

Sustainability Council  
2016 Annual Report

*Sustainability is the community's ability to meet the environmental, economic, and social equity needs of today without reducing the ability of future generations to meet their needs.*

Department: Brookings City Clerk

Mission Statement: The City of Brookings is committed to becoming a leader among its peers in developing an environment that meets the needs of the present without compromising the ability of future generations to meet their own needs. For this council, sustainability shall mean stewardship of all our resources in such a way that we can maintain a quality place to live today and leave a legacy of enhancement for future generations.

Member

Holly Tilton Byrne, Chair	Benjamin Kleinjan, Vice Chair	Betty Beer
Norma Nusz Chandler	Robert McGrath	Mike Lockrem
Stephanie Aure	Alvaro Garcia	Nels Granholm
Jane Hegland	Paul Peterson	
Riley Larson, SDSU Student		

Purpose

Membership:	12
Term:	3 years (student term - one year)
Residency:	Required for majority
Appointment:	January 1
Legal Reference:	Ordinance No. 04-11

Objectives

**Action:** Investigate, prioritize, and facilitate activities that develop and encourage sustainable practices.

**Education:** Communicate the importance of sustainable activities to the Brookings community.

**Advocacy:** Propose to City Government and other organizations implementation of sustainable strategies, policies and activities.

Areas of Emphasis

1. Green municipal practices and procedures
2. Green community wide practices
3. Future quality of life issues
4. Sustainable community planning and design including high performance buildings and landscapes
5. Incorporation of SDSU resources
6. Promoting economic growth through sustainable activities
7. Understanding economic impact and value creation of sustainability practices
8. Promote local food resourcing
9. Promote use of renewal resources

## 2016 INITIATIVES

### **POLICY DEVELOPMENT**

Poverty/Affordable Housing Report. The Sustainability Council presented Poverty & Housing Report to the City Council on March 15, 2016.

The *Brookings Benchmarks Report* consisting of 56 sustainability “indicators.” Each fit under one or more of 11 Sustainability Principles of regional economy, community design, community knowledge, native plants and animals, smart energy, green building, reasonable mobility, clean water, smart resource use, healthy local food and healthy air. The indicators are intended to help Brookings to more clearly understand our record of sustainability and track success. A regional economy indicator measured the percent of residents to be living in poverty was 22.4%. The benchmark report also cited 33% of homeowners and more than 50% of renters are living beyond their means. The Council determined additional information in the area of poverty and housing was needed to verify the data. This summer an intern collected additional data from the U.S. Census Bureau and assistance programs throughout Brookings.

<http://www.cityofbrookings.org/DocumentCenter/View/3536>

#### Urban Agriculture/Local Food Committee

- *Chicken Pilot Project.* Developed guidelines, ordinance, process/procedures, application, website materials for chicken pilot demonstration project.
- *Policy Review.* Continued its review of zoning policies and ordinances pertaining to ag practices to identify barriers/challenges to implementation and recommend ordinance changes, if needed
- *Farmer’s Market.* Provided Farmer’s Market event organizers with Wellmark Kickstarter Grant information. Event organizers were then successful in securing \$9,000 for bike racks, benches and infrastructure.

National Wildlife Federation’s Mayors’ Monarch Pledge. Mayor Reed signed the national Mayor’s Monarch Pledge and committed to the following actions: communications & convening case studies; launch a public communication effort to encourage citizens to plant monarch gardens at their homes or in their neighborhoods; communicate with community garden groups and urge them to plant native milkweeds and nectar-producing plants; convene city park and public works department staff and identify opportunities for revised mowing programs and milkweed/native nectar plant planting programs; convene a meeting with gardening leaders in the community to discuss partnerships to support monarch butterfly conservation; and earn recognition for being a wildlife-friendly city by expanding your action plan to include other wildlife and habitat conservation efforts through a program like the NWF community wildlife habitat program.

Sustainability Policy Liaisons. Sustainability Council members participated in an official liaison/voting member capacity for the following city initiatives and issues:

- 1) Affordable Housing Task Force – Mike Lockrem, voting member and liaison between SDSU and the Council
- 2) Bicycle Advisory Committee – Mike Lockrem, voting member & chair
- 3) Comprehensive Master Plan Ad Hoc Committee – Ben Kleinjan, voting member
- 4) Friends of Big Sioux River Board – Nels Granholm

Green Building Practices Policy. The Council researched and drafted a Green Buildings Practices Policy for the City. On February 9, 2016, the City Council adopted Resolution 16-016, a Resolution establishing a Green Building Practices Policy for City Funded Facilities. The policy requires that city funded new construction meet or exceed high-performance sustainable building standards, as defined under SDCL 5-14-32 (Section 1, a-c), for all new construction using City funds, which is designed and constructed in a manner that achieves at least:

- A silver standard rating under the United States Green Building Council's Leadership in Energy and Environmental Design (LEED) rating system in effect as of November 18, 2013;
- A two globe rating under the Green Building Initiative's Green Globes rating system as of July 31, 2013; or
- A comparable numeric rating under a sustainable building certification program recognized by the American National Standards Institute as an accredited standards developer.

Following that adoption, the Council's Green Building Policy Committee drafted a detailed, comprehensive policy that includes policy strategies and standards for renovation, leased spaces, exemptions, and reporting for City Council review and action in 2017. The draft policy is currently under internal review.

Recycling Containers in City Buildings. The Council feels that the City cannot encourage citizens to recycle if it is not. They made a motion to request the City develop a universal policy/program that requires all city buildings, departments, public spaces and special events to have recycling containers. The Council will draft a policy in 2017 that will include an inventory of which buildings are currently recycling and what containers are being used and a proposed budget.

Legislation. The Executive Committee monitored pending legislation and notifying the executive committee. The Committee is authorized to draft and submit endorsement or position statements on behalf of the Council.

SDSU STARS Report. Jennifer McLaughlin, SDSU Sustainability Intern, presented the SDSU STARS Report (Sustainability Tracking, Assessment & Rating System). Over 700 higher education schools have been rated using the STARS System using the categories: academics, engagement, operations and planning/administration. Four STARS ratings are available (bronze, silver, gold and platinum). SDSU received a bronze rating. The area that presented the most opportunity is engagement. Schools can reapply every year. SDSU plans to reapply in three years and attempt for a silver rating with a key focus on improving engagement. The Council asked McLaughlin to provide ideas for community partnerships to assist with furthering the engagement connection. Ideas discussed include: community gardens, green jobs in economically disadvantaged neighborhoods, Camelot gardens and Brookings High School greenhouse.

SDSU Intern. The SDSU College of Education and Human Sciences provided a \$5,000 scholarship for a Sustainability intern, Nargiza "Giza" Mukhidinova. She researched sustainability funding opportunities, assisted with Mayor's Ride Event, attended and participated in Green Building Policy and Urban Ag Meetings, developed storm water education materials for city website, assisted at Swiftel Event Center events for 2 weeks, researched and inputted data for the City's Bicycle Friendly Community application through the League of American Bicyclists, assisted on site arrangements for Historic Preservation statewide meeting and Training "Camp", assisted with the Bicycle Master Plan community workshop/campus, and conducted research on sustainability best practices and provided report.

Heartland Regional Sustainability Coordinators Network. Thornes serves as a member of the regional affiliate of the Urban Sustainability Directors Network. The Heartland group consists of 23 members from five states. Membership with the Network is by invite only and members must meet and maintain participation requirements. The purpose of the Heartland network is to share information, experiences, and lessons learned in creating, implementing, and maintaining sustainability initiatives/programs within the organizations of various heartland communities and to collaborate on activities of common interest. The Heartland network is a member-driven organization that strives to support the work of local government sustainability staff in order to promote sustainability as a core element in the policies, programs, and projects of municipalities and county governments across the U.S.

Thornes participated in monthly conference calls, served on the planning committee to develop and organize the 2016 Regional Conference in Lincoln, NE on June 8-9-10, and is planning the 2017 meeting in Dubuque.

Brookings also participated in STAR Pilot Indicator Project, a reduced version of the assessment for smaller communities with 21 indicators, available to Heartland members.

#### **EVENTS & EDUCATION:**

Storm Water. The Council reviewed the Brookings Storm Water Management Program and provided the City Engineer with recommendations on how to promote storm water knowledge and awareness.

The Storm Water Committee developed an online public education campaign. The Committee drafted recommendations for storm water pilot initiatives (green roofs, permeable pavement, low-mow, rain collection/barrel systems, etc.) and will make formal recommendations in 2017.

Earth Day. The Sustainability Council provided and staffed an information booth at the 2016 Earth Day event held at the Brookings ReStore.

An Earth Day Committee consisting of community, city, and university members was formed to organize an event on April 22, 2017.

Poster/Ad Outreach Campaign. The Council expanded the annual public education poster campaign with distribution via traditional posters, utility bill inserts, advertising in special issues of the Brookings Register, Facebook ads, website, and public access channel. Poster topics: single stream recycling, plastic bags, reuse of landfill (2), historic (2), smart energy, rainwater, bike safety, mayor's ride, reuse, local foods, LEDs (new/updated in 2016). New 2017 topics will include Clean Drinking Water, Affordable Housing, Storm Water, and Pollinators



# You are invited!

## Green Drinks

with the Brookings Sustainability Council

Join Angie Boersma, former SDSU faculty member, practicing architect and the current vice-chair of the Brookings Historic Preservation Commission, the Brookings Sustainability Council and the Brookings Historic Preservation Commission to learn about how rehabilitating our historic buildings through restoring, preserving, reconstructing, and/or reusing, is a critical part of thinking sustainably with regard to the built environment.



**The most sustainable building is one that already exists.**

**Wooden Legs Brewing Company**  
**May 26 | 5:30 p.m.**



- Concept of Sustainability – Dr. Alvaro Garcia
- Sustaining our Shared Heritage – Virginia James & Angie Boersma, Brookings Historic Preservation Commission
- SDSU STARS Report – Jennifer McLaughlin, SDSU Sustainability Coordinator
- Brookings Benchmarks – Norma Nusz-Chandler, Sustainability Council
- Economy & Ecology: How Are They Related? – Nels Granholm, Sustainability Council

Developed “Changing Culture” Strategies.

- Benchmark document provided in annual and orientation meetings with department heads.
- Subcommittee assigned to meet with newly elected city council members to provide overview of the benchmark document.
- Encouraged city elected officials, department heads and city employees to attend regional and local sustainability conferences and participate in sustainability practices webinars.
- Emailed articles, reports, newsletters and other educational materials to department heads and key staff.

Green Drinks & Brookings Register Columns. The Brookings Sustainability Council hosted Green Drinks, 10-minute presentations on sustainability issues, on the last Thursday of the month at the Wooden Legs Brewing Company. Green Drinks are free and open to everyone. These events are very informal that includes people who work in the environmental field. Guest presenters also submit a 600 word companion column that is published in the Brookings Register.

- Brookings & Bicycles - Caleb Finck, Brookings Bicycle Advisory Committee Chair
- Affordable Housing – Patty Bacon, Affordable Housing Task Force & City Council Member

## Brookings Sustainability Council | 2017 Action Plan

*Sustainability is the community's ability to meet the environmental, economic, and social equity needs of today without reducing the ability of future generations to meet their needs.*

Items in BLUE are current, active projects.

Smart Energy	Action	Team/Partners	Key Metrics	Schedule
Encourage Smart Energy	<input type="checkbox"/> Poster Series <input type="checkbox"/> Research city ordinances and policies to identify barriers to wind and solar energy <input type="checkbox"/> Draft proposed ordinance amendments <input type="checkbox"/> Draft wind turbine policy	Daktronics Univ Relations  City Attorney Community Devel City Council	<input type="checkbox"/> # reached in various promotions  <input type="checkbox"/> Wind Turbine Policy <input type="checkbox"/> Ordinance amendments	<input type="checkbox"/> TBD  <input type="checkbox"/> 2017
Smart Resource Use	Action	Team/Partners	Key Metrics	Schedule
City-owned buildings, programs and sites will have recycling containers	<input type="checkbox"/> Inventory of sites <input type="checkbox"/> Proposed products <input type="checkbox"/> Draft budget <input type="checkbox"/> Funding sources <input type="checkbox"/> City Council Policy	City Staff Solid Waste Dept City Manager City Council	<input type="checkbox"/> Recycling containers installed in all public city buildings, including meeting rooms by 2017 <input type="checkbox"/> Budget for recycling containers installed in all city parks in 2018	<input type="checkbox"/> Inventory/March <input type="checkbox"/> Proposal/April <input type="checkbox"/> Budget 2018/May
Encourage Single Stream Recycling	<input type="checkbox"/> Poster Series: Update	Mayor Univ Relations	<input type="checkbox"/> # reached in various promotions	<input type="checkbox"/> May
Community Design	Action	Team/Partners	Key Metrics	Schedule
Inclusion of Sustainability practices & principles in new City Comp Master Plan	<input type="checkbox"/> SC member serving on Comp Master Plan Ad Hoc <input type="checkbox"/> Provide sustainability practices recommendations and resources to Ad Hoc and city leaders <input type="checkbox"/> Participate in community input process	Planning Commission	New plan contains: <input type="checkbox"/> Three pillars of sustainability <input type="checkbox"/> It includes the recommendation that the city adopt a "Sustainability Plan" for Brookings	2017/2018
Support expansion of on and off-street biking facilities and education	<input type="checkbox"/> Poster Series (2) <input type="checkbox"/> Booth @ Kite/Bike Festival <input type="checkbox"/> Participate and promote annual Mayor's Ride	Brookings Bicycling Advisory Committee	<input type="checkbox"/> # reached in various promotions <input type="checkbox"/> # attending booth/materials	<input type="checkbox"/> June/Kites & Bikes <input type="checkbox"/> Aug/Mayor's Ride
Promote the reuse of historic properties	<input type="checkbox"/> Poster Series (2)	Historic Preservation Commission	<input type="checkbox"/> # reached in various promotions	<input type="checkbox"/> 2 issues
Green Buildings	Action	Team/Partners	Key Metrics	Schedule
Create comprehensive policy for green building design & practices for city owned buildings.	<input type="checkbox"/> Conduct staff review <input type="checkbox"/> Conduct legal review <input type="checkbox"/> Draft ordinance <input type="checkbox"/> Submit to City Council for action	City Engineer City Attorney City Manager City Council	<input type="checkbox"/> City Council adopts comprehensive ordinance to replace interim policy <input type="checkbox"/> Requirements included in city remodel/new	<input type="checkbox"/> Mar-Internal review <input type="checkbox"/> Apr-Attorney review <input type="checkbox"/> June-SC review <input type="checkbox"/> July-CC review

			construction bidding specifications	
Encourage expansion of Affordable Housing in Brookings.	<input type="checkbox"/> Council member serving on affordable housing task force <input type="checkbox"/> Sponsor affordable housing presentation at the Brookings Public Library <input type="checkbox"/> Green Drinks Presentation <input type="checkbox"/> Brookings Register Article <input type="checkbox"/> Poster Series	Affordable Housing Task Force	<input type="checkbox"/> # attending public workshops <input type="checkbox"/> Add new poster content for affordable housing	<input type="checkbox"/> Feb-Library pres. <input type="checkbox"/> June-Green Drinks <input type="checkbox"/> June-Article
<b>Local Food</b>	<b>Action</b>	<b>Team/Partners</b>	<b>Key Metrics</b>	<b>Schedule</b>
Work with local restaurants to feature local healthy food	<input type="checkbox"/> Work with local restaurant owners, Chamber, and Convention Visitor's Bureau to promote availability of locally grown healthy food.	Chamber/CVB Farmer's Market DBI Dakota Rural Action	<input type="checkbox"/> Website/social media listing sources for local foods, including food carts, caterers, natural food stores, markets/stands, food trucks, and restaurants.	
Identify barriers to local food systems in current city policies & ordinances	<input type="checkbox"/> Staff/subcommittee develop list of issues requiring research <input type="checkbox"/> Request Community Dev. analyze zoning regs and present report to Sustainability Council	City Manager  Community Development  City Attorney	<input type="checkbox"/> List of barriers <input type="checkbox"/> Submit recommended changes to City Manager/Council by 12/31	Summer
<b>Community Knowledge</b>	<b>Action</b>	<b>Team/Partners</b>	<b>Key Metrics</b>	<b>Schedule</b>
<p>Increase Community's general knowledge of Sustainability</p> <p>Earth Day April 22</p>	<input type="checkbox"/> Sponsor Earth Day events on April 22nd <ul style="list-style-type: none"> <li>○ Dakota Nature Center</li> <li>○ Bee Box Workshop</li> <li>○ Rain Barrel Workshop</li> <li>○ Rain Barrel Give-Away</li> <li>○ Seedling start workshop</li> <li>○ Park Clean-up</li> <li>○ Food/Beverages</li> <li>○ Wind Turbine/Solar Display Trailer</li> <li>○ Sign Personal Pledges</li> <li>○ Traveling Pledge Wall-SDSU, DNR, City Council</li> <li>○ Before-I-Die Wall pledges</li> <li>○ Encourage businesses</li> <li>○ Speaker/Green Drinks</li> </ul> <input type="checkbox"/> Promotion partner events <input type="checkbox"/> Spring Clean-up <input type="checkbox"/> Pop-up market/Armory <input type="checkbox"/> Pollinator series giveaway <input type="checkbox"/> Discounts on pollinator plants	Parks/Recreation SDSU ESSC Solid Waste Dept Habitat for Humanity Chamber DBI* Greenhouses* Brkgs County Conservation Dist Dakota Rural Action BEDC Children's Museum* School District*	<input type="checkbox"/> # of partners participating in event/promotion <input type="checkbox"/> # attending various events <input type="checkbox"/> Circulation #s of various promotions	Feb 15 DEADLINE for all events/dates for inclusion in promotion Feb 22 DEADLINE for all exhibitors at Earth Day Feb 27 Deadline for Shopper, Register, Radio ad copy March 1 DEADLINE for Earth Day Events Poster Copy Mar 20 Collegian Ad Mar 20 Shopper Ad Mar 20 Register Ad Apr 4 Chamber Email Apr 10 Chamber LINK Magazine/Article & Ad Apr 1-30 "Before I Die Wall" Environmental Pledges* Apr 3-29 Spring Clean-up Apr 8 Paint Exchange Apr 10 Green Drinks – Register DEADLINE Apr 15-Pop-up Market Apr 19 Million Cups Apr 20 CLEAN UP DAY Apr 20 Green Drinks – Register Article April 22- Earth Day April 22 Greenhouse Pollinator Plant Discount Day*

	<input type="checkbox"/> Earth Day Bike Ride <input type="checkbox"/> Arbor Day			April 22 Farmer's Market booth* Apr 22 Scavenger Hunt* Apr 25 Pledge Wall/Council Apr 27 Green Drinks Apr 28 Arbor Day 5K run Apr 28 Arbor Day Events Apr 28 Earth Day Bike Ride/Critical Mass * Apr 29 Farmer's Market booth* *pending
Increase Community's general knowledge of Sustainability  Poster Series	<input type="checkbox"/> Implement annual public education Poster campaign  <input type="checkbox"/> Develop new content/images, coordinated photography and poster development with SDSU University Relations staff. New topics to consider: <input type="checkbox"/> Clean Drinking Water <input type="checkbox"/> Affordable Housing <input type="checkbox"/> Storm Water <input type="checkbox"/> Pollinators	SDSU University Relations	Distribution: <input type="checkbox"/> Traditional posters <input type="checkbox"/> Utility bill inserts <input type="checkbox"/> Register ads <input type="checkbox"/> Special Register issues <input type="checkbox"/> Facebook <input type="checkbox"/> Website <input type="checkbox"/> Public access channel  Current poster topics: <input type="checkbox"/> single stream recycling <input type="checkbox"/> plastic bags <input type="checkbox"/> reuse of landfill (2) <input type="checkbox"/> historic (2) <input type="checkbox"/> smart energy <input type="checkbox"/> rainwater <input type="checkbox"/> bike safety <input type="checkbox"/> mayor's ride <input type="checkbox"/> reuse <input type="checkbox"/> local foods <input type="checkbox"/> LEDs	<u>Register</u> <input type="checkbox"/> Jan <input type="checkbox"/> Feb <input type="checkbox"/> Mar <input type="checkbox"/> Apr <input type="checkbox"/> May <input type="checkbox"/> Jun <input type="checkbox"/> Jul <input type="checkbox"/> Aug <input type="checkbox"/> Sep <input type="checkbox"/> Oct <input type="checkbox"/> Nov <input type="checkbox"/> Dec Feb/Home Show Apr/Lawn/Garden May/Go Green Jun/Suddenly Summer Aug/Our Towns Sept/Fall Fix-up  Utility Insert/Recycling
Increase Community's general knowledge of Sustainability  Green Drinks	<input type="checkbox"/> Secure speaker <input type="checkbox"/> Advertising <input type="checkbox"/> Press Release <input type="checkbox"/> Promote event <input type="checkbox"/> Monthly Column in Brookings Register <input type="checkbox"/> Maintain list of topics for future scheduling	SDSU  Wooden Legs  University Relations	<input type="checkbox"/> Provide 7 "guest" presentations on sustainability topics  <input type="checkbox"/> Provide 7 "guest" feature articles on sustainability in local newspaper, circulation of 4,000  <input type="checkbox"/> Repost articles on city website/FB links  <input type="checkbox"/> Promote event with GD poster series format	Jan: None Feb: Climate Mar: Energy Apr: Pollinator May: Historic Jun: Afford Housing July: n/a Aug: n/a Sept: _____ Oct: Local Food Nov: n/a Dec: n/a Jan: Solar
General Education Efforts	<input type="checkbox"/> Speaking engagements <input type="checkbox"/> Informational booths at community events <input type="checkbox"/> Facebook (see subcommittee) <input type="checkbox"/> Website		<input type="checkbox"/> Speaker, Million Cups <input type="checkbox"/> Speaker, Science @ the pub <input type="checkbox"/> Booth, Kite & Bike Festival <input type="checkbox"/> Booth, Earth Day <input type="checkbox"/> Booth, Water Summit <input type="checkbox"/> Facebook – XX posts <input type="checkbox"/> Website-update monthly	<input type="checkbox"/> Annual _____ <input type="checkbox"/> Annual _____ <input type="checkbox"/> June 24/25, 2017 <input type="checkbox"/> April 22, 2017 <input type="checkbox"/> Sept 2017 <input type="checkbox"/> Weekly schedule <input type="checkbox"/> As needed

	<input type="checkbox"/> Consistent branding and marketing of the sustainability message			
Instill sustainability philosophy into the daily activities of the City of Brookings department heads and staff	<input type="checkbox"/> Staff will work with each department in identifying their sustainability goals for the year and list their achievements for previous year <input type="checkbox"/> Staff/Council will encourage city staff attend sustainability conferences and other training opportunities <input type="checkbox"/> Staff will create year-end "executive summary report" for Council and public & list of initiatives for coming year	City Leadership Team  City Manager  City Council	<input type="checkbox"/> All city sustainability goals and achievements included in an annual City Sustainability Report  <input type="checkbox"/> Sustainability goals included in City Council's annual strategic goal setting plan  <input type="checkbox"/> City provide funding for City Council members, City Manager, and key staff to annually attend the Growing Sustainable Cities Conference in Dubuque  <input type="checkbox"/> Provide City Council and public an end of year summary report on sustainability initiatives	<input type="checkbox"/> December 2017  <input type="checkbox"/> May 2017  <input type="checkbox"/> October 2017  <input type="checkbox"/> January 2018 <input type="checkbox"/> Dec 2017, evaluate and include in annual report
Support statewide legislation regarding sustainability	<input type="checkbox"/> Closely monitor pending statewide legislation <input type="checkbox"/> Develop resolutions of support for appropriate legislation that supports sustainability	District 7 Legislators  City Council	<input type="checkbox"/> Attending committee meetings to testify on behalf of a bill	<input type="checkbox"/> January/March
<u>Constituency Building</u> Create city & community liaisons to the Sustainability Council	Invite the following to attend meetings, add to communication list, and provide information. <input type="checkbox"/> SDSU Sustainability Coordinator <input type="checkbox"/> SDSU ESSC <input type="checkbox"/> Brookings Solid Waste <input type="checkbox"/> Board of Health <input type="checkbox"/> Park & Recreation <input type="checkbox"/> Brookings County Commission <input type="checkbox"/> Brookings Municipal Utilities <input type="checkbox"/> Brookings Chamber/CVB <input type="checkbox"/> Brookings School District	All listed in previous column	<input type="checkbox"/> Participation in SC projects & events by outside entities <input type="checkbox"/> Outside entities attending SC monthly meetings and/or subcommittee meetings	<input type="checkbox"/> March/invites <input type="checkbox"/> Ongoing
<u>Constituency Building</u> Sustainability Council members continue to serve on key city and	Sustainability Council members serving as members to the following committees and organizations to provide	Affordable housing Comp Master Plan Biking Big Sioux Board SDSU	<input type="checkbox"/> Afford housing /Lockrem <input type="checkbox"/> Comp Plan/Kleinjan <input type="checkbox"/> Biking/Lockrem <input type="checkbox"/> Big Sioux/Granholm <input type="checkbox"/> SDSU/Lockrem	Monthly meetings Subcommittee mtgs



community organizations	sustainability recommendations and keep the SC informed			
Reasonable Mobility	Action	Team/Partners	Key Metrics	Schedule
Support implementation of Bike Master Plan	<input type="checkbox"/> Continue poster series <input type="checkbox"/> Update Mayor's Ride image <input type="checkbox"/> Attend meetings in support of bicycling policies	BBAC (Bike)  SDSU Bike Committee	<input type="checkbox"/> Two posters (see poster series for promotion details)	<input type="checkbox"/> 2X/Register <input type="checkbox"/> May/Bike Month <input type="checkbox"/> Aug/Mayor's Ride
Improve Surface Water Quality	<input type="checkbox"/> Educate public on storm water issues via website, mailings, social media <input type="checkbox"/> Meet annually with City Engineer to identify annual storm water goals Review DENR feedback from previous year's report to determine areas of improvement. <input type="checkbox"/> Review city capital improvement project to identify pilot opportunities <input type="checkbox"/> Provide City Council and City Staff with data and recommendations on pilot projects. <input type="checkbox"/> Request City policy requiring green infrastructure techniques be incorporated into standard street and building design for all city projects. Exemptions to the policy include written reasons why green infrastructure was not included. <input type="checkbox"/> Big Sioux River Board member <input type="checkbox"/> Poster series/Rainwater	City Engineer City Council	<input type="checkbox"/> SC member attending the Big Sioux River Water Summit and is serving on Friends of the Big Sioux River Board. <input type="checkbox"/> One demonstration project in 2017 <input type="checkbox"/> Seek funding for additional pilot projects in 2018 <input type="checkbox"/> Complete storm water public education campaign on city website <input type="checkbox"/> Review data collected from storm water analysis	<input type="checkbox"/> Monthly mtg  <input type="checkbox"/> Propose in March  <input type="checkbox"/> May  <input type="checkbox"/> Summer
Native Plants & Animals	Action	Team/Partners	Key Metrics	Schedule
Promote and increase monarch and pollinator habitats	<input type="checkbox"/> Identify all current pollinator zones on publicly owned land <input type="checkbox"/> Encourage City Parks to install pollinator zones in city parks	Mayor City Manager Park/Rec Dept US Fish & Wildlife Millborn Seeds Pheasants Forever SDSU	<input type="checkbox"/> List of current pollinator locations – DNR, Pioneer Park <input type="checkbox"/> Pollinator signage installed in 2017	March/April

	<input type="checkbox"/> Encourage mayor-elect to continue with the Mayor’s Monarch Pledge (establishing habitat, education, policies) <input type="checkbox"/> Develop cohesive vehicular and pedestrian signage for public, commercial and residential zones <input type="checkbox"/> Assist Park & Rec on park pollinator zone sign design <input type="checkbox"/> Recruit businesses to participate <input type="checkbox"/> Encourage City Manager regarding installation of pollinator zones on other city property (library, city hall) <input type="checkbox"/> Provide educational materials on SC website, FB <input type="checkbox"/> Provide educational workshops/materials at Earth Day <input type="checkbox"/> Poster Series	Brkgs Co Conservation District Brkgs High School Chamber		
<b>General</b>	<b>Action</b>	<b>Team/Partners</b>	<b>Key Metrics</b>	<b>Schedule</b>
Improvements to Sustainability Council planning, procedures, and processes	<input type="checkbox"/> Standardize meeting dates and times <input type="checkbox"/> Establish 2017 meeting schedule <input type="checkbox"/> Succession planning <input type="checkbox"/> Identify areas of need and recruit membership as needed <input type="checkbox"/> Actively identify potential partners for issues, policies and events <input type="checkbox"/> Create calendar of key tasks	Council Staff	<input type="checkbox"/> Eliminate monthly doodle polls, reducing staff time on meeting arrangements <input type="checkbox"/> Detailed calendar of tasks/outcomes will simply annual reporting process and goal setting for next year <input type="checkbox"/> Increase number of applicants for Council	January/February
Revise and Expand Subcommittee Structure	Review current subcommittee structure and consider improvements for efficiencies: <input type="checkbox"/> Appoint subcommittee chairs <input type="checkbox"/> Actively identify and recruit community partners to participate <input type="checkbox"/> Subcommittees identify annual goals to provide to the full group <input type="checkbox"/> Subcommittees submit year-end report for inclusion in the	Council Staff Volunteers	<input type="checkbox"/> Community partners serving on all subcommittees <input type="checkbox"/> Streamline goal setting process with annual subcommittee goals due each November for inclusion in following year’s Council goals <input type="checkbox"/> Streamline annual report process	February/March

	Sustainability Council annual report			
Communications Campaign	<input type="checkbox"/> Do a better job of “telling the sustainability story” in Brookings to the community, elected officials and city staff. <input type="checkbox"/> Executive Committee create communications strategy <input type="checkbox"/> Create Public Education Committee for Facebook content and management <input type="checkbox"/> Increase Sustainability Facebook Posts	Executive Com Subcommittee	<input type="checkbox"/> Create content, schedule, and posting	Mar/create committee Ongoing
Recommend City Sponsored Pilot Programs	<input type="checkbox"/> Staff/Council submit recommended pilot programs to City Council, City Manager, City Staff	City Council City Manager	<input type="checkbox"/> Provide 2 pilot projects for consideration for City Council’s strategic planning for inclusion in 2018 budget	May 11 <sup>th</sup>