



SUSTAINABILITY COMMISSION AGENDA

Thursday, March 20, 2025

6:30 p.m.

Coon Rapids City Center

Civic A

Call to Order

Roll Call

Adopt Agenda

1. Approval of Minutes

New Business

2. Landscape Standards Update
3. New Applicant Introduction
4. Resilience Discussion

Old Business

5. Tree Health and Safety: Next Steps
6. Earth Month: Next Steps

Other Business

7. Staff Updates
8. Chair and Commissioner Comments

Adjourn



Sustainability Commission - Regular

1.

Meeting Date: 03/20/2025

SUBJECT: Approval of Minutes

Approve Minutes of the February 20 Commission meeting.

Attachments

February 20 Minutes

COON RAPIDS SUSTAINABILITY COMMISSION MEETING MINUTES FOR FEBRUARY 20, 2025

The February 20, 2025 meeting of the Sustainability Commission was called to order at 6:33 p.m.

Commission Members Present: Kate Anderson, Kelsey Brodt, Keygan McClellan, Emily Neuharth, Lynne Riley

Commission Members Absent: Chris Backes, Elzaki Ishag, Josh Zeller

Staff Present: Olivia Dorow Hovland

1. Adopt Agenda & Approve Minutes

Motion by Commissioner Riley, seconded by Commissioner Anderson to adopt agenda. The motion passed unanimously.

Motion by Commissioner Anderson, seconded by Commissioner McClellan to approve minutes of the January 16, 2025 Sustainability Commission meeting, as presented. The motion passed unanimously.

2. Review the Draft Active Transportation Plan

Staff presented the draft Active Transportation Action Plan.

The Commission wrote the below statement of support:

The Sustainability Commission supports the Active Transportation Action Plan. This plan encourages community connections, sustainable transportation, opportunities to improve health, and safety for pedestrians, bicyclists, and children. This will ensure Coon Rapids' transportation system aligns with regional active transportation networks and follows best practices.

Motion by Commissioner Brodt, seconded by Commissioner Anderson to approve the statement of support. Motion passed unanimously.

3. Tree Health and Safety: Next Steps

Commissioners discussed how to advance the Tree Health and Safety work plan item.

Commissioners want to collaborate with the city forester on tabling and distributing planting information. Commissioner Neuharth suggested getting more copies of the tree planting booklet to distribute at events where the forester does not have a presence. Commissioner Anderson suggested tabling with the forester at Summer in the City.

Commissioners are also interested in doing more promotion of the city's buckthorn removal program. Commissioner Riley noted that it is important to educate residents on why buckthorn is being removed, as some may view it as forest clearing and disrupting their views of nature.

Commissioner Riley suggested starting an ongoing feature of native trees, their benefits, and how residents can plant them. Commissioner McClellan volunteered to do research for this project.

Commissioner McClellan also asked about the status of a potential tree preservation ordinance. Ms. Dorow Hovland noted that she would inquire with planning staff and get an answer to the Commission next month.

Commissioner McClellan also asked if the city has a forestry management plan, like Woodbury and other cities have. A plan would involve things like a tree canopy assessment and could be a task for a future Climate Corps member. She noted that the DNR also has forestry management grants.

4. Earth Month: Next Steps

Commissioners brainstormed soliciting a local business to offer coupons or free items to participants in the Earth Month park clean-up event.

Commissioner Riley suggested having a medallion hunt with a prize connected.

Commissioner Anderson suggested having tent signs at the park on the day of the clean-up event, and Commissioner Brodt suggested having the marquee sign promote the event.

Commissioners also discussed having some sort of promotional or giveaway item, like buttons, seed packets, or hats.

5. Staff Updates

Ms. Dorow Hovland shared the following list of updates:

- Commission chairs presented to the City Council at a work session this month to share about the group's accomplishments from the last few years.
- The city is planning on participating in and promoting Bike to Work Week this year.
- The city's solar projects will likely be installed in the fall.
- The Native Plant Sale will go live March 1.
- The city is collaborating with Anoka Conservation District on another Lawns to Legumes installation at Epiphany Pond Park this year. There will be an opportunity to host a volunteer planting event.
 - Commissioners suggested coordinating a planting day with National Public Lands Day which is on Saturday, September 27 this year.
- The city is constructing a new piece of trail this year. Commissioners are invited to research and suggest new interpretive signage for along the trail.
- City staff are researching deer management and collecting information on best practices.
- The Coon Rapids High School Earth Club is on a hiatus right now.
- The Recycling Center has new odds and ends programs.

- The Recycling Center has mending classes and lamp repair classes coming up.
- Staff will set up interviews with applicants for the Commission's one vacancy.

6. Chair and Commissioner Comments

Commissioner Riley requested to add an agenda item to the March meeting focusing on resilience, and topics that may need a quick response, such as emergency preparedness and food scarcity.

Motion by Commissioner Riley, seconded by Commissioner Brodt to adjourn the meeting at 8:03 pm.
The motion passed unanimously.



Sustainability Commission - Regular

2.

Meeting Date: 03/20/2025

Subject: Landscape Standards Update

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

In 2024, the Commission created the attached Landscape Standards report. Staff reviewed the report and made updates to the city's draft Landscape Standards document.

DISCUSSION

A member of the city's planning staff will present an update on the work the department has been doing to update the Landscape Standards.

RECOMMENDATION

Staff recommends the Commission receive the update and provide feedback to staff.

Attachments

Landscape Standards Report

Coon Rapids Landscape Standards

A report of the Coon Rapids Sustainability Commission

TO: Coon Rapids Community Development Department

Coon Rapids' Current Standards

Coon Rapids' Landscape Standards document was last updated in 2006. The current document includes the following sections:

- Terms
- Landscape Plan
- Landscaping Objectives
- Plant Material Sizes
- Location and Minimum Quantity of Plant Materials
- Required Bufferyards
- Typical Plant Materials

Other Cities' Standards

The Sustainability Commission conducted a survey of other cities' landscape standards. They surveyed the following cities:

- Anoka
- Blaine
- Brooklyn Park
- Brooklyn Center
- Fridley
- Maple Grove

Recommendation 1: Update Coon Rapids' Landscape Standards Document

The Commission suggests updating the "Landscaping Objectives" section to emphasize resiliency through the installation of native, drought-tolerant, and pollinator-friendly plants.

The Commission suggests offering design flexibility to applicants if they go above and beyond landscape requirements through the installation of native planting areas.

The Commission suggests updating the zoning table in the Landscape Standards document to reflect current city zoning districts.

The Commission suggests eliminating the requirement for irrigation if the site is planted with drought tolerant or native plants.

The Sustainability Commission consulted with the City Forester and drafted the following lists of recommended trees and shrubs. See Appendix A for a more detailed list of recommended trees and shrubs, including heights, light requirements, and special considerations.

Recommended Trees

- Swamp White Oak
- White Oak
- Bur Oak
- American Elm (disease-resistant varieties such as Princeton, Prairie Expedition, and New Harmony)
- Kentucky Coffeetree
- Honeylocust
- Red Maple
- Sugar Maple
- Hackberry
- River Birch
- Ironwood
- Bitternut Hickory
- Black Cherry
- Black Willow
- Eastern White Pine
- Basswood/American Linden

Recommended Shrubs

- Black Chokeberry
- American Cranberrybush
- Chokecherry
- American Plum
- Serviceberry
- Nannyberry
- Meadowsweet (*Spiraea alba*)
- Dogwoods (Red Osier, Pagoda, Gray, Flowering, Silky/Pale)
- Shubby Cinquefoil (*Potentilla fruticosa*)
- Pasture Rose/Carolina Rose
- Pussy Willow
- Sage-leaved Willow

Recommendation 2: Consider a Tree Preservation Ordinance

The Sustainability Commission found that many metro area cities have tree preservation ordinances, including Edina, Wayzata, Minnetonka, Maplewood, Shakopee, Lakeville, Golden Valley, Lake Elmo, and Greenwood. Tree preservation ordinances allow cities to protect and maintain the community trees and woodlands during development and construction, while also focusing on sustainability and resilience.

The Sustainability Commission asks Coon Rapids to adopt a tree preservation ordinance that establishes minimum standards for management of the urban tree canopy.

An acceptable tree preservation should, at minimum, include the following elements:

- A list of desirable trees for planting, in various size classes (refer to the list of recommended trees suggested for a new Landscape Standards document)
- Guidelines for spacing of trees
- Best practices for siting in relation to utilities and distance from curb and sidewalk
- Guidelines and standards for how to retain or replant trees or wooded areas in development projects

Recommendation 3: Increase Communication on Landscape Best Practices

The Sustainability Commission asks that the city proactively communicate with developers on landscape best practices that involve planting drought-tolerant, native, and pollinator-friendly plants. They suggest creating a handout that can be used in talks with developers that outlines the city's preferred landscaping approach, and that points developers to additional resources that can help with species selection and sustainable maintenance.

The Sustainability Commission suggests the city create an additional handout for residents on home landscaping best practices that reduce water use and increase resiliency. The city can also increase communications about landscaping best practices through other communication channels.

The handouts, and the Landscape Standards document should be easily accessible on the city website.

The Sustainability Commission drafted the following list of talking points that can be used in communications:

Benefits of Native Plantings

- **Biodiversity:** Native plants provide species-appropriate habitat for native pollinators, birds, and wildlife. Most native pollinators require specific native plants to facilitate some or all of their life cycle, such as butterfly weed for Monarch butterflies. Additionally, native species plants are better suited to provide accessible food for pollinators than human selected cultivars that are often selected for showy flowers; the straight species of purple coneflower attracts far more pollinators than cultivars like the popular double coneflower.
- **Lower Maintenance:** Native plants evolved under the climactic conditions of the area, and are well suited to survive our cold snowy winters and hot dry summers, and anything in between. The root systems of native plants can be several feet deep, enabling them to access soil moisture that non-native plants may not be able to access. This means there is less requirement for supplemental watering during dry periods. Native plants also don't usually require additional fertilizer or pesticide as they are adapted to the soil nutrient levels and pest pressures of the area. A densely planted native planting area will require less herbicide application because weeds will not take root as easily. A native planting does not require fall and winter cut down, and in fact should be left undisturbed through the winter, to provide food and shelter for pollinators and birds and small animals through the winter. Finally, a properly designed native planting will require no mowing throughout the growing season.
- **Water Quality Improvements:** Because the roots of native plants are often much denser and grow much deeper than non-native plants, water infiltration after heavy rains is increased, resulting in less erosion and runoff.
- **Long-term cost savings:** A native plant installation is often similarly priced or slightly more than a non-native plant installation. However, the continued maintenance of a non-native

installation, such as irrigation, fertilizing, and other chemical application requirements, makes a native planting more cost effective over time. Native plants are also less likely to die and require costly replacements over the years.

Appendix A: Coon Rapids' Current Landscape Standards

NATIVE TREES AND SHRUBS OF COON RAPIDS, MN

Native plants provide several benefits over nonnative plants: they are of higher value to wildlife such as songbirds and pollinators, they can improve water quality and soil health, and they are adapted to local conditions, which means that they will require less maintenance (both time and cost) as time passes. Many are drought-tolerant.

SHRUBS								
COMMON NAME	TAXANOMIC NAME	HEIGHT	Flowers	Neo-native*	Light	Soil Moisture	Ornamental Cultivars Available	Special Considerations
Allegheny Serviceberry	<i>Amelanchier laevis</i>	15-25 ft	white, fragrant		Full Sun-Part Shade	Medium		
American Crannberrybush / Highbush Cranberry	<i>Viburnum trilobum</i>	12 ft	white		Full Sun-Part Shade	Medium-Moist	yes	plant 2-3 for more bird-attracting fruits
American Hazelnut	<i>Corylus americana</i>	8-16 ft	inconspicuous		Full Sun-Part Shade	Dry-Moist	yes	plant 3-5 for nut production
American Hornbeam	<i>Carpinus caroliniana</i>	20-35 ft	inconspicuous		Part Sun-Shade	Medium-Moist		
American Plum	<i>Prunus americana</i>	20-35 ft	white, fragrant		Sun-Shade	Moist		
Arrowwood Viburnum	<i>Viburnum dentatum</i>	6-10 ft	white		Full Sun-Shade	Moist		
Black Chokeberry	<i>Aronia melanocarpa</i>	3-6 ft	white		Fun Sun-Part Shade	Dry-Moist	yes	
Bladdernut	<i>Staphylea trifolia</i>	10-20 ft	white		Part Shade-Shade	Dry-Medium		
Buttonbush	<i>Cephalanthus occidentalis</i>	12 ft	white, pink		Part Shade-Shade	Wet-Moist		
Chokecherry / Bitter-berry	<i>Prunus virginiana</i>	20-30 ft	white		Sun-Shade	Dry-Moist		
Cockspur Hawthorn	<i>Crataegus crus-galli</i>	20-30 ft	white, pink		Sun-Shade	Dry-Moist	yes	
Common Snowberry	<i>Symphoricarpos albus</i>	3-6 ft	white, pink		Sun-Shade	Dry-Moist		
Common Winterberry	<i>Ilex verticillata</i>	6-10 ft	inconspicuous		Sun-Shade	Dry-Wet	yes	acidic soil, ornamental berries
Common Witch Hazel	<i>Hamamelis virginiana</i>	15-20 ft	yellow, fragrant		Full Sun-Part Shade	Moist	yes	acidic soil, blooms Oct-Dec

Common / Canada Elderberry	<i>Sambucus canadensis</i>	5-12 ft	white		Full Sun-Part Shade	Medium-Moist		
Common / Prairie Ninebark	<i>Physocarpus opulifolius</i>	8-10 ft	white		Full Sun-Shade	Dry-Moist		
Coralberry / Red Snowberry	<i>Symphoricarpos orbiculatus</i>	4-6 ft	inconspicuous		Part Shade-Shade	Dry-Moist	yes	ornamental berries
Downy Hawthorn	<i>Crataegus mollis</i>	20-40 ft	white		Sun-Shade	Dry-Moist		
Downy Serviceberry / Juneberry	<i>Amelanchier arborea</i>	25 ft	white, fragrant		Sun-Shade	Dry		acidic soil
Dwarf / Northern Bush Honeysuckle	<i>Diervilla lonicera</i>	3 ft	yellow, orange, fragrant		Sun-Shade	Dry-Medium	yes	
Eastern Redbud	<i>Cercis canadensis</i>	20-30 ft	pink, fragrant	yes	Part Shade-Shade	Moist		
Eastern Wahoo / Native Burning Bush	<i>Euonymus atropurpureus</i>	12-20 ft	inconspicuous		Part Shade	Moist		avoid nonnative <i>Euonymus</i> and Burning Bush, ornamental berries
False Indigo	<i>Baptisia australis</i>	4-12 ft	blue, purple		Full Sun	Moist		
Fleshy Hawthorn	<i>Crataegus succulenta</i>	6-22 ft	white, fragrant		Full Sun-Part Shade	Moist		
Flowering Dogwood	<i>Cornus florida</i>	20-40 ft	white, pink, fragrant	yes	Part Shade-Shade	Dry-Moist		acidic soil
Fragrant Sumac	<i>Rhus aromatica</i>	6-12 ft	yellow, fragrant		Sun-Shade	Dry-Moist	yes	
Gray Dogwood	<i>Cornus racemosa</i>	10-15 ft	green, white		Sun-Shade	Moist	yes	
Great Lakes Sand Cherry	<i>Prunus pumila</i>	1-8 ft	white		Sun-Part Shade	Dry		sandy soil
Leadplant	<i>Amorpha canescens</i>	3 ft	purple		Full Sun	Dry-Medium		
Lowbush Blueberry	<i>Vaccinium angustifolium</i>	2 ft	white, pink		Sun-Shade	Dry-Moist		acidic soil, plant 2-3 for fruit production
Meadowsweet	<i>Spiraea alba</i>	4-6 ft	white, fragrant		Sun-Shade	Moist-Wet		avoid nonnative <i>Spiraea</i> species
Nannyberry / Sweet Viburnum	<i>Viburnum lentago</i>	15-25 ft	white		Full Sun-Part Shade	Medium-Moist	yes	plant 2-3 for more bird-attracting fruits

New Jersey Tea	<i>Ceanothus americanus</i>	2-4 ft	white		Full Sun-Part Shade	Dry-Medium		
Ohio Buckeye	<i>Aesculus glabra</i>	20-40 ft	green, yellow	yes	Full Sun-Part Shade	Medium-Moist		
Pagoda / Alternate-leaf Dogwood	<i>Cornus alternifolia</i>	15-25 ft	White, fragrant		Part Shade-Shade	Moist		
Pasture Rose / Carolina Rose	<i>Rosa carolina</i>	1-4 ft	pink, fragrant		Full Sun	Dry-Wet		acidic soil
Pussy Willow	<i>Salix discolor</i>	20 ft	showy catkins		Full Sun	Moist		prune to promote growth
Red Bearberry / Kinnikinnick / Pinemat Manzanita	<i>Arctostaphylos uva-ursi</i>	1 ft	white, pink		Sun-Shade	Dry-Moist		acidic sandy or rocky soil
Red Elderberry	<i>Sambucus racemosa</i>	8-20 ft	white, fragrant		Sun-Shade	Medium-Moist		
Red Osier Dogwood	<i>Cornus sericea</i>	8-10 ft	white		Full Sun-Part Shade	Medium-Wet	yes	ornamental stems
Round-leaved Dogwood	<i>Cornus rugosa</i>	10 ft	white		Part Sun-Shade	Medium-Medium Dry		
Sage-leaved Willow	<i>Salix candida</i>	1-7 ft	showy catkins		Full Sun-Part Shade	Moist-Wet	yes	
Sand / Roundleaf Serviceberry	<i>Amelanchier sanguinea</i>	6 ft	white		Full Sun-Part Shade	Medium-Medium Dry		
Shrubby Cinquefoil	<i>Potentilla fruticosa</i>	3 ft	yellow		Full Sun	Medium	yes	
Silky / Pale Dogwood	<i>Cornus amomum obliqua</i>	10 ft	white		Full Sun-Part Shade	Medium-Wet		
Smooth Sumac	<i>Rhus glabra</i>	3-10 ft	white, yellow, green		Sun-Shade	Dry	yes	ornamental fruit clusters
Staghorn Sumac	<i>Rhus typhina</i>	15-30 ft	yellow, green		Full Sun-Part Shade	Dry-Medium	yes	ornamental fruit clusters
Trumpet / Coral Honeysuckle	<i>Lonicera sempervirens</i>	10-20 ft vine	red, yellow	yes	Full Sun	Moist	yes	needs air circulation, avoid nonnative Lonicera
White Sagebrush	<i>Artemisia ludoviciana</i>	3 ft	inconspicuous		Full Sun	Dry		

OVERSTORY TREES

COMMON NAME	TAXANOMIC NAME	HEIGHT	Flowers	Neo-native*	Light	Soil Moisture	Ornamental Cultivars Available	Special Considerations
American Basswood / Linden	<i>Tilia americana</i>	60-80 ft	fragrant, inconspicuous		Sun-Shade	Dry-Moist		road salt-intolerant
American Elm	<i>Ulmus americana</i>	60-80 ft	inconspicuous		Sun-Part Shade	Moist	yes	use disease-resistant trees
Ash-leaf Maple / Box Elder	<i>Acer negundo</i>	80 ft	inconspicuous		Full Sun	Moist		
Bitternut Hickory	<i>Carya cordiformis</i>	40-75 ft			Full Sun-Part Shade	Dry-Moist		
Black Cherry	<i>Prunus serotina</i>	60-80 ft	white, fragrant		Full Sun-Part Shade	Medium-Moist		
Black Walnut	<i>Juglans nigra</i>	75-100 ft	inconspicuous		Full Sun-Part Shade	Medium-Moist	yes	produces soil toxin which can reduce nearby plants
Black Willow	<i>Salix nigra</i>	30-60 ft	inconspicuous		Full Sun-Part Shade	Moist-Wet		
Burr / Bur Oak	<i>Quercus macrocarpa</i>	60-80 ft	Inconspicuous		Full Sun	Dry-Medium		
Chinquapin / Chinkapin Oak	<i>Quercus muehlenbergii</i>	60-80 ft	Inconspicuous		Full Sun-Shade	Dry-Medium		
Eastern Hop-hornbeam	<i>Ostrya virginiana</i>	30-50 ft	inconspicuous		Full Sun-Part Shade	Medium		
Hackberry	<i>Celtis occidentalis</i>	40-60 ft	inconspicuous		Full Sun-Part Shade	Moist	yes	
Honeylocust	<i>Gleditsia triacanthos</i>	60-80 ft	inconspicuous	yes	Full Sun	Moist	yes	
Kentucky Coffeetree	<i>Gymnocladus dioica</i>	50-70 ft	white, green, fragrant	yes	Full Sun	Medium	yes	
Northern Catalpa	<i>Catalpa speciosa</i>	40-60 ft	white	yes	Full Sun-Part Shade	Moist		
Northern White Oak	<i>Quercus alba</i>	80-100 ft	inconspicuous		Full Sun-Part Shade	Dry-Moist		
Paper Birch	<i>Betula papyrifera</i>	50-75 ft	inconspicuous		Full Sun-Part Shade	Moist		
Quaking Aspen	<i>Populus tremuloides</i>	30-50 ft	inconspicuous		Full Sun-Shade	Dry-Wet		

Red Maple	<i>Acer rubrum</i>	40-90 ft	red		Full Sun-Part Shade	Moist	yes	
Red Oak	<i>Quercus rubra</i>	60-80 ft	inconspicuous		Full Sun-Part Shade	Medium		susceptible to oak wilt; do not plant near other oaks
River Birch	<i>Betula nigra</i>	40-70 ft	inconspicuous		Full Sun-Part Shade	Medium-Wet	yes	
Silver Maple	<i>Acer saccharinum</i>	50-80 ft	white, red, yellow		Full Sun-Part Shade	Moist-Wet		
Sugar Maple	<i>Acer saccharum</i>	40-80 ft	inconspicuous		Sun-Shade	Moist	yes	road salt-intolerant
Swamp White Oak	<i>Quercus bicolor</i>	60 ft	inconspicuous		Full Sun	Medium-Wet	yes	
Tuliptree	<i>Liriodendron tulipifera</i>	70-90 ft	yellow, green	yes	Sun-Shade	Moist		

**Neo-native*: these species are native to regions/climates that will likely become more prevalent in our region in future decades (Minnesota will gradually develop a climate similar to current climate conditions in Iowa). Planting neo-native plants now is an example of assisted migration; neo-native trees will also live long enough to take advantage of changed climatic conditions in the future.

EVERGREEN/CONIFER TREES						
COMMON NAME	TAXANOMIC NAME	HEIGHT	Light	Soil Moisture	Ornamental Cultivars Available	Special Considerations
American Larch / Tamarack	<i>Larix laricina</i>	40-80 ft / spread 15-30 ft	Full Sun	Moist-Wet		a deciduous conifer
Balsam Fir	<i>Abies balsamea</i>	45-75 ft / spread 15-25 ft	Full Sun-Part Shade	Moist		heat-intolerant
Black Hills / White Spruce	<i>Picea glauca</i>	40-60 ft / spread 10-20 ft	Full Sun	Medium		road salt-intolerant
Black Spruce	<i>Picea mariana</i>	20-50 ft / spread 20-30 ft	Full Sun	Moist-Wet	yes	
Eastern Arborvitae / Northern White Cedar	<i>Thuja occidentalis</i>	20-40 ft / spread 10-15 ft	Full Sun-Part Shade	Dry-Moist	yes	

Eastern Red Cedar / Juniper	<i>Juniperus virginiana</i>	30-65 ft / spread 8-25 ft	Full Sun	Dry-Moist	yes	includes shrub-size cultivars
Eastern White Pine	<i>Pinus strobus</i>	75-100 ft / spread 50-80 ft	Full Sun	Medium	yes	intolerant of compacted soils
Jack Pine	<i>Pinus banksiana</i>	25-60 ft / spread 10-20 ft	Full Sun	Moist		heat-intolerant
Red Pine	<i>Pinus resinosa</i>	60-80 ft / spread 20-25 ft	Full Sun	Medium		MN State Tree, sandy soil

Nonnative plants have a lower value to wildlife, including birds and pollinators, than native plants. They can also often be invasive, taking over parts of the environment, to the detriment of our local ecosystems.

INVASIVE PLANTS - AVOID

Amur Maple

Nonnative Spirea/Spiraea (Japanese Spirea)

Nonnative Honeysuckle (most *Lonicera* species)

Burning Bush other than *E. atropurpureus*

NONNATIVE LANDSCAPE PLANTS similar to native plants – choose native alternatives instead

Indian Hawthorn

English Hawthorn

Washington Hawthorn

Burning Bush *Euonymus alatus*

Littleleaf Linden *Tilia cordata*



Sustainability Commission - Regular

3.

Meeting Date: 03/20/2025

Subject: New Applicant Introduction

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

There is currently one vacancy on the Sustainability Commission. The city recruited applicants to fill vacancies on all city commissions and received three applications for the Sustainability Commission vacancy.

DISCUSSION

The process for installing a new member on the Sustainability Commission is as follows:

1. City receives application
2. Applicant interviews with staff liaison and Sustainability Commission members
3. Applicant attends a commission meeting to meet current Commissioners and answer questions
4. Upon consensus by current Commissioners and applicant, City Council appoints applicant to Sustainability Commission

After interviews, Commissioners selected one applicant to move forward. They will attend the meeting to meet the current Commissioners.

RECOMMENDATION

Staff recommends the Commission vote on recommending applicant's appointment to City Council.



Sustainability Commission - Regular

4.

Meeting Date: 03/20/2025

Subject: Resilience Discussion

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

At the February meeting, Commissioners requested an agenda item discussing resilience.

DISCUSSION

Commissioners discussed coming up with a way to respond or act on issues that may be fast-evolving, like emergency preparedness or food scarcity.

RECOMMENDATION

Staff recommends Commissioners discuss resilience topics and potential related work.



Sustainability Commission - Regular

5.

Meeting Date: 03/20/2025

Subject: Tree Health and Safety: Next Steps

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Initiative #6 on the 2025 Sustainability Commission work plan is "Tree Health and Safety". Commissioners have expressed interest in learning about the city's forestry program and how they can help with engagement on best practices.

DISCUSSION

The City Forester, Tom Schibilla, attended the January 16 Sustainability Commission meeting and gave a presentation about his work. Commissioners talked to Mr. Schibilla about a variety of initiatives that could help advance their work plan goals.

At the February meeting, Commissioners discussed next project steps including:

- Research content for native tree communications
- Put together buckthorn removal information

RECOMMENDATION

Staff recommends Commissioners share their progress on project steps and plan for future work.

Attachments

Initiative #6

Initiative #6 Initiative Type: ☒ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)			
Initiative Title Tree Health and Safety	Deliverable • Presentation from City Forester • Collaborate with forester on engagement and communications materials for residents	Leads	Target Completion Date Q3 2025
Budget Required: NA			
Staff Support Required: Organize presentation from City Forester			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			



Sustainability Commission - Regular

6.

Meeting Date: 03/20/2025

Subject: Earth Month: Next Steps

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Initiative #2 in the Sustainability Commission's 2025 Work Plan is "Earth Month". The initiative calls for the Commission to:

- Create awards for residents, businesses, and institutions undertaking sustainable actions
- Work with City Council to do an Earth Month proclamation
- Outline weekly communications topics
- Organize a planting or clean-up event

DISCUSSION

Commissioners selected Earth Month awardees. Commissioners are encouraged to attend the April 1 council meeting for the Earth Month proclamation and presentation of awards.

Commissioners should also share the clean-up event and RSVP their attendance. At their February meeting, the Commissioners also discussed soliciting a local business for prizes for the park clean-up.

RECOMMENDATION

Staff recommends the Commission discuss any last minute needs for Earth Month and decide on a prize for the Earth Month park clean-up.

Attachments

Initiative #2

Initiative #2 Initiative Type: ☒ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)			
Initiative Title Earth Month	Deliverable • Create awards for residents, businesses, and institutions undertaking sustainable actions • Work with City Council to do an Earth Month proclamation • Outline weekly communications topics • Organize a planting or clean-up event	Leads	Target Completion Date Q2 2025
Budget Required: \$200 for award printing and clean-up day supplies			
Staff Support Required: Coordinate with City Council on Earth Month proclamation and awards presentation, collaborate with communications group on messaging, coordinate with Parks Department on clean-up event			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			



Sustainability Commission - Regular

7.

Meeting Date: 03/20/2025

Subject: Staff Updates

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Staff will provide an update on sustainability-related work going on at the city.

DISCUSSION

NA

RECOMMENDATION

Receive the update.



Sustainability Commission - Regular

8.

Meeting Date: 03/20/2025

Subject: Chair and Commissioner Comments

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Commissioners are invited to share any new or relevant sustainability-related information with the group.

DISCUSSION

NA

RECOMMENDATION

Receive the comments.
