1. Call To Order

2. New Business

2.A. Approve May 5, 2021 Minutes
   Documents:
   05-05-21.PDF

2.B. Review Committee Bylaws And Election Of Chair/Vice-Chair
   Documents:
   2021 BYLAWS.PDF
   ENVIRONMENTAL COMMITTEE BYLAWS.PDF
   WSP COMMITTEE MEMBERS EXPECTATIONS UPDATED 1-11-19.PDF

2.C. U Of M Environmental Change Class Projects
   Documents:
   WESTSTPAULPROJECTIDEAS_2021.PDF

3. Old Business

4. Updates

4.A. City Council

4.B. Staff

4.B.1. Greenstep Cities Update

4.C. Park & Recreation Committee

4.D. Planning Commission

5. Other
6. Adjourn

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting.

www.wspmn.gov  EOE/AA
1. CALL TO ORDER
The meeting was called to order at 6:00 pm.
Committee members in attendance: Laura Zanmiller, Jade Pennig, Ken Pullman, Lauren Hazenson, Nicholas Hager
Non-voting in attendance: Robert Gausman, Robyn Gulley, Dave Schletty

2. NEW BUSINESS
a. Minutes-The March 3, 2021 minutes were approved.

b. No Mow May Discussion-Schletty reported that at the last Council Meeting, Councilperson Berry brought up the idea of having a “No Mow May.” It would be a month-long event in which the City would promote residents to delay mowing their lawns to help pollinators still hibernating at this time. It gives the pollinators extra spaces to pollinate and to hide or be sheltered. Schletty drafted up a resolution and sample sign for people to post so that their neighbors know what they are doing and not get call the City for the city ordinance violation. By adopting the resolution, Council would tell City Staff that the City would not be enforcing the city ordinance regarding grass height. Otte asked if non-mowing residents would be getting notices on June 1 if they did not mow their lawns, or would they be given a grace period. Schletty said that they would be given a grace period but that they would be informed that they need to mow their lawn in June. This resolution will be on next Monday’s Council Agenda. Schletty was looking for any comments from the Committee. Otte said that the language looks good and she supports an annual plan for this effort. Pennig said she thinks it is a very good idea. She asked if the City would provide the signs. The City is going to see how much the signs cost; the City is probably not going to provide them free of charge. The signs would be very inexpensive. Otte said this item is already an action item for Council; the Environmental Committee does not need to pass anything. Schletty confirmed this; he wanted to see if Committee Members had any changes. Pennig is in support of the measure. It is, however, a minimal measure. Other plants that house pollinators may have already been trimmed down. She would like to see education about this in the month of May. The City needs to talk about other yard plants and turf alternatives.

c. 2021 Arbor Day Proclamation-Schletty said that this is the second year in which the City has not been able to have an Arbor Day event. In order to help the City keep Tree City designation, the Tree City organization is waiving the requirement of having the Arbor Day celebration. However, the City still needs to have the Arbor Day Proclamation to celebrate Arbor Day in the City. This will also be on Monday’s Council Agenda. Otte asked about the tree-planting requirement. Schletty said that that requirement has also been waived this year. Schletty talked about the Arbor Day document, the 2018 proclamation and the suggested language from the DNR. Otte said that in the future it would be interesting to revisit the Urban Forest plan. Otte talked about Michael Orange and designating an area in West St. Paul as an urban forest. Gausman said that when he worked in St. Paul’s inner city, there was an urban forest issue. The University of Minnesota came and made a presentation to his group that the houses had actually outlasted the trees; the trees had been replaced by weed trees and sucker trees. It added to the chaos and poor feeling people had for the community. Gausman said that it is important to stay on top of this. Otte remarked that in the old resolution the language regarding the clean drinking water is not in the current resolution. She recommends still including the water references. .”
Schletty said that he would add the “usual verbiage” on the pollinator-friendly non-neonicotinoid treated plantings. Schletty said that this document would be a proclamation and then a resolution acknowledging May 10, the night of the Council Meeting as Arbor Day in West St. Paul, and also proclaiming May as Arbor month.

3. OLD BUSINESS
   a. Boulevard Tree Update Discussion-Zanmiller compared many different resources to update the boulevard tree list. She has added many native trees to the list and added more description under the comments. She made sure that the cultivar chosen had the characteristics that the City wants for trees on the boulevard. For people that have the utilities on the boulevard there is an option of bee lawns. Bee lawns are good for the environment; they are part of a new initiative that the U of M is putting forward. Zanmiller hopes that the list is understandable. She asked for comments. Schletty said the white fringe tree is a cousin of the ash tree; the City may not want to list this tree. It is also very rarely in production and hard to find. Zanmiller said that the tree should be available in other nurseries; she made sure that they are available. Otte asked Schletty about the intention of the list and if it would be supplied to developers. Schletty said that his intention is to recommend the list also to developers. Otte thanked Zanmiller for all of her work. It is a lot of research to do on trees. Otte supports adopting the list minus the white fringe tree. Hager wanted to add a marker to the Minnesota native species on the list. Schletty apologized; when he copied the list, the column listing the native species got deleted/cut off from the page. He will add the column. Otte said that the majority of the species are native species. Zanmiller said that this is what she was aiming for. Pennig thanked Zanmiller for her work and said she would use the list for her yard.

   A motion was made to adopt the tree list as presented with the one change to delete the white fringe tree and to add the column for the native species by Pennig. Hager seconded the motion. The motion carried. All Ayes

4. Updates
   a. City Council-Gulley said thank you to the Committee for supporting No Mow May. It stresses the importance of pollinators and she hopes that the effort becomes an annual one. Gulley also acknowledged the Committee Members that were leaving the committee; she thanked them for their work.
   b. Staff-
      i. Committee Farewells- Schletty said that Otte is stepping off the committee; she has a lot on her plate these days and needs to take a step back. Schletty wanted to thank her for her work. She has been instrumental on the progress the City has made on the GreenSteps program. Her leadership has been great for the last three years. Schletty extended the invitation to have her back if she wished to return in the future. Rebecca McCarty has also stepped down from the Committee. McCarty’s schedule has changed; she has some Wednesday commitments that will take her away from the Environmental Committee meetings. It was a tough decision but it was a good time for her to make the change. She would still like updates especially on the Smith Dodd area development. Schletty said Council would work on replacements for the Committee the next two months.
      ii. GreenSteps Cities Update-Schletty said that the City has fulfilled all of the requirements to proceed to Step 3. The City of West St. Paul will be recognized in June at the state conference.
The City will get an award for Step 3. Schletty said, “We are halfway there!” There is still a lot of work to do but the City has fulfilled the minimum requirements in the program. The City would now expand on the steps that the City has accomplished to achieve more steps in the program. Otte added that she would encourage members to “dig deeper” and there are tons of things that the City has not done in the GreenSteps program.

iii. Roers Development update- Schletty said that the Roers made modifications in the development plans at the corner of Wentworth Avenue and Robert Street. The plan shows which plants are native and which plants are pollinator friendly. The new plan demonstrated that they cared about the Committee’s recommendations. Schletty said the City Planner is leaving the City of West St. Paul. She has taken a new job and will be leaving at the end of the month. This may delay some of the changes proposed by the Environmental Committee that affect the Planning Commission. Otte said that the Committee needed an update on the Landscape Ordinance. A lot of work went into the Landscape Ordinance; the Committee has not heard updates from Planning Commission or Council on the ordinance. Schletty said that some of the delay was because of the confusion of whether or not it was the Renaissance Plan or the Comp Plan that would be addressed. There is confusion because there is conflicting language in the two plans. The City Planner was trying to get Council to weigh in on which plan to look at and focus on. The differences are being studied and Council is trying to come to a resolution on this on updating the landscape plans. The next step will be to focus in on the recommendations put forth by the Environmental Committee. Otte said that the Bird City effort also needed updating. Schletty said that he has the application; it has not been filed yet. The City still needs to designate a site for a friendly bird habitat. Schletty said that one of the hold ups was that the City needed to declare an International Migratory Bird Day for the Bird City effort. The Bird Day was going to be wrapped up in the Arbor Day effort. Because we could not do the Arbor Day effort, they could not fulfill the Bird City requirements. The effort however, has not been forgotten.

c. Park & Recreation Committee- Gausman reported that the City is getting a pickleball court or two. There has been some problems with buckthorn in Marthaler Park and the [run down] shelters. The City now has park dedication funding and about 1-1.5 million dollars to “spiff up the park.” The sliding hill is going to be improved; the parking lot will be moved. A warming house may be put up high on the sliding hill. The lake has been over grown with buckthorn; this will be cleared up and a dock will be installed. The county trail is also coming through Marthaler Park. Many things are going on; it will take 2-3 years. Schletty added that the trail project is a County-City collaborative. The trail will run from the corner of Wentworth and Humboldt all the way to the tunnel at Garlough School. The trail will be upgraded to County standards. It will complete that section of the River to River Trail. The project will start in a week to a week and a half. It is a big improvements and the City is very excited about the project.

d. Planning Commission-NA

5. Other-Gausman said that his hearing is not great and he sometimes misses a word or two. He is wondering about having a hearing assist for the meeting. Schletty will work with the City’s technical staff on this.

6. Adjourn

With no other business before the Committee and no objections, the Environmental Committee meeting was adjourned at approximately 6:41 pm.

Respectfully submitted,
Sharon G. Hatfield
TO: Environmental Committee
FROM: Assistant Parks & Rec Director
DATE: January 6, 2021
SUBJECT: 2021 Chair/Vice-Chair Elections

BACKGROUND INFORMATION:
Per the Environmental Committee Bylaws (attached); the committee will vote for the chair and co-chair positions at the January meeting each year. In June of 2018 the City Council approved new bylaws for all committees, which now include “Committee Expectations”. Please review and be ready to discuss the 2021 Committee Bylaws and elect the positions.

STAFF RECOMMENDATION:
Staff recommends that the Committee discuss the Bylaws and elect the chair and vice-chair positions.

Attachments: Committee Bylaws; Committee Members’ Expectations
WEST ST. PAUL ENVIRONMENTAL COMMITTEE
BYLAWS

I PURPOSE

The purpose and responsibility of the Environmental Committee is to review all matters referred to it by the City Council on issues related to landscaping, greening, sustainability, and natural resources.

II MEMBERS

The Committee shall consist of seven (7) members who are West St. Paul residents. Ex-officio non-voting members include one City Council member and one City Staff member. The City Council member shall be available to address any questions raised by the Committee regarding items on the agenda.

III APPOINTMENTS, TERMS, VACANCIES

A. Appointments. All appointments shall be made by the City Council.

B. Terms. Members of the Committee are appointed for a term of two (2) years. Members shall hold office until March 1 of their expiring terms or until their successor is appointed.

C. Vacancies. A vacancy may occur by death, resignation, disability or removal. A member with three (3) or more absences in a year shall be subject to removal by the City Council. Any member may be removed by the City Council with or without cause.

IV OFFICERS

The Committee will elect a chair and vice-chair from among its members for a term of one year. The chair, or in the absence of the chair, the vice-chair, presides at meetings so as to keep them moving as rapidly and efficiently as possible and shall remind members and guests to only address the subject matter on the published agenda.

V DUTIES

The duties and functions of the Committee shall be:

A. To perform fact-finding tasks as requested by the City Council regarding environmental issues.

B. To act in an advisory capacity to the City Council and the Planning Commission in matters assigned to the Committee.
C. As requested by the City Council, to study and recommend policies to the City Council on improving the quality of the environment.

D. Other duties as assigned by the City Council.

VI STAFF

The City Manager shall appoint the appropriate City Staff members to review, approve and prepare all agendas, to make recommendations to the members, to advise them on all matters on their agenda, and to prepare all reports. The City Staff members shall keep the City Manager apprised of all matters concerning the Committee. The City Manager shall appoint a recording secretary to take minutes of the meetings or shall arrange for such minutes to be taken.

VII MEETINGS

A. Regular Meetings. The Committee shall prepare a regular meeting calendar and place of meetings, which shall be approved by the City Council on an annual basis.

B. Special Meetings. When deemed necessary by the City Manager, a special meeting may be called by the chair or any three (3) members of the Committee. Notice of any Special meeting must be posted at least three (3) days in advance and Committee members shall be provided at least three (3) days’ notice of the time, place and purpose of the meeting.

C. Notice. All meetings of the Committee are open to the public and shall comply with the Open Meeting Law for posting and publishing all meetings. No business shall be considered at a special meeting unless specified in the notice. Notice of all meetings shall be sent to the City Council.

D. Minutes of Meetings. The Committee shall keep minutes of its meetings. Copies of all minutes, motions and resolutions shall be available to the public upon request, unless such information is nonpublic data pursuant to the Minnesota Government Data Practices Act.

VIII RULES OF PROCEDURE

A. Roberts Rules of Order. The most current edition of Roberts Rules of Order shall govern the Committee so long as they are not inconsistent with these bylaws or any special rules of the Council.

B. Amendment. These Bylaws may be amended by the City Council.

C. Temporary Suspension of the Bylaws. In special circumstances, the Committee may suspend a specific rule of the Bylaws by 2/3 vote.
IX COMMITTEE EXPECTATIONS

Each member shall agree to and sign the West St. Paul Committee Members’ Expectations.
WEST ST. PAUL COMMITTEE MEMBERS’
EXPECTATIONS
Adopted by the Council 4/9/18

I PURPOSE

This document establishes expectations and associated remedies that City of West St. Paul committee members agree to abide by in carrying out their duties as advisory officials. The West St. Paul Committee Members’ Expectations document does not supersede any existing or future statutory or constitutional rights, but simply outlines appropriate committee expectations, behavior and interactions with each other, City staff, citizens and all other groups encountered as a result of City business so as to efficiently and effectively develop and carry out the mission, vision, goals and established policies of the City. Whenever referenced herein, the terms “committee member(s)” shall refer to all committees and commissions and members serving on a volunteer West St. Paul committee or commission.

Except for the Charter Commission, Committee members are appointed by the City Council and serve on a volunteer basis. The City Council sets the rules, expectations, roles, and responsibilities for each of the advisory committees that serve the City of West St. Paul. The City Manager and staff liaison are responsible for assisting the City Council by providing information (as requested) to the advisory committees to assist them with making public policy recommendations to the City Council.

II COMMITTEES

Terms are as assigned by the City Council. Below is a brief description of the West St. Paul advisory committees:

- Planning Commission – This Committee advises the City Council on all City land use planning matters. Duties include the development and maintenance of the West St. Paul Comprehensive Plan, carrying out procedures directed by the City Council and making recommendations to the City Council.
- Parks and Recreation Advisory Committee – This Committee advises the City Council on the proper use of and care for parks and advises on policies covering recreational activities of the City.
- Environmental Committee – This Committee advises the Planning Commission and City Council on natural environment issues.
- Charter Commission – The Charter Commission recommends Charter amendments to the City Council regarding governance of the City.

III STANDARDS OF OPERATION

The residents and businesses of the City of West St. Paul are entitled to have fair ethical and accountable local government. Such a government requires that committee members:
• Comply with both the letter and the spirit of the laws and policies affecting operations of the government in state statute, City Codes and Ordinances, and the City Council’s own meeting expectations;
• Be independent, impartial and fair in their judgment and actions;
• Use their position for the public good, not for personal gain; and
• Encourage public confidence in the integrity of City government and its fair and effective operations.

IV STANDARDS

To this end, the City of West St. Paul has adopted these twelve Standards for all committee members:

1. Act in the Public Interest – Recognize that stewardship of the public interest must be their primary concern while working for the common good of the people of the City of West St. Paul and not for any private or personal interest, and they will endeavor to treat all person, claims and transactions in a fair and equitable manner.

2. Comply with the Law – Comply with the laws of the nation, the State of Minnesota and the City in the performance of their public duties. These laws include, but are not limited to, the United States and Minnesota constitutions; laws pertaining to conflicts of interest, employer responsibilities and open processes of government; and City ordinances and policies.

3. Respect for Process – Perform duties in accordance with the processes and rules of order established by the federal law, state statute, City ordinances, and other policies and procedures that have been established.

4. Decisions Based on Merit – Make decisions or recommendations based upon the merits and substance of the matter at hand.

5. Disclosure of Corruption – Commit to disclosing to the appropriate authorities any behavior or activity that may qualify as corruption, abuse, fraud, bribery or other violation of the law.

6. Conflict of Interest – Not to use their position on the committee to influence government decisions in which they have a financial interest or where they have an organizational responsibility or a personal relationship that would present a conflict of interest under applicable state law in order to assure their independence and impartiality on behalf of the public good.

7. Gifts and Favors – Not to take advantage of services or opportunities for personal gain by virtue of their public appointment that are not available to the public in general; and not accept gifts that are in violation of state statute and City policy.

8. Data Practices – Adhere to state statutes and the City’s data practices policy in the handling of private or confidential data. Keep confidential matters confidential.

9. Use of Public Resources – Not to use public resources which are not available to the general public for private gain or personal purposes in a way that they conflict with state statute or City policy.

10. Policy of Chain of Command – Respect and adhere to the proper chain of command, including working issues through the staff liaison and City Manager.
11. **Positive Work Environment** – Support the maintenance of a positive and constructive environment for residents, businesses, and all employees. All committee members are required to seek affirmative ways to cooperate and work with employees, public officials and members of any organization with whom with City needs to have a good working relationship.

12. **Compliance and Enforcement** – City management has the primary responsibility to assure that ethical standards are understood and met and that the public can continue to have full confidence in the integrity of City government.

V **ROLES/RESPONSIBILITIES**

1. **Meetings** – The committee chair presides over the meeting. Speakers, including committee members, shall not speak until recognized by the chair.

2. **Act in the Public Interest** – Recognizing that service to our citizens must be our primary concern, committee members shall work for the common good of the people of West St. Paul and not for any private or personal interest. Committee members will treat all persons, claims and transactions in a fair, respectful and equitable manner.

3. **Preparation** – Committee members are expected to be prepared for meetings.

4. **Agenda Preparation** – The staff liaison assigned to each Committee is responsible for preparation of the topics on the meeting agendas and the supporting materials. At the Committee meeting, agenda items may be added or deleted by a committee member if approved by a majority of the committee members in attendance at the meeting.

VI **CONDUCT OF MEMBERS**

1. **Staff Direction** – The committee members may request further clarification or research of the staff liaison on an issue or topic in which the committee is reviewing.

2. **Citizen Questions** – Committee members should refer questions and concerns from citizens to the staff liaison or appropriate department director. City staff should report back to the City Manager on the resolution of the referral.

3. **Respect for Staff Time** – If a committee member is utilizing an inordinate amount of staff time, the staff liaison is required to bring this to the attention of the City Manager for resolution.

4. **Interactions** – Committee members shall refrain from abusive conduct, or verbal or written attacks upon members of the City Council, boards, commissions, committees, staff or the public.

5. **Respect for Process** – Committee member duties shall be performed in accordance with the processes and rules of order established by the City Council.

6. **Use of Public Resources** – Public resources that are not available to the general public (e.g. City staff time, equipment, supplies or facilities) shall not be used by committee members for private, personal or political purposes.

7. **Advocacy** – To the best of their ability, committee members shall speak with one voice in representing the official policies and positions of the Committee.

8. **Improper Influence** – Committee members shall refrain from using their position on the Committee to improperly influence the deliberations or decision of City Council, City staff, boards, commission or committees.
9. **Positive Work Environment** – Committee members shall support a positive, efficient and effective environment for residents, businesses and City staff.

**VII COMMUNICATION**

1. **Sharing of Information** – It is the responsibility of committee members to publicly share information with all other committee members that serve on their respective committee that they have received from sources outside of the public decision-making process which pertains to a topic under consideration. New information or data obtained by committee members, pertinent to a topic being discussed, will be distributed through the staff liaison or City Manager to the other committee members. Upon reviewing the new information, the committee may adopt a motion to postpone further consideration of the information until all members have had time to review and interpret this new information.

2. **Focused Discussions** – Committee members shall work to keep discussions and debates focused on the item under discussion without introducing extraneous or irrelevant information.

3. **Request for Information** – All committee members shall receive the same information at the same time when deemed appropriate for distribution by City staff.

4. **Confidential Information** – Committee members shall respect and preserve the confidentiality of non-public, protected non-public, private, and confidential information provided to them concerning matters of the City. They shall neither disclose confidential information without proper legal authorization nor use such information to advance their personal, financial or private interests.

5. **Notice of Attendance** – If any committee member has knowledge or reason to believe that there will be a large or emotional attendance at an upcoming committee meeting, they have an obligation to inform the staff liaison as soon as they become aware of the potential situation.

**VIII IMPLEMENTATION**

1. **Orientation** – The West St. Paul Committee Members’ Expectations shall be included in the regular orientations for new committee members.

2. **Compliance** – Committee members themselves have the primary responsibility to assure that the West St. Paul Committee Members’ Expectations document is understood and followed and that the public can continue to have full confidence in the integrity of the City of West St. Paul.

3. **Enforcement** - If a committee member engages in inappropriate behavior, it is the responsibility of the City Council to police its committee members. When inappropriate behaviors are observed, the committee chair, staff liaison or any member of the City Council may notify the City Manager. The City Council may discuss the behavior at a City Council work session, or otherwise address the situation through the removal of the committee member. By direction of the City Council, it will be determined whether:
a. A letter is sent to the offending committee member from the Mayor stating that they have been found operating outside the established West St. Paul Rules of Conduct, requesting them to correct the behavior identified as inappropriate; or
b. The committee member is formally sanctioned by resolution at a City Council meeting; or
c. The committee member is removed from the committee by the City Council; or
d. No action is taken.

I have received a copy of the West St. Paul Committee Members’ Expectations.

NAME OF COMMITTEE:

___________________________________
Signature of Committee Member

___________________________________
Printed Name

___________________________________
Date
**Problem Solving for Environmental Change**

1. **A Proposal for Right-of-Way Vegetation Management** - The City of West St Paul is interested in proper management of vegetation growing in traffic ROW areas and how to best maintain these areas. West St Paul is active in the GreenStep Cities program and values sustainability and improving quality of life for residents. Recent improvements of ROW areas on Robert St have been a struggle to maintain properly. A pollinator resolution was passed in February 2016, which emphasized evaluating best practices, limiting insecticides, and promoting native plants to enhance and protect pollinators (e.g. bees, flies, and birds) when applicable. **OUTCOMES:** Creating a working management plan for existing ROW vegetation. Recommend new and replacement planting options for future ROW projects. **Staff Liaison:** Dave Schletty

2. **Expanding the Use of Fruit-Bearing Trees and Shrubs in Parks and Public land** – The City of West St Paul’s Parks and Recreation Advisory Committee and Environmental Committee are interested in exploring the use of fruit-bearing trees and shrubs in parks and public spaces, including the community’s interests, perceptions, and potential liabilities for the City. **OUTCOMES:** Determine feasibility of planting fruit-bearing trees and shrubs, develop a policy and management plan, and develop a plan for public promotion and education. **Staff Liaison:** Dave Schletty

3. **Green Step Cities Advancement and next steps** – The City of West St Paul joined the GreenStep Cities program in 2017 and recently achieved Step 3 of the program. Staff has had limited time to dedicate to research and advancement and has utilized volunteer help through the City’s Environmental Committee. An outside look at West St Paul’s participation will be useful in advancing towards Steps 4 and 5. **OUTCOMES:** Determine how West St Paul is currently performing in their best management practices (BMP), perform an overview/inventory of current actions that could count toward a GreenStep BMP, and explore other actions that could be taken to advance West St Paul to step 4 and 5. **Staff Liaison:** Dave Schletty

4. **Volunteer Urban Tree Surveys – creating/updating an inventory of West St Paul trees** – West St Paul contracted a formal tree inventory for all boulevard/ROW trees in 2014. An informal volunteer tree survey within City parks was attempted in 2015. The boulevard tree survey is a valuable tool for tree management and vital for carrying out the City’s EAB Management Plan, that was adopted in January 2015. Given the number of trees that have been planted and removed in the last 5 years, updating the City’s tree inventory is critical. This project could be accomplished using volunteers. **OUTCOMES:** Determine the feasibility of updating the City’s tree inventory using volunteers, develop a plan of action, and recommend next steps for creating a park tree inventory. **Staff Liaison:** Dave Schletty

5. **Bike and Ped Plan review for environmental changes & equity of access** – The City of West St Paul City Council accepted the Pedestrian and Bicycle Master Plan in December 2011. This document is used as a guide to make West St Paul a more pedestrian and bicycle friendly City. The plan is referenced on all road reconstruction projects as well as for all commercial development projects. In the past 10 years many new improvements, including reconstruction of Robert Street and many multiple-housing projects have occurred, as well as the City’s advancement in the GreenSteps program. The plan needs to be reviewed to determine if it still properly aligns with the City’s vision. **OUTCOMES:** Review the plan and compare current conditions with those from 2011. Recommend changes to the plan that are needed due to
changes within the City. Evaluate the plan for equitable access for all within the City. **Staff Liaison:** Dave Schletty, Melissa Sonnek

6. **Residential Yard Nutrient Management and Water Use** – West St Paul has a large network of small lakes, ponds and wetlands that work to manage storm water and street runoff. West St Paul has worked with Dakota County to monitor many of these wetlands over the years. The City also has an active program for treating many of the ponds for algae and duckweed. The relative health of the ponds are good, but could be improved through more education and better management of yard waste by residents. **OUTCOMES:** Recommend best practices for management of City owned lands around ponds and wetlands. Create an education program for residents regarding proper and safe lawn care and educate on the effects of improper care on the City’s wetland areas. **Staff Liaison:** Dave Schletty

7. **Compostable to-go containers, Styrofoam/Plastic Bag ban, and organics recycling education** – The City of West St Paul has shown it cares about sustainability and effects our actions have on the environment. The City’s Environmental Committee has explored bans on harmful products used in commercial businesses, such as plastic bags and Styrofoam containers. The City is also active in promoting recycling and composting. West St Paul also has a high rental population that are unaware of these programs or may have limited ability to access them. **OUTCOMES:** Create an education campaign to increase recycling and composting within the City, especially with the rental community. Determine the feasibility of bans of harmful products in commercial businesses within the City. **Staff Liaison:** Dave Schletty, Cassandra Johnson

8. **Park Use Assessment to better understand equity and areas of need** – West St Paul is very proud of its park system. The City’s parks have a wide range of activities for all residents to use and maintain an active lifestyle. That being said, it is important to reevaluate from time to time and be sure that all residents are being represented and considered when it comes to activities available in our park system. **OUTCOMES:** Create an inventory of current park activities available to residents. Determine any areas of need within the parks. Determine if any areas within the City are lacking opportunities for active living for residents. **Staff Liaison:** Dave Schletty

9. **Promoting Adopt-A-Drain Program and Stormwater Management education** – The City of West St Paul has a vast stormwater management network consisting of ponds & wetlands and storm sewers and drains. Many residents do not understand how the whole network works together to prevent flooding and erosion within the City. One of the biggest issues City maintenance staff encounter in management of the stormwater system is clogged storm drains. Trash, leaves and other debris can quickly build-up and cause drains to become completely blocked up. The City joined a pilot program in 2019 to get residents to “adopt-a-drain” and help City staff keep the stormwater flowing properly. More education is needed to make this program more effective. **OUTCOMES:** Develop a promotion campaign to get more residents to Adopt-a-drain. Recommend effective ways to educate residents about stormwater and the importance it has in the City. **Staff Liaison:** Dave Schletty, Cody Joos

10. **Possible/backup in case there are more students:** **Pollinators/Bee & Bird City USA** – The City’s Environmental Committee has been very interested in pollinators and the issues they have had in recent years. The City Council passed a pollinator resolution in 2016. The Environmental Committee has also had interest in making West St Paul a Bird City USA. Both these actions are supported and encouraged by the GreenStep Cities Program. **OUTCOMES:** Determine the
feasibility of becoming a Bird City USA and next steps needed. Look at the City’s best practices regarding pollinators and recommend any changes. Recommend ways to educate residents about both these topics and ways to get involved. **Staff Liaison:** Dave Schletty