

**Assessment Date:** 12/5/2022

**Assessment completed by:** Kristin Mroz

# Assessment 2023

City of Fergus Falls: Category A City

**Table of Contents**

[About the Program 1](#_Toc108009796)

[Information and GreenStep Status 2](#_Toc108009797)

[Notable Actions 2](#_Toc108009798)

[Step Advancement Guidelines 3](#_Toc108009799)

[Best Practice Actions: 4](#_Toc108009803)

[Buildings and Lighting (BPs 1-5) 4](#_Toc108009804)

[Land Use (BPs 6-10) 9](#_Toc108009810)

[Transportation (BPs 11-14) 14](#_Toc108009816)

[Environmental Management (BPs 15-23) 18](#_Toc108009821)

[Resilient Economic and Community Development (BPs 24-29) 27](#_Toc108009831)

## About the Program

The GreenStep Cities program is a five-step program for cities and tribal nations to work towards sustainability. There are 29 best practices which each provide required and recommended actions. Recommended actions are placed into the following categories: buildings and lighting, land use, transportation, environmental management, and resilient economic and community development. Each action submitted by a city receives a ranking based on a three-star system. 

## Information and GreenStep StatusGraphical user interface, text, application  Description automatically generated

**Joined:** September 2015

**Status:** Step 2

**Total Best Practices (BPs) Complete**: 21

**Total BP Actions Complete:** 78

[Fergus Falls GreenStep Page](https://greenstep.pca.state.mn.us/city-detail/12030)

Preliminary submission for city review: Yes

Final April 1st recommendation to League of MN Cities: No

All required BPs done for Step 3?: No

Step 3 BP distribution requirement met?: Yes

Recommend June 2023 recognition Step 3?: No

**Current Distribution of BP Categories:****Star-Rating of Actions:**

The star-rating system represents the rating of the city’s action, where Not Rated (NR) is an uncompleted action, 1-star represents basic completion, 2-star is full completion, and 3-star is the maximum completion of the given action.

## Notable Actions

See all city-reported actions at <https://greenstep.pca.state.mn.us/city-detail/12030>

* **Silver LEED** rating for 2015 police station
* **First MN city to become a Tree City, USA**, in 1978; annually recognized for the past 37 years
* **Bicycle Friendly Community** recognition at the Bronze level
* **Use of bicycles** by 2 Community Service Officers in 2015
* **Green Otter business program** with County runs a “caught green handed campaign” to reward residents and businesses for environmentally friendly behaviors including SMART (Save Money and Reduce Trash)

## Step Advancement Guidelines

### Guidelines for Step 2:

Learn more about Step 2

As a Category A city, to be recognized as a Step 2 GreenStep City, **ANY 8 Best Practices** must be reported.

[x]  **Any 8 Best Practices**

### Guidelines for Step 3:

Learn more about Step 3

As a Category A city, to be recognized as a Step 3 GreenStep City, the following must be reported, at minimum:

[x]  **Public Buildings:** [x]  [1.1](https://greenstep.pca.state.mn.us/bp-action-detail/81743), [x]  [1.2](https://greenstep.pca.state.mn.us/bp-action-detail/81744), and [x]  any one additional action from [1.3-1.7](https://greenstep.pca.state.mn.us/bp-detail/81714)

[x]  **Buildings & Lighting:** [x]  any one additional Buildings & Lighting BP (2-5)

[x]  **Comprehensive, Climate & Energy Plans:** [x]  [6.1](https://greenstep.pca.state.mn.us/bp-action-detail/81775) and [x]  [6.2](https://greenstep.pca.state.mn.us/bp-action-detail/81776)

[x]  **Land Use:** [x]  any one additional Land Use BP (7-10)

[x]  **Living & Complete Streets:** [x] [11.1](https://greenstep.pca.state.mn.us/bp-action-detail/81802) and [x] [x] any two additional actions from [11.1-11.6](https://greenstep.pca.state.mn.us/bp-detail/81723)

[x]  **Mobility Options:** [x]  [x] any two actions from [12.1-12.6](https://greenstep.pca.state.mn.us/bp-detail/81724)

[x]  **Sustainable Purchasing:** [x] [15.1](https://greenstep.pca.state.mn.us/bp-action-detail/81825) and [x]  any one additional action from [15.2-15.8](https://greenstep.pca.state.mn.us/bp-detail/81725)

[x]  **Community Forests & Soils:** [x]  [x] any two actions from [16.1-16.7](https://greenstep.pca.state.mn.us/bp-detail/81726)

[ ]  **Stormwater Management:** [ ]  any one action from [17.1-17.6](https://greenstep.pca.state.mn.us/bp-detail/81727)

[x]  **Environmental Management:** [x]  any one additional Environmental Management BP (18-23)

[ ]  **Benchmarks & Community Engagement:** [ ] [24.1](https://greenstep.pca.state.mn.us/bp-action-detail/81880) and [ ] [24.2](https://greenstep.pca.state.mn.us/bp-action-detail/81881)

[x]  **Green Business Development:** [x] [x] any two actions from[25.1-25.7](https://greenstep.pca.state.mn.us/bp-detail/81735)

[ ]  **Climate Adaptation & Community Resilience:** [ ] [29.1](https://greenstep.pca.state.mn.us/bp-action-detail/81912) at a 2- or 3-star rating

### Guidelines for Steps 4 and 5:

Learn more about Steps 4 & 5

Steps 4 and 5 focus on metrics – what are the outcomes of all of the actions that the city has implemented over time?

* **Step 4:** Measure and report a minimum number of core and optional metrics for the previous calendar year or the most recent available data.
	+ Category A communities: In addition to the CORE metrics, include 5 additional metrics of choice.
* **Step 5:** Demonstrate improvement three eligible metrics measured in Step 4, from one data year to the next.
	+ Category A, B, and C communities: Improve upon 3 eligible metric elements.

## Best Practice Actions: Detailed Descriptions

|  |
| --- |
| Buildings and Lighting[**BP 1**: Efficient Existing Public Buildings](#_heading=h.26in1rg)[**BP 2**: Efficient Existing Private Buildings](#_heading=h.lnxbz9)[**BP 3**: New Green Buildings](#_heading=h.35nkun2)[**BP 4**: Efficient Outdoor Lighting and Signals](#_heading=h.1ksv4uv)[**BP 5**: Building Redevelopment](#_heading=h.44sinio) |
| Best Practice 1: Efficient Existing Public BuildingsBP 1 Completed? YES Total actions completed: 4**Actions to Complete BP 1**: ~~1.1, 1.2, and any one additional action~~  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [1.1](https://greenstep.pca.state.mn.us/bp-action-detail/81743)  | ★ | Enter/update building information and monthly usage data into the [MN B3 Benchmarking database](https://mn.b3benchmarking.com/Report?r=1). | 14 buildings, 27 meters, and 6 years+ data | 12/5/2022 |
| [1.2](https://greenstep.pca.state.mn.us/bp-action-detail/81744) | ★★ | Make no/low cost indoor lighting and operational changes in city-owned/school buildings. | T8s/LEDs put in City Shop, Water & WWTPs, Police Station, Fire Hall, City Hall, both Municipal Liquor Stores, Community Arena; also added motion sensors, auto dim and photo cells | 3/16/2018 |
| [1.3](https://greenstep.pca.state.mn.us/bp-action-detail/81745) | Choose an item. | Invest in larger energy efficiency projects.  |  |  |
| [1.4](https://greenstep.pca.state.mn.us/bp-action-detail/81746) | Choose an item. | Implement IT efforts and city employee engagement to reduce plug loads, building energy use and workflow efficiency. |  |  |
| [1.5](https://greenstep.pca.state.mn.us/bp-action-detail/81747) | ★★ | Meet the [SB 2030 energy standard](https://www.b3mn.org/2030energystandard/) or qualify under a green building or energy framework. | New Police Station rated at Silver LEED-2015 | 3/16/2018 |
| [1.6](https://greenstep.pca.state.mn.us/bp-action-detail/81748) | Choose an item. | Improve operations and maintenance of city-owned/school buildings and leased buildings.  |  |  |
| [1.7](https://greenstep.pca.state.mn.us/bp-action-detail/81749) | ★ | Install one or more of the following:-A ground-source, closed loop geothermal system.-A district energy/microgrid system.-A rainwater harvesting system  | Ground-source, closed loop geothermal systems in elementary school buildings and Police Station | 1/14/2016 |
| Best Practice 2: Efficient Existing Private BuildingsBP 2 Completed? YES Total actions completed: 3**Actions to Complete BP 2:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [2.1](https://greenstep.pca.state.mn.us/bp-action-detail/81750)  | ★ | Create or participate in a program to promote energy and water efficiency. | Work with Great Plains Natural Gas Company and Otter Tail Power Company to provide and promote outreach  | 1/14/2016 |
| [2.2](https://greenstep.pca.state.mn.us/bp-action-detail/81751) | Planned | Integrate green building and EV charging best practices information and assistance into the building permit process. |  | 1/14/2016 |
| [2.3](https://greenstep.pca.state.mn.us/bp-action-detail/81752) | ★ | Implement an energy rating/disclosure policy for residential/commercial buildings. | Otter Tail Power sends out statements listing how well residents are doing in comparison to last month, last year and in comparison to similar type homes. | 5/9/2016 |
| [2.4](https://greenstep.pca.state.mn.us/bp-action-detail/81753) | Choose an item. | Describe energy/water efficiency outcomes and other green building practices at local businesses and not-for-profit organizations. |  |  |
| [2.5](https://greenstep.pca.state.mn.us/bp-action-detail/81754) | ★ | Create one of the following:-Water-wise landscaping ordinance/ guidance-WaterSense purchasing program-Guidance on rainwater harvesting and home water softener use | Water conservation and reuse information on website | 1/14/2016 |
| [2.6](https://greenstep.pca.state.mn.us/bp-action-detail/81755) | Choose an item. | Provide a financial or other incentive to private parties who add energy/sustainability improvements, meet the [SB 2030 energy standard](https://www.b3mn.org/2030energystandard/), or renovate using a green building or energy framework. |  |  |
| [2.7](https://greenstep.pca.state.mn.us/bp-action-detail/81756) | Choose an item. | Customize a model sustainable building renovation policy that includes the SB 2030 energy standard and adopt the language to govern private renovation projects.  |  |  |
| Best Practice 3: New Green BuildingsBP 3 Completed? NO Total actions completed: 1**Actions to Complete BP 3:** ~~Any one action from 3.1-3.2 and~~ any one action from 3.3-3.5 |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [3.1](https://greenstep.pca.state.mn.us/bp-action-detail/81757)  | ★ | Require by city policy that new city-owned buildings be built using the [SB 2030 energy standard](https://www.b3mn.org/2030energystandard/) and/or a green building framework.  | 2015 LEED Police Station; 2016 Library renovation incorporates green building standards | 1/14/2016 |
| [3.2](https://greenstep.pca.state.mn.us/bp-action-detail/81758) | Choose an item. | Work with the local school district to ensure that future new schools are built using the SB 2030 energy standard and/or a green building framework. |  |  |
| [3.3](https://greenstep.pca.state.mn.us/bp-action-detail/81759) | Choose an item. | Adopt a sustainable building policy for private buildings; include the [SB 2030 energy standard](https://www.b3mn.org/2030energystandard/); adopt language governing new development projects.  |  |  |
| [3.4](https://greenstep.pca.state.mn.us/bp-action-detail/81760) | Choose an item. | Provide a financial or other incentive to private parties who build new buildings that utilize the [SB 2030 energy standard](https://www.b3mn.org/2030energystandard/) and/or a green building framework. |  |  |
| [3.5](https://greenstep.pca.state.mn.us/bp-action-detail/81761) | Choose an item. | Adopt environmentally preferable covenant guidelines for new common interest communities addressing sustainability.  |  |  |
| Best Practice 4: Efficient Outdoor Lighting and SignalsBP 4 Completed? YES Total actions completed: 4**Actions to Complete BP 4:** ~~Any two actions (including one from 4.5-4.8)~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [4.1](https://greenstep.pca.state.mn.us/bp-action-detail/81762)  | Choose an item. | Require energy efficient, Dark-Sky compliant new or replacement outdoor lighting fixtures on city-owned/private buildings/facilities. |  |  |
| [4.2](https://greenstep.pca.state.mn.us/bp-action-detail/81763) | ★ | Purchase LEDs for all future street lighting and traffic signals. | All traffic signals are LEDs; some LED street lights | 1/14/2016 |
| [4.3](https://greenstep.pca.state.mn.us/bp-action-detail/81764) | Choose an item. | Replace city street lighting with Dark Sky-compliant LEDs, modifying any city franchise/utility agreement and adding smart grid attributes. |  |  |
| [4.4](https://greenstep.pca.state.mn.us/bp-action-detail/81765) | ★ | Coordinate traffic signals; optimize signal timing to minimize car idling at intersections yet maintain safe and publicly acceptable vehicle speeds. | Signal lights go into “flash mode” during certain hours of the day to minimize car idling | 1/14/2016 |
| [4.5](https://greenstep.pca.state.mn.us/bp-action-detail/81766) | ★ | Use LED/solar-powered lighting for a flashing sign or in a street/parking lot/park project. | Three solar powered school zone signs | 1/14/2016 |
| [4.6](https://greenstep.pca.state.mn.us/bp-action-detail/81767) | Choose an item. | Relamp/improve exterior building lighting for city-owned buildings/ facilities with energy efficient, Dark-Sky compliant lighting. |  |  |
| [4.7](https://greenstep.pca.state.mn.us/bp-action-detail/81768) | Choose an item. | Replace city-owned parking lot/ramp lighting with Dark-Sky compliant, energy efficient, automatic dimming lighting technologies. |  |  |
| [4.8](https://greenstep.pca.state.mn.us/bp-action-detail/81769) | ★★★ | Replace city's existing traffic signal indications with LEDs. | Replaced all lighting with LED  | 1/14/2016 |
| Best Practice 5: Building RedevelopmentBP 5 Completed? YES Total actions completed: 1**Actions to Complete BP 5:** ~~Any one action~~  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [5.1](https://greenstep.pca.state.mn.us/bp-action-detail/81770)  | Choose an item. | Adopt an historic preservation ordinance/ regulations and encourage adaptive reuse. |  |  |
| [5.2](https://greenstep.pca.state.mn.us/bp-action-detail/81771) | Choose an item. | Implement the Minnesota Main Street model for commercial revitalization. |  |  |
| [5.3](https://greenstep.pca.state.mn.us/bp-action-detail/81772) | ★★ | Plan for reuse of large-format retail buildings, or work with a local school, church or commercial building to either add-on space or repurpose space into new uses. | Parks & Rec admin offices within Roosevelt School; LB Homes’ admin offices in former Eisenhower School; Lakes Co. Service Co-op admin in former Jefferson School | 1/14/2016 |
| [5.4](https://greenstep.pca.state.mn.us/bp-action-detail/81773) | Choose an item. | Create/modify a green residential remodeling assistance/financing program to assist homeowners in adding space or sustainable features.  |  |  |
| [5.5](https://greenstep.pca.state.mn.us/bp-action-detail/81774) | Choose an item. | Adopt development/design standards and programs that facilitate infill, redevelopment, and adaptable buildings.  |  |  |

|  |
| --- |
| Land Use[**BP 6**: Comprehensive, Climate and Energy Plans](#_heading=h.3j2qqm3)[**BP 7**: Resilient City Growth](#_heading=h.1y810tw)[**BP 8**: Mixed Uses](#_heading=h.4i7ojhp)[**BP 9**: Efficient Highway and Auto-Oriented Development](#_heading=h.2xcytpi)[**BP 10**: Design for Natural Resource Conservation](#_heading=h.1ci93xb) |
| Best Practice 6: Comprehensive, Climate and Energy PlansBP 6 Completed? YES Total actions completed: 2**Actions to Complete BP 6:** ~~6.1 and 6.2~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [6.1](https://greenstep.pca.state.mn.us/bp-action-detail/81775)  | ★ | Adopt a comprehensive plan or a future land use plan adopted by the county or a regional entity. | Periodic plans approved as amendment to comp plan | 1/14/2016 |
| [6.2](https://greenstep.pca.state.mn.us/bp-action-detail/81776) | ★ | Demonstrate that regulatory ordinances comply with the comprehensive plan. | Official zoning map & 2040-2050 plan | 1/14/2016 |
| [6.3](https://greenstep.pca.state.mn.us/bp-action-detail/81777) | Choose an item. | Include requirements in comprehensive and/or other plans for intergovernmental coordination. |  |  |
| [6.4](https://greenstep.pca.state.mn.us/bp-action-detail/81778) | Choose an item. | Include ecological provisions in the comprehensive plan that explicitly aim to minimize open space fragmentation and/or establish a growth area with expansion criteria. |  |  |
| [6.5](https://greenstep.pca.state.mn.us/bp-action-detail/81779) | Choose an item. | Adopt climate mitigation and/or energy independence goals/objectives in the comprehensive plan or in a separate policy document; include transportation recommendations. |  |  |
| Best Practice 7: Resilient City GrowthBP 7 Completed? YES Total actions completed: 1**Actions to Complete BP 7:** ~~Any one action~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [7.1](https://greenstep.pca.state.mn.us/bp-action-detail/81780)  | Choose an item. | Eliminate barriers and actively encourage higher density housing in city zoning ordinance and map.  |  |  |
| [7.2](https://greenstep.pca.state.mn.us/bp-action-detail/81781) | In-Process | Achieve higher density housing with one of the following:a. Flexible lot size/frontage requirement for infill development.b. Density and floor area ratio (FAR) bonuses in selected residential zoning districts.c. Clustered residential development.d. Allowing accessory dwelling units, single-room occupancy housing, senior housing, co-housing or tiny houses / apartments by right in selected zoning districts.e. Implement a vacation rental property registration policy and/or special tax. |  | 1/14/2016 |
| [7.3](https://greenstep.pca.state.mn.us/bp-action-detail/81782) | ★ | Achieve higher intensity commercial/industrial land uses through at least one of the following strategies:a. Include a commercial district with zero-lot-line setbacks and a FAR minimum of 1.b. Set targets for the minimum number of employees/acre in different commercial zones.  | B-3 zone established in 1965 | 1/14/2016 |
| [7.4](https://greenstep.pca.state.mn.us/bp-action-detail/81783) | Choose an item. | Provide incentives for affordable housing, workforce housing, infill projects, or for life-cycle housing at or near job or retail centers, or for achieving an average net residential density of seven units per acre. |  |  |
| [7.5](https://greenstep.pca.state.mn.us/bp-action-detail/81784) | Choose an item. | Use design to create social trust and interaction among neighbors and allow developments that meet the prerequisites for LEED for Neighborhood Development certification. |  |  |
| Best Practice 8: Mixed UsesBP 8 Completed? YES Total actions completed: 4**Actions to Complete BP 8:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [8.1](https://greenstep.pca.state.mn.us/bp-action-detail/81785) | Choose an item. | Organize or participate in a community planning process for the city/a mixed-use district, including specific community engagement practices that engage cultural and income diverse community members. |  |  |
| [8.2](https://greenstep.pca.state.mn.us/bp-action-detail/81786) | ★ | Locate or lease a property for use as a school, city building or other government facility that has at least two of these attributes:a. Adjacent to an existing employment or residential center.b. Designed to facilitate and encourage access by walking, biking, or other non-vehicle travel modes.c. Accessible by regular transit service. | Police station; future library expansion project | 1/14/2016 |
| [8.3](https://greenstep.pca.state.mn.us/bp-action-detail/81787) | ★ | Modify a planned unit development (PUD) ordinance to emphasize or require mixed-use development or affordable housing, to limit residential PUDs to areas adjacent to commercial development, and/or to add sustainability features. | PUD allows more mixed-used development | 1/14/2016 |
| [8.4](https://greenstep.pca.state.mn.us/bp-action-detail/81788) | Choose an item. | Report that a (re)development meets a city/community-determined minimum point threshold under the Equitable Development Scorecard or LEED-Neighborhood Development. |  |  |
| [8.5](https://greenstep.pca.state.mn.us/bp-action-detail/81789) | ★ | Have a downtown zoning district that emphasizes small and destination business, entrepreneurial spaces, and allows or requires residential and residential-compatible commercial development. | B-3 zone since 1965 | 1/14/2016 |
| [8.6](https://greenstep.pca.state.mn.us/bp-action-detail/81790) | In-Process | Incorporate form-based zoning approaches into the zoning code, in those areas where a diverse mix of uses is desired. | Proposal for B-7 zone downtown | 1/14/2016 |
| [8.7](https://greenstep.pca.state.mn.us/bp-action-detail/81791) | ★★ | Create incentives for vertical mixed-use development in appropriate locations. | DT funding program since 1979 (e.g., prop. Tax forgiveness, 15 yrs.) that funds mixed C/R | 1/14/2016 |
| Best Practice 9: Efficient Highway and Auto-Oriented DevelopmentBP 9 Completed? NO Total actions completed: 0**Actions to Complete BP 9:** Any one action |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [9.1](https://greenstep.pca.state.mn.us/bp-action-detail/81792) | Choose an item. | Establish design goals for at least one highway/auto-oriented corridor/cluster. |  |  |
| [9.2](https://greenstep.pca.state.mn.us/bp-action-detail/81793) | Choose an item. | Participate in regional economic development planning with representatives from surrounding townships, cities, the county and business interests to:a. Estimate commercial/industrial needs among all jurisdictions.b. Jointly implement recommendations to stage highway/auto-oriented commercial development in order to avoid overbuilding and expensive low-density development. |  |  |
| [9.3](https://greenstep.pca.state.mn.us/bp-action-detail/81794) | Choose an item. | Adopt infrastructure design standards that protect the economic and ecologic functions of the highway corridor through clustering of development, native plantings and incorporating access management standards. |  |  |
| [9.4](https://greenstep.pca.state.mn.us/bp-action-detail/81795) | Choose an item. | Adopt development policies for large-format developments, zoning for auto-oriented commercial districts at the sub-urban edge and/or in tightly defined and smaller urban development corridors/nodes that have some bike/walk/transit access. |  |  |
| Best Practice 10: Design for Natural Resource ConservationBP 10 Completed? NO Total actions completed: 0**Actions to Complete BP 10:** Any one action |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [10.1](https://greenstep.pca.state.mn.us/bp-action-detail/81797) | Choose an item. | Conduct a Natural Resource Inventory or Assessment; incorporate protection of priority natural systems or resources such as groundwater through the subdivision or development process. |  |  |
| [10.2](https://greenstep.pca.state.mn.us/bp-action-detail/81798) | Choose an item. | For cities outside or on the fringe of metropolitan areas, conduct a build-out analysis, fiscal impact study, or adopt an urban growth boundary and a capital improvement plan that provides long-term protection of natural resources/systems, and agriculture outside the boundary. |  |  |
| [10.3](https://greenstep.pca.state.mn.us/bp-action-detail/81799) | Choose an item. | For cities within metropolitan areas, incorporate woodland best management practices addressing protection of wooded areas into zoning or development review. |  |  |
| [10.4](https://greenstep.pca.state.mn.us/bp-action-detail/81800) | Choose an item. | Adopt a conservation design policy; use a conservation design tool for pre-design meetings with developers and for negotiating development agreements in cities with undeveloped natural resource areas. |  |  |
| [10.5](https://greenstep.pca.state.mn.us/bp-action-detail/81801) | Choose an item. | Preserve environmentally sensitive, community-valued land by placing a conservation easement on city lands, and by encouraging/funding private landowners to place land in conservation easements. |  |  |
| [10.6](https://greenstep.pca.state.mn.us/bp-action-detail/81920) | Choose an item. | Conserve natural, cultural, historic resources by adopting or amending city codes and ordinances to support sustainable sites, including roadsides, and environmentally protective land use development. |  |  |
| [10.7](https://greenstep.pca.state.mn.us/bp-action-detail/81919) | Choose an item. | Support and protect wildlife through habitat rehabilitation, preservation and recognition programs. |  |  |
| Transportation[**BP 11**: Living & Complete Streets](#_heading=h.qsh70q)[**BP 12**: Mobility Options](#_heading=h.3as4poj)[**BP 13**: Efficient City Fleets](#_heading=h.1pxezwc)[**BP 14**: Demand-Side Travel Planning](#_heading=h.49x2ik5) |
| Best Practice 11: Living & Complete StreetsBP 11 Completed? YES Total actions completed: 4**Actions to Complete BP 11:** ~~11.1 and two additional actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [11.1](https://greenstep.pca.state.mn.us/bp-detail/81723) | ★★ | Adopt a complete streets policy, or a living streets policy, which addresses landscaping and stormwater. | 2012 complete streets policy | 1/14/2016 |
| [11.2](https://greenstep.pca.state.mn.us/bp-action-detail/81803) | Choose an item. | Adopt zoning language or approve a skinny street/development project that follows green street and/or walkable streets principles. |  |  |
| [11.3](https://greenstep.pca.state.mn.us/bp-action-detail/81804) | Choose an item. | Modify a street in compliance with the city's complete streets policy. |  |  |
| [11.4](https://greenstep.pca.state.mn.us/bp-action-detail/81805) | ★★ | Identify, prioritize and remedy complete streets gaps and lack of connectivity/safety within your road network. | 1 mile of walking/biking path added; driving lanes narrowed to provide a wider area for pedestrians and bicycles; walking/biking path in new park; and a truck route added | 1/14/2016 |
| [11.5](https://greenstep.pca.state.mn.us/bp-action-detail/81806) | ★ | Identify and remedy street-trail gaps between city streets and off-road trails/bike trails. | Working with North Country Trail; trail connection across the river | 1/14/2016 |
| [11.6](https://greenstep.pca.state.mn.us/bp-action-detail/81807) | ★★ | Implement traffic calming policy/measures in at least one street redevelopment project. | Roundabout added as part of bridge project; narrower roadway with room for bikes/peds by school buildings, YMCA and residential areas | 1/14/2016 |
| Best Practice 12: Mobility OptionsBP 12 Completed? YES Total actions completed: 4**Actions to Complete BP 12:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [12.1](https://greenstep.pca.state.mn.us/bp-action-detail/81808) | ★★★ | Increase walking, biking and transit.  | Bronze Level Bicycle Friendly Community; donated bicycle racks, bike maintenance station; benches in DT; civic Walk or Bike to Work or School events; Pedal Fergus Falls; bike/ped sub-committee of the Planning Commission | 1/14/2016 |
| [12.2](https://greenstep.pca.state.mn.us/bp-action-detail/81809) | ★★ | Conduct an Active Living campaign such as a Safe Routes to School program. | SRTS plan; 2009 Governor’s Fit City | 1/14/2016 |
| [12.3](https://greenstep.pca.state.mn.us/bp-action-detail/81810) | ★ | Prominently identify mobility options: transit; paratransit/Dial-A-Ride; ridesharing/cab services; rental cars; bikes; airports. | Taxicabs, transit, bike & snowmobile maps, senior facilities provide transportation options | 1/14/2016 |
| [12.4](https://greenstep.pca.state.mn.us/bp-action-detail/81811) | Choose an item. | Promote carpooling or ridesharing among community members, city employees, businesses, high schools and institutions of higher education. |  |  |
| [12.5](https://greenstep.pca.state.mn.us/bp-action-detail/81812) | Choose an item. | Implement workplace multi-modal transportation best management practices - including telework/ flexwork - in city government, businesses or at a local health care provider. |  |  |
| [12.6](https://greenstep.pca.state.mn.us/bp-action-detail/81813) | ★ | Add/expand transit service, or promote car/bike sharing. | City annually provides Productive Alternatives $50,000 for transportation needs within the city; periodically has added additional routes or earlier/later time slots | 1/14/2016 |
| Best Practice 13: Efficient City FleetsBP 13 Completed? YES Total actions completed: 5**Actions to Complete BP 13:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [13.1](https://greenstep.pca.state.mn.us/bp-action-detail/81814) | ★★ | Efficiently use your existing fleet of city vehicles by encouraging trip bundling, video conferencing, carpooling, vehicle sharing and incentives/technology. | Trip- bundling & car-pooling to conferences encouraged; webinar & teleconference options | 1/14/2016 |
| [13.2](https://greenstep.pca.state.mn.us/bp-action-detail/81815) | ★★ | Right-size/down-size city fleet with the most fuel-efficient vehicles that are of an optimal size and capacity for their intended functions. | Several E-85/flex fuel vehicles; police squads 25% more fuel efficient than last year’s model | 1/14/2016 |
| [13.3](https://greenstep.pca.state.mn.us/bp-action-detail/81816) | ★ | Phase-in operational changes, equipment changes including electric vehicles, and no-idling practices for city or local transit fleets. | Police & Public Works have no-idling policies; opening of the Compressed Natural Gas facility in the city | 1/14/2016 |
| [13.4](https://greenstep.pca.state.mn.us/bp-action-detail/81817) | ★ | Phase in bike, e-bike, foot or horseback modes for police, inspectors and other city staff. | 2015 - 2 Community Service Officers patrolling the city on their bicycles | 1/14/2016 |
| [13.5](https://greenstep.pca.state.mn.us/bp-action-detail/81818) | ★ | Document that local school bus fleet has optimized routes, start times, boundaries, vehicle efficiency and fuels, driver actions to cut costs including idling reduction, and shifting students from the bus to walking, biking and city transit. | A “Walking School Bus” every day | 1/14/2016 |
| [13.6](https://greenstep.pca.state.mn.us/bp-action-detail/81819) | Choose an item. | Retrofit city diesel engines or install auxiliary power units and/or electrified parking spaces. |  |  |
| Best Practice 14: Demand-Side Travel PlanningBP 14 Completed? NO Total actions completed: 0**Actions to Complete BP 14:** Any two actions |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [14.1](https://greenstep.pca.state.mn.us/bp-action-detail/81820) | Choose an item. | Reduce/eliminate parking minimums; add parking maximums; develop district parking; install meters and charge for parking at curb and city-owned lots/ramps. |  |  |
| [14.2](https://greenstep.pca.state.mn.us/bp-action-detail/81821) | Choose an item. | For cities with regular transit service, require/provide incentives for the siting of retail services at transit/ density nodes. |  |  |
| [14.3](https://greenstep.pca.state.mn.us/bp-action-detail/81822) | Choose an item. | For cities with regular transit service, require/provide incentives for the siting of higher density housing at transit/density nodes. |  |  |
| [14.4](https://greenstep.pca.state.mn.us/bp-action-detail/81823) | Choose an item. | Require new (re)developments to prepare a travel demand management plan or transit-oriented development standards or LEED for Neighborhood Development certification. |  |  |
| Environmental Management[**BP 15**: Sustainable Purchasing](#_heading=h.3o7alnk)[**BP 16**: Community Forests and Soil](#_heading=h.23ckvvd)[**BP 17**: Stormwater Management](#_heading=h.ihv636)[**BP 18**: Parks and Trails](#_heading=h.32hioqz)[**BP 19**: Surface Water](#_heading=h.1hmsyys)[**BP 20**: Efficient Water and Wastewater Systems](#_heading=h.41mghml)[**BP 21**: Septic Systems](#_heading=h.2grqrue)[**BP 22**: Sustainable Consumption and Waste](#_heading=h.vx1227)[**BP 23**: Local Air Quality](#_heading=h.3fwokq0) |
| Best Practice 15: Sustainable PurchasingBP 15 Completed? YES Total actions completed: 3**Actions to Complete BP 15:** ~~15.1 and any one additional action~~  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [15.1](https://greenstep.pca.state.mn.us/bp-action-detail/81825) | ★ | Adopt a sustainable purchasing policy or administrative guidelines/practices directing the city purchase at least:a. EnergyStar and EPEAT certified equipment and appliances.b. Paper containing post-consumer recycled content. | Practice is to buy 30%+; EnergyStar | 1/14/2016 |
| [15.2](https://greenstep.pca.state.mn.us/bp-action-detail/81826) | Choose an item. | Purchase energy used by city government with a higher renewable percentage than required by MN law. |  |  |
| [15.3](https://greenstep.pca.state.mn.us/bp-action-detail/81827) | ★ | Establish purchasing preferences that support local, Minority, Disability, and Women-Owned businesses and, working with a local business association, develop a list of locally-produced products and suppliers for common purchases. |  | 1/14/2016 |
| [15.4](https://greenstep.pca.state.mn.us/bp-action-detail/81828) | Choose an item. | Require purchase of U.S. EPA WaterSense-certified products. |  |  |
| [15.5](https://greenstep.pca.state.mn.us/bp-action-detail/81829) | In-Process | Set minimum sustainability standards to reduce the impact of your concrete use, asphalt, roadbed aggregate, or other construction materials. | Otter Tail County uses recycled material in their projects | 1/14/2016 |
| [15.6](https://greenstep.pca.state.mn.us/bp-action-detail/81830) | Choose an item. | Require printing services to be purchased from companies using sustainable practices. |  |  |
| [15.7](https://greenstep.pca.state.mn.us/bp-action-detail/81831) | ★ | Lower the environmental footprint of meetings and events in the city. | Recycling 3 items at athletic events; city-provided recycling containers for large community events; paperless agenda packets for all council and committee meetings | 1/14/2016 |
| [15.8](https://greenstep.pca.state.mn.us/bp-action-detail/81832) | Choose an item. | Use national green standards/ guidelines for purchasing/investments such as cleaning products, furniture, flooring/coatings.  |  |  |
| Best Practice 16: Community Forests and SoilBP 16 Completed? YES Total actions completed: 5**Actions to Complete BP 16:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [16.1](https://greenstep.pca.state.mn.us/bp-action-detail/81833) | ★★★ | Certify as a Tree City USA. | 1ST MN city to be a Tree City, USA, in 1978; annually recognized the past 37 years | 1/14/2016 |
| [16.2](https://greenstep.pca.state.mn.us/bp-action-detail/81834) | ★ | Adopt best practices for urban tree planting/quality; require them in private developments and/or use them in at least one development project. | Dutch Elm & Emerald Ash Borer program to monitor and remove diseased trees | 1/14/2016 |
| [16.3](https://greenstep.pca.state.mn.us/bp-action-detail/81835) | ★ | Budget for and achieve resilient urban canopy/tree planting goals. | Annually plant 180 – 200 boulevard trees to replace affected areas | 1/14/2016 |
| [16.4](https://greenstep.pca.state.mn.us/bp-action-detail/81836) | ★ | Maximize tree planting along your main downtown street or throughout the city. | Ash trees DT are being systematically replaced with the ornamental Japanese Lilac Tree | 1/14/2016 |
| [16.5](https://greenstep.pca.state.mn.us/bp-action-detail/81837) | Choose an item. | Adopt a tree preservation or native landscaping ordinance. |  |  |
| [16.6](https://greenstep.pca.state.mn.us/bp-action-detail/81906) | ★★★ | Build community capacity to protect existing trees by one or more of:a. Having trained tree specialists.b. Supporting volunteer forestry efforts.c. Adopting an EAB/forest management plan or climate adaptation plan for the urban forest. | EAB program; active Master Gardners, Beautiful FF Committee; 2 certified foresters | 1/14/2016 |
| [16.7](https://greenstep.pca.state.mn.us/bp-action-detail/101876) | Choose an item. | Conduct a tree inventory or canopy study for public and private trees. |  |  |
| Best Practice 17: Stormwater ManagementBP 17 Completed? NO Total actions completed: 0**Actions to Complete BP 17:** Any one action |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [17.1](https://greenstep.pca.state.mn.us/bp-action-detail/81840) | Choose an item. | Adopt and use Minnesota's Minimal Impact Design Standards (MIDS). |  |  |
| [17.2](https://greenstep.pca.state.mn.us/bp-action-detail/81838) | Choose an item. | Complete the GreenStep Municipal Stormwater Management Assessment. |  |  |
| [17.3](https://greenstep.pca.state.mn.us/bp-action-detail/81839) | Choose an item. | Adopt by ordinance one or more stormwater infiltration/management strategies to reduce impervious surface. |  |  |
| [17.4](https://greenstep.pca.state.mn.us/bp-action-detail/81841) | Choose an item. | Create a stormwater utility that uses variable fees to incentivize and educate property owners.  |  |  |
| [17.5](https://greenstep.pca.state.mn.us/bp-action-detail/81842) | Choose an item. | Adopt and implement guidelines or design standards/incentives for stormwater infiltration/reuse practices. |  |  |
| [17.6](https://greenstep.pca.state.mn.us/bp-action-detail/81843) | Choose an item. | Reduce de-icing and dust suppressant salt use to prevent permanent surface water and groundwater pollution. |  |  |
| Best Practice 18: Parks and TrailsBP 18 Completed? YES Total actions completed: 7**Actions to Complete BP 18:** ~~Any three actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [18.1](https://greenstep.pca.state.mn.us/bp-action-detail/81844) | ★★ | Make improvements within your city's system of parks, offroad trails and open spaces. | Master trail map & bicycle trail committee guides improvements | 1/14/2016 |
| [18.2](https://greenstep.pca.state.mn.us/bp-action-detail/81845) | ★ | Plan and budget for a network of parks, green spaces, water features and trails for areas where new development is planned. | 2015 completed vital path between Broadway & Fir Ave. for bikes & walkers that was IDed in the 1980’s. | 1/14/2016 |
| [18.3](https://greenstep.pca.state.mn.us/bp-action-detail/81846) | ★ | Achieve minimum levels of city green space and maximize the percent within a ten-minute walk of community members. | 24 parks, 300+ acres of mowed grass, natural areas which are not mowed. | 1/14/2016 |
| [18.4](https://greenstep.pca.state.mn.us/bp-action-detail/81847) | ★ | Adopt low-impact design standards in parks and trails that infiltrate or retain all 2 inch, 24-hour stormwater events on site. | Rain garden in Adams Park, more planned; moving toward natural grasses along riverbanks | 1/14/2016 |
| [18.5](https://greenstep.pca.state.mn.us/bp-action-detail/81848) | ★★★ | Create park/city land management standards/practices that maximize at least one of the following:a. Low maintenance turf management; native landscaping; organic or integrated pest management; pollinator/monarch-safe policies.b. Recycling/compostables collection; use of compost as a soil amendment.c. Sources of nonpotable water, or surface/rain water, for irrigation. | Converting manicured grass into natural grasses; water from Pebble Lake to irrigate nearby Delagoon Park | 1/14/2016 |
| [18.6](https://greenstep.pca.state.mn.us/bp-action-detail/81849) | Choose an item. | Certify at least one golf course in the Audubon Cooperative Sanctuary Program. |  |  |
| [18.7](https://greenstep.pca.state.mn.us/bp-action-detail/81850) | ★ | Document that the operation and maintenance, or construction / remodeling, of at least one park building used an asset management tool, the SB 2030 energy standard, or a green building framework. | 2016 city-Rotary Club-West Otter Tail SWCD - large raingarden in City Hall Park, capture from roof & parking | 4/26/2017 |
| [18.8](https://greenstep.pca.state.mn.us/bp-action-detail/81851) | ★★ | Develop a program to involve community members in hands-on land restoration, invasive species management and stewardship projects. | Adopt-A-Park program; planting natives; Conservation Corps has made trail improvements; Beautiful Fergus Falls | 1/14/2016 |
| Best Practice 19: Surface WaterBP 19 Completed? YES Total actions completed: 3**Actions to Complete BP 19:** ~~If the city has a State public water, 19.4 and any one additional action.~~  ~~If the city does not have a State public water, any one action.~~  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [19.1](https://greenstep.pca.state.mn.us/bp-action-detail/93541) | Choose an item. | Consistently monitor surface water quality/clarity and report findings to community members. |  |  |
| [19.2](https://greenstep.pca.state.mn.us/bp-action-detail/81852) | ★★ | Conduct/support multi-party community conversations, assessments, plans, and actions to improve local water quality/quantity. | City holds annual MS4 meeting to inform public; commission (Beautiful Fergus Falls) made recommendations adopted by the City Council regarding water quality issues at Lake Alice | 1/14/2016 |
| [19.3](https://greenstep.pca.state.mn.us/bp-action-detail/81853) | ★★ | Adopt and publicly report on measurable surface water improvement targets for lake, river, wetland and ditches. | comprehensive plan & targets for Lake Alice; public meetings to report on findings and take in public input | 1/14/2016 |
| [19.4](https://greenstep.pca.state.mn.us/bp-action-detail/81854) | ★ | Adopt a shoreland ordinance for all river and lake shoreland areas. | Shoreline Ordinance  | 1/14/2016 |
| [19.5](https://greenstep.pca.state.mn.us/bp-action-detail/81909) | Choose an item. | Adopt goals to revegetate shoreland and create a local program or outreach effort to help property owners with revegetation. |  |  |
| [19.6](https://greenstep.pca.state.mn.us/bp-action-detail/81910) | Choose an item. | Implement an existing TMDL implementation plan. |  |  |
| [19.7](https://greenstep.pca.state.mn.us/bp-action-detail/81911) | Choose an item. | Create/assist a Lake Improvement District. |  |  |
| [19.8](https://greenstep.pca.state.mn.us/bp-action-detail/101661) | Choose an item. | Reduce flooding damage and costs through the National Flood Insurance Programs and the NFIP’s Community Rating System. |  |  |
| Best Practice 20: Efficient Water and Wastewater SystemsBP 20 Completed? NO Total actions completed: 1**Actions to Complete BP 20:** 20.1, ~~20.2,~~ and any one additional action |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [20.1](https://greenstep.pca.state.mn.us/bp-detail/81731) | Choose an item. | Compare the energy use and financial performance of your facilities with other peer facilities. |  |  |
| [20.2](https://greenstep.pca.state.mn.us/bp-action-detail/81856) | ★ | Plan and budget for motor maintenance and upgrades. | Efficient motors incorporated into the city’s maintenance plans | 1/14/2016 |
| [20.3](https://greenstep.pca.state.mn.us/bp-action-detail/81857) | Choose an item. | Establish an on-going budget and program for decreasing inflow and infiltration into sewer lines and losses in drinking water systems. |  |  |
| [20.4](https://greenstep.pca.state.mn.us/bp-action-detail/81858) | Planned | Optimize energy and chemical use at drinking water/wastewater facilities and decrease chloride in wastewater discharges. | Conducting a study to recommend new plant  | 1/14/2016 |
| [20.6](https://greenstep.pca.state.mn.us/bp-action-detail/81859) | Choose an item. | Implement a wastewater plant efficiency project or a program for local private business operations. |  |  |
| [20.7](https://greenstep.pca.state.mn.us/bp-action-detail/81907) | Choose an item. | Create a demand-side pricing program. |  |  |
| Best Practice 21: Septic SystemsBP 21 Completed? YES Total actions completed: 4**Actions to Complete BP 21:** ~~Any one action~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [21.1](https://greenstep.pca.state.mn.us/bp-action-detail/81860) | ★★ | Report to landowners suspected noncompliant or failing septic systems as part of an educational, informational and financial assistance and outreach program. | Owners of failing systems required to upgrade or connect into the city sewer | 1/14/2016 |
| [21.2](https://greenstep.pca.state.mn.us/bp-action-detail/81861) | In-Process | Use a community process to address failing septic systems. | Staff are researching a program | 1/14/2016 |
| [21.3](https://greenstep.pca.state.mn.us/bp-action-detail/81862) | ★ | Clarify/establish one or more responsible management entities for the proper design, siting, installation, operation, monitoring and maintenance of septic systems. | County is the entity responsible for the management of septics | 1/14/2016 |
| [21.4](https://greenstep.pca.state.mn.us/bp-action-detail/81863) | ★★ | Adopt a subsurface sewage treatment system ordinance. | City ordinance based on AMC model | 1/14/2016 |
| [21.5](https://greenstep.pca.state.mn.us/bp-action-detail/81864) | ★★ | Create a program to finance septic system upgrades. | When septics fail homes are being connected to city sewer | 1/14/2016 |
| [21.6](https://greenstep.pca.state.mn.us/bp-action-detail/81865) | Choose an item. | Work with homeowners/ businesses in environmentally sensitive areas to promote innovative waste water systems. |  |  |
| [21.7](https://greenstep.pca.state.mn.us/bp-action-detail/81866) | Not Relevant | Arrange for assistance to commercial, retail and industrial businesses with water use reduction, pollution prevention and pretreatment prior to discharge to septics. | The City of Fergus Falls is unaware of any commercial, retail or industrial business in the area that is not currently served by the city’s sewer system. | 1/14/2016 |
| Best Practice 22: Sustainable Consumption and WasteBP 22 Completed? YES Total actions completed: 5**Actions to Complete BP 22:** ~~Any one action from 22.1-22.3 and any one action from 22.4-22.8~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [22.1](https://greenstep.pca.state.mn.us/bp-action-detail/81867) | ★ | Improve city operations/ procurement to prevent/reuse/recycle/compost waste from all public facilities, and minimize use of toxics and generation of hazardous waste. | M-State is implementing curbside recycling with the city at college housing | 1/14/2016 |
| [22.2](https://greenstep.pca.state.mn.us/bp-action-detail/81868) | Choose an item. | Address concerns over consumer products and packaging through education, reuse options, recycling/composting options, credits, fees, mandates or bans.  |  |  |
| [22.3](https://greenstep.pca.state.mn.us/bp-action-detail/81869) | ★ | Improve profitability, legal compliance and conserve resources through adoption of ordinance language, licensing and resource management contracts. | Street service to pick up residential refuse and recycling | 1/14/2016 |
| [22.4](https://greenstep.pca.state.mn.us/bp-action-detail/81870) | ★ | Publicize, promote and use the varied businesses/services collecting and marketing used, repaired and rental consumer goods, especially electronics, in the city/county. | County HHW product exchange in city; free books & materials exchange list on county’s website, mostly used by those in the city | 1/14/2016 |
| [22.5](https://greenstep.pca.state.mn.us/bp-action-detail/81871) | Planned | Arrange for a residential and/or business/institutional source-separated organics collection/ management program. | Otter Tail County Public Information and Education Officer in Solid Waste Dept.  | 1/14/2016 |
| [22.6](https://greenstep.pca.state.mn.us/bp-action-detail/81872) | ★ | Improve recycling services/expand to multi-unit housing and commercial businesses. | HHW facility open daily in winter, 2x/wk. during the summer | 1/14/2016 |
| [22.7](https://greenstep.pca.state.mn.us/bp-action-detail/81873) | ★ | Improve/organize residential trash/ recycling/organics collection by private/public operations and offer significant volume-based pricing on residential garbage and/or incentives for recycling. | Smaller containers available upon request | 1/14/2016 |
| [22.8](https://greenstep.pca.state.mn.us/bp-action-detail/81874) | Planned | Adopt a construction and demolition ordinance governing demolition permits that requires a level of recycling and reuse for building materials and soil/land-clearing debris. | Otter Tail County has three ordinances; city looking at options  | 1/14/2016 |
| Best Practice 23: Local Air QualityBP 23 Completed? YES Total actions completed: 3**Actions to Complete BP 23:** ~~Any two actions~~  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [23.1](https://greenstep.pca.state.mn.us/bp-action-detail/81875) | Choose an item. | Replace small internal combustion engine lawn/garden equipment with lower polluting equipment. |  |  |
| [23.2](https://greenstep.pca.state.mn.us/bp-action-detail/81876) | ★★ | Reduce residential burning of wood and yard waste and eliminate ‘backyard’ trash burning. | Ordinances in place regulating both recreational burning and outdoor wood boilers | 1/14/2016 |
| [23.3](https://greenstep.pca.state.mn.us/bp-action-detail/81877) | ★ | Decrease air emissions from vehicle idling, business trucking, and pollutants/noise from stationary engines/back-up generators. | DT street lights go to overnight flashing mode; city policies against idling; city/SHIP work regarding a tobacco- free policy | 1/14/2016 |
| [23.5](https://greenstep.pca.state.mn.us/bp-action-detail/81877) | ★ | Install, assist with and promote publicly available EV charging stations or public fueling stations for alternative fuel vehicles. | Flex-fuel available; CNG facility opened in the city and we will be working closely with them | 1/14/2016 |
| Resilient Economic and Community Development[**BP 24**: Benchmarks and Community Engagement](#_heading=h.4f1mdlm)[**BP 25**: Green Business Development](#_heading=h.2u6wntf)[**BP 26**: Renewable Energy](#_heading=h.19c6y18)[**BP 27**: Local Food](#_heading=h.3tbugp1)[**BP 28**: Business Synergies and Ecodistricts](#_heading=h.28h4qwu)[**BP 29**: Climate Adaptation and Community Resilience](#_heading=h.nmf14n) |
| Best Practice 24: Benchmarks and Community EngagementBP 24 Completed? NO Total actions completed: 0**Actions to Complete BP 24:** 24.1 and 24.2  |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [24.1](https://greenstep.pca.state.mn.us/bp-action-detail/81880) | Choose an item. | Use a city commission/committee to lead, coordinate, report and engage community members on sustainability best practices. |  |  |
| [24.2](https://greenstep.pca.state.mn.us/bp-action-detail/81881) | Choose an item. | Organize goals/outcome measures from all city plans and report to community members data that show progress toward meeting these goals. |  |  |
| [24.3](https://greenstep.pca.state.mn.us/bp-action-detail/81882) | Choose an item. | Engage community members/ partners in identifying, measuring, and reporting progress on key sustainability and social indicators. |  |  |
| [24.4](https://greenstep.pca.state.mn.us/bp-action-detail/81883) | Choose an item. | Conduct/support a broad sustainability education/action campaign.  |  |  |
| [24.5](https://greenstep.pca.state.mn.us/bp-action-detail/81884) | Choose an item. | Conduct a community visioning/ planning initiative that engages a diverse set of community members & stakeholders and uses a sustainability, resilience, or environmental justice framework. |  |  |
| [24.6](https://greenstep.pca.state.mn.us/bp-action-detail/81923) | Choose an item. | Engage wide representation of community youth/students by creating opportunities to participate in city government. |  |  |
| [24.7](https://greenstep.pca.state.mn.us/bp-action-detail/101611) | Choose an item. | Engage Black, Indigenous, People of Color (BIPOC), renters, low-income, new Americans, differently abled and other traditionally under-represented community members. |  |  |
| Best Practice 25: Green Business DevelopmentBP 25 Completed? YES Total actions completed: 5**Actions to Complete BP 25:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [25.1](https://greenstep.pca.state.mn.us/bp-action-detail/81885) | Choose an item. | Grow new/emerging green businesses and green jobs through targeted assistance and new workforce development. |  |  |
| [25.2](https://greenstep.pca.state.mn.us/bp-action-detail/81886) | ★ | Create/participate in a marketing/ outreach program to connect businesses with assistance providers. | Co. Solid Waste Dept. conducts free waste audits | 1/14/2016 |
| [25.3](https://greenstep.pca.state.mn.us/bp-action-detail/81887) | ★ | Promote sustainable tourism. | Fit City running trails are mapped | 1/14/2016 |
| [25.4](https://greenstep.pca.state.mn.us/bp-action-detail/81888) | ★ | Strengthen value-added businesses utilizing local "waste" material. | County’s materials exchange program sends FF businesses collected/unwanted goods | 1/14/2016 |
| [25.5](https://greenstep.pca.state.mn.us/bp-action-detail/81889) | ★ | Lower the environmental and health risk footprint of a brownfield remediation/redevelopment project; report brightfield projects. | School district worked with Otter Tail County to use green building methods during their construction project | 1/14/2016 |
| [25.6](https://greenstep.pca.state.mn.us/bp-action-detail/81890) | ★ | Promote green businesses that are recognized under a local, regional or national program. | Co. PIO working on a “caught green handed” campaign to reward residents and businesses | 1/14/2016 |
| [25.7](https://greenstep.pca.state.mn.us/bp-action-detail/81891) | Choose an item. | Conduct/ participate in a buy local campaign for community members and local businesses. |  |  |
| Best Practice 26: Renewable EnergyBP 26 Completed? YES Total actions completed: 4**Actions to Complete BP 26:** ~~Any two actions~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [26.1](https://greenstep.pca.state.mn.us/bp-action-detail/81892) | ★ | Adopt wind/biomass ordinances that allow, enable, or encourage appropriate renewable energy installations. | Wind Energy Conservation System & Solar Energy Systems ordinances | 1/14/2016 |
| [26.2](https://greenstep.pca.state.mn.us/bp-action-detail/81893) | Choose an item. | Promote resident/business purchases and/or generation of clean energy. |  |  |
| [26.3](https://greenstep.pca.state.mn.us/bp-action-detail/81894) | ★ | Promote financing and incentive programs for clean energy. | Intermediary Relending Program, MN Innovation Fund & Business Development of Fergus Falls fund EE/RE | 1/14/2016 |
| [26.4](https://greenstep.pca.state.mn.us/bp-action-detail/81895) | Choose an item. | Support a community solar garden or help community members participate in a community solar project.  |  |  |
| [26.5](https://greenstep.pca.state.mn.us/bp-action-detail/81896) | ★ | Install a public sector/municipally-owned renewable energy technology. | WWTP burns methane (biogas) | 1/14/2016 |
| [26.6](https://greenstep.pca.state.mn.us/bp-action-detail/81897) | Choose an item. | Report installed private sector-owned renewable energy/energy efficient generation capacity. |  |  |
| [26.7](https://greenstep.pca.state.mn.us/bp-action-detail/81908) | ★ | Become a solar-ready community, including adopting ordinance/zoning language and an expedited permit process for residents and businesses to install solar energy systems. | City code allows for solar | 1/14/2016 |
| Best Practice 27: Local FoodBP 27 Completed? YES Total actions completed: 4**Actions to Complete BP 27:** ~~Any one action~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [27.1](https://greenstep.pca.state.mn.us/bp-action-detail/81898) | ★ | Incorporate working landscapes - agriculture and forestry - into the city by adopting an ordinance. | City has a 50+ acre conservation easement on Port Authority land | 1/14/2016 |
| [27.2](https://greenstep.pca.state.mn.us/bp-action-detail/81899) | ★★ | Facilitate creation of home/ community gardens, chicken & bee keeping, and incorporation of food growing areas/access in multifamily and residential developments. | Chicken & bees allowed by ordinance; 12 city community garden plots; FF School District garden; 2014 Lake Region Healthcare large community garden plot that helps support food shelf | 4/26/2017 |
| [27.3](https://greenstep.pca.state.mn.us/bp-action-detail/81900) | ★★ | Create, assist with and promote local food production/distribution within the city. | Farmer’s Market in city park; Bluebird Gardens - large CSA just outside town with several business drop points in city; Lake Region Healthcare, the City & School District have community garden plots (food shelf supported by L. Region) | 1/14/2016 |
| [27.4](https://greenstep.pca.state.mn.us/bp-action-detail/81901) | ★★★ | Measurably increase institutional buying, and sales through groceries and restaurants. | Lakes Country Service Coop food hub sells locally grown produce to the school districts they serve. Meadow Farm Foods, Premier Meats and Seafood and The Market all sell locally grown food products in their local stores. | 1/14/2016 |
| Best Practice 28: Business Synergies and EcodistrictsBP 28 Completed? YES Total actions completed: 1**Actions to Complete BP 28:** ~~Any one action~~ |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [28.2](https://greenstep.pca.state.mn.us/bp-action-detail/81903) | ★ | Document that at least one business/ building uses waste heat or water discharge from another business or conducts materials exchange activities with another organization. | City Shop takes their used oil to create a floor heating source | 1/14/2016 |
| [28.3](https://greenstep.pca.state.mn.us/bp-action-detail/81904) | Choose an item. | Require, build or facilitate at least four sustainability attributes in a business/industrial park project. |  |  |
| [28.4](https://greenstep.pca.state.mn.us/bp-action-detail/81905) | Choose an item. | Use 21st century ecodistrict tools to structure, guide and link multiple green and sustainable projects together in a mixed-use neighborhood/development, or innovation district. |  |  |
| Best Practice 29: Climate Adaptation and Community ResilienceBP 29 Completed? NO Total actions completed: 0**Actions to Complete BP 29:** 29.1 at 2- or 3-star level |
| **Best Practice Action:**  | **Completed:***(Star Level out of three stars)* | **Action Description:** *(View on GreenStep Website for full description)*  | **Action Summary:** *(Provided by GreenStep Staff)* | **Date of Last Entry:** |
| [29.1](https://greenstep.pca.state.mn.us/bp-action-detail/81912) | Choose an item. | 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. |  |  |
| [29.2](https://greenstep.pca.state.mn.us/bp-action-detail/81913) | Choose an item. | Integrate climate resilience into city or tribal planning, policy, operations, and budgeting processes. |  |  |
| [29.3](https://greenstep.pca.state.mn.us/bp-action-detail/81914) | Choose an item. | Increase social connectedness through engagement, capacity building, public investment, and opportunities for economically vulnerable residents. |  |  |
| [29.4](https://greenstep.pca.state.mn.us/bp-action-detail/81915) | Choose an item. | Encourage private sector action and incentivize investment in preventive approaches that reduce risk and minimize impacts. |  |  |
| [29.5](https://greenstep.pca.state.mn.us/bp-action-detail/81916) | Choose an item. | Protect public buildings and natural/ constructed infrastructure to reduce physical damage and sustain their function during extreme weather events. |  |  |
| [29.6](https://greenstep.pca.state.mn.us/bp-action-detail/81917) | Choose an item. | Reduce the urban heat impacts of public buildings/sites/infrastructure. |  |  |
| [29.7](https://greenstep.pca.state.mn.us/bp-action-detail/81918) | Choose an item. | Protect water supply and wastewater treatment facilities to reduce physical damage and sustain their function during extreme weather events. |  |  |
| [29.8](https://greenstep.pca.state.mn.us/bp-action-detail/81922) | Choose an item. | Improve local energy resilience. |  |  |