



**Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall, 600 Rice Street
Meeting Held Remotely
TUESDAY, MAY 4, 2021**

[Click HERE to join the Zoom meeting.](#)

Pursuant to Minnesota Statute Sec. 13D.015, and the Executive Orders and Emergency Declarations related to the COVID19 pandemic, this City Council Workshop meeting is being conducted by electronic means using the audio and video conferencing platform, Zoom. Members of the public may watch and listen to the meeting by logging into Zoom, or by calling 312-626-6799 on a phone, and entering Zoom Meeting ID 954 5960 1130, Passcode 098744.

WORKSHOP TOPICS FOR DISCUSSION:

1. Discussion of Ordinance Amendment to Allow Keeping of Chickens (4:45-5:00 pm)
2. Discussion of Community Gardens Consideration (5:00-5:15 pm)
3. Discussion of GreenStep Cities Membership (5:15-5:45 pm)
4. Discussion of Parks & Trails Board Work Plan for 2021 (5:45-6:30 pm)



City Council Workshop City Council Agenda Report

MEETING DATE: May 4, 2021	WORKSHOP AGENDA ITEM: 1
TITLE: Discussion of Ordinance Amendment to Allow Keeping of Chickens (4:45-5:00 pm)	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Jeff Dahl, City Manager, Emily Goellner, Community Development Director	

DISCUSSION OBJECTIVE:

To provide feedback on the code amendments to allow keeping of chickens within the City.

BACKGROUND:

This topic has been brought up several times over the past year and most recently, the Council directed staff to do some due diligence and come back with some more info at a Council Meeting. It is not specifically identified as a strategic initiative in the Strategic Plan.

Currently, Section 930.01.C states that farm animals are not allowed within the City. Through various discussions, there has been a desire to look into the potential of allowing chickens. Staff has put together four possible options for the Council to review and provide direction to staff on what option should be pursued. These options stem from the reviewing several other communities and how they regulate chickens.

Option 1:

Keep the existing Code language which would not allow any chickens in the City.

Option 2:

Allow chickens on properties zoned R-1A, R-1, and any single-family properties zoned PUD and over 40,000 square feet in area. A copy of the Zoning Map is attached to the packet for reference.

Option 3:

Allow chickens on all residential properties.

3(a) Use the accessory structure setback requirements of the applicable zoning district for the location of the chicken coop and run.

3(b) Require the chicken coop and run to be located 50 feet from adjacent principal structures.

Listed below are the potential requirements/regulations on how the keeping of chickens could be controlled in the city:

- Limit of 4 hens; no roosters.
- Limit the chicken coop size to 40 square feet and the chicken run size limit of 80 square feet.
- Chickens must be maintained in a coop and/or fenced chicken run at all times.
- The chicken coop and fenced chicken run must be located in conformance with the accessory structure setback requirements of the applicable zoning district. Owner must provide a site plan at the time of the request.
- Plans for construction of the coop and/or chicken run must be submitted with the application and may require compliance with City Codes if applicable.
- The coop and chicken run must be kept in a healthy and sanitary condition in such way that no noxious odors are carried to the adjacent public or private property.
- Chicken(s) are for personal use only; no butchering or sale of eggs or chicken(s) allowed on the property.

- Owner will provide access to the property for a pre-inspection at the time of the request and at any time requested by the city to verify compliance with the conditions or in response to a complaint.
- The chicken keeping permit may be revoked by the city at any time if the owner fails to comply with all the conditions specified in this policy, if the chickens create a nuisance situation, objectionable odors, unsanitary conditions, or other city code violations on the property.
- Owner must remove the chicken coop if there are no longer chickens on the property.
- All chicken feed is required to be placed in a pest and rodent free container.

A permit application and fee system would also be created if chickens are allowed on any property. Any chicken coop would be required to meet all of the additional zoning district standards such as; impervious surface, lot coverage, height, setbacks, etc. A sample chicken keeping permit application is also attached from the City of St. Louis Park.

The Council may discuss the proposed options or any changes to the proposed options along with the proposed list of requirements if the Council would like to have chickens in the City.

ATTACHMENTS:

1. 2040 Land Use Plan
2. Sample Saint Louis Park Permit Application



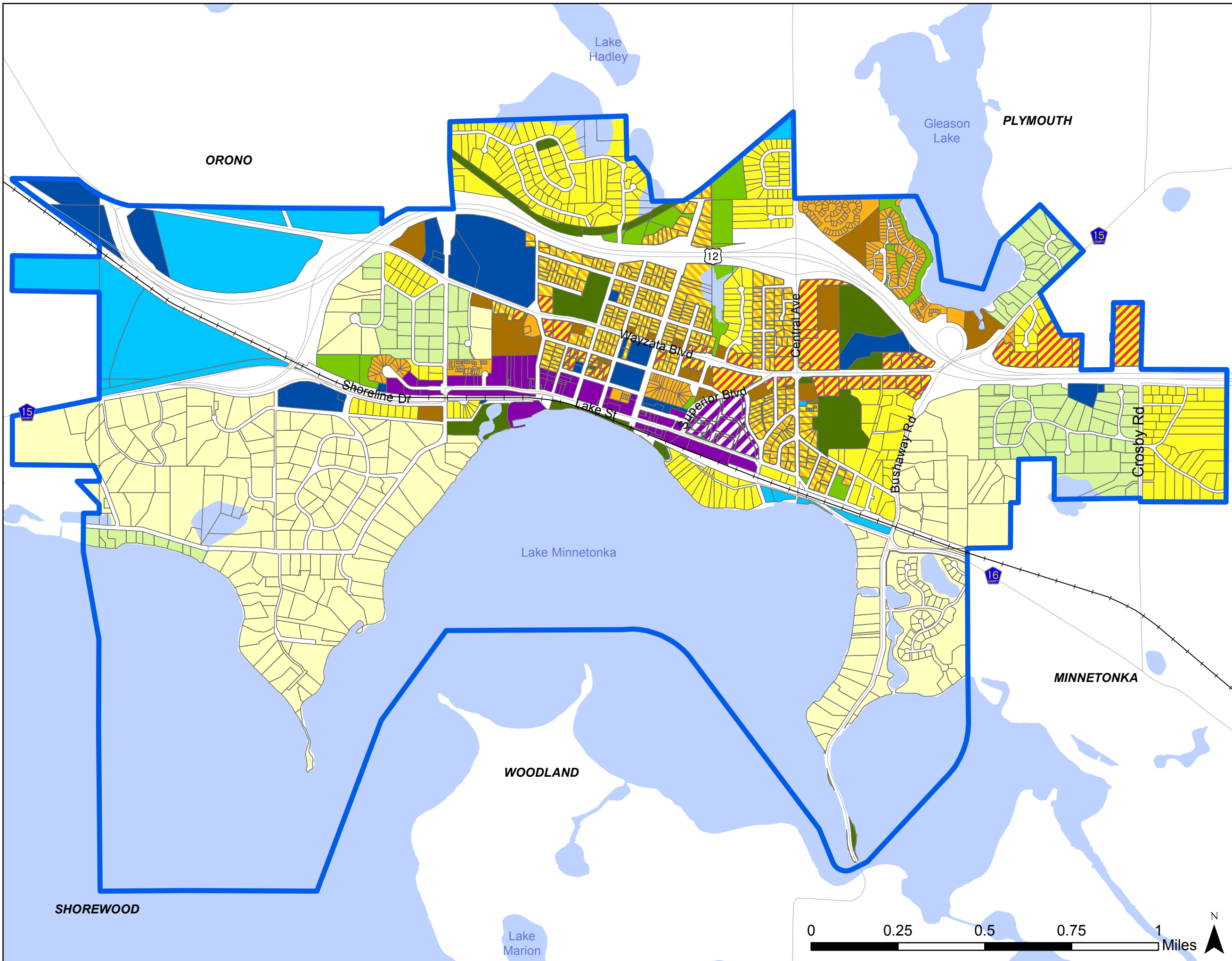
Legend

Future Land Use

-  Estate Single Family - 0.25 to 0.5 unit/acre
-  One Acre Single Family - 0.5 to 1 unit per acre
-  Low Density Residential - 1 to 3 units/acre
-  Central Core Residential - 3 to 6 units per acre
-  Medium Density Residential - 6 to 12 units/acre
-  High Density Residential - 12 to 40 units/acre
-  Mixed-Use - Commercial/Residential - 10 to 30 units/acre
-  Central Business District - 20 to 30 units/acre
-  Downtown Mixed Use District - 20 to 30 units/acre
-  Institutional/Public
-  Semi-Public/Private
-  Parks
-  Public Open Space
-  Lakes

Figure 3-2

2040 Land Use Plan





Application for Chicken Permit

This application must be completed and returned to the Inspections Department along with a completed Site Plan for approval. An inspection will occur prior to any approval given by the Inspections Department.

General Information

*Property Owner: _____ Property Address: _____

Phone Number: _____ Cell Number: _____ Email: _____

***If the applicant is not the owner; a letter of permission from the property owner is required as part of the application.**

Detail Information

Number of hens: _____ (limit four, no roosters)

Chicken Coop		Chicken Run	
1) Distance from side and rear lot lines		1) Distance from side and rear lot lines	
2) Dimensions of coop		2) Dimensions of run	
3) Height of coop		3) Height of run	
4) Building materials		4) Building materials	

☐ I have enclosed a site plan showing dimensions of the property, existing structures, proposed structures, and all rear and side yard setbacks; and a coop and/or chicken run construction plan.

☐ I understand that if approved will be for two years only and required to be reviewed at that time.

The undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of St. Louis Park.

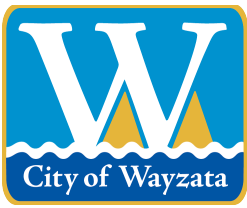
Applicant's Signature _____ Date _____

NOTE: Upon review of the application and/or site inspection Zoning or Building Application for the coop and/or chicken run may be required.

For Office Use Only

Inspector/Date _____ / _____ Comments: _____

Approval/Date: _____ / _____ Comments: _____



City Council Workshop City Council Agenda Report

MEETING DATE: May 4, 2021	WORKSHOP AGENDA ITEM: 2
TITLE: Discussion of Community Gardens Consideration (5:00-5:15 pm)	
PREPARED BY: Jeff Dahl, City Manager	
REVIEWED BY: N/A	

DISCUSSION OBJECTIVE:

To receive an update, ask questions, and provide feedback on whether the City should prioritize offering community gardens.

BACKGROUND:

This topic was recently discussed at a Council Meeting and staff was directed to come back with additional information. It is not specifically identified as a strategic initiative in the Strategic Plan.

Staff and Council Member Iverson have put together the following summary of information for discussion.

Why consider a community garden project?

- Opportunity for residents currently without adequate growing space
- Community building
- Education and Promotion of Wellness and Nutrition
- Charity Benefit

Key Considerations:

- Engagement---is there demand?
- Available land?
- Administration and staff workload---staff/volunteers/other partners (Wayzata Community Ed, Interfaith, etc)?
- Cost---operational/capital?
- Utility connections?

Potential Next Steps

1. Discuss general parameters with Council and Parks and Trails Board---Spring 2021
2. If agreeable, do first round of engagement---Online Survey asking people interest in a community garden---Spring 2021
3. If results positive, come back to Council with more diligence on location on aforementioned "Key Considerations"
4. Hold neighborhood meeting in preferred area to get feedback---Summer 2021
5. If results positive, propose plan/budget to City Council and Parks and Trails to start in the following calendar year---Fall 2021
6. Build/Operate Community Gardens---Spring 2022

Attached are draft survey questions and example information from the City of Plymouth's Community Garden Program which are run through the City's Parks and Recreation Department.

ATTACHMENTS:

1. Draft Survey Questions
2. City of Plymouth Community Gardens

Potential Community Gardens Survey Questions

1. Are you a City of Wayzata Resident?
 - a. Yes
 - b. No

2. Would you be interested in renting a plot of garden in a public space?
 - a. Yes
 - b. No

3. If you answer to question #2 is yes, is your interest based on (click on all those that apply):
 - a. Meeting community members.
 - b. Living in a single family home but not having adequate growing space.
 - c. Living in a multi-family development and not having growing space.
 - d. Growing for charity.
 - e. Growing for educational purposes.
 - f. Growing for personal nutrition, health, and wellness
 - g. Other (list)

4. What would be the most important variable in determining whether you sign up?
 - a. Cost
 - b. Location
 - c. None---I'm in.
 - d. Other (Fill in the blank)

5. Demographic Info (optional)

PLYMOUTH Community Gardens

1145 Shenandoah Lane N.

Open Mid-May through Mid-October | 2021



Plymouth Parks & Recreation has over eighty 14' x 14' community garden plots available to reserve. Plots are divided by a one foot walkway of wood chips between each plot. To provide the best experience for all gardeners, we have developed the following guidelines in order to have a fruitful, secure and enjoyable place to garden.

Yearly Schedule

- January 1 – January 31: Returning gardeners may reserve up to two (2) past garden plots.
- February 1 – February 29: New gardeners may reserve up to two (2) garden plots.
- March 1 – June 15: Gardeners may reserve additional unclaimed garden plots. First come, first serve.
- Mid-May: Garden to open, dependent on weather & soil conditions.
- June 15: Any unplanted gardens will be offered to waiting list gardeners.
- July, August & September 1: City to inspect gardens for garden neglect.
- Mid-October: Gardens to close, dependent on weather & soil conditions.

Registration Information

Priority is given to returning gardeners each new season. Through January, each household is allowed to reserve up to two (2) garden plots that were reserved the previous season. Understanding the need to encourage new gardeners, only two (2) garden plots per household will be allowed to be reserved in advance of March 1. From February 1 – 29, new gardeners are allowed to reserve up to two (2) garden plots. On March 1, all remaining garden plots will become available on a first come, first serve basis with no limit per household.

How to Register

1. WebTrac:

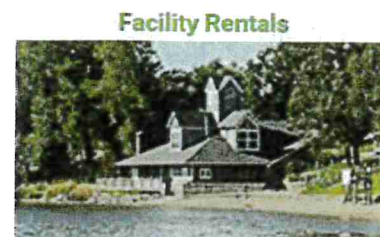
- Create an account online. If you already have an account, please skip to “b”, Find and Select Community Gardens.
 - Visit www.plymouthmn.gov, click on Departments, a drop down box will appear, under Parks & Recreation, Recreation Activities click on “Register Online”.
 - You will be directed to the activity registration page. On the right hand side you will see the “Account Log In” box.
 - Click on “Create an Account”. You will be prompted to create a Login and Password. Next, complete the “Household Primary Person Information” section.

A screenshot of the WebTrac registration form. It is divided into two main sections: 'New Account Information' and 'Household Primary Person Information'. The first section includes fields for 'Login (up to 50 chars)', 'Password (up to 50 chars)', and 'Re-Type to Confirm'. The second section includes fields for 'First Name', 'Last Name', 'Address Line 1', 'City', 'State' (dropdown), 'Zip Code', 'Phone Number 1', 'Phone Number 2', 'Email Address 1', 'Confirm Email', 'Authorize Contacts Via Email' (checkbox), and 'Participate in Promotions' (checkbox). There are also dropdown menus for 'Category' (set to 'Non-Resident') and 'Gender' (set to 'Female').A screenshot of the 'ACCOUNT LOG IN' box. It contains fields for 'Username' and 'Password', a 'Log In' button, a 'Forgot Password' link, and a 'Create an Account' link.

- iv. From this page you can also add any additional family members to your account. When finished, click on "Save".
- v. You will receive an email confirmation of your new account within 2 business days from Parks & Recreation.

b. Find and Select Community Gardens

- i. Visit www.plymouthmn.gov, click on Departments, a drop down box will appear, under Parks & Recreation, Recreation Activities click on "Register Online".
- ii. From the Online Registration page, click on "Search", then "Facility Rentals".
- iii. In the "Keyword Search" box, type in "garden plot" and in the "Date" box, enter "05/15/2021". Then hit "Search". The full list of garden plots will appear.



Facility Search Criteria

Date	05/15/2021	Begin Time	12:00 am	Features	All Features 10' Watercraft Rack 6.5' Watercraft Rack 8' Watercraft Rack Electricity Restrooms
Location	All Locations Armstrong High School Aspen Ridge Park Baker National Golf Course Bass Lake Playfield	Keyword Search	garden plot	Keyword Search Option	Match One
Sort Option	Location	Max Available Blocks to Display	24	Headcount	0
Facility	All Facilities	Display Option	Detail	Facility Class	All Classes Amphitheater Beach Disc Golf Golf Course Ice Arena Multi-Use Field

Search **Reset**

- iv. Select the garden plot you wish to reserve. For this example, Garden Plot 1 was selected.
- v. Once selected, the green box will turn blue. Then click on "Add To Cart" on the bottom left hand corner of the screen.
- vi. Proceed to Checkout and click "Continue". This authorizes your request for a Garden Plot. City staff will review the request and approve accordingly.

8:00 am - 10:00 pm
Available

Shopping Cart

Showing 1 To 1 Total Results (1)

Description	Name	Total Fees
Garden Plot 1 on 05/15/2021 at 8:00 am to 10:00 pm at Plymouth Community Gardens (Firm)	Kari	\$ 54.00
Grand Total Fees Due		\$ 54.00
Total Old Balances Not in Shopping Cart		\$ 0.00

[Proceed To Checkout](#)
[Continue Shopping](#)
[Pay Old Balances](#)
[Empty Cart](#)

8:00 am - 10:00 pm	Garden Plot 1	Plymouth Community Gardens	Community Gardens	05/15/2021	Info Map View Map
---------------------------	---------------	----------------------------	-------------------	------------	---

Garden Plot 1 (Community Gardens_Plymouth Community Gardens_Garden Plot 01): 05/15/2021 @ 8:00 am - 10:00 pm

[Add To Cart](#)
[Clear Selection](#)



c. Finalize payment for garden plot

- i. Once your plot is approved, you will receive an email from recreation@plymouthmn.gov with Plymouth Park & Rec in subject line. The email might end up in your junk folder, so please look there as well as your inbox. A receipt and plot map will be attached with the balance due.
- ii. Visit www.plymouthmn.gov, click on Departments, a drop down box will appear, under Parks & Recreation, Recreation Activities click on "Register Online".
- iii. Login to your account.
- iv. In the upper right hand corner, please select "Shopping Cart".

Welcome, Rippe #12 | [Logout](#) | [Shopping Cart \(0\)](#) | [Wishlist \(0\)](#)

- v. Then select "Pay Old Balances".

Your Shopping Cart is Empty

Continue Shopping
Pay Old Balances
Empty Cart

- vi. Click checkbox that is next to your Garden Plot and the click "Add to Cart".

Search Criteria

Begin Transaction Date	12/15/2015	End Transaction Date	12/31/2099	Sort Option	Date
Begin Item Date	12/15/2015	End Item Date	12/31/2099	Sort Order	Ascending
Module	System Admin				

Your Balances

Showing 1 To 1 Total Results (1)

Description	Name	Date Range	Status	Location	Paid	Balance		
☒ Garden Plot 1 on 05/15/2017 at 8:00 am to 10/15/2017 at 10:00 pm at Plymouth Community Gardens	Sonya	05/15/2017 -10/15/2017	Firm	Plymouth Community Gardens	\$ 0.00	\$ 54.00		
Grand Totals					\$ 0.00	\$ 54.00		

- vii. Click "Proceed to Checkout" and then enter payment and verify billing information. Your payment is due within five business days of reservation, otherwise your reservation may be cancelled.

2. *In-Person:* Plymouth Maintenance Facility,
14900 23rd Avenue N.
Office hours: Monday – Friday, 7 a.m. – 3:30 p.m.

Rental Fee

The rental fee for a single garden plot is \$45 for residents and \$54 for non-residents. This fee is used to pay for soil preparation, such as tilling, addition of compost, water, garden improvements and related items. Garden plots are initially limited to two (2) per household, unless there are additional plots available after March 1. Payment can be made in the form of a check payable to the City of Plymouth or via credit card.

Cancellations

If you choose not to use your garden plot, please contact the City immediately so the plot may be reassigned and/or offered to the waiting list. If the garden is claimed by another gardener prior to June 15, your fee will be refunded. There will be NO refunds after June 15.



Garbage & Composting

Separate waste receptacles will be provided for both trash & compostable materials. Please observe the differences so that additional sorting is not needed by staff.

Water & Hoses

Water spigots are provided by the County. Hoses are provided by the City. One set of spray nozzles will be provided at the beginning of the season. If a nozzle breaks or malfunctions, do not discard but rather notify staff and they will be replaced. If nozzles disappear, they will not be replaced.

Safety & Courtesy

Due to the nature of this community garden, each household is asked to be respectful of other gardens. Do not allow vine crops to extend beyond the boundaries of your plot. Fencing should not shade neighboring gardens. Return hoses in a uniform manner to hangers. Children must be supervised. Pets are NOT allowed. If applying chemicals, be aware of adverse weather conditions so as to not permit chemical drift onto neighboring plots.

Traps

Although traps are generally discouraged, certain pests may need to be controlled by trapping. Gardeners preferring to use traps must enclose their plot(s) with fencing on all four sides and place signage warning others that traps may be found in the plot(s). Poisons are NOT allowed.

Organic vs. Non-Organic Gardening Practices

Individuals are allowed to practice whichever method they prefer, but be conscious of your impact with neighboring plots. Weeding should be weekly so that weeds are not allowed to reseed. Chemical applications should be limited to individual plots. Additional mulch may be available at the Public Works Yard Waste Site, 14900 23rd Avenue N. during normal site hours.

Garden Neglect & Weed Control

Each household is responsible for weeding/maintenance of their plot(s). Gardens and pathways must be kept free of weeds. If any garden has not been planted by June 15 and the owner has not made contact/provisions with the City to extend the deadline, those gardens will be reassigned to those on the waiting list. Additionally, the City will inspect all gardens on the first of the month to ensure compliance. Gardeners not performing maintenance will be notified to rectify the situation within seven (7) calendar days. Further non-compliance will result in the garden being mowed. The offending household will lose community gardening privileges for the following year. They will be allowed to return after their one (1) year absence as a new gardener. No refunds will be given after June 15.

Food Shelf Donations

Any extra garden plots may be maintained by the City with the expressed purpose of supplying fresh produce to local food shelves. Additionally, gardeners are encouraged to donate excess produce in the designated containers, which will be delivered to local food shelves by the City.

Gardens Closing

The target date for closing is October 15, but due to weather & soil conditions this may vary from year to year. Households will be notified when the garden plots are officially closed and given ample time to clean up their plot(s). Plant material may be left in the garden plot(s), please remove all non-compostable items. Items not claimed will become the property of the City and disposed of as needed.

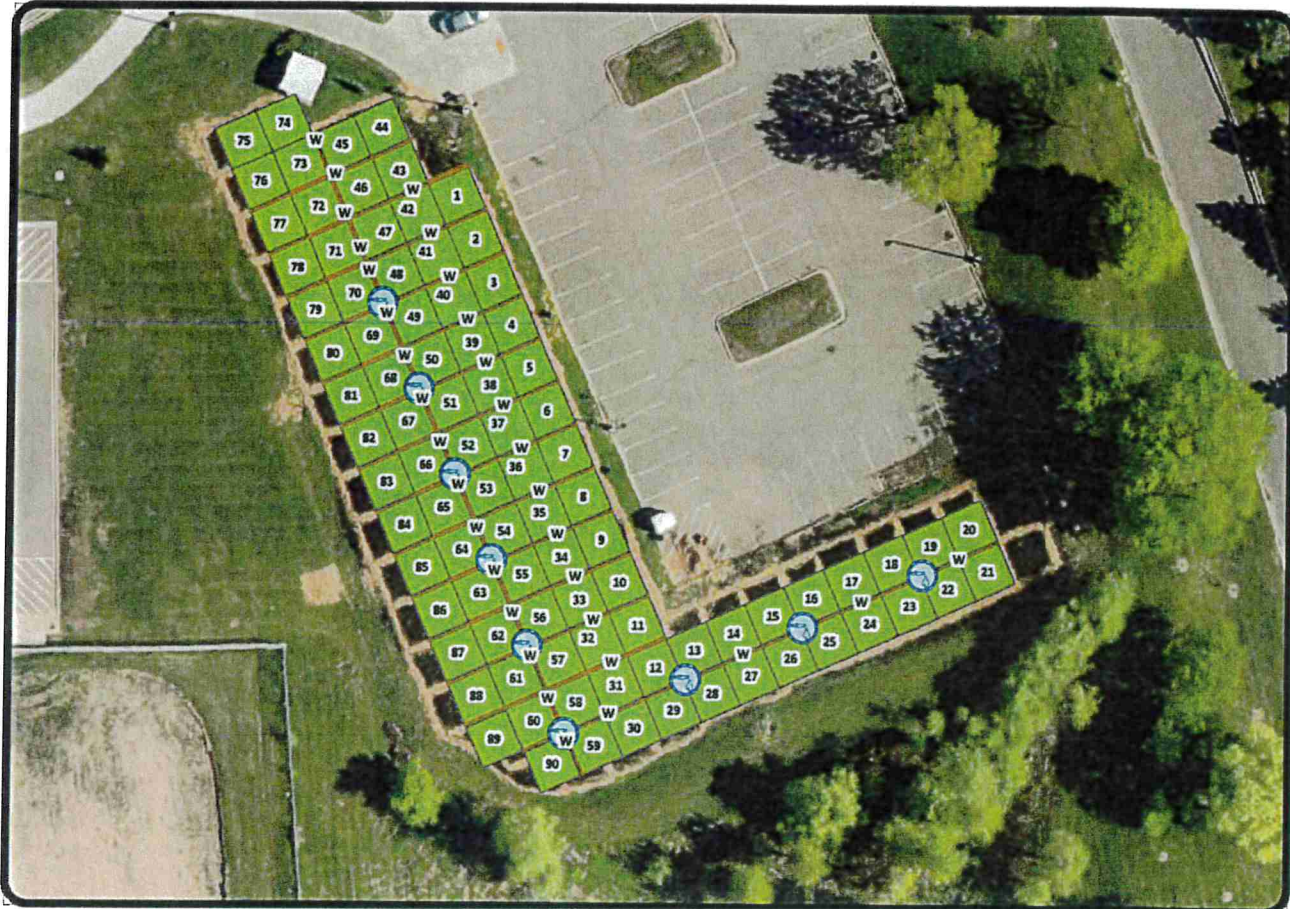


PLYMOUTH Community Gardens

News & Information

Email will be the preferred method of mass communication to all households regarding dates, deadlines, events, updates, etc. If you have any questions or concerns regarding your garden plot, please respond by email at communitygardens@plymouthmn.gov and/or call (763) 509-5940.

Plot Map



Community Gardens
1145 Shenandoah Lane N.

Legend

 Plots  Walkway  Water



THIS REPRESENTS A COMPILED OF INFORMATION AND DATA FROM CITY, COUNTY, STATE AND OTHER SOURCES THAT HAS NOT BEEN FIELD VERIFIED. INFORMATION SHOULD BE FIELD VERIFIED AND COMPARED WITH ORIGINAL SOURCE DOCUMENTS.

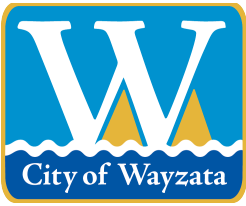


763-509-5940 | www.plymouthmn.gov

Plymouth Community Gardens Permit Form

Contact Information		
First & Last Name	Home Phone ()	☐ Returning Renter ☐ New Renter
Address	Cell/Work Phone ()	☐ Resident \$45/plot ☐ Non-Resident \$54/plot
City	Zip	Email *REQUIRED*
Plot Information		
I would like to rent: ☐ 1 Plot ☐ 2 Plots	Plot Choices: 1 st Choice # _____ 2 nd Choice # _____ 3 rd Choice # _____	
<i>Plymouth Parks & Recreation will do our best to accommodate all plot requests. If your first choice is not available, staff will contact you with your confirmed plot number. If you do not specify the exact plot number, one will be randomly assigned to you.</i>		
Waiver:		
The City reserves the right to exercise supervisory authority and to prevent unauthorized or illegal activities on City property. The City shall not be responsible for interruptions of the use of the described facilities for reasons beyond its control, and reserves the right to cancel this permit for reasons of public safety or convenience. I (We) represent and agree that I (we) have read and understand the information regarding the use of this Plymouth facility, including cancellation procedures, liabilities and responsibilities assumed and times and curfews. Specifically, and without limiting the generality of the foregoing, the holder of this permit agrees to save, defend and hold harmless the City for any damages to City personnel, facilities, equipment or other City property, or to the property and/or person of any third party resulting from the use authorized hereby. The City shall not be liable for death or injury of any such person occurring as a result of the use of the facilities authorized hereby. Photo Waiver: I understand that the City may use photographs taken at its programs that picture me or my dependents for publicity purposes. Cancellations: If you choose not to use your garden plot, please contact the City immediately so the plot may be reassigned and/or offered to the waiting list. If the garden is claimed by another gardener prior to June 15, your fee will be refunded. There will be NO refunds after June 15.		
Signature: _____		Date: _____
Plot Fees & Payment:		
# Plots _____ x Res/NR Fee \$ _____ = Total \$ _____		
Payment: ☐ Cash ☐ Check # _____ ☐ American Express ☐ Discover ☐ MasterCard ☐ Visa		
Name on Card: _____		
Card Number: _____	Exp. Date ____/____/____	
Signature: _____		
OFFICE USE ONLY:		
Date Received: ____/____/2021	Received: ☐ In-person	
Time Received: ____:____ a.m./p.m.	Received and Registered by: _____ (initials)	





City Council Workshop City Council Agenda Report

MEETING DATE: May 4, 2021	WORKSHOP AGENDA ITEM: 3
TITLE: Discussion of GreenStep Cities Membership (5:15-5:45 pm)	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director, Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To provide feedback to staff on the potential of the City joining the GreenStep Cities program.

BACKGROUND:

In Wayzata's Energy Action Plan (EAP), under the Municipal Building Strategies, a strategy is listed to "seek recognition programs for the accomplishments of Wayzata's energy initiatives". One of the programs listed for that strategy is GreenStep Cities.

At the August 25, 2020 Energy and Environment Committee a presentation was given by Diana Mckeown on the GreenStep Cities Program. At that time, the E&E Committee decided that their focus should be on completing the EAP and incorporating GreenStep Cities into that program to pursue at a later date. Since then, the E&E Committee has received approval of the EAP and work has commenced on that Plan. Through the work of the EAP, the E&E Committee wanted to bring forward the GreenStep Cities proposal for the Council to discuss at this time.

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This is a free continuous improvement program, managed by a public-private partnership, is based on 39 optional 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 voluntary actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. 143 cities participate in the Program which covers 49% of Minnesota's population. More information on the Program can be found on their website: <https://greenstep.pca.state.mn.us/>.

Diana Mckeown will be present at the City Council workshop to describe what the GreenStep Cities Program is, what it entails, and how Wayzata could participate. The Program is partnered with various organizations such as; Minnesota Pollution Control Agency, Great Plains Institute, Clean Energy Resource Teams, Urban Land Institute Minnesota, League of Minnesota Cities, etc.

ATTACHMENTS:

1. GreenStep Cities Infographic
2. 29 Best Practices
3. GreenStep Information
4. 2020 Annual Program Report and Graphs

10 YEARS

OF IMPACTS & ACCOMPLISHMENTS

with Minnesota GreenStep Cities



Minnesota
GreenStep Cities

CELEBRATING 10 YEARS

140
PARTICIPANTS

48%
OF MINNESOTA'S
POPULATION

35%
ARE SMALL CITIES OF
5,000 OR FEWER

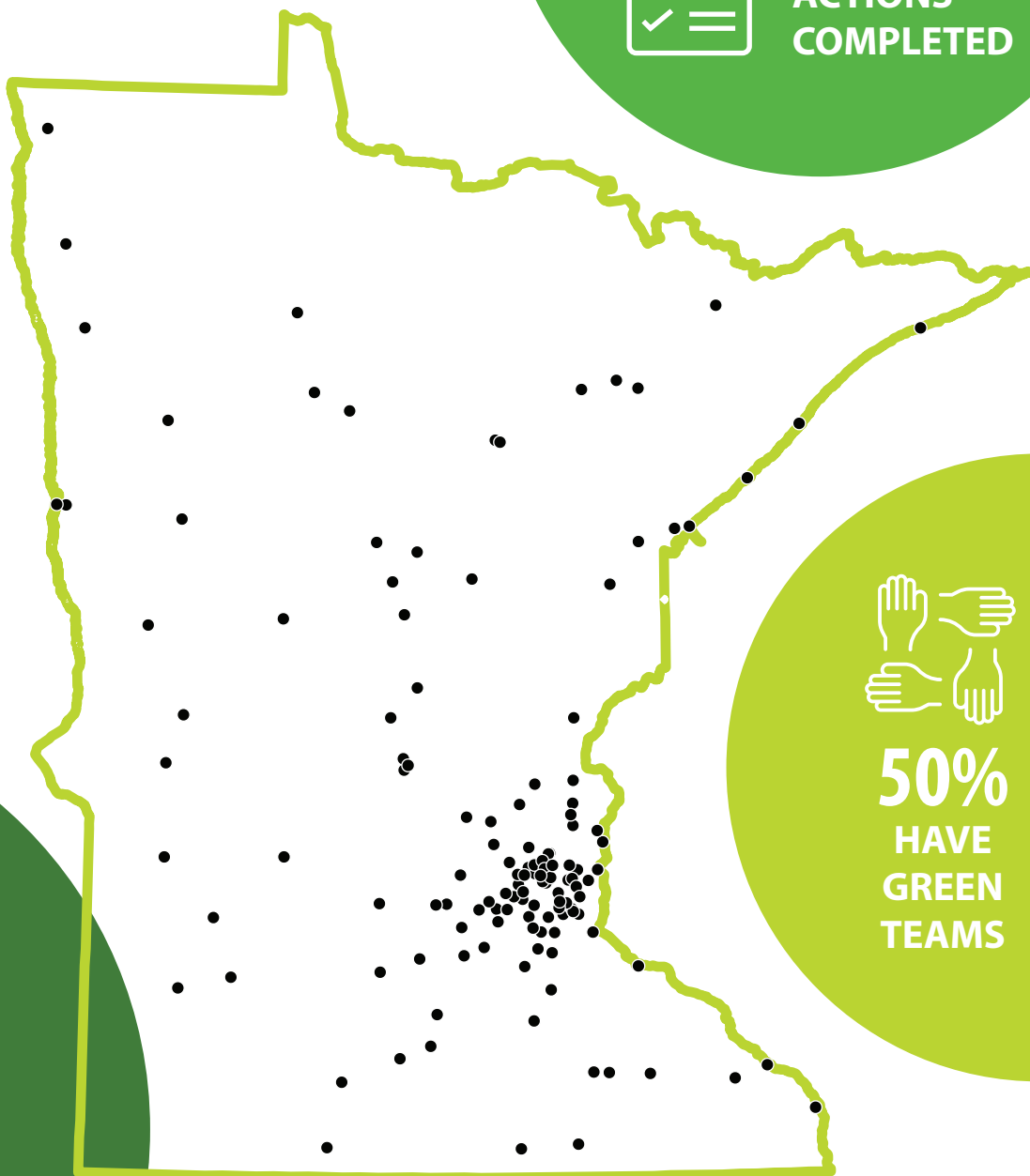

\$8,370,000
SAVINGS PER YEAR
ON ENERGY COSTS



80%
TRACK
ENERGY USE



4,210
ACTIONS
COMPLETED



50%
HAVE
GREEN
TEAMS



90% APPROVAL
RATING



Minnesota
GreenStep Cities
CELEBRATING 10 YEARS

25%
CITYWIDE
GREENHOUSE GAS
REDUCTIONS
FROM 35 CITIES, 2007-2017

25
CITIES HAVE
CLIMATE GOALS

LEADING
ON CLIMATE ADAPTATION
PLANNING & RESILIENCE
ACTION STEPS



**GREENSTEP
CITIES WERE 1ST IN
MN TO ACHIEVE ...**



SUSTAINABILITY PLAN PASSAGE



TREE CITY USA



MINNESOTA BIRD CITY



BEE-SAFE CITY



STAR COMMUNITY RATING



BUS RAPID TRANSIT



LED TRAFFIC SIGNALS



100% RENEWABLE GOALS



CITY OPERATIONS 100% SOLAR



SOLAR ON CLOSED LANDFILLS



587+
RENEWABLE
ENERGY SITES

229+
CERTIFIED GREEN
BUILDINGS

130+
EV CHARGING
STATIONS

58%
HAVE LED
STREET LIGHTS

14
BIKE-FRIENDLY
COMMUNITIES

About Page

- History and development
- GreenStep Program Partners and program funders

Best Practices Page

- Make planning and tracking easier: [download this spreadsheet](#) that lists all unique actions – approximately 175 – for all 29 best practices
- What are Step 2 and 3 [Recognition Minimums](#)?
- Search actions related to specific topics

water conservation ▼

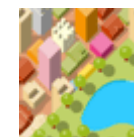
Filter

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 buildings/building sites.
- 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 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 Systems:** Assess and improve city drinking water and wastewater systems and related 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.



- **A free, voluntary challenge, assistance and recognition program** that provides a framework to help cities achieve their economic, environmental and quality-of-life goals. Cities choose which optional best practice actions among 175 actions to work on at their **own pace, investing whatever level of time and money** they choose. Cities freely choose to remove or add city ordinances and regulations as best fits their city.
- **Cost-savings, energy use reduction and innovation** underpin the program's 29 best practices, which are based upon what cities in MN have and can accomplish. **All information is free and available to anyone** via the web; the web site is constantly updated and refined as program staff learn from cities.
- GreenStep cities – 131 cities and 3 tribal nations statewide as of December 2019, encompassing over 47% of the state's population – adopt a participation resolution but **are in no legal relationship** now (or in the future) with the GreenStep program or with the State of MN, and the State imposes no mandates on GreenStep cities.
- **Governed by a state agency-non-profit partnership**, led by the MPCA and including the League of MN Cities, GreenStep grew out of a report to the 2009 Legislature and is a wholly-owned Minnesota effort.
- **Like Tree City USA, GreenStep has recognition minimums, not requirements. LMC formally recognizes city accomplishments** once each year at its annual June conference. Claiming credit for a handful of specific high-impact best practice actions garners recognition at Step 3. Reporting performance metrics merits Step 4/5.

BENEFITS OF BEING A GREENSTEP CITY

- ✓ **Claim credit, be transparent, invite citizen/business participation**
 - Cities joining the program can immediately claim credit for best practice actions previously completed.
 - GreenStep web site easily allows a city to show community members/businesses city accomplishments.
 - The 175 optional best practice actions provide a framework for business and citizen groups, schools and city commissions to work on actions and to assist city staff.
- ✓ **Special attention paid to GreenStep cities**
 - Yearly special financial opportunities offered to GreenStep cities have funded city fleet improvement projects, commercial business assistance, climate adaptation planning, city building energy cost-cutting, city green teams, and full-time MN GreenCorps members placed in cities.
 - Special assistance has targeted water conservation, waste water plants, EV charging stations, environmental purchasing, complete streets, stormwater, city building energy savings, renewable energy.
 - Special LMC listserv for GreenStep city contacts; each best practice has an advisor available to cities.
- ✓ **Access 40 hrs. free consultant help (MSP metro, Bemidji and Winona areas only); student interns**
 - The MPCA's Retiree Environmental Technical Assistance Program (RETAP) targets its 4 city sustainability experts to work with GreenStep cities on transportation, renewables, stormwater, trees.
 - During most semesters, undergraduate and/or graduate students are available for use by GreenStep cities.
- ✓ **Learn from other cities**
 - 4,200 reports from cities on how they have completed GreenStep actions are posted on the web site for anyone to read and learn from. Each report lists a city contact of whom one can ask further details.
- ✓ **1-stop shop for the most up-to-date action resources**
 - Information on how to complete 175 actions – in the areas of buildings, land use, transportation, environment, and economic/community development – is updated with Minnesota-specific information more often than any other web site, saving city staff time in finding actionable information.

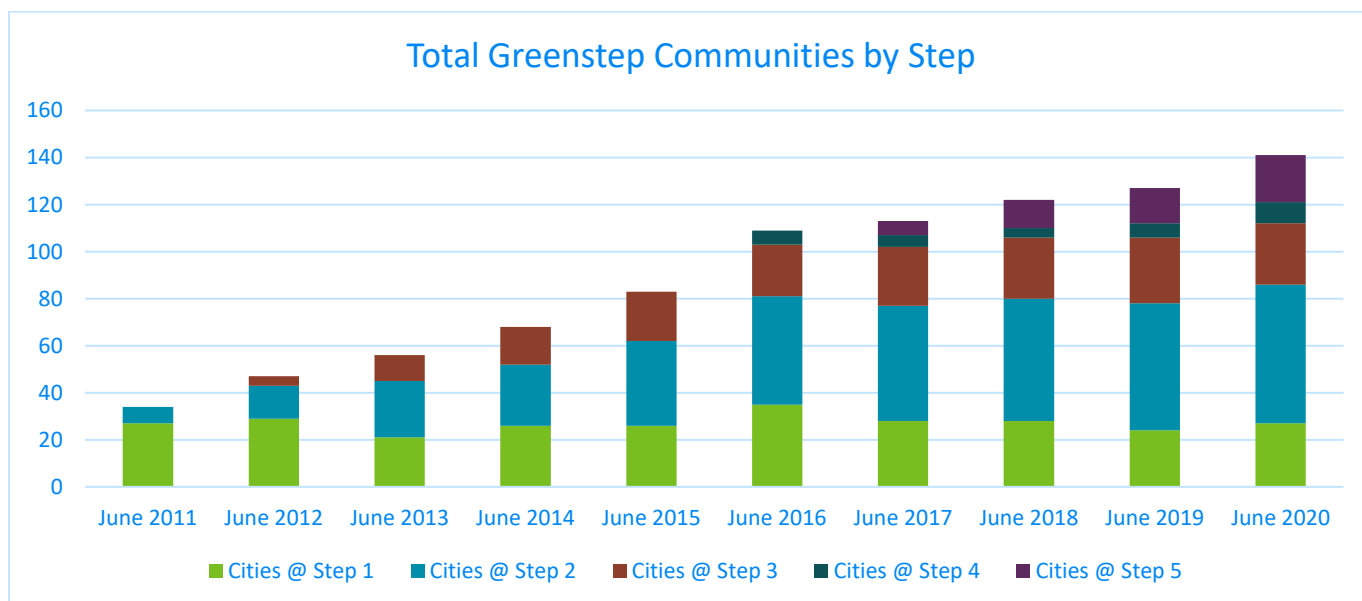
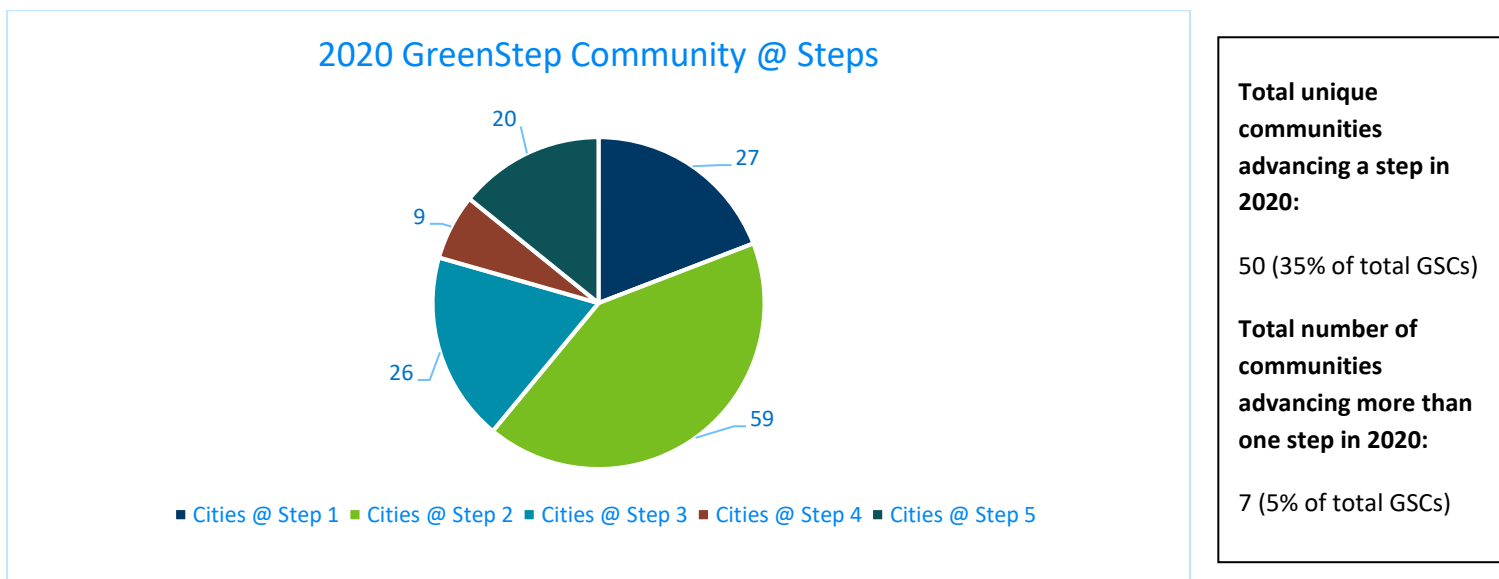
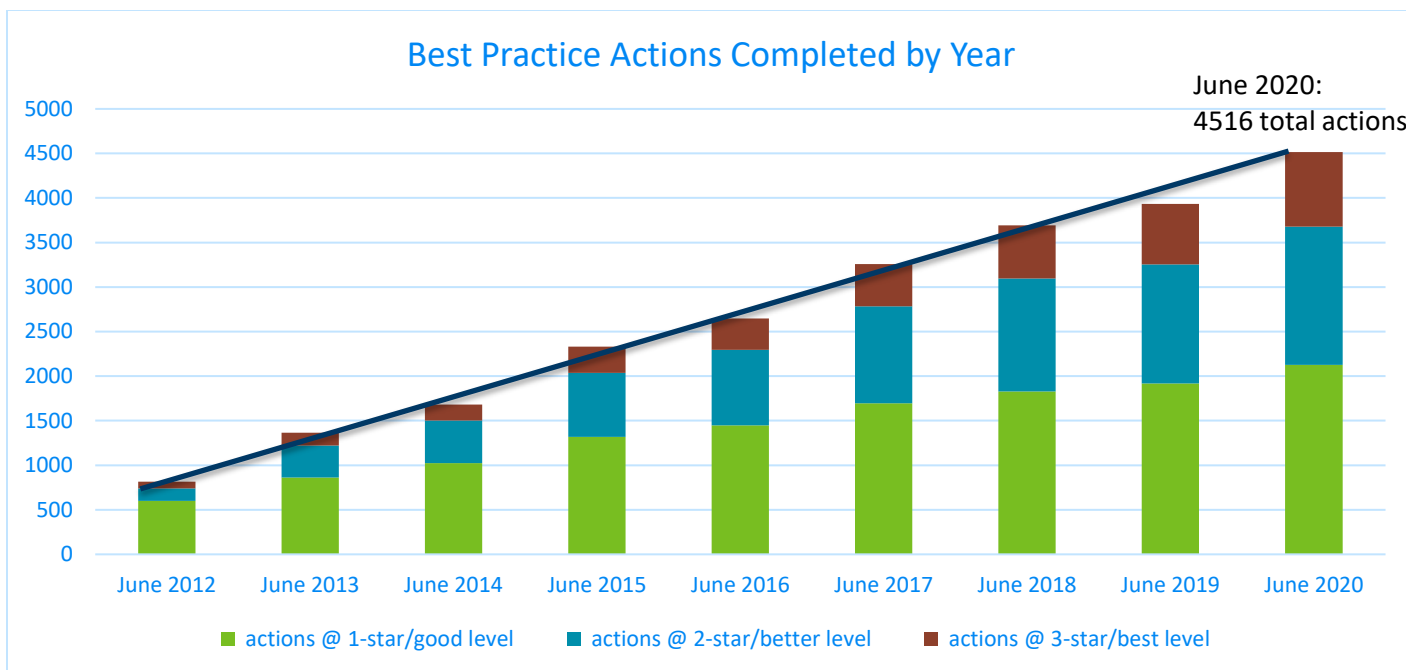


Minnesota GreenStep Cities

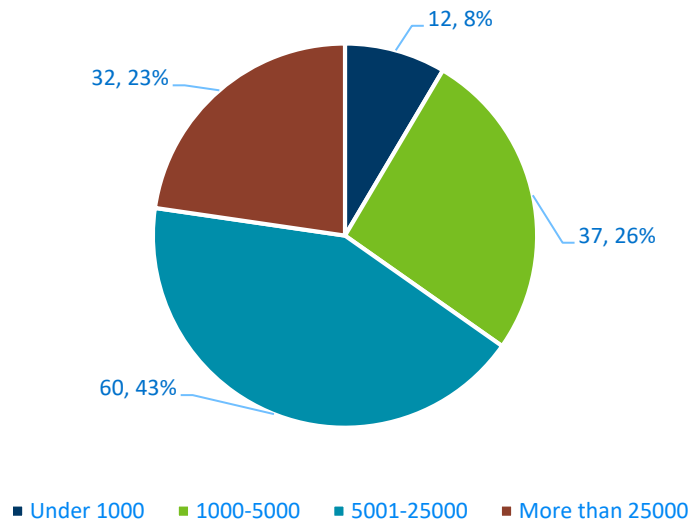
CELEBRATING 10 YEARS

Annual Program Report: June 2020

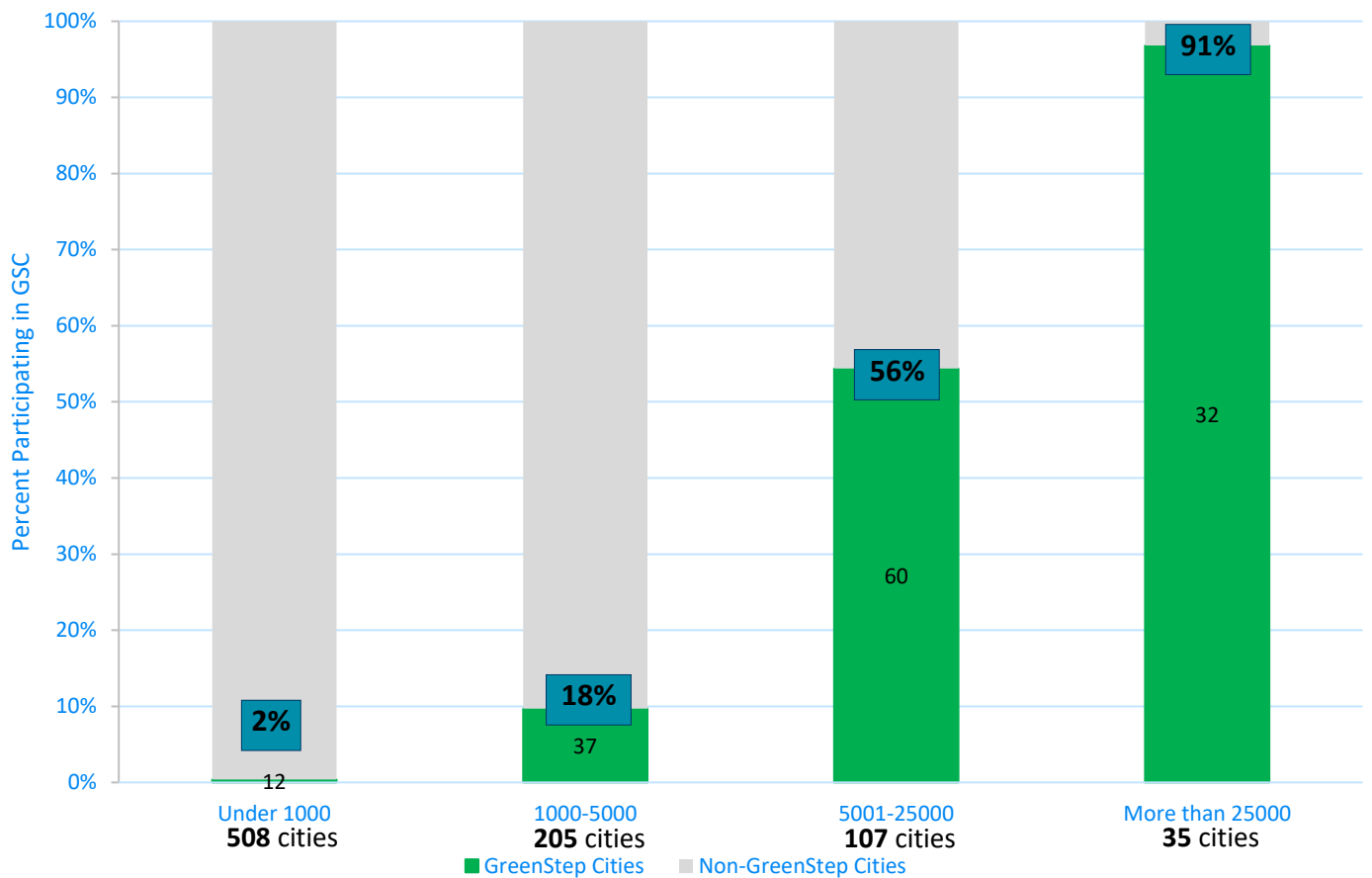
- ❖ **10th Anniversary Celebration & Listening Sessions:** 100 people from 2 dozen cities gathered at 6 locations around the state. See [Infographic](#).
- ❖ **49% of the state's population** resides in the 137 GreenStep cities and 4 GreenStep tribes; 16% of MN's 853 cities are GreenStep cities.
- ❖ **GreenStep cities are fairly representative** of Minnesota as a whole in terms of geographic distribution, politics, education & income, and city size (255 to 302,398). 35% of GreenStep Cities are smaller than 5,000 people.
- ❖ **20 cities (14%) are now at Step 5;** 9 cities are at Step 4; 26 cities @ Step 3; 59 cities @ Step 2; 27 cities @ Step 1.
- ❖ **4522 actions have been completed,** reported and rated through the program web site since 2010.
- ❖ **75-75% levels reported** in annual city survey (74% response rate), for challenge (3.88/5), recognition (4.14/5), and assistance (4.04/5) with the GreenStep program and its help for cities to begin new or accelerate existing sustainability actions.
- ❖ **36% are currently taking action to include race, equity, diversity, and inclusion** in sustainability efforts (of 55 replies to the question in the annual survey).
- ❖ **78% of GreenStep Cities use B3 Benchmarking.** Only 31% of all Minnesota cities use B3.
- ❖ **GreenStep cities engage in more climate adaptation planning** efforts and take more proactive resilience actions than non-GSCs, according to the 2019 state-wide Climate Adaptation Planning Survey.
- ❖ **Clean Energy Communities Display at the 2019 State Fair** featured Eden Prairie, St. Anthony, Warren, Elk River, St. Cloud, Eagan, Maplewood, La Crescent, Headwater RDC, and Region 9 DC.
- ❖ **8 in-person/online workshops conducted** on Cities Charging Ahead for EV readiness, recycling markets, green infrastructure, reporting Step 4/5 metrics, GreenStep Cities 10-year celebration, GHG emissions, commercial energy benchmarking, and a virtual gathering during COVID-19.
- ❖ **Ongoing outreach/education** included a quarterly e-newsletter, LMC's MemberLink messages, social media, CERT regional coordinator visits, road signs, several dozen state-wide/local media articles.
- ❖ **GreenStep Cities website** was updated to a new platform and added new user features like a news page.
- ❖ **15 GreenCorps members** (out of 44) are working in GreenStep cities/tribes during 2019-2020.
- ❖ **Two city action cohorts** launched in mid-2019: a renewable energy procurement network and a commercial building energy benchmarking collaborative.
- ❖ **Racial equity** program action scan with national consultant.
- ❖ **Program funding** supports 3.9 FTE GreenStep staff and \$50,000 for expenses
- ❖ **The 2020 League of Minnesota Cities annual conference** was cancelled due to COVID-19.
- ❖ **GreenStep Schools launched** in spring 2022, coordinated by the University of Minnesota.
- ❖ **The Climate Smart Municipalities program** continued working with 6 GreenStep Cities.
- ❖ **Sustainable States Network** active member
- ❖ **Philipp Muessig, program director** for 10 years, retired on May 1, 2020.

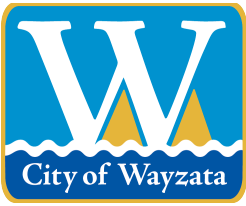


GreenStep Communities by Population



GreenStep Participation by City Size





City Council Workshop City Council Agenda Report

MEETING DATE: May 4, 2021	WORKSHOP AGENDA ITEM: 4
TITLE: Discussion of Parks & Trails Board Work Plan for 2021 (5:45-6:30 pm)	
PREPARED BY: Jeff Dahl, City Manager	
REVIEWED BY: N/A	

DISCUSSION OBJECTIVE:

To introduce and familiarize the Council with the leadership of the Parks and Trails Board and reiterate and receive feedback on what their purpose is, and what their priorities are.

BACKGROUND:

Chair Tory Schalke and the rest of the Parks and Trails Board have requested a work shop with the City Council to familiarize with each other and talk about work plan items for the next year. Chair Schalke will have a power point presentation at the meeting that will help guide the following outline:

Introduction (5 min)

- What the Parks and Trails Board does (e.g., playground dev, tree planting) and overall purpose
- Quick refresher on which parks and trails inventory
- Stats on parks and trails usage
- Quick intro to Master Plan

Work Plan for 2021 (40 min)

- Big Projects (playgrounds, signs, Wayzata Community Ed programming)
- Reviewing Sources and Uses of Parks and Trails CIP
- Exploring alternative revenue generating ideas for parks
- Structural enhancements---creation of bylaws
- Making sure Parks and Trails Board and City Council are aligned (liaisons, updates, etc.)

Attached are relating contextual documents for the discussion.

ATTACHMENTS:

1. Parks and Trails History
2. Wayzata-Parks-and-Trails-Master-Plan-Draft---103119
3. Parks Trails Board - Q1 update

RESOLUTION NO. 42-2013

A RESOLUTION AMENDING RESOLUTION NO. 34-2012 TO INCREASE THE MEMBERSHIP AND ALLOW WAYZATA RESIDENTS, WAYZATA BASED BUSINESS OWNERS AND NON-RESIDENTS TO SERVE ON THE ADVISORY PARKS AND TRAILS BOARD FOR THE CITY OF WAYZATA

WHEREAS, On July 17, 2012, the Wayzata City Council approved Resolution No. 34-2012 establishing an advisory Parks and Trails Board consisting of five (5) citizens; and

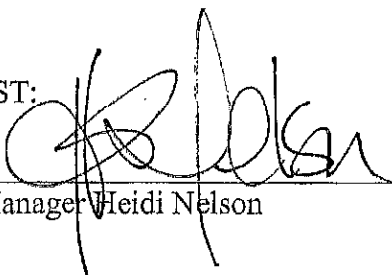
WHEREAS, it is the desire of the Wayzata City Council to amend Resolution No. 34-2012 to allow additional membership on the Parks and Trails Board, and to allow Wayzata residents, Wayzata based business owners and non-residents to serve as members.

NOW, THEREFORE BE IT RESOLVED, that the Wayzata City Council wishes to formally increase the membership on the Parks and Trails Board from a five (5) citizen member board to a board consisting of a range of between five (5) and seven (7) citizen members, of which one (1) of these members may be a non-resident or Wayzata based business owner.

BE IT FINALLY RESOLVED, that the members of the Parks and Trails Board shall be appointed to staggered three-year terms.

Adopted by the Wayzata City Council this 17th day of December, 2013.

ATTEST:



City Manager Heidi Nelson



Mayor Kenneth Willcox

ACTION ON THIS RESOLUTION:

Motion for adoption: Anderson

Seconded by: Mullin

Voted in favor of: Amdal, Anderson, Mullin

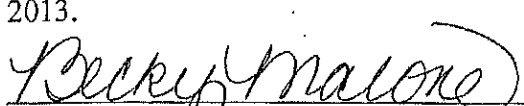
Voted against: Tanner, Willcox

Abstained: None

Absent: None

Resolution: Adopted

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 17, 2013.



Deputy City Clerk Becky Malone

SEAL

RESOLUTION NO. 41-2014

A RESOLUTION AMENDING RESOLUTION NO. 34-2012 AND RESOLUTION NO. 42-2013 TO ALLOW THE WAYZATA CITY COUNCIL TO APPOINT AN ADDITIONAL MEMBER TO SERVE ON THE PARKS AND TRAILS BOARD AS THE EXECUTIVE BOARD CHAIR FOR THE CITY OF WAYZATA

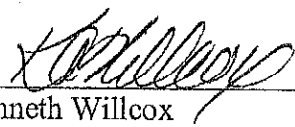
WHEREAS, On July 17, 2012, the Wayzata City Council approved Resolution No. 34-2012 establishing an advisory Parks and Trails Board consisting of five (5) citizens and a staff liaison; and

WHEREAS, on December 17, 2013, the Wayzata City Council approved Resolution No. 42-2013 to allow additional membership on the Parks and Trails Board consisting of a range of between five (5) and seven (7) citizen members, and to allow one (1) of these members to be a non-resident or Wayzata based business owner; and

WHEREAS, it is the desire of the Wayzata City Council to appoint an additional Board member to serve as the Executive Board Chair of the Parks and Trails Board.

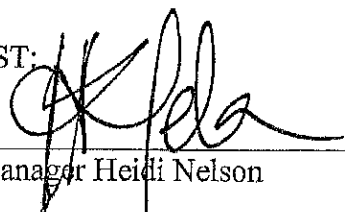
NOW, THEREFORE BE IT RESOLVED, that the Wayzata City Council wishes to formally appoint, as needed from time to time, an additional Board member to serve on the Parks and Trails Board as the Executive Board Chair for a period of one year as needed for continuity of the Board.

Adopted by the Wayzata City Council this 16th day of December, 2014.



Mayor Kenneth Willcox

ATTEST:



City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption: Amdal

Seconded by: Anderson

Voted in favor of: Amdal, Anderson, Mullin, Tanner, Willcox

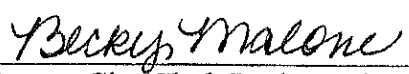
Voted against: None

Abstained: None

Absent: None

Resolution: Adopted

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 16, 2014.



Deputy City Clerk Becky Malone

SEAL



EXISTING AND PROPOSED PARKS

Parks & Trails Board: Quarterly update

Last quarter (Q1) highlights

	What we did	Unsung hero
 Maple tree tapping	31 families borrowed free equipment, received virtual training, tapped 400+ gallons of sap in The Big Woods (which boiled down into ~1300 oz of maple syrup). Spots filled up within 48 hours	Merrily Babcock
 New playgrounds	Finalized vendor recommendation and direction for new playgrounds at Klapprich and Wayzata Beach	Tory Schalkle
 Community Ed. courses	Approved and mailed Community Education course catalog to all Wayzata residents, with hundreds having already signed up for Summer courses	Mike Kelly
 Music in the Park concerts	Finalized musicians for <i>Music in the Park</i> (four concerts in September held at the Promenade's Great Lawn)	Merrily Babcock
 Earth Day tree giveaway	Partnered with Cargill to giveaway 60 free saplings to Wayzata families for planting on personal property	Merrily Babcock

Next quarter (Q2) highlights

	What we plan to do	Unsung hero
 New playgrounds	Working with vendor to engage community on playground design for Klapprich and Wayzata Beach	Tory Schalkle & Ty Purdy
 Big Woods pull	Recalibrating Big Woods pull (pulling buckthorn and garlic mustard) to be COVID-friendly	Merrily Babcock

Questions/ consideration for board:

- *Beyond public comments and final design approval, are there other ways you'd like to be brought along during **development of Klapprich and Wayzata Beach playgrounds**?*
- *Would it help to have a **designated council member** attend Parks & Trails meetings?*
- *The Board has thought-starters for Parks & Trails **revenue generation** – is that something the Council would be interested in discussing during a workshop?*