

City of Newton Idle Reduction Policy

Applicability

This policy applies to all City of Newton employees that operate City-owned gasoline- or diesel-powered vehicles or equipment.

Purpose

Eliminate all unnecessary idling of City-owned vehicles and equipment to reduce the harmful emissions that contribute to the formation of ground-level ozone; and, reduce overall fuel consumption.

Guidance

Except as listed in the Exemptions section, no City-operated vehicle shall be permitted to idle for prolonged periods of time. City vehicles must be turned off when engaged in the following activities:

- Loading or unloading (unless engine is required to load or unload)
- When unattended (no vehicle shall be left running while unattended)
- When parked (vehicles are not permitted to idle while parked to operate heating or air conditioning unless exempted below). In general, once a vehicle becomes stationary (longer than 2 minutes); the engine is to be turned-off unless one of the exemptions listed below apply.

Exemptions

City vehicles may idle for the following reasons:

- When idling in traffic
- To operate PTO driven equipment
- To operate electrical equipment on emergency and traffic control/safety vehicles
- To build air pressure for vehicles with air brakes
- To complete portions of the Pre-Ops Checklist that requires engine operation
- To cool down turbo-charged diesel engines (3-5 minutes)
- To test, service or inspect vehicle or equipment by repair staff
- To cool interior for K-9 units
- During emergency situations
- Extreme cold weather operations:
 - 1. To defrost windshields (Idling must end once defrosted)
 - 2. To warm-up turbo-charged diesel engines (3-5 minutes)
 - 3. Crew, passenger comfort if below 40 degrees if indoor accommodations are not available in the immediate work area.

Violations

Supervisors in each department/division will be responsible for the adherence and enforcement of the idling policy. Violations of the policy will be documented as to the vehicle/equipment operator, vehicle, location, date and time, weather conditions, and circumstances of the violation. Discipline will be per City of Newton disciplinary procedures.

Distribution All City co-workers that may drive a City-owned vehicle shall receive a copy of this policy.				
Adopted by: _	E. Todd Clark City Manager	Date:	3/23/2010	