



## **Sustainability Commission Agenda**

**July 13, 2021 – 6:30 p.m.**

**Virtual Meeting Via WebEx**

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 11, 2021
- 5. Report from Staff:** The next sustainability commission meeting will be on Sept. 14, 2021.
- 6. Report from Sustainability Commission Members**
- 7. Agenda Items**
  - A. Sustainability Commission Ambassador Handouts
    - Recommendation: Discuss handouts
    - Staff Member: Drew Ingvalson
  - B. Tree Protection Ordinance Review
    - Recommendation: Provide comments on the city's tree efforts
    - Staff Members: Leslie Yetka, Susan Thomas, Drew Ingvalson
  - C. Chair and Vice-Chair Selection
    - Recommendation: Elect Chair and Vice-Chair
    - Staff Member: Drew Ingvalson
- 8. Other Business**
- 9. Adjournment**

## **Sustainability Commission Agenda**

**July 13, 2021**

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

Drew Ingvalson, Planner (952) 939-8293, [dingvalson@minnetonkamn.gov](mailto:dingvalson@minnetonkamn.gov)

Loren Gordon, AICP, City Planner, (952) 939-8296, [lgordon@minnetonkamn.gov](mailto:lgordon@minnetonkamn.gov)

Julie Wischnack, AICP, Community Development Director, (952) 939-8282, [jwischnack@minnetonkamn.gov](mailto:jwischnack@minnetonkamn.gov)

**Unapproved  
Minnetonka Sustainability Commission  
Virtual Meeting  
Minutes**

**May 11, 2021**

**1. Call to Order**

The meeting was called to order at 6:30 p.m.

**2. Roll Call**

Sustainability commissioners Justin Anderson, Edwin Avalos, Greta Beck, Brian Golob, Matt Henry, David Ingraham, Harapanahalli Muralidhara, Megan Park, and Ashley Pattain were present.

Staff present: Community Development Director Julie Wischnack, City Planner Loren Gordon, and Staff Liaison Drew Ingvalson.

**3. Approval of the Agenda**

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

Anderson, Avalos, Beck, Golob, Henry, Ingraham, Muralidhara, Park, and Pattain voted yes. Motion carried.

**4. Approval of Sustainability Commission Meeting Minutes: None**

**5. Report from Staff**

Ingvalson, Wischnack, and Gordon introduced themselves and thanked commissioners for their service.

**6. Report from Sustainability Commission Members**

Sustainability commissioners introduced themselves.

**7. Agenda Items**

**A. Sustainability Commission Bylaws**

Ingvalson reported. He recommended approval of the sustainability commission bylaws provided in the staff report.

Ingraham moved, second by Avalos, to approve the sustainability commission bylaws provided in the staff report.

Anderson, Avalos, Beck, Golob, Henry, Ingraham, Muralidhara, Park, and Pattain voted yes. Motion carried.

**B. 2021 Sustainability Commission Meeting Dates**

Ingvalson reported. He recommended approval of the 2021 sustainability commission meeting dates provided in the staff report.

Pattain moved, second by Anderson, to approve the 2021 sustainability commission meeting dates as May 11, 2021, July 13, 2021, Sept. 14, 2021, and Nov. 9, 2021.

Anderson, Avalos, Beck, Golob, Henry, Ingraham, Muralidhara, Park, and Pattain voted yes. Motion carried.

**C. 2021 Work Plan**

Ingvalson reported. He recommended that the sustainability commission review and recommend that the city council approve the 2021 work plan as provided in the staff report.

In response to Ingraham's question, Ingvalson explained that commissioners would receive the agenda packet prior to each meeting to allow time for commissioners to review the items to be discussed before the next meeting.

Henry identified that it is important to find ways to include and engage residents who applied to be on the commission but were not given the opportunity to serve. Ingvalson noted that, in order to do so, this would not need to be added to the formal work plan but could be something to consider as opportunities arise.

Muralidhara asked for the best procedure for commissioners to submit ideas for the sustainability commission to review. Ingvalson welcomed ideas to be submitted to staff.

In response to Golob's question, Wishnack stated that staff could send each sustainability commission applicant an email to direct the resident to the project page on **minnetonkamn.gov**, where he or she could sign up to receive alerts and provide input for each item reviewed by the commission.

Golob moved, second by Beck, to recommend that the city council approve the 2021 sustainability commission work plan as provided in the staff report.

Anderson, Avalos, Beck, Golob, Henry, Ingraham, Muralidhara, Park, and Pattain voted yes. Motion carried.

**D. Ambassador Events**

Ingvalson reported. He recommended that sustainability commissioners review the recommended events, provide his or her level of interest in attending the events to staff,

and sign-up for the ones he or she will attend. All state health and safety guidelines will be followed at the events.

In response to Park's question, Ingvalson encouraged commissioners to sign-up for one or two events.

Henry moved, second by Golob, to approve the list of sustainability commissioner ambassador events.

Anderson, Avalos, Beck, Golob, Henry, Ingraham, Muralidhara, Park, and Pattain voted yes. Motion carried.

### **E. Sustainability Commission Learning Opportunities**

Ingvalson reported. He recommended that sustainability commissioners review the list of learning opportunities, provide any additional learning opportunities he or she is interested in and provide his or her top two choices to be done in 2021.

Anderson suggested touring a recycling center.

Avalos suggested learning about and visiting sustainability projects being done in other cities.

Golob suggested learning more about the Hennepin County Climate Action Plan and how that fits into the city's activities and touring the special-waste-recycling center that handles mercury and electronics located in Blaine.

Beck suggested a presentation on how stormwater impacts lakes and how to successfully restore lake ecosystems.

Muralidhara suggested visiting the water-treatment plant.

Henry suggested touring a passive house, which harnesses natural energy sources to generate and capture heat.

Ingvalson asked commissioners to provide his or her top two learning opportunity choices:

- Anderson chose to tour the UMN Bee Lab and a recycling center.
- Avalos chose to tour the special-waste-recycling facility and a presentation on the impact of stormwater on lakes.
- Beck chose to tour the UMN Bee Lab and Hennepin County Energy Recovery Center.
- Golob chose a presentation on the Hennepin County Climate Action Plan and touring the special-waste-recycling facility.

- Henry chose to tour the UMN Bee Lab and a presentation on the impact of stormwater on lakes.
- Ingraham chose presentations on wetlands and the Hennepin County Climate Action Plan. He felt it would also be beneficial for commissioners to tour the city facilities.
- Muralidhara chose to tour the special-waste-recycling center and water-treatment facility.
- Park chose to tour the UMN Bee Lab and composting facility.
- Pattain chose to tour the UMN Bee Lab and recycling center.

#### **8. Other Business**

Ingvalson reported that the next sustainability commission meeting is tentatively scheduled for July 13, 2021. Staff will be emailing commissioners a sign-up sheet for commissioners to sign-up for ambassador events. Summerfest and the farmer's market ambassador events will take place before the next sustainability commission meeting.

Ingvalson invited commissioners to think about who to nominate at the next meeting to serve as chair and vice-chair of the commission. Staff will email the tree ordinance to commissioners before the agenda packet is emailed to allow commissioners more time to review it before the next meeting.

#### **9. Adjournment**

Pattain moved, second by Henry, to adjourn the meeting at 7:55 p.m. Motion carried unanimously.

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



**Sustainability Commission Agenda Item 7A  
Meeting of July 13, 2021**

**Title:** Sustainability Commission Ambassador Handouts  
**Report From:** Drew Ingvalson, Planner  
**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 sustainability commission will serve as ambassadors and distribute handouts at multiple city events in 2021.

**Recommended Action**

Staff recommends the sustainability commission to review the handouts selected by staff and provide comments about the handouts for the 2021 city events.

**Strategic Profile Relatability**

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

Statement: N/A

**Background**

At the May 11, 2021 sustainability commission meeting, the commission voted to have two commissioners attend each of the events below.

<b>Event</b>	<b>Dates</b>
Summer Festival	Saturday, June 26 <sup>th</sup> (4-7 pm)
Farmer's Market	Tuesday, June 29 <sup>th</sup> (4-7 pm) Tuesday, July 27 <sup>th</sup> (4-7 pm) Tuesday, Aug. 31 <sup>st</sup> (4-7 pm) Tuesday, Sept. 28 <sup>th</sup> (4-7 pm)
City Open House	Tuesday, Oct. 5 <sup>th</sup> (Time TBD)

The commission's goal at these events is to bring public awareness to the various city sponsored programs to help the general public become more sustainable and protect the

natural environment. Staff selected the following programs and handouts to be distributed at these events (see attached):

- Home Energy Squad Visits
- Support Renewable Energy
  - o Windsource
  - o Solar Rewards
  - o On-Site Solar
- Adopt-A-Drain
- Slowing the Spread of Emerald Ash Borer
- Organics Recycling Guide





# Home Energy Squad provides customized energy solutions for your home.

Your first step is our virtual visit\*. This free visit will help you discover low-cost energy-saving opportunities. If your home could benefit from an in-home visit, we'll connect you to the best visit for your needs. We offer two types of in-home visits:

## Energy Saver Visit

Intended for newer houses (built from 2000 on), mobile homes, condos, and renters.

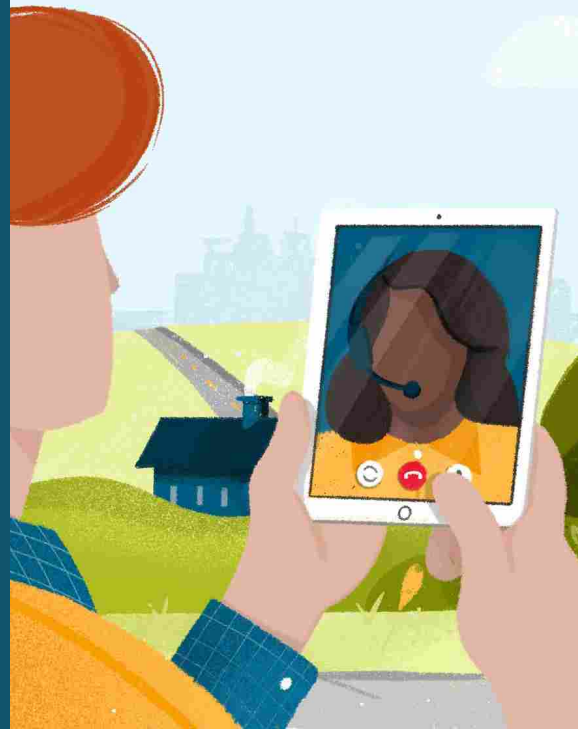
## Energy Planner Visit

Recommended for homes built before 2000.

Based on what your home needs, visits include the installation of energy-saving materials such as LED lightbulbs, door and attic hatch weather stripping, programmable thermostat, and high-efficiency water fixtures.

After your visit you will be connected to an energy advisor who can help you with next steps by connecting you with qualified contractors and utility rebates.

Free visits available to income-qualified households.



To learn more and to schedule your visit call **651-328-6220** or visit **[mncee.org/hes](https://mncee.org/hes)**.

\*Phone consultation available if preferred.



The City of Minnetonka is supporting Home Energy Squad by buying down the cost for the Energy Planner Visit from \$100 to \$50 for the first 280 homes in 2021. Home Energy Squad is provided by CenterPoint Energy and Xcel Energy and delivered by the Center for Energy and Environment (CEE), a local nonprofit.





# SUPPORT RENEWABLE ENERGY

Minnetonka residents can take advantage of Minnesota's renewable energy power by subscribing to Xcel Energy's renewable energy programs!

## Subscriptions

### Windsource®

Windsorce is a voluntary subscription program from Xcel Energy enabling you to easily source your electricity from wind. Homeowners and renters with an Xcel Energy electricity account can sign up for Windsorce. For an additional \$1–10 a month, the average Minnetonka household can participate and source up to 100% of its electricity from renewable energy.

### Solar\*Rewards® Community

You can subscribe up to 100% of your home's electricity use from a community solar garden, and support renewable energy without installing solar panels on your property. Subscribe to a nearby, third-party community solar garden, and receive credits on your monthly utility bill for the solar energy that your subscription contributes to the Xcel Energy grid!

## On-Site Installations

### Solar\*Rewards®

With your own on-site solar installation, you can generate some or all of the electricity your home uses. You may even be able to sell what your home doesn't need to your electric utility! Annual payments from Xcel Energy are made to the owner of the solar system-based on the amount of electricity your system produces.

### Net Metering

Install your own on-site solar to generate some or all of the electricity your home uses. Interview a few third-party installers to help make your decision of which company to choose for your on-site solar installation. With net metering you can still sell the excess energy you produce back to Xcel Energy, but there is no rebate for all the electricity produced and you keep the Renewable Energy Credits.

### Curious if your home is suitable for solar?

Check out the Minnesota Solar App at [solar.maps.umn.edu](https://solar.maps.umn.edu) to look at a certain address to determine solar potential, project costs and energy bill savings potential.

For more information and details on programs visit [xcelenergy.com/renewables](https://xcelenergy.com/renewables) and [minnetonkamn.gov/green](https://minnetonkamn.gov/green).



**PARTNERS IN ENERGY**  
An Xcel Energy Community Collaboration



Sign up to

# Adopt a Storm Drain!

Sweep up! Rake up! Pick up!



Adopt a Storm Drain

A project of Hamline University

[adopt-a-drain.org](http://adopt-a-drain.org)



Help protect Minnetonka  
lakes, creeks, and wetlands!

Join us! Sign up today.

# ADOPT A STORM DRAIN



## How to adopt a storm drain

- 1 Sign up—**  
Sign up online to adopt a storm drain in your neighborhood.



[adopt-a-drain.org](http://adopt-a-drain.org) GO

- 2 Keep your storm drain clear—**  
Sweep leaves, trash and other debris off the drain surface year round.



- 3 Track your impact—**  
Enter the estimated total of debris you collect into your online account so we can track results.



- 4 Lead by example—**  
Let others know about your commitment and tell them how they can help prevent water pollution.



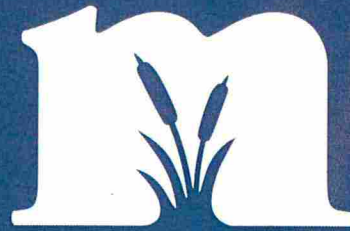


## HOW TO IDENTIFY ASH TREES

- Leaf has 3 to 7 lance-shaped leaflets, each edged with tiny teeth
- Green flowers bloom before the leaves emerge
- Clusters of slender, yellowish fruits mature in autumn
- Autumn foliage is yellow
- Bark has diamond-shaped “valleys” between flat-topped ridges



Photo credits: Richard Webb; Keith Kanoti, Maine Forest Service; Paul Wray, University of Iowa (all courtesy of Bugwood.org)



CITY OF  
MINNETONKA

Natural Resources  
division

11522 Minnetonka Blvd  
Minnetonka MN 55305

952-988-8407



[www.minnetonkamn.gov](http://www.minnetonkamn.gov)  
/EAB

# Slowing the spread of

# Emerald Ash Borer



Debbie Miller, USDA Forest Service, Bugwood.org

in  
Minnetonka

## WATCH FOR EAB

Common signs and symptoms of EAB include:

**BARK DAMAGE**  
from wood-peckers  
hunting EAB larvae



**LARVAE**  
found in wood

**CROWN DIEBACK**  
as the tree becomes  
stressed from EAB  
infestation



**DAMAGE TO  
WOOD**  
by feeding larvae

**WATER SPROUTS**  
are another sign of  
stress



**EXIT HOLES**  
where adult  
beetles emerge

Photo credits: City of Minnetonka; Howard Russell and David Cappaert, Michigan State University, from Bugwood.org.; Newton Tree Conservatory

## MANAGING EAB



In 2019, EAB was confirmed in Minnetonka. City staff have been preparing for this invasive insect since 2010.

Here's how you can help.

1. **INVENTORY** trees on your property.
2. Hire a certified arborist to **INJECT** healthy large ash trees. (Soil drench is not advised.)
  - Repeat injections every two years if the tree remains healthy.
3. **REMOVE** unhealthy or small ash trees (less than 10 inches in diameter) in the winter months.
4. **REPLANT** diverse tree species.
5. **PREVENT** the spread of EAB:
  - Don't move ash wood outside the metro region.
  - Prune or remove ash trees in the winter, NOT during the growing season.
6. Contact forestry staff to **REPORT** ash showing EAB signs and symptoms.

Photo credits: Pennsylvania Department of Conservation and Natural Resources—Forestry, from Bugwood.org

## ASH REPLACEMENT

A diverse community forest is more resistant to diseases and pests.

Consider planting and preserving native trees like these:

Maple — red, silver, or sugar

Oak — bur, white, swamp white, red or pin

American basswood

River birch

Black walnut

Black cherry

Kentucky coffeetree

Ohio buckeye

Boxelder

Hickory — shagbark or bitternut

Hackberry

Honeylocust

Ironwood





# Organics Recycling Guide



## All food

- Fruits and vegetables
- Meat, fish and bones
- Dairy products
- Eggs and egg shells
- Pasta, beans and rice
- Bread and cereal
- Nuts and shells



## Food-soiled paper

- Pizza boxes from delivery
- Napkins and paper towels
- Paper egg cartons



## Certified compostable products

- Compostable paper and plastic cups, plates, bowls, utensils and containers

Look for the term “compostable” or the BPI logo on certified products.



## Other compostable household items

- Coffee grounds and filters
- Facial tissues
- Hair and nail clippings
- Cotton balls and swabs with paper stems
- Houseplants and flowers
- Wooden items such as chopsticks, popsicle sticks and toothpicks



**Not accepted:** Yard waste • bandages • diapers and sanitary products • animal and pet waste, litter or bedding • cleaning or baby wipes • grease or oil • Styrofoam™ • dryer lint and dryer sheets • recyclable items (cartons, glass, metal, paper, plastic) • frozen food boxes • microwave popcorn bags • gum • fast food wrappers • products labeled “biodegradable”

# Tips for collecting organics at home



Use a kitchen pail with a vented lid and line it with a compostable bag. Vented containers allow moisture to evaporate, which will reduce odors and help your compostable bags hold up longer.



Drain excess liquids before placing food scraps in your collection container. You can also keep “wet” organics in your refrigerator or freezer, or place paper towels or newspaper at the bottom of your container. This all helps to slow the decomposition of food, reduce odors, prevent flies, and help compostable bags last longer.



Know what is accepted for organics recycling and keep non-compostable materials out. Receiving organics free of contamination allows local composters to consistently produce clean, nutrient-rich compost that people want to purchase and use. If you aren't sure what to do with an item, refer to the organics recycling guide or put it in the trash.



Focus on collecting food. Spoiled food and food scraps are the most common material in the trash and the most nutrient-rich material in the composting process, which makes them the most important material to collect for organics recycling.



Label your containers so everyone in your household knows how to sort their waste. Order free labels for your recycling, organics recycling and trash bins at [hennepin.us/organics](https://hennepin.us/organics). Remember to collect organics (and recycling) throughout your home, including in the bathrooms, bedrooms, and office!

Hennepin County  
Environment and Energy

[hennepin.us/organics](https://hennepin.us/organics)  
612-348-3777

34-701-02-20







**Sustainability Commission Agenda Item 7B  
Meeting of July 13, 2021**

**Title:** Tree Protection Ordinance Review  
**Report From:** Drew Ingvalson, Planner  
**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 council has directed the staff to review and obtain comments from the sustainability commission regarding the city's tree protection ordinance.

**Recommended Action**

Staff recommends that the sustainability commission review the attached memo and previous city discussions (linked within memo) regarding the tree ordinance. After review, staff recommends that the commissioners complete the attached worksheet for submittal to the city council.

**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 city's tree protection ordinance limits the amount of high-priority trees that can be removed during the subdivision of a property. As such, the ordinance supports the protection of our city's natural environment and assists with mitigating climate change impacts.

**Background**

The City of Minnetonka has a long history of environmental stewardship and protection. A natural resource area that the city has devoted particular focus to in the past few decades is tree protection.

The city has had focused discussion regarding tree protection for nearly 20 years, with the current tree protection ordinance being adopted in 2008. To assist the sustainability commission's review of the tree protection ordinance, staff has shortened and condensed city conversations into the information and links within the attached memo.

In addition, staff has provided an "input worksheet" for commissioners' to complete. The staff hopes that the worksheet will help compile commissioners' thoughts regarding tree protection questions. In addition, the completed worksheet will serve as a resource to submit commissioners' ideas, thoughts, and comments on tree protection to the city council.

To give the commission adequate time to review this information, staff emailed commissioner's the attached memo and input worksheet on June 16, 2021.



14600 Minnetonka Blvd. | Minnetonka, MN 55345 | 952-939-8200 | minnetonkamn.gov

**FROM:** Drew Ingvalson, Planner  
**DATE:** June 16, 2021  
**SUBJECT:** Tree Protection Ordinance Review

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## **Background**

The City of Minnetonka has a long history of environmental stewardship and protection. Minnetonka's commitment to the environment is evidenced by the city's budgeting for environmental initiatives, programs, and staffing.

In addition to budgeting commitments, the city has adopted numerous ordinances to ensure natural resources are protected (wetlands, floodplains, steep slopes, trees, etc.). The city's tree ordinance limits the number and type of trees removed during the development of a private property, specifically for subdivision applications. The current version of the ordinance was created in 2008 and involved significant staff, city council, and public discussion, not to mention several communications to the community. Recently, the city council has decided to reevaluate this ordinance and directed the sustainability commission to provide input to the council, in addition to the formal review by the planning commission.

There is a long history of tree protection discussions, going back nearly 20 years. Staff has shortened and condensed these conversations into the information below, which covers the existing ordinance and recent city discussions about tree protection.

Please review the links and information in this memo. Also attached is a worksheet to help compile your thoughts regarding tree protection questions. Please complete this worksheet and send the completed worksheet to me before by July 9th, as it will help staff respond to questions. The worksheet is intended to highlight the commissioner's opinions about different portions of the ordinance. A summary of the commission's feedback from the worksheets and the meeting discussion will be provided to the city council.

## **Existing Tree Ordinance**

In 2008, the Minnetonka City Council approved the existing tree protection ordinance. The process for approving this item covered four years of review, a one-year moratorium on development (restriction on development), 15 public meetings, six ordinance drafts, mailings to owners of wooded lots, and several other public outreach strategies. The full tree ordinance can be found [here](#).

### **Oct. 21, 2019: City Council Study Session**

The city council requested that staff provide information regarding the existing tree protection ordinance (history of the approval process, ordinance summary, comparison to other cities, existing programs, etc.).

[CC Study Session Packet](#) (See Item #2)

### **Dec. 19, 2019: Planning Commission Meeting**

The tree ordinance is located within Chapter 3 (Zoning Regulations) of the city's city code. The city's planning commission provides recommendations to the city council on new ordinances and amendments to this chapter of the city code. As such, staff provided the planning commission with a tree protection review update. Below is a link to the packet containing the tree ordinance review update.

[PC Packet](#) (See Item 9B)

### **March 16, 2020: City Council Study Session (canceled)**

The city council had planned to discuss the city's tree ordinance at the March city council study session; however, this meeting was canceled due to the COVID-19 outbreak. The item was rescheduled for a later study session.

### **June 28, 2020: City Council Study Session**

The city council held a virtual study session to discuss sustainability action options, tree protection ordinance, and diversity and inclusion. Below are links to the packet and meeting video.

[CC Study Session Packet](#)

[CC Study Session Video](#) (Tree Ordinance discussion starts at 2:03:00 and ends at 2:52:45)

### **Since June 2020**

In the fall of 2020, the city council passed an ordinance creating the city's sustainability commission. During discussions about creating the sustainability commission, the city council expressed interest in having the new commission review the city's role with tree protection. As such, the tree protection review was put into the approved sustainability commission work plan for 2021.

### **2021 Community Survey**

The City of Minnetonka annually conducts a community survey to better understand the thoughts, feelings, and comments of the community that we serve. The city surveys 400 demographically and geographically diverse community members. The survey consists of 194 total questions that cover a wide range of topics. Below are the questions and responses from the 2021 community survey that are related to tree protection.

## 2021 Community Survey Responses on Tree Protection

Question	Response
In general, do you think the city is doing too much, too little, or about the right amount in protecting the environment?	Too Much: 5% Too Little: 7% About Right Amount: 87% Don't Know/Refused: 1%
How concerned are you about threats to the city's natural amenities, such as wetlands, ponds, streams, and forested areas?	Very Concerned: 6% Somewhat Concerned: 16% Not Too Concerned: 33% Not At all Concerned: 46%
If "very concerned" or "somewhat concerned," What are you most concerned about?	Lake Water Quality: 34% Too Much Growth: 21% Invasive Species: 21% Chemical Run-Off: 6% Water Pollution: 8% Littering: 2% Overfishing: 5% Lake Weeds: 4%
How would you rate city efforts in the protection of forested areas?	Excellent: 31% Good: 61% Fair: 7% Poor 1%
How would you rate the overall quality of the natural environment in Minnetonka?	Excellent: 31% Good: 61% Fair: 7% Poor 1% Don't Know/Refused: 1%

## Sustainability Commission Tree Protection Ordinance Input Worksheet

<b>Community Scope and Goals</b>		
<b>Question</b>	<b>Response</b>	<b>Additional Comments</b>
<p>1) What do you consider to be most important when it comes to tree protection?</p> <p><b>A.</b> Limiting tree removal; <b>B.</b> Maintaining the existing tree canopy; or <b>C.</b> Expanding the tree canopy?</p>	<p>Please indicate A, B, or C:</p>	<p>Please describe your reasons for your response:</p>
<p>2) What do you believe are the greatest concerns relating to trees and tree canopy in the community?</p>	<p>Please list your concerns:</p>	<p>Do you believe there are regulations that can control a majority of the concerns you listed? Please describe:</p>
<p>3) How impactful (scale 1 = least; 10 = most) do you believe city tree policies and regulations are in preserving trees in the community?</p>	<p>Write your response on a scale of 1-10:</p>	<p>Please describe why you felt it was or was not impactful:</p>

4) What were your takeaways when reviewing the community wide survey results? Did anything surprise you?	Please list your reactions:	What do you think the results mean to the city with respect to tree removal during development projects?
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**Citywide Tree Initiatives**

<b>Question</b>	<b>Response</b>	<b>Additional Comments</b>
1) Are you aware of the city's tree replanting efforts? (e.g. <a href="#">Annual Tree Sale</a> , memorial tree planting, volunteer park planting events, etc.)	Please list the efforts you are aware of:	Where did you hear about these efforts? What other ways could the city promote these events?
2) Are you familiar with the city's <a href="#">Plant Pest Program</a> and efforts in managing tree diseases throughout the community? (e.g. Emerald Ash Borer, Dutch elm disease)	Please indicate Yes or No:	What issues or concerns do you have related to trees and pest management? What other ways could the city promote these programs?

**Regulation - Private Property Rights vs. Community Goals**

<b>Question</b>	<b>Response</b>	<b>Additional Comments</b>
1) The tree protection ordinance does not have a limit on the removal of smaller trees during subdivision of property. However, developers are required to replace smaller trees. Do you think tree replacement	Please indicate your preference: Small Tree Replacement or Removal Limit (for small trees):	Please provide your thoughts regarding tree replacement vs. tree removal restrictions (for small trees).

<p>(for smaller trees) is an appropriate strategy or should the ordinance also limit removal of smaller trees?</p>		
<p>2) One standard of the tree protection ordinance limits removal of larger trees only when a property is being subdivided. It does not apply when a property is just being built on or redeveloped (redevelopment project example: demolishing an older office building to construct a new apartment building). Should redevelopment projects also have tree removal limits?</p>	<p>Please indicate Yes or No:</p>	<p>Please provide any additional comments regarding your response:</p>
<p>3) Currently, single-family home property owners are allowed to remove trees on their property without city review (except for trees protected by a conservation easement). Should the city:</p> <p><b>A.</b> Use incentives to persuade property owners to increase their tree canopy (plant more trees);</p> <p><b>B.</b> Use restrictions to limit tree removal on their property; or</p> <p><b>C.</b> Take a neutral stance regarding tree removal on private, single family home property.</p>	<p>Please indicate A, B, or C:</p>	<p>Please provide additional comments regarding your response:</p>
<p><b>Continued Research</b></p>		



<b>Question</b>	<b>Response</b>	<b>Additional Comments</b>
1) Is there any other information needed to help the city council's discussion?	Please list your questions or additional information needed:	How might research on these questions help the city council determine the best path forward regarding tree protection?



**Sustainability Commission Agenda Item 7C  
Meeting of July 13, 2021**

**Title:** Sustainability Commission Chair and Vice-Chair Selection  
**Report From:** Drew Ingvalson, Planner  
**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 sustainability commission is required to select a chair and vice-chair for their commission.

**Recommended Action**

Staff recommends sustainability commissioners announce their interest in both the chair and vice-chair positions. Commissioners will then vote for chair, then vice-chair.

**Strategic Profile Relatability**

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

Statement: N/A

**Background**

Per the sustainability commission's bylaws, the commission must annually elect a chair and vice-chair.

**Chair and Vice-Chair Role**

The chair shall preside over all sustainability commission meetings. The role of the chair is to facilitate discussion amongst both the commission and the public. Responsibilities will include:

- Keeping discussions within the purview of the sustainability commission;
- Ensuring that all commissioners' input and opinions are heard;
- Calling on the public for comments;
- Relaying questions from the public to city staff;
- Monitoring discussions to keep an appropriate time schedule.

The chair remains a regular voting member of the commission. However, the chair will provide their discussion comments last and will cast the final vote in roll call.

The vice-chair shall perform all the duties of the chair in the absence of the chair. If the chair and vice-chair are both absent, the commission members present shall designate one of themselves to serve as chair for that meeting.

The sustainability commission chair will serve a very similar role as chairs of other city commissions. To better understand the chair's role, commissioners can watch recorded meetings of the planning commission, park board, and economic development and advisory commission (EDAC) [here](#).

## **Process**

### **Chair Selection**

First, staff will ask any individuals to step forward if they are interested in serving as the sustainability commission chair. Each interested member shall be given 3 minutes to speak about why they want to serve as the chair and would be a good selection.

Second, the commission will have a 3-minute break. During this time, commissioners will be asked to email Loren Gordon their selection for the chair.

If at least five members vote for the same commissioner, that individual will be selected as the chair. If no one receives at least five votes, the top two vote-getters will be announced, and the commissioners will vote again, via email, between these two commissioners.

### **Vice-Chair Selection**

First, similar to the chair process, staff will ask any individuals to step forward if they are interested in serving as the sustainability commission vice-chair. Anyone who did not step forward for the chair position will be given 3 minutes to speak about why they want to serve as the vice-chair and would be a good selection.

Second, the commission will have a 3-minute break. During this time, commissioners will be asked to email Loren Gordon their selection for vice-chair.

If at least five members vote for the same commissioner, that individual will be selected as the vice-chair. If no one receives at least five votes, the top two vote-getters will be announced, and the commissioners will vote again, via email, between these two commissioners.