is in compliance with Green Seal standards in this area.

**3.6.4** Durable goods shall be of sufficient quality to allow reuse, refinishing and/or reupholstering in conjunction with remodeling/upgrading or refurbishing.

- Property has inventory of top quality durable goods that will maintain appearance through remodeling/upgrading or refurbishing.

#### **3.6.5**

Purchases of products with VOC off-gassing potential shall be evaluated and lower VOC

products purchased where available. The VOC content shall not exceed:

Paints: Interior Flat 50 g/l; Interior Non-Flat 150 g/l; Exterior Flat 100 g/l;  
Exterior Non-Flat 200 g/l; Anti-Corrosive All Finishes 250 g/l.  
General Purpose Cleaning Products: less than 10% VOCs by weight.

Additional products that shall be considered include other building materials, rugs and carpets, furniture and furnishings, laminated products, adhesives, sealants, caulking compounds, and office supplies. An exception may be made for limited-use architectural paints used in historic areas or high-abuse areas if compliant options are not available.

- Property is committed to comply with Green Seal standards as paint is re-ordered
- Property is compliant with general cleaning products.
- Research is ongoing for additional products to be considered.

### **3.6.6**

Preference shall be given to product suppliers who provide and take back reusable packaging and shipping pallets. Packaging that is not reusable shall be minimal and recyclable.

- Preference is given to environmentally responsible product suppliers.

### **3.6.7**

Preference shall be given to environmentally responsible service suppliers (e.g. alternative fuel taxis, bicycle rentals, landscaping service, etc.).

- Preference is given to environmentally responsible service suppliers.