



## CITY COUNCIL MEETING

<b>AGENDA SECTION</b>	NEW BUSINESS AND REPORTS
<b>MEETING DATE</b>	MARCH 23, 2026

<b>ITEM:</b>	<b>Sustainable Purchasing Policy</b>	
<i>Presenting Item: Ursula Brandt, City Planner</i>		
<b>DEPARTMENT:</b> Community Development		<b>BY/DATE:</b> Mitchell Forney / March 23, 2026
<b>CORE CITY STRATEGIES:</b>		
_Community that Grows with Purpose and Equity		<u>X</u> Engaged, Effective and Forward-Thinking
_High Quality Public Spaces		_Resilient and Prosperous Economy
_Safe, Accessible and Built for Everyone		_Inclusive and Connected Community

### BACKGROUND

Over the past year and a half, the Sustainability Commission has worked closely with City staff to develop a Sustainable Purchasing Policy. This policy is intended to move the City forward in incorporating sustainability into its purchasing and procurement practices while also supporting the City’s GreenStep Cities goal of achieving Step 3 in 2026.

The Sustainability Commission began this work by reviewing the City’s current purchasing policy and evaluating sustainable purchasing policies used by other communities. Using these examples, the Commission developed a framework that integrates sustainability considerations into the City’s existing purchasing practices. Staff then reviewed the draft policy and provided feedback to ensure that it would align with operational workflows and be practical for implementation across departments.

Unlike a traditional purchasing policy that immediately changes procurement requirements, this Sustainable Purchasing Policy is designed as a guiding framework. The policy establishes focus areas, reporting expectations, and long-term goals that will allow City staff and the Sustainability Commission to gradually integrate more sustainable practices into purchasing decisions over time. This approach allows the City to advance sustainability goals while ensuring staff have the flexibility to transition practices in a manageable and effective way.

### SUMMARY OF CURRENT STATUS

At its March 10 meeting, the Sustainability Commission voted to recommend that the City Council approve the Sustainable Purchasing Policy. While purchasing procedures are typically implemented administratively, staff felt it was important to recognize the significant work completed by the Sustainability Commission and City staff by formally presenting the policy to the City Council for consideration. Council acknowledgment also helps reinforce the City’s commitment to sustainability initiatives and the GreenStep Cities program.

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**STAFF RECOMMENDATION**

Staff recommend approval of the Sustainable Purchasing Policy as presented and amendment of the City's current Purchasing Policy to incorporate the Sustainable Purchasing Policy and its appendices.

**RECOMMENDED MOTION(S):**

MOTION: Move to approve the Sustainable Purchasing Policy as presented and direct staff to amend the City's existing Purchasing Policy to incorporate the Sustainable Purchasing Policy and its appendices.

**ATTACHMENT(S)**

1. Sustainable Purchasing Policy