



## *City Council Memorandum*

**To:** Mayor Hicks & City Council Members  
**From:** Melanie Mesko Lee, City Administrator  
**Date:** April 13, 2016  
**Item:** Minnesota GreenStep Cities Program

### **Council Action Requested:**

Adopt a resolution authorizing participation in the Minnesota Green Step Cities program.

### **Background Information:**

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program, managed by a public-private partnership, is based upon 28 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. Program information can be found at <http://greenstep.pca.state.mn.us/index.cfm>.

The first step in becoming a GreenStep City is for the governing body to pass a resolution in support of the program and identifying a staff contact. This places us on Step One of the program. Sarah Sollinger in the Administrative Services Department will be our program liaison, and has been working with our staff to identify the best practices which we have already completed. Once that has been done, we will provide an update to the Council and the MPCA on completed steps as well as anticipated next best practices we will focus resources on. Our goal would be to move to Steps Two and Three.

Evaluation of participation in this program is part of our draft strategic plan and many other items within that document align well with the GreenStep Cities identified best practices.

### **Financial Impact:**

Existing staff resources are being used to begin program participation. As other items are identified for completion, they will be done within existing resources, as part of proposed projects, or included in future budget proposals. It should be noted that some items, if implemented, may result in reduced short and/or long-term costs to the City. Additionally, there are grant opportunities available that we will explore.

### **Advisory Commission Discussion:**

N/A

### **Council Committee Discussion:**

N/A

### **Attachments:**

- GreenStep Cities Resolution

## RESOLUTION 04-\_\_-16

CITY OF HASTINGS  
COUNTY OF DAKOTA & WASHINGTON  
STATE OF MINNESOTAA RESOLUTION AUTHORIZING THE CITY OF HASTINGS  
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. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation; and

**WHEREAS**, local governments have the unique opportunity to achieve both energy use and climate change gas reductions and cost savings through building and facilities management; land use and transportation 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; 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 Hastings does hereby authorize participation 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.

**BE IT FURTHER RESOLVED** that the City:

1. Appoints Sarah Solinger (651-480-2159; [ssolinger@hastingsmn.gov](mailto:ssolinger@hastingsmn.gov)) to serve as the City's GreenStep coordinator for best practice documentation/implementation; and
2. Will facilitate the involvement of community members and other units of government 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 8 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.

Adopted this 18<sup>th</sup> day of April, 2016.

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**Paul J. Hicks, Mayor**

**ATTEST:**

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**Julie Flaten, City Clerk**