



**Sustainability Commission Agenda  
Nov. 21, 2023 – 6:30 p.m.**

**City Council Chambers – Minnetonka Community Center**

**1. Call to Order**

**2. Roll Call**

**3. Approval of Agenda**

**4. Approval of Minutes:** Sept. 26, 2023

**5. Agenda Items**

**A. Climate Action and Adaptation Plan (CAAP) Presentation**

- Recommendation: Listen to the CAAP presentation, ask questions, and provide input on strategies.
- Presenters: Lydia Major (LHB), Becky Alexander (LHB), Abby Finis (Local Climate Solutions)

**B. Salt Reduction Best Practices for Winter Maintenance**

- Recommendation: Listen to the presentation, provide feedback and discuss ways the sustainability commission can share information or opportunities with the Minnetonka community.
- Staff Member: Leslie Yetka

**C. 2023 Work Plan Update**

- Recommendation: Listen to the presentation, ask questions, submit 2023 work plan update to city council.
- Staff Member: Drew Ingvalson

**D. 2024 Work Plan**

- Recommendation: Recommend city council approve the 2023 Sustainability Commission Work Plan.
- Staff Member: Drew Ingvalson

**6. Report from Staff:**

**7. Report from Sustainability Commission Members**

**8. Other Business**

**9. Adjournment**

**Unapproved  
Minnetonka Sustainability Commission  
Minutes**

**Sept. 26, 2023**

**1. Call to Order**

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

**2. Roll Call**

Sustainability commissioners Justin Anderson, Edwin Avalos, Brian Golob, Matt Henry, Diane Meier and Amanda Norman were present. Molly Birr, David Ingraham and Ashley Pattain were absent.

Staff present: Community Development Director Julie Wischnack, Staff Liaison Drew Ingvalson and Natural Resources Manager Leslie Yetka.

**3. Approval of the Agenda**

Norman moved, second by Henry, to approve the agenda as submitted with additional comments provided in the change memo dated Sept. 26, 2023.

Anderson, Avalos, Golob, Henry, Meier and Norman voted yes. Birr, Ingraham and Pattain were absent. Motion carried.

**4. Approval of Sustainability Commission July 11, 2023 Meeting Minutes**

Henry moved, second by Avalos, to approve the minutes as submitted.

Anderson, Avalos, Golob, Henry, Meier and Norman voted yes. Birr, Ingraham and Pattain were absent. Motion carried.

**5. Report from Staff**

**A. Climate Action and Adaptation Plan**

Ingvalson reported that the Climate action and adaptation plan information is posted on the city's website at **minnetonkamatters.com**. Staff has held several pop-up events, focus groups with non-profit organizations and apartment residents, and an open house to receive feedback from the public. The survey received 773 responses. Eighty-three percent of the respondents are homeowners.

**B. Everything Electric Event Recap**

Ingvalson reported that the everything-electric event was held at the Minnetonka Farmer's Market at Ridgedale Commons Park. Attendees requested more written information on types of electric vehicles and lawn equipment.

Norman suggested including information on heat pumps at the next everything-electric event.

Anderson suggested adding solar contractors and homeowners with solar panels at the next one.

Henry suggested providing information on solar gardens at the next everything-electric event.

Ingvalson said that attendance was comparable to the last event. Attendance may have been lower due to the weather and the event being held on the first day of school.

#### **C. On-Site Solar Energy Event Update**

Ingvalson reported that the city will host an on-site solar energy event in 2024.

#### **D. Community Solar Garden Promotion**

Ingvalson reported that staff has been talking to Cooperative Energy Futures, which is a business that rents roofs for community solar gardens. A Greencorp member will work with staff to identify interested participants and make community solar garden sign-up easier for residents.

#### **E. No-Cost Energy Audit Promotion**

Ingvalson reported that staff and a Greencorp member will be promoting the no-cost-energy audits for non-profits, multi-family-residential buildings and single-family-residential homeowners.

#### **F. Ambassador Events: Winter Farmers Markets**

Ingvalson reported that commissioners may now sign up for ambassador events at the winter farmer's market.

#### **G. 2024 Sustainability Commission Work Plan**

Ingvalson reported that the 2023 work plan is currently being created to provide a roadmap for next year's work. Commissioners are encouraged to provide recommendations to include in the work plan and sign up for a short conversation with Ingvalson to collect ideas.

#### **H. Sustainable Minnetonka Awards Update**

Ingvalson reported that the time period to receive applications for the Sustainable Minnetonka Awards will be extended to allow more time to advertise and encourage possible applicants. More information is available on the sustainable Minnetonka webpage at [minnetonkamn.gov/our-city/sustainable-minnetonka](https://minnetonkamn.gov/our-city/sustainable-minnetonka).

#### **I. Restaurant Outreach Update**

Ingvalson reported that there are 60 restaurants still available for a sustainability commissioner to provide outreach information.

Chair Golob met with a restaurant manager who said that decisions for the restaurant would need to be made by the corporate representative. He found that a good time to visit a restaurant is between 2 p.m. and 4 p.m. on a weekday.

### **6. Report from Sustainability Commission Members**

Meier introduced herself. She is a climate-for-health ambassador working to accelerate action to address negative health effects created by drought, flooding, and wildfires. Her family has electric vehicles, is planning on using a heat pump for air conditioning, has solar panels on their roof, and participates in a solar community. She and her husband teach a community solar class. She would like Minnetonka to collaborate with neighboring communities as well as Hennepin County to further sustainable goals.

Ingvalson announced that Ingraham resigned from the commission. Chair Golob said that the commission will miss Ingraham's insight and critical thinking skills.

Norman introduced herself. She and her husband own an energy-data-management company. She is a huge supporter of everything sustainable. She is certified by the International Society of Sustainability Professionals as a Sustainability Excellent Associate. She is interested in providing more education to the public on sustainable solutions and making them easier for folks to utilize. She appreciated the commissioners' efforts and being part of the commission.

Chair Golob welcomed Meier and Norman to the commission.

### **7. Agenda Items**

#### **A. Hennepin County Presentation**

Chair Golob introduced the item and called for the staff report.

Ingvalson introduced Hennepin County Director of Climate and Resiliency Diana Chaman Salas and Hennepin County Supervising Environmentalist Carolyn Collopy.

Staff recommended commissioners listen to the presentation, ask questions regarding the county's plans, programs and initiatives, and consider partnership opportunities and ways to share information with the Minnetonka community.

Ms. Chaman Salas gave a presentation on Hennepin County's climate-action strategy.

Henry asked what initiatives would be used to meet the goals. Ms. Chaman Salas answered that land use changes, expansion of transit, and travel demand management, including car-sharing services and e-bikes, would be utilized. She will share the report with staff to share with commissioners and the public. Employees being able to work remotely creates the largest reduction in emissions. E-vehicles and expanding affordable housing near mobility hubs are also initiatives being implemented to reduce emissions.

In response to Henry's question, Ms. Chaman Salas explained that Hennepin County connects cities with resources to learn the best practices for trees and provides access to grants for tree removal and planting. Hennepin County also utilizes Greencorp members to plant trees and remove them when necessary. Hennepin County's greenhouse emissions dashboard is scheduled to become public in the future.

Ms. Collopy gave a presentation on Hennepin County's zero-waste plan.

In response to Avalos's question, Ms. Collopy explained that the current idea is that all of the packaging producers would form an organization and pay in based on how much packaging each contributes. Hennepin County has been working with other states with similar laws already in place to create a bill to introduce during Minnesota's next legislative session. Avalos agrees that it makes sense for the producers to share responsibility. Ms. Collopy noted that there are already similar laws in place for producers of paint and batteries.

In response to Anderson's question, Ms. Collopy explained that Hennepin County offers grants to businesses and non-profit organizations. Hennepin County provides small businesses and non-profit organizations with free recycling and organic containers. Hennepin County awards waste-prevention grants for businesses to utilize to purchase new equipment needed to reduce waste. One example is a tortilla producing company that used a grant to purchase equipment to allow imperfect tortillas to be sent back to the beginning of the tortilla-making process instead of being thrown away. The grants have also been used to fund food-rescue organizations purchasing trucks and refrigeration and businesses switching to reusable service ware. There are also grants available for schools and multi-family residential properties.

Henry asked if the stuff burned at the recovery center was considered waste. Ms. Collopy answered affirmatively. Just under half of the waste is burned at the Hennepin Energy Recovery Center, and the rest goes to a landfill.

Ms. Collopy stated that:

- Three cities in Hennepin County have adopted policies that require businesses to use bags that are reusable, recyclable or compostable.
- A city may create a policy to deal with construction and demolition waste.
- A city requiring organized collecting of garbage decreases the amount of emissions, decreases wear and tear on roads, and typically results in a decrease in the rate. In some cities, supporting these types of proposals has caused council members to lose the next election. It would be helpful if the state would make it easier for a city to go through the process of requiring sustainable practices.
- Plymouth negotiated with Republic garbage hauling to provide organics recycling. Every Plymouth resident will pay the same rate for organic recycling and regular recycling whether the resident does or does not utilize organic recycling or recycling.

Chair Golob thought a resident who delivers one's organic scraps to the compost collection at public works should not have to pay for organics recycling pick up.

Chair Golob noted that switching from open-hauler-garbage collection to organized collection for a city is a very contentious issue for many residents. Ms. Collopy agreed. She would like the state to make it an easier process.

In response to Chair Golob's question, Ms. Collopy said that Hennepin County is looking into the feasibility of utilizing an anaerobic digester for food waste.

Anderson said that he has a large vegetable garden that utilizes all food waste. His household would use the organics recycling for tissues only.

In response to Meier's question, Ms. Collopy stated that fees for the use of bags have resulted in a large reduction in bag use.

The public input portion of the meeting was opened and closed.

Chair Golob thanked the speakers for their time and expertise.

## **B. Invasive Species**

Chair Golob introduced the item and called for the staff report.

Yetka reported. Staff recommended commissioners listen to the presentation, provide feedback and discuss ways commissioners can share information and opportunities with the Minnetonka community.

Avalos asked if it would be possible to have samples of the invasive species preserved in resin to use to educate residents. Yetka answered affirmatively. Natural resources staff have emerald ash bores preserved in resin that are used at booths at the city open house and farmer's market.

Meier asked if it was too late to treat an elm tree to prevent emerald ash bore from killing the tree. Yetka explained that the treatment is not a guarantee the tree will survive, but it remains effective when done every two to three years and must continue being done until all of the emerald ash borer die off in the area.

The public input portion of the meeting was opened and closed.

### **C. Resilient Minnetonka/Watershed District Grants**

Chair Golob introduced the item and called for the staff report.

Yetka reported. Staff recommended commissioners listen to the presentation, provide feedback and discuss ways commissioners can share information and opportunities with the Minnetonka community.

Henry suggested organizing volunteers to remove buckthorn from private properties. Yetka agreed that would be beneficial. There is a residential buckthorn pickup provided by the city.

Chair Golob thanked Yetka for her presentations and for answering questions.

The public input portion of the meeting was opened and closed.

### **D. One-Stop-Efficiency-Shop Campaign**

Chair Golob introduced the item and called for the staff report.

Ingvalson reported. Staff recommended commissioners approve the proposed campaign dates and materials.

Anderson suggested clarifying that there is no cost for the visit, and installation of a free smart thermostat may be scheduled for a future date. Ingvalson agreed.

The public input portion of the meeting was opened and closed.

Norman suggested rephrasing the description from “audit” to “consultation” or a similar, friendlier word.

Henry moved, second by Norman, to approve the proposed campaign dates and materials with a change to the word “audit” to a word more inviting and friendly. Anderson, Avalos, Golob, Henry, Meier and Norman voted yes. Birr, Ingraham and Pattain were absent. Motion carried.

## **8. Other Business**

## **9. Adjournment**



Norman moved, second by Anderson, to adjourn the meeting at 9:50 p.m. Motion carried unanimously.

By: \_\_\_\_\_  
Lois T. Mason  
Planning Secretary

**Sustainability Commission Agenda Item 5A  
Meeting of November 21, 2023**

**Title:** Climate Action and Adaptation Plan Update

**Report From:** Drew Ingvalson, Associate Planner/Sustainability Coordinator

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

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

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**Summary Statement**

The city's consultant team, LHB, with project manager Lydia Major, will present draft strategies for the city's climate action and adaptation plan.

**Recommended Action**

Listen to LHB's presentation, ask questions, and provide recommendations (changes, additions, clarifications) on the draft strategies.

**Background**

In 2023, the city has been working to create a climate action and adaptation plan.

**Vulnerability Assessment:** In February 2023, the city hired Barr Engineering to do a vulnerability assessment for our community. This involved creating maps that displayed the city's demographics, air pollution, building age, flooding, heat islands, and other climate-related maps. In addition, the city held three workshops where Barr Engineering obtained feedback from city staff on vulnerability areas within our community (societal, environment, and infrastructure).



**Keeping the Public Informed:** As an early step, the city created an online page ([minnetonkamatters.com/climate-action-plan](https://minnetonkamatters.com/climate-action-plan)) to keep the public up to date on the project. This page provides important meeting dates/notes, reports, a climate survey, and other important project information. This webpage has been advertised in the Minnetonka Memo, along with other community input opportunities.

**Baseline Assessment:** Next, the city's consultant created a [Draft Existing Conditions Report](#).

This report reviewed the city's:

- Demographics;
- Built environment;
- Climate hazards;
- Vulnerability assessment (completed by Barr Engineering in 2023);
- City-wide and city operations greenhouse gas emissions; and
- Policies, programs and plans (related to GHG mitigation and/or adaptation and resilience).

This report also began to identify community opportunities.

**Community Engagement:** This work has involved meeting with several different community groups to determine the plan's strategies and goals. Specifically, outreach has involved:

- Public Engagement: City staff and our consultant have engaged with the public through:
  - o Pop-Up Events
    - Williston Fitness Center
    - Shady Oak Beach
    - Minnetonka Heights Apartments
    - Minnetonka Farmer's Market
    - Ridgedale Library
    - Everything Electric Event
    - The Preserve at Shady Oak Apartments
    - Crown Ridge Apartments
  - o The CAAP Open House (Minnetonka Community Center)
  - o An online survey, which had over 750 responses
- Community Focus Groups
  - o Service Groups
  - o Natural Resources Volunteers
  - o Businesses
- City Staff Focus Groups
  - o Safety and Events (Police, Fire, and Recreation)
  - o City Facilities (Public Works)
  - o Natural Resources



**Strategies:** The city's consultant has compiled all of the information gathered from these outreach efforts and began to draft strategies that can be used for the city's climate action and adaptation plan. These draft strategies will be focused on three areas:

- Climate Friendly Homes
  - o Strategies and actions that can be taken at home to reduce emissions and increase resilience.
- Climate Friendly Businesses
  - o Strategies and actions businesses can take to support climate action in Minnetonka.
- Climate Friendly Minnetonka

- Strategies and actions the city can take to achieve the goals of the climate action and adaptation plan.

**Sustainability Commission Input:** The city's consultant will present on strategies within these areas at the November 21<sup>st</sup> sustainability commission meeting. The commission will be tasked with asking questions and providing recommendations (changes, additions, clarifications) on the draft strategies. The current plan schedule has the sustainability commission reviewing and providing a recommendation on a draft version of the climate action and adaptation plan in Q1 of 2024.



**Sustainability Commission Agenda Item 5B  
Meeting of November 21, 2023**

**Title:** Salt Reduction Best Practices for Winter Maintenance

**Report From:** Leslie Yetka, Natural Resources Manager

**Submitted through:** Will Manchester, P.E., Public Works Director  
Julie Wischnack, AICP, Community Development Director  
Loren Gordon, AICP, City Planner  
Drew Ingvalson, Associate Planner/Sustainability Coordinator

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

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**Summary Statement**

Natural resources division staff will present information regarding salt reduction strategies during winter maintenance, with a specific focus on commercial and residential property.

**Recommended Action**

Listen to the presentation, provide feedback and discuss ways the sustainability commissioners can share information or opportunities with the Minnetonka community.

**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**

Salt is commonly used statewide on sidewalks, parking lots and roads to manage icy conditions and ensure public safety during Minnesota's winter months. Unfortunately, when salt gets into the soil or travels downstream via the storm sewer system, it can pollute water resources, including lakes, ponds, creeks, and groundwater aquifers. Once diluted in water, it can reach a level that may become harmful to aquatic organisms. Mitigating the excess salt can be very challenging and expensive. In addition to salt used for winter maintenance, water softeners are also being recognized as a source of salt that discharges to wastewater treatment facilities, which eventually discharge to downstream waterbodies as well.

The Minnesota Pollution Control Agency (MPCA) developed the [Twin Cities Metropolitan Area Chloride \(salt\) Management Plan](#), which outlines strategies the state agency is taking to

address excess salt in the environment. The MPCA also provides [information and resources](#) for private property owners and municipalities on the problem of excess salt and salt reduction strategies that help ensure public safety while protecting our environment.

#### For private property

- The MPCA offers [free 'Smart Salting' training and certification](#) for winter maintenance contractors, property managers, businesses, and local leaders. These trainings focus on salt reduction strategies on roads, parking lots and sidewalks. Local watershed districts often make these trainings available, and the city will help advertise to local residents and businesses.
- Since 2019, the city has required commercial properties going through land use changes to enter into a winter maintenance agreement with the city, which requires the owner to hire Smart Salting certified contractors for winter maintenance operations.
- City staff promote Smart Salting strategies to residents in the community via the *Minnetonka Memo*, the *Thrive* newsletter to local businesses, and the Natural Resources *eBlast* newsletter to residents. Information is shared at public events such as the citywide Open House (including 'low salt' cups) and through a public service announcement on electronic billboards throughout the city.

#### For municipal operations

- City winter maintenance activities are guided by [Council Policy 11.17 - Snow and Ice Control of Municipal Streets, Trails, and Sidewalks](#). The city does not salt sidewalks and uses sand when needed. Deicing operations use salt on streets and city parking lots only.
- Public Works staff receive regular training on salting best practices and incorporate these practices into winter maintenance operations, including pre-wetting surfaces, using road temperature sensors, and using wet rock salt and/or brine.
- All equipment is calibrated prior to use each season to make certain spreaders and brine tanks function properly and accurately to reduce overuse and eliminate waste.
- Prior to the implementation of automated spreaders and the use of brine, the city would order 6,000 tons of salt for a winter season compared to 3,000 tons today.



**Sustainability Commission Agenda Item 5C  
Meeting of November 21, 2023**

**Title:** 2023 Sustainability Commission Work Plan Progress Report

**Report From:** Drew Ingvalson, Associate Planner/Sustainability Coordinator

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

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**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

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**Summary Statement**

City Code Section 145.015 (7) states, "The commission will annually submit a written work plan and progress report to the city council for review and approval." Staff has assembled the past year's work plan progress report for review, comments, and additions by the sustainability commission.

**Recommended Action**

Review, discuss and recommend the submittal of the 2023 work plan progress report.

**Background**

Per city code, the sustainability commission must annually submit a work plan update to the city council. The work plan update provides the city council with an overview of the sustainability commission's progress on tasks outlined in their work plan over the past year. After a review of the annual summary, the city council will have the opportunity to ask questions or request follow-up work on specific items of the work plan.

**Work Plan Progress Report Highlights**

Below are a few completed task highlights from the 2023 work plan progress report:

- Outreach and Events
  - o In 2023, the sustainability commission members and staff served as ambassadors at eight (8) city events





(Summer Farmers Market, Summer Fest, Winter Farmers Market, and Everything Electric).

- Staff and commissioners handed out free LED light bulbs, gave out sustainability handouts, and spoke with community members about various sustainability topics.
- On September 5<sup>th</sup>, the city hosted its 2<sup>nd</sup> annual “Everything Electric” event in the JCPenney parking lot at Ridgedale Mall (hosted at the Minnetonka Community Center parking lot in 2022). The event had:
  - Six electric vehicles available for test drives (provided by Eden Prairie Tesla, Walser Nissan, and Polestar Minneapolis);
  - Seven EV owners showcasing their vehicles and responding to guest’s questions;
  - Electric bikes from Tonka Cycle and Ski;
  - Electric yard equipment from Gopher Ace and the City of Minnetonka;
  - A Metro Transit bus bike rack display from Commuter Services; and
  - An electric, robotic lawn mower.



- On October 18<sup>th</sup>, city staff and commissioners participated in a business outreach campaign to promote Xcel Energy’s One Stop Efficiency Shop (free lighting and HVAC assessments for businesses). The campaign included reaching out to 232 businesses through mailings and in-person visits.
- Over the summer and fall in 2023, the commissioners reached out to 49 restaurants to encourage them to sign up for the MNimize program (waste reduction) and/or Energy Smart program (energy conservation).



- Learning

- On January 17<sup>th</sup>, the commission received a presentation from Karen Galles (Hennepin County) on environmental justice.



- On March 30<sup>th</sup>, the commission toured the Hennepin Energy Recover Center (HERC).
- Input
  - The commission members and staff attended two climate action and adaptation plan meetings (June 13<sup>th</sup> and November 21<sup>st</sup>)
  - The commission reviewed and provided comments on the city's participation in "No Mow May" (reviewed at the city council's request)



### **Meeting Objectives**

Staff is requesting input from the sustainability commission on the completed tasks provided in the work plan progress report. This is also an opportunity for the commission to ask questions or discuss items from the 2023 work plan that should continue into 2024

When the commission has agreed on the work plan progress report, it will be submitted to the city council for approval.

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

1<sup>st</sup> Quarter

Area	Items	Status
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Ambassador events (Winter Farmer’s Market)</li> <li>✓ Review tabling materials</li> <li>✓ Discuss ways the city can celebrate 2023 Earth Day (Saturday, April 22<sup>nd</sup>)</li> <li>✓ Share sustainability programs and initiatives with personal networks to spread awareness in the community</li> </ul>	<ul style="list-style-type: none"> <li>✓ SC and staff attended the February 11<sup>th</sup> Winter Farmers Market</li> <li>✓ At the January 17<sup>th</sup> SC meeting, the commission:               <ul style="list-style-type: none"> <li>○ Reviewed tabling materials</li> <li>○ Discussed Earth Day programming and recommended the city approve an Earth Day proclamation</li> </ul> </li> </ul>
<b>Education and Recognition</b>	<ul style="list-style-type: none"> <li>✓ Sustainable Minnetonka Awards               <ul style="list-style-type: none"> <li>○ Consider changes to the award program</li> </ul> </li> <li>✓ Present and preview the updated Sustainable Minnetonka Webpage               <ul style="list-style-type: none"> <li>○ Include tools available to the public (Regional Indicators Initiative, solar tools, etc.)</li> </ul> </li> <li>✓ Decide on 2023 Sustainable Minnetonka Webinar topics (quarterly)</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the January 17<sup>th</sup> SC meeting, the commission:               <ul style="list-style-type: none"> <li>○ Reviewed the Sustainable Minnetonka Awards</li> <li>○ Provided preferences on sustainability presentation topics</li> </ul> </li> <li>✓ At the July 11<sup>th</sup> SC meeting, the commission:               <ul style="list-style-type: none"> <li>○ Received a presentation about the city’s updated Sustainable Minnetonka webpage and communication strategies.</li> </ul> </li> </ul>
<b>Input and Support</b>	<ul style="list-style-type: none"> <li>✓ Climate Action and Adaptation Plan (CAAP)               <ul style="list-style-type: none"> <li>○ Attend kick-off meeting</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ The SC attended a CAAP workshop on June 13<sup>th</sup></li> <li>✓ At the February 28<sup>th</sup> SC meeting, the commission provided a recommendation to not participate in "No Mow May" (reviewed at the city council's request).</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>✓ As available</li> </ul>	<ul style="list-style-type: none"> <li>✓ The commission received an environmental justice presentation</li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

	<ul style="list-style-type: none"> <li>○ Attend a tour at Hennepin Energy Recovery Center (HERC)</li> <li>○ Attend environmental justice presentation</li> <li>✓ Attend other tours or presentations</li> </ul>	<p>from Karen Galles (Hennepin County) on January 17<sup>th</sup></p> <ul style="list-style-type: none"> <li>✓ On March 30<sup>th</sup>, the SC attended a tour of the HERC.</li> </ul>
<b>Partnerships</b>	<ul style="list-style-type: none"> <li>✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Staff continued communication with Hennepin County staff regarding their waste initiatives and ways the city can collaborate (Zero Waste Plan, building material donation events, etc.).</li> <li>✓ Hennepin County was invited and attended the city's Contractor's Expo on February 2<sup>nd</sup></li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>✓ Present information on no-cost energy audits for multi-family buildings and non-profits with the sustainability commission. Sustainability commission members share ideas on how to promote programs.</li> <li>✓ Share vulnerability assessment data, if available.</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the January 17<sup>th</sup> SC meeting, the commission received information from staff about a no-cost building energy audit opportunity for non-profits.</li> <li>✓ Vulnerability assessment data was shared with the commission at the June 13<sup>th</sup> CAAP workshop.</li> </ul>

2<sup>nd</sup> Quarter

Area	Items	Status
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Ambassador events (Summer Fest, Summer Farmer's Market)                             <ul style="list-style-type: none"> <li>○ Obtain public input on CAAP</li> </ul> </li> <li>✓ Consider changes for the "Everything Electric" event</li> <li>✓ Plan for solar energy event (Solar Power Hours)</li> <li><del>✓ Discuss ways the city and commission can promote watershed district grant opportunities.</del></li> </ul>	<ul style="list-style-type: none"> <li>✓ SC and staff attended two summer farmer's markets</li> <li>✓ At the March 21<sup>st</sup> SC meeting, the commission:                             <ul style="list-style-type: none"> <li>○ Reviewed and provided comments on the Everything Electric Event</li> </ul> </li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

	<ul style="list-style-type: none"> <li>✓ Host Earth Day event/program (if desired by commission)</li> <li>✓ Sustainable Minnetonka Webinar Series or other presentations             <ul style="list-style-type: none"> <li>○ Attend and present where applicable</li> </ul> </li> <li>✓ Share sustainability programs and initiatives with personal networks to spread awareness in the community.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Solar Power Hour was unable to present due to the organization not running the program in 2023</li> <li>✓ On April 17<sup>th</sup>, the city council approved an Earth Day proclamation</li> </ul>
<b>Education and Recognition</b>	<ul style="list-style-type: none"> <li>✓ Sustainable Minnetonka Awards             <ul style="list-style-type: none"> <li>○ Post the application on the city website</li> <li>○ Promote awards on various city platforms</li> <li>○ SC members consider additional strategies to promote awards</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ Promotion for the Sustainable Minnetonka Awards began on April 1<sup>st</sup>. Promotion included the city's webpage, social media, email subscribers, and reaching out to individuals.</li> </ul>
<b>Input and Support</b>	<ul style="list-style-type: none"> <li>✓ CAAP             <ul style="list-style-type: none"> <li>○ Attend workshops/meetings</li> </ul> </li> <li>✓ Discuss and provide input on sustainability commission learning opportunities (presentations/tours)</li> </ul>	<ul style="list-style-type: none"> <li>✓ SC attended the June 13<sup>th</sup> CAAP Workshop</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>✓ City staff presentation on city trail planning and/or stormwater, if available</li> <li>✓ Attend other tours or presentations.</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the March 21<sup>st</sup> SC meeting, the commission received a staff presentation on the Parks Open Space and Trails Plan and Minnetonka Trails.</li> </ul>
<b>Partnerships</b>	<ul style="list-style-type: none"> <li>✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.</li> </ul>	<ul style="list-style-type: none"> <li>✓ SC members began reaching out to restaurants to promote waste reduction (MNimize program) and energy conservation (Energy Smart) programs.</li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>✓ <del>Organics recycling discussion (renter options, city participation, pricing issues, opportunities to increase participation)</del></li> <li>✓ Gas-powered lawn equipment discussion (opportunities to promote electrification)</li> <li>✓ Recommend additional learning opportunities</li> <li>✓ Review and approve sustainability commission bylaws</li> <li>✓ Elect Chair and Vice-chair</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the March 21<sup>st</sup> SC meeting, the commission,             <ul style="list-style-type: none"> <li>○ Provided preferences on additional education opportunities</li> <li>○ Elected SC chair and vice-chair</li> <li>○ Reviewed and approved SC bylaws</li> </ul> </li> <li>✓ At the May 16<sup>th</sup> SC meeting, the commission,             <ul style="list-style-type: none"> <li>○ Discussed methods to encourage people to adopt electric yard equipment</li> </ul> </li> </ul>
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3<sup>rd</sup> Quarter

Area	Items	Status
<p><b>Events and Outreach</b></p>	<ul style="list-style-type: none"> <li>✓ Potential ambassador events (Summer Farmer's Market)             <ul style="list-style-type: none"> <li>○ Obtain public input on CAAP</li> </ul> </li> <li>✓ Host Everything Electric Event</li> <li>✓ Host on-site solar energy event (Solar Power Hour)</li> <li>✓ Discuss ways the commission and city can promote responsible chloride use</li> <li>✓ Sustainable Minnetonka Webinar Series             <ul style="list-style-type: none"> <li>○ Attend and present where applicable</li> </ul> </li> <li>✓ Share sustainability programs and initiatives with personal networks to spread awareness in the community.</li> </ul>	<ul style="list-style-type: none"> <li>✓ SC and staff attended two summer farmer's markets.</li> <li>✓ On September 5<sup>th</sup>, the city hosted its 2<sup>nd</sup> annual Everything Electric Event. The city's CAAP consultant, LHB, attended the event to obtain public input on the plan.</li> <li>✓ The Solar Power Hour organization did not run the program in 2023 and, therefore, was unable to present.</li> <li>✓ At the November 21<sup>st</sup> SC meeting, the commission received a report from city staff on responsible chloride use.</li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

<p><b>Educational and Recognition Material</b></p>	<ul style="list-style-type: none"> <li>✓ Present and promote winners of the Sustainable Minnetonka Awards</li> </ul>	<ul style="list-style-type: none"> <li>✓ This item has been included in the 2024 Work Plan to allow additional award nominations. However, time constraints did not allow an award review to occur in 2023.</li> </ul>
<p><b>Input and Support</b></p>	<ul style="list-style-type: none"> <li>✓ CAAP             <ul style="list-style-type: none"> <li>○ Attend workshops/meetings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ The sustainability commission received a CAAP update at their September 26<sup>th</sup> SC meeting.</li> </ul>
<p><b>Learning</b></p>	<ul style="list-style-type: none"> <li>✓ As available:             <ul style="list-style-type: none"> <li>○ Invite a guest speaker to present to SC on chlorides (best practices, water softeners, effect on the environment, etc.)</li> <li>○ Attend recycling facility tour.</li> <li>○ City staff provide an overview of the city's invasive species removal and management.</li> </ul> </li> <li>✓ Attend other tours or presentations.</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the November 21<sup>st</sup> SC meeting, the commission received a report from city staff on responsible chloride use.</li> <li>✓ At the September 26<sup>th</sup> SC meeting, the commission:             <ul style="list-style-type: none"> <li>○ Received a presentation from staff on invasive species</li> </ul> </li> </ul>
<p><b>Partnerships</b></p>	<ul style="list-style-type: none"> <li>✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Staff and commissioners created new community partnerships with local businesses, residents who drive EVs, and organizations that participated in the Everything Electric Event on September 5<sup>th</sup>.</li> <li>✓ Staff tabled at eight pop-up events to promote input for the city's climate action and adaptation plan. This outreach included three affordable living apartment buildings.</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>✓ Update on the city's promotion of no-cost energy audits for non-profits and multi-family buildings</li> <li>✓ Staff follow up on meetings with community solar garden providers</li> </ul>	<ul style="list-style-type: none"> <li>✓ The city was selected to host an MN GreenCorp member that will be reaching out to non-profits and multi-family buildings regarding free energy audits</li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

	<ul style="list-style-type: none"> <li>✓ Discuss ways to encourage community participation in off-site renewable energy</li> <li>✓ Request Hennepin County to attend a sustainability commission meeting to present on county initiatives and how Minnetonka can assist in shared goals</li> </ul>	<ul style="list-style-type: none"> <li>✓ At the September 26<sup>th</sup> SC meeting, the commission:             <ul style="list-style-type: none"> <li>○ Received an update about meetings with community solar garden providers</li> <li>○ Received a presentation from Hennepin County on their sustainability initiatives</li> </ul> </li> <li>✓ Discussion of off-site renewable energy has been moved to the 2024 work plan to provide background on MN GreenCorps members' work in this area.</li> </ul>
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4<sup>th</sup> Quarter

Topics	Items	Status
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Potential ambassador events (City Open House, Winter Farmer's Market)</li> <li>✓ Learn about the city's Resilient Minnetonka program and discuss ways the city and commission can help promote watershed district grant opportunities</li> <li>✓ Sustainable Minnetonka Webinar Series             <ul style="list-style-type: none"> <li>○ Attend and present where applicable</li> </ul> </li> <li>✓ Share sustainability programs and initiatives with personal networks to spread awareness in the community.</li> </ul>	<ul style="list-style-type: none"> <li>✓ SC and staff will attend two winter farmers' markets</li> <li>✓ At the September 26<sup>th</sup> SC meeting, the commission:             <ul style="list-style-type: none"> <li>○ Received a presentation from staff on the Resilient Minnetonka program/ watershed district grants</li> </ul> </li> </ul>
<b>Educational and Recognition Material</b>	<ul style="list-style-type: none"> <li>✓ Recognize Sustainable Minnetonka Award winners</li> </ul>	<ul style="list-style-type: none"> <li>✓ Winners will be recognized at a city council meeting in February or March 2024</li> </ul>

2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

<p><b>Input and Support</b></p>	<ul style="list-style-type: none"> <li>✓ CAAP               <ul style="list-style-type: none"> <li>○ Attend workshops/meetings</li> <li>○ Review the final draft of CAAP</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ The city's CAAP consultant, LHB, presented to the commission at their November 21<sup>st</sup> SC meeting</li> <li>✓ The final CAAP review is expected to occur in early 2024.</li> </ul>
<p><b>Learning</b></p>	<ul style="list-style-type: none"> <li>✓ As available:               <ul style="list-style-type: none"> <li>○ Research alternate transportation opportunities (future light rail, car share, e-bikes, etc.)</li> <li>○ Attend a presentation on PFAS (polyfluoroalkyl substances)</li> </ul> </li> <li>✓ Attend other tours or presentations</li> </ul>	<ul style="list-style-type: none"> <li>✓ These items have been included in the 2024 Work Plan because time constraints did not allow this to occur in 2023.</li> </ul>
<p><b>Partnerships</b></p>	<ul style="list-style-type: none"> <li>✓ Participate in metro environmental/sustainable commission workshops</li> <li>✓ Continue to foster new partnerships and build existing relationships with other organizations, commissions, and others</li> </ul>	<ul style="list-style-type: none"> <li>✓ On October 11<sup>th</sup>, city staff guest taught four sustainable development lessons at Minnetonka High School's Momentum and Vantage classes.</li> <li>✓ On Oct. 18th, city staff, SC members, and Center for Energy and the Environment technicians visited 232 Minnetonka businesses to promote free lighting and HVAC assessments. Businesses also received two postcards promoting the program and noticing the visits.</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>✓ Organics recycling discussion (renter options, city participation, pricing issues, opportunities to increase participation)</li> <li>✓ Draft 2023 Annual Report and 2024 Work Plan</li> <li>✓ Review the final draft of CAAP</li> </ul>	<ul style="list-style-type: none"> <li>✓ This item has been included in the 2024 Work Plan because time constraints did not allow this to occur in 2023.</li> <li>✓ The SC will review the 2023 Work Plan Progress Report and 2024</li> </ul>



2023 Sustainability Commission (SC) Work Plan Update

City of Minnetonka

		<p>Work Plan at their November 21<sup>st</sup> SC meeting.</p> <ul style="list-style-type: none"><li>✓ The final CAAP review is expected to occur in early 2024.</li></ul>
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**Sustainability Commission Agenda Item 5D  
Meeting of November 21, 2023**

**Title:** 2024 Sustainability Commission Work Plan

**Report From:** Drew Ingvalson, Associate Planner/Sustainability Coordinator

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

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**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

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**Summary Statement**

City Code Section 145.015 (7) states, "The commission will annually submit a written work plan and progress report to the city council for review and approval." As such, staff has put together a draft work plan (based on recommendations from sustainability commission members) for review, comments, and additional recommendations by the sustainability commission.

**Recommended Action**

Review, discuss and recommend approval of the 2024 work plan.

**Background**

A work plan aims to determine the goals, priorities, and objectives of the sustainability commission. The plan should serve as a guide for the sustainability commission for the following year and provide the city council with an outline of the work that the sustainability commission has proposed to complete. Note the tasks provided within the draft work plan should be specific, measurable, achievable, relevant, and time-bound.

**Draft Work Plan**

The work plan tasks are assigned to the four quarters of the calendar year and put into one of six categories.

- Events and Outreach;
- Educational and Recognition Material;
- Input and Support;
- Learning;
- Partnerships; and
- Other.

A few highlight tasks for the draft 2024 work plan include:

- Reviewing and providing a recommendation to the city council for the Climate Action and Adaptation Plan;
- Attending community events to promote sustainability initiatives (Summer and Winter Farmer's Markets, Summer Fest etc.)
- Continuing and considering changes to the Sustainable Minnetonka Awards program and the Everything Electric event;
- Hosting a community solar garden presentation;
- Considering programming around Earth Day;
- Promoting the various ways to recycle organics;
- Hosting a building material donation event in partnership with Hennepin County; and
- Continuing to promote energy audits for community members.

### **Meeting Objectives**

The staff has reached out to all sustainability commission members for work plan suggestions, and staff has incorporated them into the attached Draft 2024 Work Plan. At the meeting, staff is requesting additional input from the sustainability commission on the categories and tasks provided in the work plan. Recommendations, comments, and additions from the sustainability commission are welcomed and encouraged; however, a majority of members must agree to any additions/removals/changes and the final work plan. As noted previously, any new tasks added to the draft work plan must be specific, measurable, achievable, relevant, and time-bound.

When the commission has agreed on the work plan, it will be submitted to the city council for approval.

### **Potential Work Plan Additions**

On occasion, the city council may direct a topic to the sustainability commission for a recommendation that is not in that year's work plan. For instance, in 2023, the city council directed the sustainability commission to provide a recommendation regarding the city creating a "No Mow May" program, which was not in that year's work plan.

The city council has discussed the potential of having the sustainability commission study the effects of vehicle drive-thrus. If a majority of the city council would like to have the commission study drive-thrus, it could be added to the work plan.

2024 Sustainability Commission Work Plan

City of Minnetonka (Draft)

1<sup>st</sup> Quarter

Area	Items
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Ambassador events (Winter Farmer's Market)</li> <li>✓ Host a community solar garden presentation (off-site solar)</li> <li>✓ Host an electric vehicle presentation</li> <li>✓ Consider changes for the Everything Electric event                             <ul style="list-style-type: none"> <li>○ Consider inviting neighboring communities</li> <li>○ Add more reasons to consider electric equipment in promotion</li> </ul> </li> <li>✓ Consider Earth Day programming                             <ul style="list-style-type: none"> <li>○ Youth poster contest</li> <li>○ Spring liter clean-up event</li> <li>○ Other</li> </ul> </li> <li>✓ Consider public outreach and volunteer campaigns for 2024</li> </ul>
<b>Education and Recognition</b>	<ul style="list-style-type: none"> <li>✓ Present, recognize and promote winners of the 2023 Sustainable Minnetonka Awards</li> <li>✓ Review Sustainable Minnetonka Awards                             <ul style="list-style-type: none"> <li>○ Consider changes to the award program</li> <li>○ Identify ways the commission can assist in award promotion</li> </ul> </li> </ul>
<b>Input and Support</b>	<ul style="list-style-type: none"> <li>✓ Review and provide a recommendation to the city council for the Climate Action and Adaptation Plan (CAAP)</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>✓ As available/possible                             <ul style="list-style-type: none"> <li>○ Attend a tour of a recycling center</li> </ul> </li> </ul>
<b>Partnerships</b>	<ul style="list-style-type: none"> <li>✓ Participate in Hennepin County's Plastic Free Challenge</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>✓ Submit 2023 Work Plan Update</li> <li>✓ Organics recycling discussion (renter options, city participation, opportunities to increase participation)</li> <li>✓ Recommend additional learning opportunities.</li> </ul>

2024 Sustainability Commission Work Plan

City of Minnetonka (Draft)

2<sup>nd</sup> Quarter

Area	Items
<p><b>Events and Outreach</b></p>	<ul style="list-style-type: none"> <li>✓ Ambassador events (Summer Fest, Summer Farmer’s Market)                             <ul style="list-style-type: none"> <li>○ Obtain public input on CAAP</li> </ul> </li> <li>✓ Host an Earth Day event/program (if desired by commission) – coordinate with other city or agency efforts.</li> <li>✓ Promote residential and non-profit energy audits</li> <li>✓ Promote various ways to recycle organics</li> <li>✓ Conduct public outreach that describes the life cycle of recyclables</li> </ul>
<p><b>Education and Recognition</b></p>	<ul style="list-style-type: none"> <li>✓ Sustainable Minnetonka Awards                             <ul style="list-style-type: none"> <li>○ Post the application on the city website</li> <li>○ Promote awards on various city platforms</li> <li>○ SC members promote awards</li> </ul> </li> </ul>
<p><b>Learning</b></p>	<ul style="list-style-type: none"> <li>✓ As available/possible                             <ul style="list-style-type: none"> <li>○ Attend a tour of a solar garden site or roof with solar panels</li> <li>○ Attend a tour of Scenic Height Elementary's outdoor learning space</li> </ul> </li> <li>✓</li> </ul>
<p><b>Partnerships</b></p>	<ul style="list-style-type: none"> <li>✓ Collaborate with neighboring communities on multi-city climate resilience/electric vehicle fairs, as available.</li> <li>✓ Promote Hennepin County’s Stop Food Waste Challenge (August)</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>✓ Research and review “Neighborhood Green Teams”</li> <li>✓ Research waste programs at schools within the city</li> <li>✓ Review and approve sustainability commission bylaws</li> <li>✓ Elect Chair and Vice-chair</li> <li>✓ Work on strategies in the approved Climate Action and Adaptation Plan</li> </ul>

2024 Sustainability Commission Work Plan

City of Minnetonka (Draft)

3<sup>rd</sup> Quarter

Area	Items
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Potential ambassador events (Summer Farmer’s Market)</li> <li>✓ Host Everything Electric Event</li> <li>✓ Host on-site solar energy event (Solar Power Hour), as available</li> <li>✓ Research EV and e-bike owner coordinated events in the area</li> </ul>
<b>Educational and Recognition Material</b>	<ul style="list-style-type: none"> <li>✓ Present and promote winners of the Sustainable Minnetonka Awards</li> <li>✓ Gauge interest in a Green Businesses Recognition Program</li> <li>✓ As available, host an “Air Source Heat Pump” Presentation</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>✓ As available/possible:               <ul style="list-style-type: none"> <li>○ Attend a tour of Minnetonka Public Works</li> <li>○ Create a collaboration opportunity with neighboring communities                   <ul style="list-style-type: none"> <li>▪ Sharing best practices</li> <li>▪ Projects</li> <li>▪ Issues</li> </ul> </li> <li>○ Attend a tour of a sanitary landfill</li> <li>○ Attend a tour of the Metro Waste Water Treatment Center</li> </ul> </li> <li>✓ Attend other tours or presentations</li> </ul>
<b>Partnerships</b>	<ul style="list-style-type: none"> <li>✓ Host a building material donation event in partnership with Hennepin County.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>✓ Review information on cities with store bag disincentives and ways to promote reusable bags.</li> <li>✓ Review city walkability and alternative modes of transportation</li> <li>✓ Consider ways to help people remove invasive species on their property.</li> <li>✓ Work on strategies in the approved Climate Action and Adaptation Plan</li> </ul>

2024 Sustainability Commission Work Plan

City of Minnetonka (Draft)

4<sup>th</sup> Quarter

Topics	Items
<b>Events and Outreach</b>	<ul style="list-style-type: none"> <li>✓ Potential ambassador events (City Open House, Winter Farmer’s Market)</li> <li>✓ Sustainable Minnetonka Webinar Series                             <ul style="list-style-type: none"> <li>○ Attend and present where applicable</li> </ul> </li> <li>✓ Add a “sustainability” topic to the annual Minnetonka photo contest</li> <li>✓ Promote solar garden opportunities</li> </ul>
<b>Educational and Recognition Material</b>	<ul style="list-style-type: none"> <li>✓ Recognize Sustainable Minnetonka Award winners</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>✓ As available:                             <ul style="list-style-type: none"> <li>○ Attend an Environmental Social Justice Presentation</li> <li>○ Attend a presentation by Ottertail County: Lake Area Precious Plastic Lab</li> <li>○ Attend a presentation on PFAS (polyfluoroalkyl substances)</li> </ul> </li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>✓ Draft 2025 Work Plan</li> <li>✓ Update the Sustainable Minnetonka webpage to include more information on community solar gardens.</li> <li>✓ Provide public input opportunities on sustainability issues</li> <li>✓ Research ways communities have reduced the heat island effect.</li> <li>✓ Update on city’s salt use strategies</li> <li>✓ Research community initiatives to reduce restaurant waste</li> <li>✓ Work on strategy implementation in the approved Climate Action and Adaptation Plan</li> </ul>