1. Call To Order

2. New Business

   2.A. Introduce New Planning Commission Liaison - Lisa Stevens

   2.B. Approve September 1, 2021 Minutes
       Documents:
       
       ENVIRONMENTAL COMMITTEE SEP0121.PDF

3. Old Business

   3.A. U Of M Environmental Change Class Projects
       Documents:
       
       WESTSTPAULPROJECTIDEAS_2021.PDF

4. Updates

   4.A. City Council

   4.B. Staff

   4.B.1. GreenStep Cities Updates
       Documents:
       
       WEST SAINT PAUL ASSESSMENT 2021.PDF

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: Constance LaCombe, Cindy Joanning, Nicholas Hager, Laura Zanmiller, Jade Pennig, Ken Paulman, Lauren Hazenson, Liz Pearson, Joshua Prybylski
   Non-voting in attendance: Lisa Eng-Sarne, Dave Schletty

2. **NEW BUSINESS**
   a. **Review Committee Bylaws and Election of Chair/Vice-Chair** - A motion was made to nominate Jade Pennig and Laura Zanmiller Chair and Vice Chair of the Committee respectively. Pennig and Zanmiller accepted the nominations. The motion passed. All Ayes.
   b. **Minutes** - The August 4, 2021 minutes were approved.

3. **OLD BUSINESS**
   a. **University of MN Environmental Change Class Projects**
      Schletty reported that the City is full steam ahead with the University of MN’s class project. Schletty will meet with the students in a couple weeks. They will update Schletty in November on their projects and make a presentation to Council in December. Schletty asked committee members they wanted to partner with the projects; a subcommittee for each project could be formed. Multiple projects could be worked on at the same time. Prybylski volunteered for the Fruit Bearing Trees. Paulman said it would be helpful to get feedback from the students on how to help with the projects. Schletty said that he does not see members actually getting involved with the development of the project. After the University project is completed, Committee Members would take their initiatives and further the plan or proposal. It would be up to staff and the committee to go forward. Paulman asked if this would include Policy recommendations to Council- Schletty said yes; it could also mean education and outreach. Zanmiller and Joanning would like to take on Residential Management. Pearson would be interested in any of the projects. She is interested in compostable containers. LaCombe is also interested in any of the projects, but especially about the city best management plan, Green Cities and bike trails.

4. **UPDATES**
   a. **City Council** - Lisa Eng Sarne introduced herself to the committee. She is excited to see the committee work move forward, especially with the GreenSteps program. The next steps for Step 3 are traditionally much harder. Giving this work to the U of MN will be very helpful. The current Bike Ped plan (environmental change and equity to access) is 11 years old. However, it was designed to be a 25-year old plan. People have used its age as a reason to resist implementation of sidewalks; the [university] project will help show that the City has looked at the plan with a “new lens.” The plan is still very equitable. At the last Council meeting, Smith Dodd development was discussed. There will be a chance for public engagement. She is happy to answer any questions about this topic.
   b. **Staff**
      i. **Planning Commission** - Schletty announced that Lisa Stevens would be the new Planning Commission liaison to the Environmental Committee.
      ii. **Park and Recreation Committee** - The Marthaler Garlough trail has been completed. The Robert Street tunnel is being built. The tunnel will complete the West St. Paul portion of the trail. The trail is not officially open but open to public use. The Parks and Rec Committee will be working on next steps for Marthaler Park. There is funding available to complete the Master Plan over the next 3 years. There will be a project open house in two weeks to look at the preliminary
plans for the reconstruction. The City Open House will be on September 23. Plans for the park will be available at the open house.

iii. **GreenSteps**-The City now has a nice Step 3 trophy; there was an online recognition for the City. The next steps, 4 and 5, will address how the City continues the work described in Steps 1-3 and how the City will continue to better itself on the GreenSteps program. Once the City receives the college report from the U, Schletty would like to reestablish the subcommittee for the GreenSteps program.

5. **Other**--NA.
6. **Adjourn**
   
   With no other business before the Committee and no objections, the Environmental Committee meeting was adjourned at approximately 6:23 pm.

   Respectfully submitted,
   Sharon G. Hatfield
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
**2021 Category A City: WEST SAINT PAUL**
Currently a Step 2 GreenStep City as of June 2019
(joined May 2017)

**Which assessment?** Preliminary: for city review  [ ]  Final: April 1st recommendation to LMC  [X]

**Assessor and date:** Kristin Mroz, 3/12/21

**Total BPs implemented:** [20]  All required BPs done? [YES]  BP distribution requirements met? [YES]

**Recommend June 2021 public recognition at:**  Step 3  [X]

<table>
<thead>
<tr>
<th>Building</th>
<th>Action Summary</th>
<th>2 BPs requirement</th>
<th>2 BPs done?</th>
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<tr>
<td><strong>BUILDINGS:</strong> distribution requirement* is <strong>2 BPs</strong>; are <strong>2 BPs done?</strong></td>
<td>YES</td>
<td>YES</td>
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</table>
| 1. Public Buildings  | 1.1 @ 1 STAR – Started 2007. Updated 2020, adding historic data and assigned staff to regularly update.  
1.2 @ 1 STAR - 2020 converted to LED in Ice Arena, indoor/outdoor pool, Dome; used Xcel rebates  
1.7 @ 1 STAR – 2010 maint. facility has closed-loop geothermal system | YES | YES |
| 2. Private Buildings  | 2.1 @ 1 STAR - actively promotes Xcel’s Energy Rebate and Energy Assistance Programs  
2.5 @ 1 STAR – 2001 mayoral authority to declare a watering ban  
2.6 @ 1 STAR - EDA home impr. loans for HVAC, electrical, plumbing, exterior | YES | YES |
| 3. New Green Buildings  | 3.1 @ 1 STAR – | YES | YES |
| 4. Lighting/Signals  | 4.5 @ 2 STARS - Robert Street corridor 2014-20  
4.8 @ 3 STARS - all 15 traffic signals on state/county roads LED | YES | YES |
| 5. Building Redevelopment  | 5.1 @ 1 STAR – | YES | YES |

**LAND USE: 2 BPs required*; are 2 BPs done?** YES

| Comp Plan  | 6.1 @ 1 STAR – finalizing update of 2019; includes sections on bike-ped, sustainability  
6.2 @ 2 STARS -- comp plan referenced in multiple areas of the zoning code (which was updated 2015) including site plans and conditional uses | YES | YES |
| City Growth  | 7.1 @ 2 STARS -- Robert St Renaissance Plan (of 2001) developed with extensive facilitated citizen engagement  
8.2 @ 2 STARS -- City Hall, Regional Athletics Center adjacent to a job & residential center, accessible by regular transit. Center has a shared parking agreement with adjacent LA Fitness  
8.3 @ 3 STARS -- 2 planned mixed use development districts within the City | YES | YES |
| Mixed Uses  | 8.1 @ 2 STARS -- | YES | YES |
| Highway Development  | 9.1 @ 1 STAR - Robert Street Improvement plans include bump outs, islands, lower speed limits, ped/cycle tunnel  
9.3 @ 2 STARS - Smith Dodd Small Area Plan 2017 | YES | YES |
| Conservation  | 10.1 @ 2 STARS -- | YES | YES |

**TRANSPORTATION: 2 BPs required*; are 2 BPs done?** YES
| 11. Complete Green Streets | YES | 11.1 @ 1 STAR – ADA Transition Plan and Ped/Bike Plan in place; Complete Streets Policy adopted March 2021.  
11.4 @ 2 STARS - Ped/bike Plan 2011; Robert Street Plan  
11.6 @ 2 STARS – 2014 bumpouts and flashing ped. Crossing on Maria Ave.; 2017 roundabout Wentworth/Oakdale, ped. Crossings, median refuge, lower speed. |
| & two additional actions | | |
| 12. Mobility Options | YES | 12.1 @ 2 STARS – Ped/bike Plan 2011, trail gap studies 2017 and 2020, transp. options on website and @ city hall, dedicated park facilities @ MT park & ride, bike rack @ city hall 2018; 73 walk score  
12.2 @ 1 STAR - SRTS comp plan 2010 and grant 2015. Filled tail/sidewalk gap identified in 2011 Ped/bike plan. |
| any two actions | | |
| 13. Fleets | any two actions | |
| 14. TOD / TDM | any two actions | |

**ENVIRONMENTAL MANAGEMENT: 4 BPs required*; are 4 done?**

**YES**

| 15. Purchasing | YES | 15.1 @ 2 STARS – 2018 Council Sustainable Purchasing policy  
15.7 @ 1 STAR – electronic agenda packets; only compostable products at meetings and in employee break areas |
| 1; and one additional action | | |
| 16. Trees | YES | 16.1 @ 1 STAR – 2017 Tree City USA  
16.6 @ 3 STARS - 2015 EAB Action Plan (removal, injection treatments, reforestation) overseen by MN Certified Tree Inspector |
| any two actions | | |
| 17. Stormwater | YES | 17.3 @ 2 STARS - Stormwater Pollution Prevention Program 2007; stormdrain stenciling, illicit discharge & dumping, ESC, stormwater management ordinances  
17.4 @ 2 STARS -- stormwater utility, with variable fees, created in 2005 |
| any one action | | |
| 18. Parks & Trails | YES | 18.1 @ 3 STARS – 2014 $6.2M reconstruction of Harmon Park included a school shared use agreement, new trails  
18.3 @ 3 STARS - 91% of youth in WSP live within a 10-min walk of a park (Parkserve.org); 18 acres/1000 people  
18.5 @ 2 STARS - Pollinator Habitat resolution; Bee Safe City – public spaces, refrain from systemic pesticides, educate community  
18.8 @ 1 STAR - Adopt-A-Park year round for residents to pick litter and clean up weeds and brush |
| any three actions | | |
| 19. Surface Water | YES | 19.1 @ 1 STAR - Local Surface Water Management Plan (in 2040 Comp Plan) 2018; assessment and monitoring of stormwater basins & Thompson lake w/ city/county.  
19.3 @ 1 STAR - 2018 Local Surface Water Management Plan  
19.4 @ 1 STAR - Shoreland ordinance 1963 |
| if state public water: 4; and one additional action | | |
| if no state water: any one action | | |
| 20. Water / Wastewater | NO | 20.3 @ 1 STAR -- 2008 I&I ordinance includes mandatory inspections |
| 1 & 2; and one additional | | |
| 21. Septics | YES | 21.4 @ 1 STAR - Sanitary Sewer Policy (in 2040 Comp Plan); I&I reduction, new dev. & existing to be connected to city sewer, adopted MN Rules and County ord. |
| any one action | | |
| 22. Solid Waste | YES | 22.1 @ 2 STARS -- City Hall building participates in organics collection (Food waste and BPI certified compostable paper products)  
22.2 @ 1 STAR – website interactive disposal guide  
22.4 @ 3 STARS – City partners with Dakota County to host Fix-It Clinics at the local library  
22.5 @ 2 STARS – City partners with Co. on an organics drop site located at city park; 487 households participating; yard waste pickup or dropoff.  
22.6 @ 1 STAR -- 2017-18 Co.-led Multi-unit Recycling Pilot Project (2 buildings) |
| 1 or 2; & one from 4-8 | | |
| 23. Local Air Quality | YES | 23.2 @ 1 STAR – City regulates residential burning location, duration, time, fuel sources  
23.5 @ 1 STAR -- County Park located in City currently has EV charging station (2 outlets) |
| any two actions | | |
### Benchmarks & Involvement

**Actions 1 & 2**

- **24.1 @ 3 STARS** – 2008 Council-established Environmental Committee with a Council Member and youth position
- **24.2 @ 1 STAR** – annual neighborhood meetings held by city to gauge resident perception of city performance and discover priority topics; info used to shape the next year’s strategic goals for staff and Council

### Green Businesses

**any two actions**

- **25.2 @ 1 STAR** – Website shares business assistance and rebate programs; 2020.
- **25.7 @ 1 STAR** – Robert Street 1990’s “WSP, We’re Close to it all!” campaign; 2015-17 “Shop Robert Street” campaign during road reconstruction; COVID times “#ShopWestStPaul” shop local campaign.

### Renewable Energy

**any two actions**

### Local Food

**any one action**

- **27.2 @ 2 STARS** – domesticated chickens, pot-bellied pigs and beehives allowed
- **27.3 @ 2 STARS** – farmers market weekly June-Oct at shopping mall; produce donations/unsold produce collected for food shelf; school district uses City’s park land for a school forest; city easement for community garden next to elementary school

### Business Synergies

**any one action**

### Climate Adaptation

**action 1 at a 2 or 3-star rating**

- **29.1 @ 2 STARS** – Included in Dakota County All-Hazard Mitigation Plan. WSP police chief resp. for city preparedness and emergency response. Emergency Alert Notifications for residents of Dakota County.
- **29.2 @ Not Rated** – Pollinator Habitat Resolution
- **29.7 @ Not Rated** – discussed in Comp Plan 2018

### Notables:

- Planned mixed use development districts authorized within the City
- School shared use agreement, new trails part of 2014 $6.2M reconstruction of Harmon Park
- Fix-It Clinics at the local library hosted by the city and county
- Annual neighborhood meetings held by City to gauge resident perception of city performance and discover priority topics; info used to shape the next year’s strategic goals for staff and Council