

The November 21, 2013 meeting of the Sustainability Commission was called to order at 6:30 p.m. by Bob Krahn at the Coon Rapids City Hall.

Sustainability Members Present: Don Stauffer, Bob Krahn, Chris Backes, Marcia Baudino, Ed Dedman, Joeleen Famoso

Members Absent: Dave King, Stacey Demmer, Pam Foster

Staff Present: Colleen Sinclair

### 1. ACCEPT AGENDA

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MOTION BY DON STAFFER, SECONDED BY MARCIA BAUDINO, TO ACCEPT THE AGENDA. MOTION PASSED UNANIMOUSLY.

### 2. APPROVAL OF MINUTES

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MOTION BY ED DEDMAN, SECONDED BY MARCIA BAUDINO, TO APPROVE THE MINUTES OF THE OCTOBER 17th SUSTAINABILITY COMMISSION MEETING AS PRESENTED. MOTION PASSES UNANIMOUSLY.

### 3. COMMUNITY WORKSHOP REVIEW

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The Commission discussed the outcome of both community events held in November. All were please with the outcome of each event. It was noted that it was a valuable resource to hear the voice of the community. Moving forward more focus will be put into marketing the event to achieve a higher audience. Suggestions were hand-outs at the recycling Center; explore the option of Community Ed, local high schools and colleges. They will select the next year's worth of workshops and they will be pre-planned and marketed at the annual Green Expo in April along with the City newsletter.

### 4. COMMISSION CHECK LIST

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Members created a checklist to be included to the Sustainability report. The checklist gives tips and ideas for sustainable practices in the home, workplace or Team. Items on the list will lead to water, energy and cost savings along with waste reduction and recycling tips and addresses transportation options. Another list will be created for use within other City Commissions. The lists will be appropriate to each commission's mission within the City and provide them some common practice guidelines as they work through projects and will bring sustainability as a part of their work. Once the lists are created they will be presented to staff.

### 5. SUSTAINABILITY REPORT PHASE 2

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A motion was made by Don Stauffer and seconded by Ed Dedman to table the current planning of phase 2 of the Sustainability report until the City completes research on becoming a MN GreenStep City. Becoming a member will allow us to easily document and measure progress within our City buildings for showing growth, energy and cost savings and many other topics that fit with the Sustainability report and compliments the other recent programs the City has been working with. Currently the information available to the Commission does not fulfill the goal of the report. The only upcoming change will be some reorganization to the links that support the information inside the report as well as the added tips section.

6. MN GreenSteps City

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City staff presented the MN GreenSteps City program as well as the B3 reporting from our utilities to the Commission. A motion was made by Ed Dedman and seconded by Don Stauffer giving staff the approval to move forward to the next phase of gathering information. The Commission feels this is a natural next step for the City and would like staff to gather information such as what current level we currently qualify as and what it takes to continue to achieve a higher ranking. Staff will report findings and also hear a presentation from Diana McKeown on MN GreenSteps at a future meeting in January 2014.

5. OTHER BUSINESS

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Member Marcia Baudino shared a recent event she attended, University of Minnesota Poster contest with sustainability focus. Would like to inquire about having the event on display at Coon Rapids.

6. ADJOURN

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MOTION BY DON STAUFFER, SECONDED BY ED DEDMAN, TO ADJOURN THE MEETING AT 8:30 P.M.  
THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted  
Colleen Sinclair, Staff Liaison