



Sustainability Commission Agenda

July 19, 2022 – 6:30 p.m.

City Council Chambers – Minnetonka Community Center

Members of the public who desire to monitor the meeting remotely or to give input or testimony during the meeting can find instructions at <https://www.minnetonkamn.gov/government/virtual-meeting-information>.

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Approval of Minutes: May 17, 2022

5. Report from Staff:

- A. Hennepin County's Stop Food Waste
- B. Bulk Deicer Storage Ordinance, survey due Friday, July 22nd
- C. Everything Electric Event, Sunday, July 24, 2022
- D. SMSC Organics Tour, Thursday July 28, 2022 at 1 pm
- E. Young Person Commission Position
- F. Commissioner Event Sign Up

6. Report from Sustainability Commission Members

7. Agenda Items

A. Sustainable Minnetonka Awards

- Recommendation: Review Sustainable Minnetonka Award submissions and vote for winners.
- Staff Member: Drew Ingvalson

B. NexTrex Recycling Program

- Recommendation: Review program information and recommend action.
- Staff Member: Drew Ingvalson

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C. Energy Action Plan Update

- Recommendation: Review strategies and recommend removal/revisions.
- Staff Member: Drew Ingvalson

D. Climate Action and Adaptation Plan

- Recommendation: Provide recommendations on what should be included in the city's Climate Action and Adaptation Plan.
- Staff Member: Drew Ingvalson

8. Other Business

9. Adjournment

If you have questions about any of the agenda items, please contact:

- Drew Ingvalson, Associate Planner/Sustainability Coordinator (952) 939-8293, dingvalson@minnetonkamn.gov
- Loren Gordon, AICP, City Planner, (952) 939-8296, lgordon@minnetonkamn.gov
- Julie Wischnack, AICP, Community Development Director, (952) 939-8282, jwischnack@minnetonkamn.gov

**Unapproved
Minnetonka Sustainability Commission
Virtual Meeting
Minutes**

March 15, 2022

1. Call to Order

Chair Golob called the meeting to order at 6:30 p.m.

2. Roll Call

Sustainability Commissioners Greta Beck, Elizabeth Boor, Brian Golob, Matt Henry, David Ingraham, and Ashley Pattain were present. Justin Anderson, Edwin Avalos and Harapanahalli Muralidhara were absent.

Staff present: Community Development Director Julie Wischnack and City Planner Loren Gordon.

Megan Wick and Marisa Bayer from the Center for Energy and the Environment and Minnesota Representative Patty Acomb were present.

3. Approval of the Agenda

Ingraham moved, second by Henry, to approve the agenda as submitted.

Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

4. Approval of Sustainability Commission Jan. 18, 2021 Meeting Minutes

Beck moved, second by Ingraham, to approve the minutes as submitted.

Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

5. Report from Staff

Gordon gave the staff report. He stated that:

- The next sustainability commission meeting is scheduled to be held in person on May 17, 2022.
- He welcomed new commissioner Elizabeth Boor. Boor introduced herself. She is a graduate student at the UMN Water Resources Masters of Science program focusing on researching septic waste and toxins traveling into soils and groundwater. She is also an intern at the Nine-Mile Creek Watershed District.

6. Report from Sustainability Commission Members

Chair Golob stated that the farmer's market at the community center was well attended. There was a steady flow of visitors to the sustainability table. Many LED bulbs were given out.

7. Agenda Items

A. Energy Action Plan Update

Gordon introduced Megan Wick and Marisa Bayer from the Center for Energy and the Environment.

Ms. Wick gave a presentation.

Henry asked if any steps have been decided on to help reduce the 20-year commitment required for an entity or individual to adopt a solar garden subscription since it may be preventing some from entering into the agreement. Ms. Wick explained that there would be three workshops. The first workshop will focus on strategies to make renewable energy affordable. The second and third workshops will focus on E.V.s and business outreach. The first workshop could look at reducing the required 20-year commitment and mark it as a priority for Minnetonka.

Henry suggested Minnetonka take some of the responsibility. Gordon stated that research, a capital improvement process, and an arrangement with a provider would need to be done before the implementation of an initiative. Staff will continue to look at all of the options.

Chair Golob asked if some of the previous energy-action-team members would be on the new committee or if all of the members would be new. Gordon stated that there might be some overlap, but it will be made up of mostly new members.

Chair Golob thanked Ms. Wick and Ms. Bayer for attending the meeting.

The public hearing was opened. There was no testimony, and the public hearing was closed.

Boor moved, second by Henry, to recommend that the city council approve the Minnetonka Energy Action Plan. Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

B. Reflections on the 2021 Glasgow UN Climate Change Conference

MN State House Representative Patty Acomb gave a presentation.

Representative Acomb stated that she loves how Minnetonka supports regional and national groups. Sharing knowledge and learning from others is powerful. Talking about

good and progressive initiatives gives other cities' staff and elected officials the idea to do the same. It is helpful to brag and share stories at League of M.N. conferences and work regionally with neighboring communities.

Beck asked what Representative Acomb has seen that could help break down partisan walls and encourage a focus on sustainable initiatives. Representative Acomb agreed that is key. In order to promote community solar energy in Minnetonka, Representative Acomb found that it is beneficial to show its multiple benefits. As well as decreasing the climate and environmental impact by reducing greenhouse-gas emissions, utilizing solar energy saves the city money, which, when made known, helped make it more of a priority for more people.

Boor asked how U.S. states that have different issues and climates were studied at the climate change conference. Representative Acomb explained that there were many presentations on the impact of climate change on different regions, including fire, water quality issues, and transportation. One presentation noted how China is the country with the most, and the U.S. is the country with the second-highest amount of greenhouse-gas emissions. The mid-west area of the U.S. has the sixth-highest amount of greenhouse-gas emissions in the world. That shows how important the issue is and how we need to be leaders to work to decrease the amount of emissions.

Henry asked what initiatives Representative Acomb has seen used to decrease the amount of salt in groundwater. Representative Acomb answered that there had been a group working at the capital on this issue for a long time. They walk around with teaspoons on a necklace to remind people that a teaspoon of salt will contaminate five gallons of water and that salt is very difficult to get out of water. It is understandable that a salt applicator would oversalt a parking lot to prevent being sued due to a slip-and-fall injury. There is a bill being presented in M.N. that would prevent a salt applicator from being able to be sued if they would attend a smart salt application training program.

Henry noted that Eden Prairie utilizes a centralized water-softener system for city water to decrease each home's use of salt to soften water. Representative Acomb agreed that might be the next step, but it would be very expensive and require a monumental change to a city's infrastructure.

Henry appreciated Representative Acomb's work. Representative Acomb noted that Minnetonka has been doing great work and is using best practices by using liquid brine on streets and parking lots to cut down on its use of sodium chloride.

Boor noted that the MN Pollution Control Agency has a template city ordinance that requires all salt applicators to get the MN PCA's smart salting training. That is something the sustainability commission could look at. Representative Acomb liked that idea.

Chair Golob asked how long the conference lasted. Representative Acomb answered that 40,000 people from around the world attended the conference. It was the largest conference to date. It lasted two weeks. An agreement was made with goals that include

phasing down the use of coal and slashing methane emissions by 45 percent by 2030. Minnesota has not been meeting its emission goals.

Representative Acomb thanked commissioners for serving on the sustainability commission. Chair Golob thanked her for the presentation and for attending the meeting.

C. Climate Emergency Declaration

Gordon reported. Staff recommends commissioners review the proposed resolution and make a recommendation to the city council.

Ingraham asked if the resolution wasn't on the under consideration, would the city be doing anything differently. In response to Ingraham's question, Gordon acknowledged that Minnetonka is already committed to taking action. Approving the climate action emergency plan is symbolic by joining with other communities to commit to the efforts in place.

Chair Golob supports the formal declaration and feels it is important for Minnetonka to set an example for others. Minnetonka may still act independently with its own initiatives.

Henry thanked the staff for their work and supported the proposal to highlight Minnetonka's resolve to the issue.

The public hearing was opened. No testimony was submitted, and the public hearing was closed.

Henry moved, second by Ingraham, to recommend that the city council adopt the resolution approving the Minnetonka Climate Action Emergency Plan. Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

This item is scheduled to be reviewed by the city council at its meeting on April 11, 2022.

D. Approval of Bylaws

Beck moved, second by Pattain, to approve the Minnetonka Sustainability Commission Bylaws as submitted. Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

E. Election of Commission Chair and Vice-Chair

Ingraham moved, second by Beck, to elect Golob to serve as the Minnetonka Sustainability Commission Chair for 2022. Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

Ingraham moved, second by Beck, to elect Pattain to serve as the Minnetonka Sustainability Commission Vice-Chair for 2022. Beck, Boor, Henry, Ingraham, Pattain, and Golob voted yes. Anderson, Avalos and Muralidhara were absent. Motion carried.

8. Other Business

Chair Golob thanked Henry for attending the meeting virtually from Belgium at 2:15 a.m.

9. Adjournment

Henry moved, second by Pattain, to adjourn the meeting at 8:15 p.m. Motion carried unanimously.

By: _____
Lois T. Mason
Planning Secretary



**Sustainability Commission Agenda Item 7A
Meeting of July 19, 2022**

Title: Sustainable Minnetonka Awards
Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator
Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

Action Requested: Motion Informational Public Hearing Vote
Form of Action: Resolution Ordinance Other N/A
Votes needed 5 votes N/A Other

Summary Statement

The city has received eight application submissions for the Sustainable Minnetonka Awards.

Recommended Action

Review each project prior to the July 19th sustainability commission meeting, listen to presenters (if available), vote on winners for each award category.

Strategic Profile Relatability

Financial Strength & Operational Excellence Safe & Healthy Community
 Sustainability & Natural Resources Livable & Well-Planned Development
 Infrastructure & Asset Management Community Inclusiveness
 N/A

Statement: N/A

Background

Voting Process: Commissioners should review all application submittals received by the city (located within this report) prior to the July 19th sustainability commission meeting. At the meeting, each item will be described (either by city staff or by the applicant). After all items have been described, the commission will complete their vote for winners via paper ballots provided by staff. Staff will count votes and announce winners at the meeting.

Application Submittals: The following pages are descriptions of each project submitted for the 2022 Sustainable Minnetonka Awards.

Category	Number of Submittals
Energy	1
Landscape	4
Water	2
Waste	0
Young Adult	1
Total	8

ENERGY

Applicant: Mike Voss, Dominion Director of Communications (Developer)

Address: 10987 Bren Road East

Description: Preserve at Shady Oak consists of 220 affordable multi-family homes, located in Minnetonka, MN. Built in conjunction with Bren Road Station, Preserve at Shady Oak is located directly adjacent to the future Opus Station along the Green Line LRT Extension, ensuring that future residents have convenient access to fixed transit for many years to come. Preserve at Shady Oak consists of two buildings, one four-story and one split five-story with underground parking within each building. This development provides affordable workforce housing for families who income-qualify, earning no more than 60% of the Area Median Income. The unit mix consists of 55 one-bedrooms, 121 two-bedrooms, and 44 three-bedrooms. This ambitious redevelopment is a catalyst to the second life of the Opus Business Park, transforming the area into a mixed-use, dense, connected community with housing options for all ages and incomes. Both Preserve at Shady Oak buildings are equipped with rooftop solar panels to reduce the emission of greenhouse gasses and provide clean, renewable energy to the complex. And every unit is equipped with Energy Star rated lighting and appliances. Beneath its shared parking lot, Preserve at Shady Oak also features a stormwater collection tank that feeds the irrigation system for the entire complex. The property also includes many amenities including a fitness center, bike repair lounge, clubroom with kitchen, an indoor playground and several outdoor playgrounds and play areas, an outdoor pool, and multiple trails around the site.

Attachment:



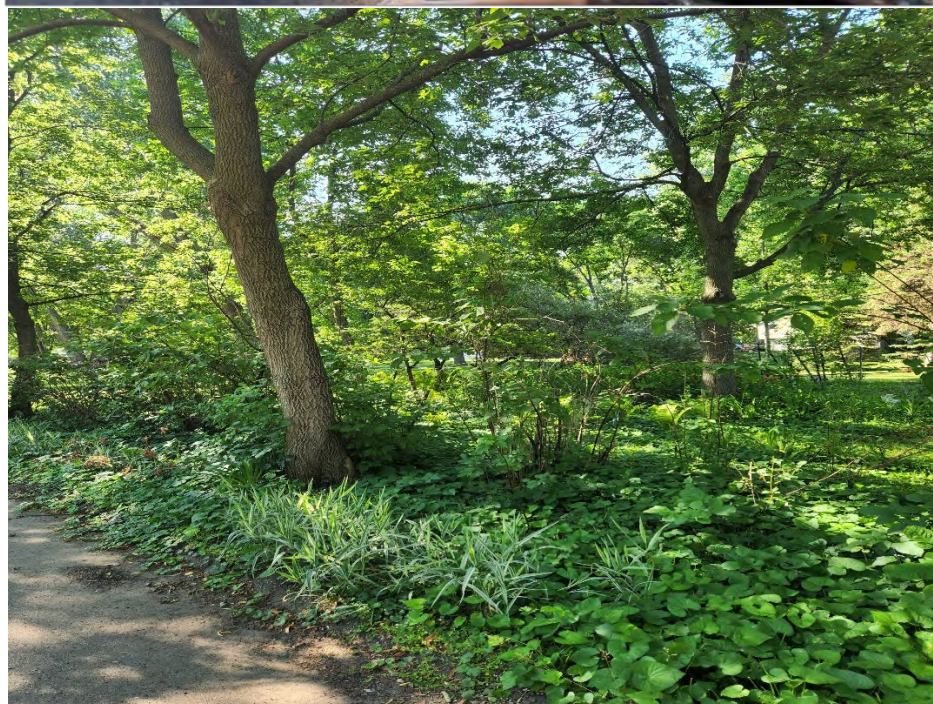
LANDSCAPE

Applicant: Lisa Linde, Minnetonka Resident

Address: 16505 Temple Circle

Description: The black dirt washes from my neighbor's manicured lawn down the hill to me. We are the lowest being at the bottom of the hill. We planted a 'woods' with bushes and trees that wanted to grow in the clay low land. We have kept the erosion from happening in our yard and it has brought in birds and insects! The shade is wonderful and the deer love it. No more standing water after the rain as what happens with the adjoining yard.

Attachments:



LANDSCAPE

Applicant: Erica Sniegowski, Program and Project Manager at Nine Mile Creek Watershed District (applicant on behalf of the property owners)

Address: 5567 Bristol Lane

Description: Michael and Emilie Kennedy have worked very hard over the past year to remove invasive species from their front yard converting it to a native woodland ecosystem. They as well as other neighbors have received cost share grants from the Nine Mile Creek Watershed District to improve water quality, limit erosion, and improve pollinator habitat. Their project is very visible from the road and a great opportunity for education. Many other neighbors have taken action in removing invasive species in their yard jointly, or in response to this project. The Kennedy's project on 5567 Bristol Lane is a great example of small ecosystem improvements that can be done on a single property scale and expanded throughout the neighborhood as a whole.

Attachment:



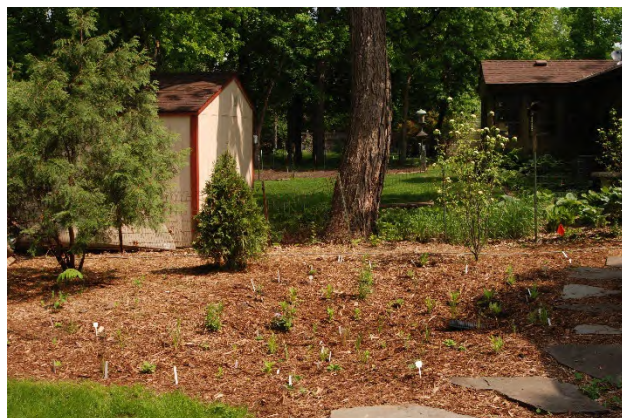
LANDSCAPE

Applicant: Dr. Dennis Yockers, Minnetonka Resident

Address: 3648 Hazelmoor Place

Description: My wife and I moved to our ¼ acre Minnetonka property in July 2013. The area was primarily turf grass with a few trees and shrubs. Our first step was developing an integrated natural resources plan for the property. We began by removing all the invasives. Over the past eight years, 75% of the turf grass has been replaced with a variety of plant communities (prairie, wooded and rain garden). Each year we plant more native species (grasses, sedges, ferns, wildflowers, shrubs, and trees) and there are now over 50 species. In terms of water resources management, a rain garden (RPBCWD grant-funded) was installed. We also utilize a compost pile to reduce our household organic waste. The compost is incorporated into the planting projects. A ten to 20 foot native planting buffer strip now exists around the property's perimeter, which keeps all rainwater on site. The buffer, along with other areas, now provides some aspect of wildlife habitat for over 40 species of birds, 10 mammals, several amphibians, and countless insects (butterflies, moths, bees, wasps). The native plants are extremely important to numerous pollinators. Over the past two years, I have worked with the city's engineering department regarding best management practices for stormwater management. The city will now incorporate native seeding of grasses and flowers in the disturbed areas from road construction. They will also provide tree vouchers for any trees removed during the construction process.

Attachments:





LANDSCAPE

Applicant: LeAnne Jergensen, Minnetonka Resident

Address: 3904 Cottage Lane

Description: We built a new home on almost half acre of used to be just grass and an old orchard with one very old tree left. I have spent the last three years planting mostly Minnesota wild flowers and taken out the grass completely. Last fall, I hopefully purchased the last of the wild flower seeds and spread them in the last couple of sections that the rabbits had eaten the flowers out of the first year. Going forward, the plan is just to harvest seeds from existing flowers and planting them if there are any sections that are having issues from the rabbits. We have also put in numerous native trees, many of which flower. For ground cover, we have just mulch that is slowly being covered by flowering plants as they spread. The fenced garden area (to keep the deer out) has mulch but this is now almost completely covered by native wild strawberries that I grew mainly from seeds two summers ago. We also have three rain gardens that native wild flowers love. Throughout the yard we have Service Berries, Choke Berries, and Elder Berries that are native. In the fenced area we have raised garden beds for vegetables. The other half of the fenced area has non-native fruit trees and bushes. We are very proud of our native MN yard and would love to show it off once the flowers start coming up. Sadly, I only have pictures from the initial plantings. Trust me there are so many more flowers and trees that I have added since these pictures were taken.

Attachment:



WATER

Applicant: Mike Voss, Dominion Director of Communications (Developer)

Address: 11001 Bren Road East

Description: Bren Road Station Senior Living consists of 262 affordable multi-family homes, located in Minnetonka, MN. Built in conjunction with Preserve at Shady Oak, Bren Road Station is located directly adjacent to the future Opus Station along the Green Line LRT Extension, ensuring that future residents have convenient access to fixed transit for many years to come. This development provides affordable workforce housing for those over the age of 55, earning no more than 60% of the Area Median Income. The floor plans consist of 59 one-bedrooms, 149 two-bedrooms, and 54 three-bedrooms. This ambitious redevelopment is a catalyst to the second life of the Opus Business Park, transforming the area into a mixed-use, dense, connected community with housing options for all ages and incomes. Bren Road Station contains one seven-story building with rooftop solar panels, Energy Star lighting and appliances, and underground parking. The property also features a shared surface parking lot with Preserve at Shady Oak. Stormwater runoff is directed to several catch basins and directed via pipe to one of three stormwater facilities located under the parking lot. One of these facilities is a water reuse tank; water from this tank is re-used for on-site irrigation for both Bren Road Station and Preserve at Shady Oak, reducing water usage for both properties. The additional underground stormwater facilities outlet to the public sewer system. Bren Road Station contains many additional amenities including a fitness center, theater, clubroom, salon, craft & community rooms, and an outdoor courtyard with lounge deck.

Attachment:



WATER

Applicant: Program and Project Manager at Nine Mile Creek Watershed District (applicant on behalf of the property owners)

Address: Opus 2 Condos 5607-5627 Green Circle Drive, Minnetonka 55343

Description: The Nine Mile Creek Watershed District would like to nominate a MN Water Steward Project, which was funded through our Cost Share grant program. MN Water Steward Maria Klein was instrumental in the completion of an immense raingarden project on the Opus 2 Condominium property. Several parts of construction were delayed from COVID and Maria was instrumental in updating and convincing the Condominium board that the project was worthwhile. The garden both collects water run-off from Green Circle Drive and provides pollinator habitat with native flowers. From Maria — "It's amazing how well the garden has bloomed despite challenges from the day after it was planted (big storm events challenge transplant growth). It has functioned well from its first day, capturing, holding, infiltrating and draining away an impressive volume of rainwater and runoff from the street. This garden makes me proud for several reasons. It looks beautiful – it's kind of a landmark in our neighborhood. It feels good to have done one good thing to help protect and preserve our natural environment and contribute to cleaner water in our community. It was instructive and frankly fun to work with the Nine Mile Creek WD staff, Metro Blooms, and Elliott Design Build to plan and execute the project, and I feel proud that our association accomplished this together. The association board were enthusiastic and responsive, and I feel that we challenged the notion that a condo can't get anything done. I would like to think we are setting a good example to neighbors and passers-by, and it's gratifying to see those signs marking the garden as an official watershed project."

Attachment:



WASTE

No submittals.

YOUNG ADULT

Applicant: Lindsey Leseman, Hopkins West Junior High Community School Coordinator
Address: 3830 Baker Road (Hopkins West Junior High School)
Description: WCCO News Release (Mohs, April 29, 2022)
<https://minnesota.cbslocal.com/2022/04/29/hopkins-junior-high-students-send-solar-energy-to-kenyan-villages-in-need/> HOPKINS, Minn. (WCCO) — On Friday, 60 students at Hopkins West Junior High learned just how powerful the sun can be. “If we collected all the energy that the sun was emitting down to us for a day, it would supply the world for a year,” said Emily Todd, a seventh-grader. These student also learned that all you need is a little suitcase to utilize its strength. “Today we made switches for solar suitcases that we’re sending to Kenya,” said Lilyanna Hoskins, a ninth-grader. A U of M student is partnering with “We Share Solar,” and she’s taking nine solar-powered suitcases that were built in Hopkins to Kenyan villages that specifically lack electricity. “In Kenya, the sun sets at 6, so if you can imagine after that when it’s dark...kids can’t do their homework, council members can’t have their meetings,” said Irina Kornberg, the U of M student who raised \$20,000 to buy the nine suitcases to bring to Kenya later this year. Kornberg says it was important for her to get kids involved in building the suitcases to use it as a teaching moment. “I feel proud of myself for doing something like this for kids in Kenya,” said Halima Aden, a seventh-grader. The students learned that not everyone in this world is lucky enough to have guaranteed electricity to light up rooms and charge their phones and computers. “I’m learning all this stuff I realize how many people don’t have these types of things,” said Haley Chau, a seventh-grader. For Mohamed Ahmed, a seventh-grader from Somalia, this project is personal. “There was one whole night where we didn’t have light or energy in the whole town and it was a very scary night then,” said Ahmed. “It makes me feel very good inside that I’m helping my own community.” The hope is to keep fundraising and bring more suitcases down to villages in Africa in the future.

Attachment: https://www.youtube.com/watch?v=2dX4Ozi8_no



**Sustainability Commission Agenda Item 7B
Meeting of July 19, 2022**

Title: NexTrex Recycling Program

Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator

Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

Action Requested: Motion Informational Public Hearing Vote
Form of Action: Resolution Ordinance Other N/A
Votes needed 5 votes N/A Other

Summary Statement

City staff recently became aware of the [NexTrex Recycling Program](#). This program requests that communities collect various types of plastic films and drop them off at collection points to be used by [Trex](#) for their products.

Recommended Action

Review program information and recommend if the city should move forward with the program.

Strategic Profile Relatability

Financial Strength & Operational Excellence Safe & Healthy Community
 Sustainability & Natural Resources Livable & Well-Planned Development
 Infrastructure & Asset Management Community Inclusiveness
 N/A

Statement: N/A

Background

Collection Items: The NexTrex program collects various types of plastic films, including bread bags, produce bags, newspaper sleeves, pallet wrap and stretch film, salt and ice bags, grocery bags, cereal bags, case overwrap, bubble wrap, wood pellet bags, plastic shipping envelopes, dry cleaning bags, and reclosable food storage bags.

Containers: NexTrex will provide two containers and promotional materials for community program participants. If the city moves forward with the program, staff recommends having them at the Williston Fitness Center and another city campus location.

Award: As part of the program, the city can earn a Trex bench as an award if they collect over 500 pounds of plastic film over a six-month period. Staff will collect and weigh plastic bags prior to dropping them off at collection locations.

Next Steps

If the city moves forward with the program, staff will request that commissioners share collection information with their various networks. In addition, staff will reach out to the local school's earth club advisors to make them aware of the program.



COMMUNITY PROGRAM

NexTrex

plastic film recycling challenge info sheet

1 How does the challenge work?

Determine a six-month collection time period.

Collect a minimum of 500 lbs. or 40,500 plastic film and bags.

Weigh and record amount of film recycled each month.

Deliver the collected plastic film to a participating retailer (see list) for recycling.

Stores prefer smaller and more frequent amounts in the provided bin. Please contact store ahead of time with larger amounts.

Report recycling totals to Stephanie Hicks, shicks@trex.com each month.

What can be recycled?

All plastic must be clean, dry and free of food residue.



Grocery bags



Bread bags



Bubble wrap



Dry cleaning bags



Newspaper sleeves



Ice bags



Plastic shipping envelopes



Ziploc & other reclosable food storage bags



Cereal bags



Case overwrap



Salt bags



Pallet wrap & stretch film



Wood pellet bags



Produce bags

2 What does Trex provide?

- Two recycling bins
- Posters
- Award

3 Award

- If goal is met or exceeded, group will receive a Trex bench.

register on the website: trex.com/recycling



**Sustainability Commission Agenda Item 7C
Meeting of July 19, 2022**

Title: Energy Action Plan Update

Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator

Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

Action Requested: Motion Informational Public Hearing

Form of Action: Resolution Ordinance Recommendation to City Council
 Other N/A

Votes needed 5 votes N/A Other

Summary Statement

This spring/summer, the city's energy action team has been working on updating the Minnetonka [Energy Action Plan](#). Recently, the city's facilitator has created a list of draft strategies for review.

Recommended Action

Review the proposed strategies and provide comments.

Strategic Profile Relatability

- | | |
|--|---|
| <input type="checkbox"/> Financial Strength & Operational Excellence | <input type="checkbox"/> Safe & Healthy Community |
| <input checked="" type="checkbox"/> Sustainability & Natural Resources | <input type="checkbox"/> Livable & Well-Planned Development |
| <input type="checkbox"/> Infrastructure & Asset Management | <input type="checkbox"/> Community Inclusiveness |
| <input type="checkbox"/> N/A | |

Statement: [link to strategic profile](#)

Background

Workshops: The energy action team (comprised of city staff, commissioners, business owners, residents, Xcel Energy staff, and CenterPoint Energy staff) recently completed their third and final in-person workshop. The three workshops focused on:

- Existing energy action plan strategies;
- Business Outreach; and
- Facilitate Electric Vehicle Adoption.

Draft Strategies: Since the last workshop, the city's program facilitator ([Center for Energy and the Environment](#)) has put together a list of draft strategies based on the team's ideas and comments. Please see on the following pages.

Focus Area	Strategy	Notes	Status	Priority
Various	Maintain <i>Sustainable Minnetonka Awards</i> to recognize those who take actions that support our community's energy goals.	Each focus area had a "recognition" strategy, so it's been combined into one, per team recommendation. Update tactics to note review for target audiences, the inclusion of all actions, and alternate forms of recognition	Amended	Yes
Various	Create a maintenance schedule to ensure the <i>Sustainable Minnetonka</i> website has current resources for each focus area	Most focus areas had a strategy about maintaining a resource (e.g., website) with information, so it has been combined into one. Update tactics to call out focus areas, financing/grant information, on-site solar resources	Amended	
Business and EVs	Update development review, permitting, and major renovation processes to share information about energy efficiency and electric vehicles.	Both focus areas had a development review and permitting process strategy, so they can be combined into one and should add major renovation projects.	New	Yes
Residential Energy Efficiency & Renewable Energy	Create virtual and in-person education opportunities to share energy efficiency and renewable energy resources for residents	Both focus areas included education opportunities for residents and were a priority, so they have been combined. Update tactics to consider quarterly webinars, leverage community events	Amended	Yes
Multi-Family Buildings	Promote access to no-cost energy audits for multi-family buildings.	Update tactics to include permitting and inspections.	Existing	
Residential Energy Efficiency	Educate Minnetonka homeowners about the tools, advantages, and programs for energy-efficient homes.		Existing	Yes
Residential Energy Efficiency	Promote the adoption of energy-efficient behaviors to improve perceptions (desirable, popular, and growing).	Focus on conversion on projects (e.g., taking action after a Home Energy Squad visit)	Existing	Yes
Renewable Energy	Identify next steps to remove barriers to broader adoption of community solar gardens.	Modified since opportunities were identified, now time to identify what's next.	Existing	Yes
Renewable Energy	Increase participation in renewable energy programs.	Update tactics to call out target audiences (Multi-family and businesses)	Existing	

Focus Area	Strategy	Notes	Status	Priority
Business Energy Efficiency	Launch a broad outreach campaign to businesses	Tactics are more general outreach, noting general communication channels with information.	New	Yes
Business Energy Efficiency	Launch a targeted outreach campaign to advise action to local businesses	Tactic includes outreach, business advising, and connection to other business resources	New	Yes
Business Energy Efficiency	Present at local business meetings/events	Tactics include collaboration with Chamber and nonprofit channels to invite a presenter.	New	
Business Energy Efficiency	Host business tours and presentations	Tactics include collaboration with Chamber and nonprofits and identifying businesses to host tours and presentations.	New	
Business Energy Efficiency	Develop a business energy incentive or loan program	Tactic notes internal review and development by economic dev staff	New	Yes
Electric Vehicles and Charging Infrastructure	Table at local events and host workshops to educate the community	Tactic of broader outreach in partnership with other organizations, leverage community events for the information	New	
Electric Vehicles and Charging Infrastructure	Host EV ride & drive events	Tactic notes for the general public and in coordination with businesses for their employees	New	Yes
Electric Vehicles and Charging Infrastructure	Facilitate information exchanges between businesses, rental property owners, and city	Tactics note City Electrician as an expert, utilities, leverage business convenings as a way to target EV info.	New	Yes
Electric Vehicles and Charging Infrastructure	Conduct outreach to dealerships, associations, and others about electric vehicle and charging programs	Tactic notes to use channels and leverage word of mouth	New	

Next Steps:

- July 19, 2022: The sustainability commission provides comments regarding the draft strategy list.
- July/August 2022: The CEE will create the city's energy action plan (EAP) update.
- August 2022: The energy action team will be provided an opportunity to review the updated plan and provide comments.
- Sept. 20, 2022: The sustainability commission will review the final draft of the EAP update and provide recommendations for revisions/approval.
- October 2022: The city council will review and make the final decision on the adoption of the EAP.



**Sustainability Commission Agenda Item 7D
Meeting of July 19, 2022**

Title: Climate Action and Adaptation Plan (CAAP)
Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator
Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

Action Requested: Motion Informational Public Hearing Vote
Form of Action: Resolution Ordinance Other N/A
Votes needed 5 votes N/A Other

Summary Statement

On Nov. 9, 2021, the sustainability commission voted to add the following items to their 2022 work plan (see [item 7C](#) for full report):

- Q1-Q3: Research grant opportunities and provide recommendations for parameters for CAAP. Submit information to the city council for final approval.
- Q4: Publish a request for proposals (RFP) for a consultant to assist with the creation of a CAAP.

In preparation for the creation of the city's CAAP RFP, the staff is requesting the sustainability commission provide information about items they would request be included in the development of a future plan.

Recommended Action

Review other cities' climate plans and provide recommendations on what the sustainability commission would like to see included in the City of Minnetonka's Climate Action and Adaptation Plan.

Strategic Profile Relatability

- | | |
|--|---|
| <input type="checkbox"/> Financial Strength & Operational Excellence | <input type="checkbox"/> Safe & Healthy Community |
| <input checked="" type="checkbox"/> Sustainability & Natural Resources | <input type="checkbox"/> Livable & Well-Planned Development |
| <input type="checkbox"/> Infrastructure & Asset Management | <input type="checkbox"/> Community Inclusiveness |
| <input type="checkbox"/> N/A | |

Statement: The future climate action and adaptation plan will continue the City of Minnetonka's commitment to being a leader in environmental protection and best practices.

Background

What is a Climate Action and Adaptation Plan?

A climate action and adaptation plan is a guide for how the city will reduce greenhouse gas emissions and protect the environment. In addition, this plan also provides an outline for how to prepare for inevitable climate impacts. Overall, the plan takes a holistic view of sustainability by selecting multiple areas of focus and creating strategies and goals to improve, protect, or limit impacts on our environment. Due to the various focus areas, there may be several different measurement goals used to determine overall success; however, typically, these plans have a greenhouse gas reduction goal that is set for a certain year in the future (5, 10, 20 years or more). For instance, a climate action and adaptation plan will focus on energy reduction but may also address the other items including, but not limited to:

- Adaptation for extreme heat, stormwater, and drought;
- Building efficiency and management;
- Community health;
- Solid waste and recycling;
- Water and stormwater;
- Local food;
- Ground cover;
- Transportation; and
- Land use.

What will be in the CAAP?

The items listed above are the typical sections of a climate plan. The future climate action and adaptation plan could include most of these topic areas. It will also include, but not be limited to:

- A vulnerability assessment (for both human and natural environment vulnerabilities);
- Complete greenhouse gas emission inventory for city operations and community-wide activities;
- Tools to track progress for city operations and community-wide emissions reductions;
- Community engagement planning process; and
- Input from underrepresented groups.

How will this plan fit with our Energy Action Plan?

The city's CAAP will most likely not be completed until late 2023 or early 2024. As that document is being developed, the city will continue to work on initiatives laid out in the energy action plan while the community works to create the CAAP.

Long term, staff envisions the city's energy action plan either being a chapter/section or deeply incorporated within the climate action and adaptation plan. There may be additional energy initiatives added, but there should be several energy action plan strategies integrated into the new plan.

What other climate plans exist?

Below are links to a few local communities' climate action plans that the commission may review for inspiration or ideas about what they would want to be included in the City of Minnetonka's CAAP.

Only a few of Minnetonka's comparable cities currently have a climate plan (four out of 12). Below is a list of these cities and a link to their climate plans.

- [Burnsville](#)
- [Eden Prairie](#)
- [Edina](#)
- [St. Louis Park](#)

Below are links to larger, non-comparable cities and Hennepin County's climate action plans.

- [Minneapolis](#)
- [St. Paul](#)
- [Hennepin County](#)

What climate plan grants are available?

Staff did submit but was not able to obtain the [Minnesota Pollution Control Agency's Planning Grants for Stormwater, Wastewater, and Community Resilience grant](#).

Staff continues to search for climate plan grant opportunities; however, grants are very competitive and typically have an emphasis on environmental justice, which the City of Minnetonka does not qualify based on MPCA definitions.

The state legislature is currently reviewing a bill that would create a \$5 million program to offer dollar-for-dollar matching climate action plan grants. As currently written, grants would be available for up to \$50K for cities, counties, and school districts, and the proposed funding would be available until the end of 2023. The proposed bill has not passed; however, staff will continue to monitor its progression. Below are links regarding the bill:

[HF 2200 Status](#)
[HF 2200 Story](#)

What are our next steps?

- July 19, 2022: Sustainability commission provides recommendations on what they would like to see incorporated into the CAAP
- October 2022: Staff prepares the CAAP request for proposal (RFP)
- November 2022: City advertises RFP
- December 2022: RFP applications due
- January 2023: City selects a consultant
- February 2023: Community begins work on creating CAAP