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MEMO

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◻ALSO ADMITTED IN MASSACHUSETTS
◻ALSO ADMITTED IN OKLAHOMA

TO: Sunfish Lake Mayor and Councilmembers
FROM: Timothy J. Kuntz, City Attorney
DATE: April 26, 2016
**RE: Resolution Authorizing the City of Sunfish Lake to Participate in the
Minnesota GreenStep Cities Program – May 3, 2016 Council Meeting;
Agenda Item 8(a)**

Section 1. Background. At the April 5, 2016 Council meeting, the Council received background information and briefly discussed the Minnesota GreenStep Cities Program and that because of the City's efforts to protect the environment through reducing energy use and reducing waste (through its recycling program) while promoting environmental sustainability and conservation, the Mayor has expressed interest in having the City participate in the Minnesota GreenStep Cities Program to recognize the efforts already made by the City and to further commit to meeting future sustainability goals.

Section 2. Minnesota GreenStep Cities Program. Minnesota GreenStep Cities is a voluntary assistance, recognition, and challenge program designed to help cities achieve their sustainability and quality-of-life goals.

GreenSteps is a free, continuous improvement program, managed by a public-private partnership. The program is based upon 29 Best Practices (which includes 175 possible opportunities to meet those Best Practices) centered on five categories: Buildings and Lighting, Land Use, Transportation, Environmental Management, and Economic and Community Development. The Best Practices are outlined in more detail on the attached chart.

The program addresses social, environmental and financial matters – all things that residents care about. Having a safe place to live with opportunities for engagement in community events, clean water and air, and an equitable rate of taxation are all examples of how residents measure the services provided by the City. The Best Practices are designed to help cities like Sunfish Lake to

provide services in the most efficient and effective manner possible.

Some of the Best Practices have been met. By passing the attached *Resolution Authorizing the City of Sunfish Lake to Participate in the Minnesota GreenStep Cities Program* the City can claim recognition for the Best Practices that have already been met. The Best Practices that have been met by the City include the following:

- Adopting a subsurface sewage treatment system ordinance based on the Association of Minnesota Counties' model ordinance (under Environmental Management Category)
- Maximize tree planting throughout the city (under Environmental Management Category)
- Develop/fund a conservation easement program, such as a purchase of development rights program in collaboration with a land trust (under Land Use Category)
- Implement one or more city-wide solid waste collection/recycling systems (under Environmental Management Category)
- Prepare to maintain public health and safety during extreme weather and climate-change related events, while also taking a preventive approach to reduce risk for community members (under the Economic and Community Development Category). In 2007 the City of Sunfish Lake endorsed the objectives of the U.S. Mayors Climate Protection Agreement, as amended by the 73rd Annual U.S. Conference of Mayors meeting, to guide and direct actions of the City.

In the attached resolution, the City declares that it has fulfilled the above five identified GreenStep Best Practices.

In addition to the Best Practices that have already been met, the City must further commit to practicing and meeting Best Practices in the future.

The attached Resolution authorizes the following:

1. Appoints _____ or designee to serve as the City's GreenStep coordinator for best practice documentation/implementation; and
2. Will facilitate the involvement of community members and Council as appropriate in the planning, promoting and/or implementing of GreenStep Cities best practices; and
3. Grants to the GreenStep program's buildings advisor read-only access to the City's B3 Benchmarking Database so as to facilitate analysis and cost-savings advice to the City regarding its buildings' energy use; and
4. Will claim credit for having implemented and will work at its own pace toward implementing any 5 GreenStep Best Practices that will result in energy use reduction, economic savings, quality of life improvement, reduction in the City's greenhouse gas footprint, and recognition by the League of Minnesota Cities as a Step Two GreenStep City. An on-going summary of the City's implementation of best practices will be posted by the City on the Minnesota GreenStep Cities web site.

Section 3. Council Action. At the May 3rd Council meeting, the Council will need to discuss

and appoint an individual to serve as the City's GreenStep coordinator for best practice documentation/implementation.

It is a requirement that the City make an appointment in the attached Resolution.

The Council is asked to consider the attached *Resolution Authorizing the City of Sunfish Lake to Participate in the Minnesota Greenstep Cities Program* at the May 3, 2016 Council Meeting.

Attachment

The GreenStep 29 Best Practices

Buildings and Lighting

1. Efficient Existing

Public Buildings:

Benchmark energy usage, identify savings opportunities in consultation with state programs, utilities and others to implement cost-effective energy and sustainability improvements.

2. Efficient Existing Private

Buildings: Provide incentives for energy, water and sustainability improvements in existing structures.

3. New Green Buildings: Construct new buildings to meet or qualify under a green building framework.

4. Efficient Outdoor Lighting and Signals: Improve the efficiency and quality of street lighting, traffic signals and outdoor public lighting.

5. Building Redevelopment: Create economic and regulatory incentives for redeveloping and repurposing existing buildings before building new.



Land Use

6. Comprehensive Plans:

Build public support and legal validity to long-term infrastructural and regulatory strategy.

7. Efficient City Growth: Promote financial and environmental sustainability by enabling and encouraging walkable housing and commercial land use.

8. Mixed Uses: Develop efficient and healthy land patterns that generate community wealth.

9. Efficient Highway- and Auto-Oriented Development: Adopt commercial development and design standards for auto-oriented development corridors and clusters.

10. Design for Natural Resource Conservation: Adopt development ordinances or processes that protect natural systems and valued community assets.



Transportation

11. Living Streets: Create a network of green complete streets that improves city

quality of life and adds value to surrounding properties.

12. Mobility Options: Promote active transportation and alternatives to single-occupancy car travel.

13. Efficient City Fleets: Implement a city fleet investment, operations and maintenance plan.

14. Demand-Side Travel Planning: Implement Travel Demand Management and Transit-Oriented Design in service of a more walkable city.



Environmental Management

15. Sustainable

Purchasing: Adopt environmentally preferable purchasing policies and practices.



16. Urban Forests: Add city tree and plant cover that increases community health, wealth and quality of life.

17. Stormwater Management: Minimize the volume of and pollutants in stormwater runoff.

18. Parks and Trails: Support active lifestyles and property values by enhancing the city's green infrastructure.

19. Surface Water Quality: Improve local water bodies.

20. Efficient Water and Wastewater Facilities: Assess and improve city drinking water and wastewater facilities.

21. Septic Systems: Implement an effective management program for decentralized wastewater treatment systems.

22. Solid Waste Reduction: Increase waste reduction, reuse and recycling.

23. Local Air Quality: Prevent generation of local air contaminants.

Economic and Community Development

24. Benchmarks & Community

Engagement: Adopt outcome measures for GreenStep and other city sustainability efforts, and engage community members in ongoing education, dialogue, and campaigns.



25. Green Business Development: Support expansion of the city's green business sector.

26. Renewable Energy: Remove barriers to and encourage installation of renewable energy generation capacity.

27. Local Food: Strengthen local food and fiber production and access.

28. Business Synergies: Network/cluster businesses to achieve better energy, economic and environmental outcomes.

29. Climate Adaptation and Community Resilience: Plan and prepare for extreme weather, adapt to changing climatic conditions, and foster stronger community connectedness and social and economic vitality.

**CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 16- ____
A RESOLUTION AUTHORIZING THE CITY OF SUNFISH LAKE
TO PARTICIPATE IN THE MINNESOTA GREENSTEP CITIES PROGRAM

WHEREAS, Minnesota GreenStep Cities is a voluntary assistance, recognition, and challenge program designed to help cities achieve their sustainability and quality-of-life goals. GreenSteps is a free, continuous improvement program, managed by a public-private partnership, and based upon 29 best practices. Each best practice can be implemented by completing one or more action opportunities, from a list of four to eight action opportunities; and

WHEREAS, the Minnesota GreenStep Cities program provides cost-effective sustainable development best practices in the following five categories: (1) Buildings and Lighting; (2) Transportation; (3) Land Use; (4) Environmental Management; and (5) Economic and Community Development;

WHEREAS, the Minnesota GreenStep Cities program assists in facilitating technical assistance for the implementation of these sustainable development best practices; and

WHEREAS, climate changes have been observed in Minnesota and have the potential to negatively impact local, regional and state economies; infrastructure development; habitat; ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, local governments have the unique opportunity to achieve both energy use and climate change gas reductions and cost savings through land use planning; environmental management; and through economic and community development; and

WHEREAS, a broad coalition of public and private stakeholders including the League of Minnesota Cities, the MPCA, Office of Energy Security and CERTs responded to the 2008 legislation by establishing the Minnesota GreenStep Cities program to provide a series of sustainable development best practices focusing on local government opportunities to reduce energy use and greenhouse gases;

NOW, THEREFORE, be it resolved that the City Council of the City of Sunfish Lake does hereby authorize the City of Sunfish Lake to participate in the Minnesota GreenStep Cities program that offers a free, voluntary continuous improvement framework. Passage of this participation resolution allows the City to be recognized as a Step One GreenStep City.

FURTHER RESOLVED, the City hereby:

1. Appoints _____ or designee to serve as the City's GreenStep coordinator for best practice documentation/implementation; and
2. Will facilitate the involvement of community members and Council as appropriate in the planning, promoting and/or implementing of GreenStep Cities best practices; and
3. Grants to the GreenStep program's buildings advisor read-only access to the City's B3 Benchmarking Database so as to facilitate analysis and cost-savings advice to the City regarding its buildings' energy use; and
4. Will claim credit for having implemented and will work at its own pace toward implementing any 5 GreenStep best practices that will result in energy use reduction, economic savings, quality of life improvement, reduction in the City's greenhouse gas footprint, and recognition by the League of Minnesota Cities as a Step Two GreenStep City. An on-going summary of the City's implementation of best practices will be posted by the City on the Minnesota GreenStep Cities web site.

FURTHER RESOLVED, the City hereby claims credit for the following five GreenStep Best Practices:

1. Adopting a subsurface sewage treatment system ordinance based on the Association of Minnesota Counties' model ordinance (under Environmental Management Category)
2. Maximize tree planting throughout the city (under Environmental Management Category)
3. Develop/fund a conservation easement program, such as a purchase of development rights program in collaboration with a land trust (under Land Use Category)
4. Implement one or more city-wide solid waste collection/recycling systems (under Environmental Management Category)
5. Prepare to maintain public health and safety during extreme weather and climate-change related events, while also taking a preventive approach to reduce risk for community members (under the Economic and Community Development Category). In 2007 the City of Sunfish Lake endorsed the objectives of the U.S. Mayors Climate Protection Agreement, as amended by the 73rd Annual U.S. Conference of Mayors meeting, to guide and direct actions of the City.

Passed this 3rd day of May, 2016.

Molly Park, Mayor

ATTEST:

Catherine Iago, City Clerk