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Posted: October 31, 2014

**CRYSTAL CITY COUNCIL  
FIRST WORK SESSION AGENDA**

**Thursday, November 6, 2014**

**6:30 p.m.**

**Conference Room A**

Pursuant to due call and notice given in the manner prescribed by Section 3.01 of the City Charter, the first work session of the Crystal City Council was held at \_\_\_\_\_ p.m. on Thursday, November 6, 2014 in Conference Room A located at 4141 Douglas Drive, Crystal, Minnesota.

**I. Attendance**

Council members

\_\_\_\_ Adams  
\_\_\_\_ Budziszewski  
\_\_\_\_ Deshler  
\_\_\_\_ Hoffmann  
\_\_\_\_ Libby  
\_\_\_\_ Peak  
\_\_\_\_ Selton

Staff

\_\_\_\_ Norris  
\_\_\_\_ Therres  
\_\_\_\_ Revering  
\_\_\_\_ Norton

**II. Agenda**

The purpose of the work session is to discuss the following agenda item:

- Environmental Quality Commission (EQC) - GreenStep Cities

**III. Adjournment**

The work session adjourned at \_\_\_\_\_ p.m.

# Proposal to the City of Crystal to Participate in the Minnesota GreenStep Cities Program

The Environmental Quality Commission (EQC) and the citizens of Crystal propose that the City Council approve a resolution to authorize participation in the Minnesota GreenStep Cities Program based on the merits of this no-cost program. The program provides best practices for the city to follow that provide common sense steps for a better community.

Benefits of the program include:

- **Community appeal:** This distinction will help to attract new residents. Promotion on the city's website and on the GreenSteps website will help set Crystal apart.
- **Increased community participation:** Pursuing additional Best Practices will offer opportunities to engage the community. Potential groups to engage include schools, businesses, and churches.
- **Community acceptance:** Many of the Best Practices are already being followed by local businesses. For example, at Clifford the Carpet Cleaner use of organic, botanical plant based carpet cleaning materials is available upon request and at Bibles for Missions Thrift Center only donated goods are sold, reducing landfill waste.
- **No fiscal commitment:** There is no cost to join the program and there are no ongoing costs to maintain status as a program participant.
- **No annual requirement:** Upon admittance into the program, the EQC estimates that the city will qualify as a Step 1 city because of the eight Best Practices that the city reports currently have in place. There are no annual requirements to obtain additional Best Practices to move up and become a Step 2 or Step 3 city. See Addendum A for the Best Practices that the city has already completed.
- **Local collaboration:** Crystal will join an established network of local program participants. Cities like White Bear Lake, Hopkins, Cottage Grove, Minnetonka, and St. Paul are among the participants. Crystal will have access to the lessons learned and best practices of fellow program participants.
- **Access to experts:** By joining the program, content experts will be available to assist the city on pursuing any of the 28 established Best Practices.
- **New ideas:** Our participant status will give us access to free technical assistance from program experts at GreenSteps. This technical assistance will help us evaluate new alternatives for better long term investments.

The EQC requests that city council proceed with approval of a resolution to join the GreenSteps Cities program. The opportunities that the program presents, in conjunction with no additional expenditures, make the program a common sense step that will enhance the reputation of Crystal and its citizens as a good steward of their community.

**ADDENDUM A**

**Summary of Best Practices and Current Status**

<b>Best Practice</b>	<b>Required for credit</b>	<b>Current Status</b>	<b>Complete</b>
#1 – Efficient Existing Buildings	At least 2 actions	3 actions close to complete	
#2 – Efficient Existing Private Buildings	At least 2 actions	1 required action complete	
#3 – New Green Buildings	At least 2 actions	No required actions	
#4 – Efficient Outdoor Lighting and Signals	At least 2 actions	1 required action complete	
#5 – Building Reuse (required optional)	At least 1 action	2 actions complete	✓
#6 – Comprehensive Plan and Implementation	At least 2 actions	3 actions complete	✓
#7 – Efficient City Growth	At least 1 action	1 action complete	✓
#8 – Mixed Uses	At least 2 actions	1 action complete	
#9 – Efficient Highway-Oriented Development (required optional)	At least 1 action	2 actions complete	✓
#10 – Conservation Design	At least 1 action	No actions	
#11 – Complete Green Streets	At least 3 actions	No complete streets policy; 1 other action complete	
#12 – Mobility Options – at least 2 best practices	At least 2 actions	4 actions partially in place	
#13 – Efficient City Fleets	At least 2 actions	No actions	
#14 – Demand-Side Travel Planning	At least 2 actions	1 action complete	
#15 – Purchasing	At least 2 actions	No formal purchasing policy but several actions complete	
#16 – Urban Forests	At least 2 actions	3 actions complete	✓
#17 – Efficient Stormwater Management	At least 1 action	3 actions complete	✓
#18 – Parks and Trails	At least 3 actions	2 actions complete	
#19 – Surface Water Quality (required optional)	At least 2 actions	2 actions complete	✓
#20 – Efficient Water and Wastewater Facilities	At least 3 actions	3 actions complete	✓
#21 – Septic Systems	Not applicable		
#22 – Solid Waste Reduction	At least 2 actions	No reduction or recycling goals (waiting to hear back from HRG coordinator); 1 action complete	
#23 – Local Air Quality	At least 2 actions	1 action complete	
#24 – Benchmarks and Community Engagement	At least 2 actions	2 actions in progress	
#25 – Green Business Development	At least 2 actions	1 action complete; 1 action in progress	
#26 – Renewable Energy	At least 2 actions	1 action complete	
#27 – Local Food	At least 1 action	1 action complete	✓
#28 – Business Synergies	At least 1 action	No actions	

**RESOLUTION NO. 2014 - \_\_\_\_\_**  
**CITY OF CRYSTAL**  
**COUNTY OF HENNEPIN**  
**STATE OF MINNESOTA**

**A RESOLUTION AUTHORIZING THE CITY OF CRYSTAL  
TO PARTICIPATE IN THE MINNESOTA GREENSTEP CITIES PROGRAM**

WHEREAS, Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. GreenStep is a free, continuous improvement program, managed by a public-private partnership, and based upon 28 best practices tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation; and

WHEREAS, increasing energy prices present increasing challenges to providing municipal services to residents and businesses of Crystal; and

WHEREAS, local governments have the unique opportunity to achieve energy use reductions through building and facilities management; land use and transportation planning; environmental management; and through economic and community development; and

WHEREAS, efforts to address energy issues provide an opportunity to move toward energy self-reliance and greater community resiliency and quality of life; provide environmentally healthy and cheaper-to-operate public buildings; encourage new economic development and local jobs; and support local food and renewable energy production; and

WHEREAS, exchanging best practices with other municipal governments is a beneficial way for cities to learn how to reduce costs and provide services more efficiently; and

WHEREAS, Minnesota Session Laws 2008, Chapter 356, Section 13 directed the Minnesota Pollution Control Agency (“MPCA”) and Office of Energy Security in the Department of Commerce (“Office of Energy Security”), in collaboration with Clean Energy Resource Teams (“CERTs”), to recommend municipal actions and policies that work toward meeting the State’s greenhouse gas emissions reduction goals; 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; and

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

NOW, THEREFORE, be it resolved that the City Council of the City of Crystal does hereby authorize the City of Crystal (the City) to participate in the Minnesota GreenStep Cities program. Passage of this participation resolution allows the City to be recognized as a Step One GreenStep City.

BE IT FURTHER RESOLVED that the City:

1. Appoints City Manager Anne Norris to serve as the City's GreenStep coordinator to facilitate best practice implementation; and
2. Will facilitate the involvement of community members, civic, business and educational organizations, and other units of government as appropriate in the planning, promoting and implementing of GreenStep Cities best practices; and
3. Grants to the GreenStep program's building advisor limited 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 GreenStep best practices that will result in energy use reduction, economic savings, quality of live 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.

Approved this 6<sup>th</sup> day of November, 2014.

By: \_\_\_\_\_  
Jim Adams, Mayor

ATTEST:

\_\_\_\_\_  
Gail Van Krevelen, Assessing/Customer Service Specialist