



Sustainability Commission Agenda

Nov. 9, 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:** Sept. 14, 2021
- 5. Report from Staff:** The next sustainability commission meeting will be on Jan. 18, 2021.
- 6. Report from Sustainability Commission Members**
- 7. Agenda Items**
 - A. City Campus Electric Vehicles (EV) and EV Chargers Update
 - Recommendation: Listen to the presentation, ask questions, provide recommendations on how the commission can promote EVs in the larger community.
 - Staff Member: Drew Ingvalson
 - B. Fall 2021/2022 Ambassador Events
 - Recommendation: Review events and provide level of interest in attending.
 - Staff Member: Drew Ingvalson
 - C. Climate Action Plan (CAP)/Climate Adaptation and Action Plan (CAAP)
 - Recommendation: Listen to presentation, ask questions, discuss commission's interest in creating a climate action and adaptation plan (CAAP).
 - Staff Member: Drew Ingvalson
 - D. 2022 Sustainability Commission Meeting Schedule

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- Recommendation: Add meeting dates to personal calendars and ask questions about meeting schedule.
- Staff Members: Drew Ingvalson

E. 2022 Work Plan

- Recommendation: Discuss work plan and approve.
- Staff Member: Drew Ingvalson

8. Other Business

9. Adjournment

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

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

**Unapproved
Minnetonka Sustainability Commission
Virtual Meeting
Minutes**

Sept. 14, 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, and Ashley Pattain were present.

Staff present: Community Development Director Julie Wischnack, Staff Liaison Drew Ingvalson, and IT Assistant Joonas Sundstrom.

3. Approval of the Agenda

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

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

4. Approval of Sustainability Commission Meeting Minutes

Pattain moved, second by Avalos, to approve the July 13, 2021 sustainability commission minutes as submitted with a modification to reflect that an “update” to the existing Energy Action Plan is being worked on rather than the “creation” of a new Energy Action Plan.

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

5. Report from Staff

Ingvalson reported that:

- Megan Park is moving out of Minnetonka, so she will no longer be able to serve on the sustainability commission.
- He appreciated commissioners' comments provided at the last meeting on the tree preservation ordinance amendment. The city council has directed the tree preservation ordinance amendment to be sent to the planning commission to review and provide a recommendation to the city council.

- Ingvalson encouraged commissioners to email him ideas for the sustainability commission's 2022-work plan before Nov. 9, 2021.
- The next sustainability commission meeting is scheduled to be held on Nov. 9, 2021.
- The next ambassador event will be the Minnetonka Open House, scheduled to be held on Oct. 5, 2021.
- The commission's remaining goals for 2021 include assisting the action-energy team with adding long-term goals to the energy-action plan; discussing ways to support Hennepin County's solid-waste-master plan and climate-action plan; drafting the 2021 annual report, and discussing ideas for the 2022-work plan.

6. Report from Sustainability Commission Members

Avalos stated that Target, Inc. announced that it is working to be a market leader in creating inclusive and sustainable brands and experiences by 2030; utilizing highly recyclable and compostable packaging by 2040; and committing to being a net-zero enterprise by 2040.

Pattain, Avalos, and Chair Golob attended the boards and commission's dinner. Pattain found it informative to learn what other commissions are doing.

Chair Golob attended the electric-vehicle event called Plug It In at Wayzata City Hall. It was well attended, and the speakers, J. Drake Hamilton and Yuka Kookanen were knowledgeable. Everyone had the opportunity to enter their name for a chance to win a certificate for a 24-hour test drive of a Tesla.

7. Agenda Items

A. Bee Lab Presentation

Ingvalson reported on Minnetonka's pollinator efforts. He noted that the city requires 25 percent of each new development to contain pollinator-friendly vegetation. Minnetonka is recognized as a Monarch Champion by the National Wildlife Federation's Mayor's Monarch Pledge Program.

Jennifer Warner from the University of Minnesota Bee Lab provided a presentation on the best practices to help bees. She was excited about the work being done in Minnetonka. She stated that:

- Honey bees are needed to pollinate 40 percent of the food supply, including meat and dairy products.
- Eighty percent of flowering plants rely on honey bees.
- There are 425 bee species in Minnesota.
- The bee population is declining because of the loss of habitat.

- The Rusty Patch Bumble Bee is the Minnesota State Bee. Its amount of habitat has shrunk, and it is endangered.
- Monarch Butterflies are also in decline.
- The UMN website has a lot of information on how to create a habitat for pollinators.
- Bees need nectar and pollen for energy and growth.
- Large stands of the same plant are more attractive to bees.
- Tulips, marigolds, petunias, daylilies, and daisies have little value to pollinators.
- The fab five flowers for bees are bee balm, ana hisop, willows, New England aster, and azaleas. Non-native bee flowers include clovers, dandelions, azaleas, zinnias, squill, sedum, and raspberry.
- Responsible pesticide use would help bees.
- Systemic insecticides remain in a plant for its entire life.
- Most bees prefer flowers close to their nest.
- People are encouraged to submit a photo of a bumblebee sighting at www.bumblebeewatch.org. That information will be used by scientists.

In response to Avalos' question, Ms. Warner explained that the more hybridized a plant, the less likely it will be a good pollen and nectar source. A plant resource guide on the UMN website provides the best pollinator plants for sun and shade. The Xerces Society also has a good plant list online.

Ms. Warner stated that bees and wasps respond to movement, so the more still a person stays, the better. A yellow jacket and wasp can sting repeatedly and are more easily provoked to sting. A honeybee can only sting once and then dies. Honeybees do not sting unless provoked or squished.

In response to Avalos' question, Ms. Warner explained that there are two million honeybee hives in the U.S. managed by beekeepers. About 1.7 million bees end up in northern California every February for the almond crop pollination. Most of the honeybees in the U.S. are kept by migratory beekeepers. The bees summer in North Dakota and Minnesota and migrate to Florida, Texas, and California in the winter. Most beekeepers and honeybees are in pollination services.

Golob noted that there are only two honeybee species in the world. He suggested more focus should be placed on the other 423 types of bees. Ms. Warner agreed. The honeybees are a superorganism and have been used as an ambassador. What is good for honeybees is good for all of the other bees. Some species of bees need specific plants to live.

Ingraham confirmed with Ms. Warner that commercial produce is dependent on honey bees for pollination. Ms. Warner explained how four colonies are kept on a pallet facing four different directions and moved with a forklift. Hundreds of colonies are driven around at a time to pollinate the country's food supply. It is a big business and hard on

the bees. The commercial beekeepers know what they are doing. There is a huge learning curve to raise honey bees successfully.

Beck asked for the typical lifespan of a honeybee and the queen. Ms. Warner stated that queens used to live three to five years, but now, typically, only two years. Once a queen has mated, she spends the rest of her life laying eggs in the summer months. The workers are all female and do all the work in the hive. The bees who forage in the summer live three to six weeks. There is a small winter population of bees that will live until March. Drones, the males, do not work but hope to mate with the queen.

Commissioners thanked Ms. Warner for her time. Ms. Warner appreciated the opportunity.

B. Sustainability Recognition Award

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

Ingvalson reported. He recommended that commissioners approve the proposed sustainability recognition award parameters for 2022.

Henry suggested that the winners be recognized by the major and city council. Ingvalson liked that idea.

Pattain asked if there would be one resident winner and one business winner for each category. Ingvalson explained that the proposal currently would allow only one winner for each category, either a person who lives in Minnetonka or a business that is located in Minnetonka, but that could be modified.

Avalos suggested adding a youth category to encourage young people. Ingvalson liked that idea.

Ingraham confirmed with Ingvalson that dates to receive nominations would be determined and advertised before the recognition date.

Chair Golob suggested changing the category title from "waste" to "waste management." Ingvalson agreed.

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

Chair Golob felt Ingvalson did an excellent job researching options done by similar cities. He likes the idea of the winner receiving recognition from the mayor and city council and having a young-person category.

Anderson confirmed with Ingvalson that this would be an annual event.

Ingraham moved, second by Beck, to approve the proposed sustainability recognition award parameters for 2022.

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

Muralidhara exited the meeting.

C. Partners in Energy Extension

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

Ingvalson reported. He recommended that commissioners approve moving the initiative to assist the energy-action team in creating long-term goals for Minnetonka's energy-action plan and the sustainability commission's 2022-work plan.

Chair Golob invited commissioners to comment. No one chose to speak. Chair Golob appreciated the presentation.

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

Henry moved, second by Avalos, to approve moving the initiative to assist the energy-action team with creating medium-term and long-term goals for Minnetonka's energy-action plan to the sustainability commission's 2022-work plan.

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

D. 2022 Everything-Electric Event

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

Ingvalson reported. He recommended that commissioners approve adding an everything-electric event to the sustainability commission's 2022-work plan.

Avalos suggested requesting a company called Smart Things provide a demonstration of automated home appliances and high-energy-saving-lighting options that could be controlled by software. Ingvalson appreciated the suggestion and will look into the possibility.

Anderson suggested adding a presentation on home solar panels and selling power to the grid to the 2022 work plan. Ingvalson was aware of a virtual event that will be held by MN Grow Solar in October. He will add that to the work plan.

Henry suggested a demonstration of geothermal options. Ingvalson will add that to the list.

Chair Golob suggested including electric bicycles. Ingvalson will add that to the list.

Ingraham noted that, depending on its use, an electric bicycle may cause more energy use if it replaces a human-only powered bicycle but would decrease energy use if replacing the use of a gas-powered vehicle.

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

Pattain moved, second by Avalos, to approve adding an everything-electric event to the sustainability commission's 2022-work plan.

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

8. Other Business: None

9. Adjournment

Henry moved, second by Ingraham, to adjourn the meeting at 8:30 p.m.

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

By: _____
Lois T. Mason
Planning Secretary



**Sustainability Commission Agenda Item 7A
Meeting of November 9, 2021**

Title: City Campus Electric Vehicles (EV) and EV Chargers Update
Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator
Submitted through: Julie Wischnack, AICP, Community Development Director Loren Gordon, AICP, City Planner

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

Summary Statement

The City of Minnetonka has ordered two fully electric vehicles (EV) as a part of the city's vehicle fleet. It is currently partnering with Xcel Energy to install six electric vehicle charging stations in the areas of City Hall Campus and Williston Fitness Center.

Recommended Action

Provide any comments or questions regarding the city's new electric vehicles and EV chargers. Provide recommendations on how the commission could promote electric vehicles to the larger Minnetonka community.

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 addition of electric vehicles to the city's fleet and EV chargers to the city campus continues the city's commitment to sustainability.

Background

The city council has allocated \$100,000 of annual funding in the capital improvement plan for 2021-2025 for sustainability initiatives, including electric vehicles and general public charging stations (or \$500,000 over five years).

Electric Vehicles 101

There are three types of vehicles that fall under the "electric vehicle" umbrella. Specifically, there are:

- Hybrid Electric Vehicles (HEVs): These vehicles have both a gas-powered engine and an electric motor. The electric battery is recharged by the energy created when braking the vehicle through regenerative brakes. These vehicles do not "plug in" for electricity but instead act very similar to internal combustion engine (ICE) vehicles, with much better gas mileage. They can typically go 1-2 miles at a slow speed using the battery alone, but more typically, the vehicle uses the battery in conjunction with the engine at normal driving speeds. Example: Toyota Prius.
- Plug-in Hybrid Electric Vehicles (PHEVs): These vehicles also have a gas-powered engine and electric motor, similar to an HEV. However, they differ in the fact that their battery is much larger and can be plugged into a charger to recharge the battery. PHEVs can travel a shorter trip without needing to use gas (10-40 miles), unlike an HEV that can only go 1-2 miles. Typically, these vehicles can support level 1 or 2 chargers but cannot support dc fast chargers (see more below on chargers). Example: Mitsubishi Outlander PHEV.
- Battery Electric Vehicles (BEVs), commonly called Electric Vehicles (EVs), are fully electric with rechargeable batteries. Driving these vehicles does not emit any greenhouse gas emissions, as fossil fuels are not used to power them. However, the electricity used to power the EVs may come from a greenhouse gas-emitting source, depending on your electricity provider. Example: Chevy Bolt.

More information about electric vehicles can be found at <https://driveelectricmn.org/electric-vehicles/>.

City of Minnetonka Electric Vehicles

The City of Minnetonka has ordered two 2022 Chevy Bolt EVs to be used by the city's engineering and planning divisions. These vehicles are both battery electric vehicles (BEV) or EVs. These vehicles will replace two internal combustion engine (ICE) vehicles in the two divisions. The city ordered the purchase of the vehicles as part of its scheduled vehicle replacement plan.

EV Chargers 101

There are three different types of EV chargers available on the market:

- Level 1 (120 volts): Uses the same electrical voltage as found in most homes; however, it is a slow charge for EVs, 3-5 miles per hour of charge. These chargers are typically installed in homes of people who own electric vehicles, only need a charge for short commutes, and can charge their vehicle for long periods of time.
- Level 2 (240 volts): This requires a higher voltage power than what is found in most residential homes, but it provides a faster charge than Level 1 chargers, 10-20 miles per hour of charge. These types of chargers are found in public, commercial, or office spaces, but some homeowners also have these installed in their homes.
- Level 3 or DC Fast Charge (480 volts): Provides vehicles with 80% charge in 30-60 minutes. These are almost exclusively found in public, commercial, or office spaces.

More detailed information about EV chargers can be found at <https://www.driveelectricmn.org/charging/>.

City of Minnetonka EV Chargers

As illustrated on [plugshare.com](https://www.plugshare.com), there are a limited number of electric vehicle charging options within our city, including the area near the city hall campus (14600 Minnetonka Boulevard). As such, adding these chargers would add a much needed charging option for our residents in locations with high visitor rates.

The City of Minnetonka is currently working with Xcel Energy to install six electric vehicle chargers for the City Hall Campus/Williston Fitness Center. The partnership includes Xcel Energy installing the infrastructure for the power source at no cost to the city. Below is information on the type of chargers at each location.

Site A

- Level 3 charger with single port connector
- Level 2 charger with dual-port connector

Site B

- Level 3 charger with single port connector
- Level 2 charger with dual-port connector

Site C:

- Level 3 charger with single port connector
- Level 2 charger with dual-port connector



All of the proposed EV chargers will be available to the public during certain times of the day; however, they will also be used by the city for charging their new electric vehicles during off-peak hours (evenings/overnight). EV chargers will be able to be operated at different rate structures for the public; however, the fee plan has not been finalized at this time.

Next Steps with City Fleet and EV Charging

EV charger installation is currently based on the timing of Xcel Energy's installation of the power supplies; however, these chargers are anticipated to be operational by spring of 2022. Electric vehicles are currently scheduled to be delivered around March 1, 2022.

The city plans to use the new chargers and electric vehicles to reduce the city's carbon footprint and spur a conversation around electric vehicles. This will include the promotion of the new chargers and electric vehicles in social media, the city webpage, the monthly "Minnetonka Memo," and other outlets to help normalize the use of electric vehicles. These initiatives will further promote electric vehicles and EV charging stations in private development and residential settings, as the city's fleet vehicles only make up a small portion of vehicles within the community.

The city will continue to evaluate its fleet and consider electric vehicles as a replacement where appropriate. Factors for these discussions will be but are not limited to vehicle use (light use vs. heavy-duty, mileage, etc.), purchase availability, and private market pricing of electric vehicles.

The city will also be monitoring the use of the new EV charging stations through the meter technology to further understand the use and demand of these chargers in this area.



**Sustainability Commission Agenda Item 7B
Meeting of November 9, 2021**

Title: Sustainability Commission Ambassador Events (2021/2022)
Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator
Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

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

Summary Statement

As city ambassadors, the sustainability commission needs to select which events they wish to attend to communicate city initiatives, plans, and programs to the larger Minnetonka community.

Recommended Action

Staff recommends the sustainability commission review the recommended events below and provide their level of interest in attending these 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

An important function of the sustainability commission is serving as an ambassador to the community about city sustainability initiatives, plans, and programs.

To help bring awareness to the community, staff has put together a list of tentative events where the sustainability commission could attend as ambassadors regarding the following topics.

- Energy action plan update;
- Climate action and adaptation plan (if approved by the city council);
- Electric vehicles;
- Adopt-A-Drain program;
- Signing up for composting;
- Information about invasive tree species;

- Home Energy Squad visits;
- Renewable energy subscriptions; and
- On-site solar.

Due to timing for the Winter Farmer's Market, staff has already provided a sign up for these events; however, if the commission is interested in attending any of the other events, staff will continue to provide:

- A sign-up list for commissioners;
- A handout for community members and
- Talking points for commissioners.

In addition, staff will coordinate space with a table and chairs at each event. It is expected that one to two sustainability commissioners will attend each event.

Please be aware, health and safety are of the utmost importance to the city of Minnetonka. City officials and event attendees will be required to abide by health and safety requirements provided by the State of Minnesota. All events below are tentative and may be canceled due to state health guidelines.

Tentative Events

Event	Dates
Winter Farmer's Market	Sat, Nov. 13 th (9 am-1 pm) Sat, Dec. 4 (9 am-1 pm) Sat, Jan. 8 th (9 am-1 pm) Sat, Feb. 12 th (9 am-1 pm) Sat, Mar 12 th (9 am-1 pm)
Summer Festival	June 2022
Summer Farmer's Market	June-Sept. 2022 (4 total events)
City Open House	October 2022



**Sustainability Commission Agenda Item 7C
Meeting of November 9, 2021**

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

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

Summary Statement

The City of Minnetonka regularly discusses opportunities and next steps to improve the overall sustainability of our community. In recent meetings, the city has discussed creating a climate plan. The city had not moved to create a climate plan up to this point as there were other sustainability plans being created (the city's [energy action plan](#) and Hennepin County's [Climate Action Plan](#)). To ensure focus and consistency, the city had previously determined that it would be best to address a climate plan after the completion of these items.

Recommended Action

Add the following to the sustainability commission's 2022 work plan:

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

The timeline for this initial CAAP work would be 12 months, starting January 2023 and finalizing by December 2023.

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

Background

The City of Minnetonka is continually researching, considering, and discussing ways to be more sustainable. These discussions have facilitated new ideas and spurred new initiatives. Each

decision made by the city has been a step towards becoming more sustainable and assisted with new initiatives.

Below is a brief history (the past four years) of the city council's discussions regarding sustainability.

- May 1, 2017: Community Solar Garden Subscription Agreement (Item 10B, see attached for report)

The city decided to support solar energy at this meeting by committing to 100% energy subscriptions from community solar gardens.

- Sept. 18, 2017: Sustainability Initiatives Discussion (Item 2, see attached for report)

At this study session, the city council discussed the various sustainability programs the city was involved in and the various options for further involvement.

- April 30, 2018: iMatter Presentation (Item 8, [Minutes](#))

At this meeting, students from the Minnetonka and Hopkins High School Earth Clubs, working with the iMatter group, presented a climate report card and a climate inheritance resolution to the city council during the open forum of the council meeting.

After that meeting, the students joined with a group of residents and representatives from the Sierra Club and Great Plains Institute who share their passion for climate and environmental protection. This group's name is the Minnetonka Climate Initiative (MCI).

Staff met with this new group monthly, from summer 2018 to spring 2019. The staff has served as a resource for this group, answering questions about city procedures, current programs, etc.

- June 17, 2019: Sustainability Study Session (Item 2, [Report](#) and [Minutes](#))

The MCI submitted a report for the city council to review and presented at this study session. The MCI group requested that the City of Minnetonka:

1. Develop a climate action plan (CAP) with specific and measurable, community-wide, climate goals:
 - a. 100% renewable electricity by 2030, and
 - b. Net-zero greenhouse gas (GHG) emissions by 2040
2. Establish a sustainability commission to assist the city with CAP development and ongoing tracking of progress against climate goals.

To continue working towards being more sustainable and start planning for the future, the city council directed staff to apply to join Xcel Energy's Partners in Energy program, which would create an energy action plan for the City of Minnetonka. The city applied for and was selected to participate in this program in the summer of 2019.

- Dec. 2, 2019: City Council Meeting (Item 14B, [Minutes](#))

The city council discussed the 2020 operating budget at this meeting. Several members of the MCI group spoke during a public hearing portion of the meeting opened by the Mayor. The city council decided to add \$100,000 to the 2020 operating budget for sustainability initiatives at this meeting. The city council did not specify the exact initiative that these funds would be put towards. Instead, the council decided that they would determine the use of the funds in the spring of 2020 (after the planning phase of the Partners in Energy program was completed). A portion of these funds is still available for future sustainability initiatives.

- June 22, 2020: Partners in Energy Report (Item 14B, [Report](#))

At this meeting, the city council reviewed and accepted (contingent upon budget approval) the energy action plan completed through Xcel Energy's Partners in Energy program. This plan sets a goal to reduce greenhouse gas emissions by 160,000 metric tons of CO₂ equivalent before the end of 2030.

- June 29, 2020: Sustainability Action Items (Item 2, [Report](#))

At this study session, the city council expressed unanimous support for moving forward with the energy action plan and creating a new sustainability commission. The council did not direct staff to move forward with the creation of a climate action plan at the time; however, some council members expressed interest in creating a climate action plan in the future.

What is an Energy Action Plan?

An energy action plan is a community document outlining:

- Existing energy consumption.
- Energy reduction goals. Energy reduction goals made within these plans should be:
 - o Specific
 - o Measurable
 - o Attainable
 - o Relevant
 - o Time-bound.
- Strategies to meet energy reduction goals.

The Minnetonka City Council approved the city's [energy action plan](#) in June 2020. The plan focuses on short-term energy reduction strategies around the focus areas:

- Multi-family buildings;
- Residential energy efficiency; and
- Renewable energy.

In 2022, the sustainability commission (along with city staff, community members, Xcel Energy staff, and Center for Energy and the Environment staff) will assist with providing long-term energy reduction strategies and goals.

How is a Climate Action and Adaptation Plan different from an Energy Action Plan?

Energy Action Plan: Energy action plans focus on energy reduction, such as electricity, natural gas, and sometimes gasoline. There are several reasons why communities create an energy action plan and ways for communities to measure their goals (see below). However, the main

limitation of this type of plan is that it focuses solely on energy. Energy reduction/adjustment areas of focus can include, but are not limited to:

- Built Environment (residential, commercial/industrial, institutional);
- Renewable Energy Adoption;
- Electric Vehicles and EV Charging.

Reason for Energy Action Plan	Measurement of Goals
Energy Cost Savings	Money
Environmental Protection	Environmental Quality (Air, Plant Life, Humans, etc.)
Energy Independence	Percent of Energy Coming from the Grid
Climate Change	Greenhouse Gas Emissions

Climate Action/Adaptation Plan: Alternatively, a climate action and adaptation plan takes a more holistic view of sustainability and has several additional focus areas than an energy action plan. Due to the various focus areas, there may be several different measurement goals used to determine overall success; however, typically, these plans have a greenhouse gas reduction goal that is set for a certain year in the future (5, 10, 20 years or more). For instance, a climate action and adaptation plan will focus on the energy reduction items mentioned above but may also address the following items:

- Community Health;
- Solid Waste and Recycling;
- Water and Stormwater;
- Local Food;
- Ground Cover;
- Transportation; and
- Land Use.

Comparable Cities' Sustainability Initiatives

To better understand other communities' initiatives, staff researched the initiatives of Minnetonka's 12 comparable cities. After reviewing each city's website and contacting the city's appropriate staff members, Minnetonka city staff found that:

- Most cities have joined the GreenStep Cities program (11 out of 12);
- Over half of the cities have a "green" commission (7 out of 12);
- A third have an energy action plan, or a third have a climate action plan (4 out of 12 for each). All of the climate plans have been created in the past three years.

Comparable City	GreenStep Cities	"Green" Commission	Energy Action Plan	Climate Plan
Apple Valley	Yes	No	No	No
Bloomington	Yes	Yes	Yes	No
Brooklyn Park	Yes	No	No	No
Burnsville	Yes	No	No*	Yes (2020)
Eagan	Yes	Yes	No	No
Eden Prairie	Yes	Yes	Yes	Yes (2020)
Edina	Yes	Yes	Yes	Yes (2021)**
Lakeville	Yes	No	No	No
Maple Grove	Yes	Yes***	No	No
Plymouth	No	Yes	No	No
St. Louis Park	Yes	Yes	Yes	Yes (2018)
Woodbury	Yes	No	No	No
Total	11 out of 12	7 out of 12	4 out of 12	4 out of 12
<i>Minnetonka</i>	Yes	No	Yes	No

*Burnsville does not have an Energy Action Plan but does have a Sustainability Guide Plan
**Edina's Energy & Environment Commission recommended approval in Oct. 2021, Edina City Council will review later in 2021
***Maple Grove has an Arbor Committee, which has a specific scope around trees

Hennepin County Climate Action Plan

In May 2021, Hennepin County finalized its [climate action plan](#). This plan has goals and strategies focused around:

- People: Health, behavior, and disparity reduction;
- Transportation and infrastructure;
- Buildings and energy;
- Waste and materials; and
- Water, natural resources, and land use.

This plan provides organizational and county level goals for Hennepin County; however, it lacks specific steps and actions for cities within the county's boundaries. Despite the lack of focus on cities within this plan, there are several partnerships, and cooperation opportunities between the City of Minnetonka and Hennepin County as both of our organizations work toward our community climate goals. If the City of Minnetonka elects to create a CAAP, it is recommended that the plan uses data available from the county's climate action plan, references the county's climate action plan for consistency, and includes partnership opportunities with the county.

What is the difference between climate action and climate adaptation when talking about plan creation?

In short, a climate action plan's focus is on taking steps to reduce greenhouse gas emissions that contribute to climate change. This will include several different strategies, but the main goal is typically around reducing greenhouse gas emissions within a community. An example strategy could be promoting renewable energy (like solar panels) and electric vehicles, which do not emit greenhouse gases.

Climate adaptation is taking steps to adjust to a climate that has already changed and is expected to continue changing. These types of plans typically include descriptions of [climate impacts](#) that a community may face due to climate change and [adaptation strategies](#) that the community can take to reduce or minimize those impacts. For example, a plan may predict that rainfalls may become more irregular in the future, with more severe storms and longer droughts (climate impacts). A climate action *and* adaptation plan (CAAP) may include promoting rain barrels for lawn watering (reducing water use) and considering strategies to capture larger amounts of stormwater from more frequent severe storms (adaptation strategies).

Typically, cities will either create a [climate action plan](#), focusing on strategies to reduce greenhouse gas emissions, or a [climate action and adaptation plan \(CAAP\)](#), which focuses on both reducing greenhouse gas emissions and adapting to a changing climate. Staff recommends that the city create a CAAP, which would consider both climate action and climate adaptation.

Next Steps, Budget, Meetings, Timeline

Next Steps: The sustainability commission will need to determine if they want to include adding a CAAP to their 2022 work plan. If they do, the 2022 work plan (with CAAP creation plan) will be submitted to the city council for review and approval.

If approved by the city council, staff recommends that the city hire an outside consultant to assist with the creation of the CAAP in consultation with city staff, advisory groups, and community members. The staff has put together some estimates below that can be expected with moving forward with this type of work.

- Budget: \$75,000 (plan creation and community outreach)
- Meetings: 5-10 stakeholder meetings (does not include outreach events). The sustainability commission would take part in several of these meetings on top of their regularly scheduled meetings.
- Timeline: In the 1st half of 2022, the sustainability commission will be assisting with expanding the city's energy action plan. This planning stage of this update is expected to be completed by the end of July 2022, with a kick-off of new initiatives starting shortly after. Due to the sustainability commission's commitment to this work in the 1st half of 2022, staff recommends the following timeline.
 - o 2022
 - Q1-Q3: Research grant opportunities and provide parameter recommendations for the CAAP.
 - Q4: Publish a request for proposals for a consultant to assist with the creation of a CAAP for the City of Minnetonka
 - o 2023
 - January 2023: Begin CAAP creation.
 - December 2023: CAAP completed.

Agenda

Minnetonka City Council

Regular Meeting, Monday, May 1, 2017

6:30 P.M.

Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Ellingson-Allendorf-Acomb-Wiersum-Bergstedt-Wagner-Schneider
4. Approval of Agenda
5. Approval of Minutes: April 24, 2017 LBAE meeting minutes
6. Special Matters: None
7. Reports from City Manager & Council Members
8. Citizens Wishing to Discuss Matters Not on the Agenda
9. Bids and Purchases: None
10. Consent Agenda - Items Requiring a Majority Vote:
 - A. Resolution establishing new polling place locations for Ward 1 Precinct D, Ward 1 Precinct E, and Ward 2 Precinct D
 - B. Approval of community solar garden subscription agreements
11. Consent Agenda - Items Requiring Five Votes: None
12. Introduction of Ordinances: None
13. Public Hearings:
 - A. Off-sale liquor licenses for Minnesota Fine Wine & Spirits, LLC, (DBA Total Wine) 14200 Wayzata Blvd

Recommendation: Continue the public hearing and grant the license (5 votes)

Minnetonka City Council meetings are broadcast live on channel 16.
Replays of this meeting can be seen during the following days and times: Mondays, 6:30 p.m., Wednesdays, 6:30 p.m.,
Fridays, 12 p.m., Saturdays, 12 p.m. The city's website also offers video streaming of the council meeting.
For more information, please call 952.939.8200 or visit eminnetonka.com

**City Council Agenda Item #10B
Meeting of May 1, 2017**

Brief Description: Community solar garden subscription agreements

Recommended Action: Approve the contracts, subject to approval of the final language by the city manager and city attorney

Background

Two of the city’s major goals include protecting and enhancing the natural environment and being responsible stewards of the city’s financial resources. In keeping with those goals, the city has launched an effort to maximize its participation in Xcel Energy’s Solar* Rewards Community® program. Participation in the program supports renewable energy use and provides energy cost savings to the city.

Since 2015, the city has entered into four subscription agreements with community solar garden operators: two with Innovative Power Systems, one with SolarStone Partners LLC, and one with an affiliated entity of MN Community Solar, LLC. A brief overview of the Solar* Rewards Community® Program is attached.

The city of Minnetonka consumes over 15.7 million kilowatt-hours of electrical energy per year. From the beginning, the city’s goal has been to secure subscription agreements that would account for all of the city’s energy consumption. With the assistance of the city’s energy consultant, Energy Management Solutions (EMS), the city staff has secured two contracts that move the city closer to its goal.

The contracts have been negotiated through representatives of Innovative Power Systems. Separate corporate entities will be established for each solar garden, and the name of the contracting entity has not been finally determined. The subscription agreements contain trade secret information and have been provided to the council separately. For simplicity, the agreements are referred to as “Subscription A” and “Subscription B.”

Subscription	kWh	Est. OnLine
Subscription A	≈1,020,000	October 2017
Subscription B	≈2,000,000	December 2017

In addition, EMS and city staff are still vetting a subscription agreement with MN Community Solar for approximately 1,800,000 kWh. Once finalized, that agreement will be brought to the council for approval, which would achieve the city’s goal of accounting for all 15.7 million kilowatt-hours of energy consumption. The cumulative impact of all seven solar garden contracts is projected to result in energy savings of nearly \$21.4 million over 25 years.

Recommendation

Staff recommends that the city council authorize the mayor and city manager to execute solar garden subscription agreements for Subscription A and Subscription B, subject to approval of the final language by the city manager and city attorney.

Submitted through:

Geralyn Barone, City Manager
Brain Wagstrom, Director of Public Works
Joel Merry, Assistant City Finance Director

Originated by:

Corrine Heine, City Attorney



Solar*Rewards® Community® Minnesota Subscriber FAQs

How can I subscribe to a community solar garden?

In order to be a subscriber to the Minnesota Solar*Rewards Community (S*RC) program, you must be an Xcel Energy electric retail customer in Minnesota. The location of the customer premise associated with the account receiving the bill credit must be in the county where the solar garden is located, or in an adjacent county. You can decide which garden you are interested in and contact one of the many Garden Operators developing solar gardens in Minnesota.

Requirements are largely defined in [Minn. Statute §216B.1641](#).

Subscriber Requirements

The following rules apply to all Solar*Rewards Community subscribers:

- A subscriber must be an electric retail customer of Xcel Energy
- Subscriptions must not exceed 120% of your average annual electric energy usage
- Subscriptions must not exceed 40% of a single garden
- Subscribers will be provided a monthly credit on their bill. The credit will be determined on a dollars per kilowatt-hours produced (\$/kWh) basis by Xcel Energy.

Am I eligible to receive a bill credit? What type of credit is available?

Xcel Energy customers subscribing to a solar garden are eligible for a solar energy bill credit.

Bill credit rates can be found in our [Section 9 Tariff](#).

The “Standard Bill Credit” is the applicable retail rate in effect at the time of energy generation. The “Enhanced Bill Credit” is the sum of the applicable Standard Bill Credit and the Commission-approved Renewable Energy Credit (REC) pricing. A Solar*Rewards Community garden electing to sell its RECs (via the Enhanced Bill Credit) to the Company for subscribed energy, shall be at the Commission-approved REC price in place on the date the garden’s application is considered by the Company to be complete.

How is the credit amount determined?

Each month, the solar production from a community solar garden is recorded in kilowatt-hours (kWh). The production amount is then allocated, based on each customer’s subscription size. The customer’s bill credit is calculated by multiplying the number of kWh by the bill credit rate (\$/kWh). Detailed information on the calculation of the bill credit can be found in the published Tariff on our website.

Bill credits are applied to the final billed amount, after all electric charges, adjustments, riders, taxes and fees are added in. Therefore the credits will have no impact on the taxable amount owed by the subscriber.

When are credits posted?

On the ninth of every month, each subscriber's share of energy production from the community solar garden is posted to his/her account as a bill credit. Because customers are on different billing cycles, the timing for when each subscriber will see their credit depends on the day their meter is read.

If a subscriber's billing cycle (three-day, meter-reading window):

- **Is before the ninth of the month:** the bill will reflect Solar*Rewards Community credits with a one-month lag time/delay. (For example, a September bill will show credits from July.)
- **Is after the ninth of the month:** the bill will reflect Solar*Rewards Community credits for the previous month. (For example, the September bill will show credits from August.)
- **Contains the ninth of the month:** the Solar*Rewards Community bill credit reflected may be from the previous month, or may have a one-month lag. For this small subset of subscribers, bill credits will not be reflected on their bills each and every month; some bills may include two months' worth of bill credits, while some bills may not show any credits.

Xcel Energy is not able change customers' billing cycles. However, if a customer is on a meter-reading cycle that results in a bill generating on or near the ninth of the month, we have the ability to delay the creation of that bill, in order to ensure that the customer will only see one credit applied to each bill cycle. If you would like to discuss this option, please send us an email at srcmn@xcelenergy.com. While the credits are reflected differently based on the timing for each customer's bill, please remember that the Solar*Rewards Community bill credits will be posted regularly to customer accounts on the ninth of each month.

How does the 120% rule apply to customers?

Subscriptions must not exceed 120% of your average annual electric energy usage.

If there is less than four months of consumption history, the new home calculator can be used to generate an estimate.

Square Feet Range (sq. ft.)	120% Rule Equivalent (kWh)	Allow PV System Size (kW)
500 – 1,000	5,311	4.13
1,001 – 1,500	7,318	5.69
1,501 – 2,000	10,215	7.94
2,001 – 2,500	11,018	8.57
2,501 – 3,000	12,978	10.09
3,001 – 3,500	15,618	12.14
3,501 – 4,000	14,830	11.53
4,001 – 4,500	17,887	13.91

For properties that are over 4,500 square feet, without consumption history, please submit an energy audit (HERS Rating or similar) or load calculations for the property. Please submit all system sizing paperwork to srcmn@xcelenergy.com .

We use the National Renewable Energy Laboratory’s (NREL) PVWatts® calculator to convert a subscriber’s allocation in kW to annual output in kWh. That number is then checked against the customer’s historic usage or the home usage estimator for compliance with the 120% rule. NREL’s PVWatts calculator can be found on their [website](#).

How does the 40% allocation requirement work?

[Minn. Statute §216B.1641](#) defines a subscriber as “**a retail customer of a utility who owns one or more subscriptions of a solar garden facility interconnected with that utility.**” A retail customer is a separate person or corporation and is the **legal name of the party** as defined by state law and existing Xcel Energy tariffs.

Further, **affiliates of a legal entity** will be treated as the same person or entity for the purposes of subscription with the exception of government entities. Political subdivisions of a government entity or public agency can be considered separate retail customers of the utility as defined by Minn. Stat. §216B.02, Subd. 2. If a governmental agency composed of sufficient political subdivisions or agencies has a different account, each political subdivision or agency may have a 40% interest in a single garden.

To provide some context as to whether or not you may be at risk for allocating more than the legislated 40% threshold, we’ve provided the below questions to help identify possible cases. If you answer “yes” to one or more of the below questions and intend to subscribe to 40% or more of any solar garden, we suggest you contact the S*RC team at srcmn@xcelenergy.com. We’ll contact you within seven calendar days to help resolve your questions.

- Do you have more than one physical location to which subscriptions can be attributed?
- Do you have more than one account?
- Does the premise address on your bill differ from the billing address?
- Are you one of many accounts for the same type of business?
- Do you have political subdivisions and do you have separate financials per subdivision?

For further clarity, we’ve put together the following questions and answers about this topic:

- **How do I know whether or not I have multiple accounts under one legal entity?**
There are a couple of ways you can determine whether or not you have multiple accounts that would be combined for the purposes of the 40% requirement. First, if your bill is sent to an alternative address (versus your location) and you receive multiple bills, it is likely that you have several accounts associated with one legal entity.
- **What is meant by “affiliates are considered the same entity”?**
State statute provides guidance with the definitions of “person” and “corporation”, which are as follows:

“Person” means a natural person, a partnership, or two or more persons having a joint or common interest, and a corporation as hereinbefore defined.
(As noted in Minn. Stat. §216B.02, Subd.3)

“Corporation” means a private corporation, a public corporation, a municipality, an association, a cooperative whether incorporated or not, a joint stock association, a business trust, or any political subdivision or agency. (As noted in Minn. Stat. §216B.02, Subd. 2.)

Therefore, as defined by statute for our S*RC Community Program, a “person” includes corporations associations or partnerships having a “joint or common interest”. Xcel Energy does not have insight into specific customer legal structures, but if your company and another company are affiliated businesses, then together these two businesses can only own up to a 40% interest in one garden.

- ***As a government agency, I have different political subdivisions. Can I have a 40% interest in one garden per political subdivision?***

The likely answer is yes. Government entities have specific statutes that define them differently than regular “corporations”. Some cities have different political subdivisions and have legal entities such as City X Fire Department and City X Libraries. Each subdivision can have a 40% interest. [In order to determine if you are a political subdivision or agency, we provide guidance in the linked document.](#)

- ***How can I determine if there is a “joint or common” interest between two legal entities?***
 - If you can accurately state “yes” to all of the following, then there is no “joint or common” interest and each legal entity would be its own subscriber. You can confirm:
 - There is no partnership or joint venture between them?
 - They have not united together for the same purpose?
 - There is no common owner between them?
 - They are not part of the same corporate family – not affiliates, corporate subunits, nor otherwise related companies?
 - They are independent companies?
- ***Do different legal names and Federal Tax ID number constitute a different subscriber?***

Not necessarily. Having a different legal name and/or a different Federal Tax ID does not by itself show that these are not the same subscriber.
- ***As an elementary school, our bills are paid by the district. Who is the “retail customer”?***

Generally speaking, elementary schools and high schools in the same district are considered one legal entity and therefore together could not have more than a 40% interest in one garden.

What should I do if I still have questions?

Most customers should have very little difficulty determining their eligibility. But if you are unsure of your legal structure, we recommend you discuss this option with your legal representative and then contact srcmn@xcelenergy.com to help determine your eligibility for Solar*Rewards Community.

Minutes
Minnetonka City Council
Monday, May 1, 2017

1. Call to Order

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

2. Pledge of Allegiance

All joined in the Pledge of Allegiance.

3. Roll Call

Council Members Bob Ellingson, Dick Allendorf, Patty Acomb, Brad Wiersum, Tim Bergstedt, Tony Wagner, and Terry Schneider were present.

4. Approval of Agenda

Acomb moved, Bergstedt seconded a motion to accept the agenda, with an addendum to item 13A. All voted "yes." Motion carried.

5. Approval of Minutes: April 24, 2017 LBAE meeting minutes

Wiersum moved, Wagner seconded a motion to approve the April 24, 2017 LBAE meeting minutes, as presented. Ellingson, Acomb, Wiersum, Bergstedt, Wagner and Schneider voted "yes." Allendorf abstained. Motion carried.

6. Special Matters: None

7. Reports from City Manager & Council Members

Barone reported on upcoming council meetings.

Wagner reported he recently attended a meeting hosted by Hennepin County Commissioner Jan Callison related to the solid waste management plan. There was discussion about the current state of collection that is going to landfills instead of incineration, energy, recycling, composting and the targets by the county and state for 2030.

Schneider reported that the SWLRT project got a \$10 million advance from the Federal Transit Administration as part of the adoption of the federal budget extension.

8. Citizens Wishing to Discuss Matters not on the Agenda

9. Bids and Purchases: None**10. Consent Agenda – Items Requiring a Majority Vote:****A. Resolution establishing new polling place locations for Ward 1 Precinct D, Ward 1 Precinct E, and Ward 2 Precinct D**

Allendorf moved, Acomb seconded a motion to adopt resolution 2017-043 changing the polling place for Ward 1 Precinct D from Grace Apostolic Church to Mzizi International Church; the polling place for Ward 1 Precinct E from Mzizi International Church to Bet Shalom Congregation; and the polling place for Ward 2 Precinct D from the Ridgedale Hennepin County Library to the Ridgedale YMCA. All voted "yes." Motion carried.

B. Approval of community solar garden subscription agreements

Allendorf moved, Acomb seconded a motion to authorize the mayor and city manager to execute solar garden subscription agreements for Subscription A and Subscription B, subject to approval of the final language by the city manager and city attorney. All voted "yes." Motion carried.

Wagner said it was worth celebrating the contract to get the city 100 percent solar certified. Schneider agreed it was a major accomplishment.

Public Works Director Brian Wagstrom gave a staff update.

11. Consent Agenda – Items requiring Five Votes: None**12. Introduction of Ordinances: None****13. Public Hearings:****A. Off-sale liquor licenses for Minnesota Fine Wine & Spirits, LLC, (DBA Total Wine) 14200 Wayzata Blvd**

Community Development Director Julie Wischnack gave the staff report.

Craig Vaughn, traffic consultant with SRF Consulting Group, presented the traffic and parking study.

Wagner said because of the short turn movement between the 394 ramp and Wayzata Boulevard that many times the queuing is so full that vehicles can't get off the ramp. He asked if this was seen during the study and if a combination of signal timing between signals could work to

Agenda

City of Minnetonka

Study Session

Monday, September 18, 2017

6:30 p.m.

Minnehaha Room

1. Public Safety Facility Project Update
2. City of Minnetonka Sustainability Initiatives
3. Adjournment

The purpose of a study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study session discussions are generally limited to the council, staff and consultants.

**City Council Study Session Item #2
Meeting of September 18, 2017**

Brief Description City of Minnetonka Sustainability Initiatives

Recommended Action Discuss the report and provide feedback.

Introduction

Recently, the United States announced its intention to leave the Paris Climate Accord (for more information on the Paris Climate Accord visit http://unfccc.int/paris_agreement/items/9485.php). The U.S. joined in this agreement at the United Nations Framework Convention in 2015. Since opting to leave this agreement, environmental initiatives and protections have come to the forefront of national conversations. Within this greater discussion, local governmental units have taken it upon themselves to join groups that support climate protections and create policies that address reducing carbon emissions at the local level.

At the June 19, 2017 city council study session, the council expressed interest in exploring what role Minnetonka might take in these efforts. Following is a review of the city’s past and current related sustainability initiatives, along with additional options for involvement. Council is asked to discuss and provide direction on any broadened efforts.

Previous and Existing, Voluntary City Initiatives

U.S. Conference of Mayors Climate Protection Agreement and Kyoto Protocol

While Minnetonka has a strong history of environmental stewardship, the city has taken more steps in recent years. In 2008, the city signed a resolution supporting the U.S. Conference of Mayors climate protection agreement. This agreement pledged the city of Minnetonka to:

1. Urge federal and state governments to enact policies and programs to reduce pollution levels to 7 percent below 1990 levels by 2012;
2. Urge the U.S. Congress to pass bipartisan greenhouse gas reduction legislation; and
3. Strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking certain actions in city operations and within the community. (See attached for steps taken.)

Data is not available for greenhouse gas emissions in Minnetonka in 1990, but below is an outline of the greenhouse gas emissions in the city in 2008, when the city entered the agreement, and 2012, when the city was expected to meet the Conference of Mayors goals. (Information provided by Regional Indicators.)

Green House Gas Emissions	2008 (in tonnes CO₂e)	2012 (in tonnes CO₂e)	Change
Energy	584,871	466,289	-20.8%

Travel	306,827	303,934	-0.9%
Waste	15,406	10,237	-33.6%

GreenSteps

In 2013, the City of Minnetonka joined the Minnesota GreenStep Cities program, a voluntary program to help cities achieve sustainability and quality of life goals through specific initiatives. Currently, the city is a level 2 member of the program, working toward becoming a level 3 member. Several steps taken within this program have a direct impact on reducing carbon emissions. Some steps the city has taken through this program include:

- Contributing municipal building energy data to the B3 Program. The city's building data is complete through mid-2015. Staff is currently entering data for 2015-2016;
- All traffic signals have been scheduled for converted to LED lighting technology;
- Many of the city of Minnetonka's boards and commissions went to paperless agendas in 2001 and several staff projects have reduced paper consumption at the city including:
 - o Online citizen requests and public works project management;
 - o electronic filing and archival;
 - o electronic payment for vendors and payroll;
 - o online utility billing; and
 - o online recreation program brochure publication and registration.
- Creating policies to consider multi-modal transportation and enhancing the city's trail system to support non-motorized transportation;
- Continuing to monitor city fleets to ensure the city does not have unused or oversized vehicles; and
- Monitoring city fleet fuel logs and mileage.

Solar Garden Subscription

In addition to GreenStep program initiatives, the city has also invested in subscriptions to solar energy gardens. Beyond investing in a more sustainable energy source, the expected savings are estimated at nearly \$21.4 million over 25 years (assuming 3% annual increase in electric rates over the life of the contract). (Council Letter, Meeting of May 1, 2017, Item 10B.)

Regional Indicators Project

This initiative measures annual performance metrics for 22 Minnesota cities (including Minnetonka) committed to increasing their overall efficiency and level of sustainability. The project collects data about energy, water, travel, and waste, which in turn reflects the activities of the people who live, work, learn, travel, visit, and play within each city's geographical boundaries. This information can be viewed electronically at <http://www.regionalindicatorsmn.com/>.

Energy Efficiency and Conservation Block Grant (2009)

In 2009, the city applied for and received a federal Energy Efficiency and Conservation Block (EECBG) Grant as part of the American Recovery and Reinvestment Act from the

Department of Energy. The purpose of this federal grant was to stimulate the economy and to create and retain jobs. Further direction of the grant was to assist local governments to create and implement strategies to reduce fossil fuel emissions, reduce total energy use and to improve energy efficiency.

The city used the funds to complete eight projects that retrofitted existing building systems within our municipal buildings and grounds. These projects ranged from upgrading heating boilers, implementing occupancy sensors and retrofitting lighting. The EECBG was for \$530,000 and completion occurred in 2011.

Other Potential Initiatives

As stated previously, several local communities are taking up additional efforts to support climate change initiatives and do their part to reduce greenhouse gas (GHG) emissions. National initiatives that have received significant attention include: We Are Still In, Climate Mayors, and Compact of Mayors initiatives.

We Are Still In

We Are Still In is a declaration by mayors, governors, college and university leaders, businesses, and investors to declare that they will continue to support climate action to meet the Paris Climate Accord. The declaration states that the organization will pursue ambitious climate goals, working together to take forceful action and to ensure that the U.S. remains a global leader in reducing emissions. Four Minnesota cities have signed the declaration; Michelle Behr, Chancellor of University of Minnesota-Morris, and Lori Swanson, Minnesota Attorney General, have signed on as well.

We Are Still In Cities	
Comparable Cities	Minnesota
Eden Prairie	Minneapolis
	St. Paul
	Duluth

There are no obligations attached with the declaration; however, the declaration form requests contact information. This group appears to be primarily an advocacy group with additional environmental initiatives being voluntary or above and beyond the group's requirements.

Website: <http://wearestillin.com/>

Climate Mayors

The Climate Mayors Project was created as a response to the U.S. withdrawal from the Paris Climate Accord. Currently, 359 Mayors have signed on to adopt, honor, and uphold the commitments to the goals outlined within the agreement.

Climate Mayor Cities	
Comparable Cities	Minnesota

There are no binding commitments as Climate Mayors members, only that cities are pursuing actions to achieve an emissions reduction target through:

Eden Prairie	Minneapolis
Burnsville	St. Paul
Edina	Duluth
	Carver
	Falcon Heights
	Maplewood

1. Developing a community Greenhouse Gas (GHG) inventory.
 1. The city has completed this requirement through existing initiatives.
2. Setting near- and long-term targets to reduce emissions.
 1. The city would need to set emission reduction goals.
3. Developing a Climate Action Plan aligned with the city’s targets.
 1. The city would need to create a Climate Action Plan. Follow link for Climate Action Plan example (City of Minneapolis):
<http://www.minneapolismn.gov/www/groups/public/@citycoordinator/documents/webcontent/wcms1p-109331.pdf>

Members are asked to join in occasional letters and statements, as well as substantive initiatives. There is no formal process for mayors to join Climate Mayors; however, the city does need to email Climate Mayors from a responsible authority within the city.

Based on the group’s website, there are nine Minnesota cities that have joined this group, only three of which are considered a “comparable city” to Minnetonka.

Website: <http://climatemayors.org/>

Compact of Mayors

The Compact of Mayors is a global coalition of mayors and city officials that formed in 2014. The group’s aim is to reduce city-level emissions, enhance resiliency to climate change, and match national level climate protection efforts.

A city has up to three years to meet a series of requirements and fully comply, culminating in the creation of a full climate action and adaptation plan. The steps for participation include:

1. Register Commitment—the mayor must commit to completing the program. The mayor must register via a reporting web platform or email.
2. Take an Inventory—within the first year the city must:
 - a. Build and complete a communitywide GHG inventory with a breakdown of emissions for buildings and transport sectors.
 - b. Identify climate hazards. (e.g., changing sea levels, droughts, flooding)
 - c. Report on both items.

Cities	Phases Completed
Minneapolis	1 and 3
St. Paul	1

3. Create Reduction Targets and Measurements—within two years, the city must update its GHG inventory and break down the emissions by waste sector, set a target to reduce its GHG emissions, conduct a climate change vulnerability assessment consistent with Compact guidance; and report its chosen platform.
4. Establish an Action Plan—within three years, the city must create an action plan that shows how it will reduce greenhouse gas emissions and adapt to climate change.

Based on the group's website, Minneapolis and St. Paul are the only Minnesota cities that have committed to the Compact of Mayors. Both joined in 2015.

Website: <https://www.compactofmayors.org/>

Discussion Question:

- **Is the council interested in joining any of the initiatives listed above?**
- **Are there additional initiatives, not outlined in the report, which the council would like to pursue?**

Originated by:

Drew Ingvalson, Planner
Julie Wischnack, Community Development Director

U.S. Conference of Mayors

Pledge 3: We will strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking actions in our own operations and communities such as:

- 1. Inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan.**

The city inventories global warming emissions in city operations through the B3 Benchmarking Program and receives community wide emission information from the Regional Indicators Initiatives.

- 2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;**

The city has adopted land use policies within the Comprehensive Plan and enforces these policies with new developments.

- 3. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car pooling and public transit;**

The city financially contributes to the I-494 Corridor Commission. This commission works with businesses, residents and agencies to reduce congestion on I-494 and assists in providing alternative transportation options for commuters. For more information, visit <http://494corridor.org/index.php>.

The city also promotes alternative transportation options by providing bicycle trails. The city has made providing and maintaining these trails a commitment in the Trail Planning Capital Improvement Plan.

- 4. Increase the use of clean, alternative energy by, for example, investing in “green tags”, advocating for the development of renewable energy resources, recovering landfill methane for energy production, and supporting the use of waste to energy technology;**

The city participates in a solar garden initiative.

- 5. Make energy efficiency a priority through building code improvements, retrofitting city facilities with energy efficient lighting and urging employees to conserve energy and save money;**

The Public Works Department has retrofitted lighting and installed energy efficient physical plant systems throughout city facilities. It monitors and implements energy efficiency practices with new buildings, renovations and daily practices.

6. Purchase only Energy Star equipment and appliances for City use;

Although the city's purchasing policy does not include this requirement, many of the appliances and equipment purchased meet this standard.

7. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;

The city encourages and promotes projects that use the LEED program and/or other sustainable practices, but the city does not have a formal policy regarding these initiatives.

8. Increase the average fuel efficiency of municipal fleet vehicles; reduce the number of vehicles; launch an employee education program including idling messages; convert diesel vehicles to bio-diesel;

In general, city vehicles have become more fuel efficient and some have been "right-sized" based on use (e.g., smaller vehicles for community service officers). Hybrid vehicles were purchased and piloted in the past. Newer vehicles in public works come with programmed idling limitations. The police department periodically educates its personnel to reduce idling. The city's diesel-powered vehicles run on a bio-diesel fuel blend.

9. Evaluate opportunities to increase pump efficiency in water and wastewater systems; recover wastewater treatment methane for energy production;

The city is continually looking at ways to save energy and be more efficient with our utility pumps. During lift station renovations the city looks at the pump run times to determine if the pumps and motors are sized correctly. When possible, pumps are replaced with a smaller or more efficient pump or motor if that is what the pump run data is suggesting. In some cases, the city will utilize variable frequency electric motor drives that ramp pumps up or down depending on demand or flow. The city tries to eliminate starting and stopping of electric motors as much as possible. This minimizes one aspect of an electrical charge called demand. When an electric motor starts it requires more energy to get it started than when it is running.

The city does not deal with methane use because it is primarily an opportunity for wastewater treatment plants and landfills, neither of which the city has.

10. Increase recycling rates in City operations and in the community;

The city contracts with Republic Services for the curbside pickup of mixed recyclables. Also, the city provides a 24-hour drop off center for recyclables at

the public works building and has the collection of organics for composting at the city hall complex.

The city collects compostables at the public works building. There are periodic articles in the Minnetonka Memo promoting recycling. Some city facilities provide separated trash disposal containers (e.g., compostables, recyclables, trash).

11. Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO₂; and

The city provides urban forestry maintenance for diseased or unhealthy trees and provides information to private property owners with forestry maintenance questions.

Since 2007, the city has been conducting an annual tree sale for community residents. Over the past eight years, the city has generally sold approximately 800 units per year. In 2017, the city sold 785 units, which includes two shrub units.

12. Help educate the public, schools, other jurisdictions, professional associations, business and industry about reducing global warming pollution.

The city annually holds an open house and provides information to the public regarding environmental best practices. In addition, the city sends a newsletter (the Minnetonka Memo) to members of the community. This newsletter often has articles about environmental concerns, best practices, and locations for more information.



City of Minnetonka GreenStep Program

GreenStep Program Overview

- Voluntary program developed in 2010 to help Minnesota cities achieve sustainability goals
- Contains 29 best practices (grouped into 5 categories) that focus on cost savings, energy use reduction, and civic innovation
- There are some required best practices to meet certain "steps"
- However, there is some flexibility built in for cities to choose which best practices to complete and allow them to proceed at own pace.
- The City of Minnetonka is a Category A City and is currently a Step 2 City working towards Step 3

GreenStep: Recognition Steps

There are currently five steps of recognition within the program:

- Step One: Cities that have passed a resolution and have begun to enter information onto the GreenSteps website.
- Step Two: For Category A cities that implemented eight best practices.
- Step Three: For Category A cities that have implemented 16 best practices, this includes the required actions.
- Step Four: Measure and report a minimum number of core and optional metrics for the previous calendar year or the most recent available data.
- Step Five: Demonstrate improvement in three eligible metrics measured in Step 4, from one data year to the next.

GreenStep: Best practices



Buildings and Lighting

- ✖ Efficient Existing Public Buildings
- ✖ Efficient Existing Private Buildings
- New Green Buildings
- ✖ Efficient Outdoor Lighting and Signals
- Building Redevelopment



Land Use

- ✖ Comprehensive Plans
- Resilient City Growth
- Mixed Uses
- ✖ Efficient Highway- and Auto-Oriented Development
- ✖ Natural Resource Conservation Design



Transportation

- Living Streets
- ✖ Mobility Options
- ✖ Efficient City Fleets
- Demand-Side Travel Planning



Environmental Management

- Sustainable Purchasing
- ✖ Urban Forests & Soils
- ✖ Stormwater Management
- ✖ Parks and Trails
- ✖ Surface Water
- Efficient Water and Wastewater Systems
- Septic Systems
- ✖ Solid Waste Reduction
- Local Air Quality



Economic and Community Development

- Benchmarks & Community Engagement
- Green Business Development
- ✖ Renewable Energy
- ✖ Local Food
- Business Synergies
- Climate Adaptation and Community Resilience

Five program Categories

Required best practices outlined in red

Completed Best Practices marked with



GreenStep: Best Practices Needed



Buildings and Lighting

- Efficient Existing Public Buildings
- Efficient Existing Private Buildings
- New Green Buildings
- Efficient Outdoor Lighting and Signals
- Building Redevelopment



Land Use

- Comprehensive Plans
- Resilient City Growth
- Mixed Uses
- Efficient Highway- and Auto-Oriented Development
- Natural Resource Conservation Design



Transportation

- **Living Streets**
- Mobility Options
- Efficient City Fleets
- Demand-Side Travel Planning



Environmental Management

- Sustainable Purchasing
- Urban Forests & Soils
- Stormwater Management
- Parks and Trails
- Surface Water
- Efficient Water and Wastewater Systems
- Septic Systems
- Solid Waste Reduction
- Local Air Quality



Economic and Community Development

- Benchmarks & Community Engagement
- Green Business Development
- Renewable Energy
- Local Food
- Business Synergies
- Climate Adaptation and Community Resilience

Routinely consider complete streets elements in all streets projects (submitted for review)

Identify and remedy street-trail gaps between city streets and off-road trails/bike trails (submitted for review)

Implement traffic calming measures (submitted for review)

GreenStep: Best Practices Needed



Buildings and Lighting

- Efficient Existing Public Buildings
- Efficient Existing Private Buildings
- New Green Buildings
- Efficient Outdoor Lighting and Signals
- Building Redevelopment



Land Use

- Comprehensive Plans
- Resilient City Growth
- Mixed Uses
- Efficient Highway- and Auto-Oriented Development
- Natural Resource Conservation Design



Transportation

- Living Streets
- Mobility Options
- Efficient City Fleets
- Demand-Side Travel Planning



Environmental Management

- Sustainable Purchasing
- Urban Forests & Soils
- Stormwater Management
- Parks and Trails
- Surface Water
- Efficient Water and Wastewater Systems
- Septic Systems
- Solid Waste Reduction
- Local Air Quality



Economic and Community Development

- Benchmarks & Community Engagement
- Green Business Development
- Renewable Energy
- Local Food
- Business Synergies
- Climate Adaptation and Community Resilience

Adopt a formal sustainable purchasing policy.

GreenStep: Best Practices Needed



Buildings and Lighting

- Efficient Existing Public Buildings
- Efficient Existing Private Buildings
- New Green Buildings
- Efficient Outdoor Lighting and Signals
- Building Redevelopment



Land Use

- Comprehensive Plans
- Resilient City Growth
- Mixed Uses
- Efficient Highway- and Auto-Oriented Development
- Natural Resource Conservation Design



Transportation

- Living Streets
- Mobility Options
- Efficient City Fleets
- Demand-Side Travel Planning



Environmental Management

- Sustainable Purchasing
- Urban Forests & Soils
- Stormwater Management
- Parks and Trails
- Surface Water
- Efficient Water and Wastewater Systems
- Septic Systems
- Solid Waste Reduction
- Local Air Quality



Economic and Community Development

- Benchmarks & Community Engagement
- Green Business Development
- Renewable Energy
- Local Food
- Business Synergies
- Climate Adaptation and Community Resilience

Outreach committee to report to local businesses and the community. Additional credit for forming a Sustainability Commission

Create or participate in a marketing/outreach program, promote green businesses, and/or other practices

Prepare to maintain public health and safety during extreme weather and climate-change-related events (submitted for review)



**Sustainability Commission Agenda Item 7D
Meeting of November 9, 2021**

Title: Sustainability Commission Meeting Dates
Report From: Drew Ingvalson, Associate Planner/Sustainability Coordinator
Submitted through: Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

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

Summary Statement

On Oct. 18, 2021, the city council approved the 2022 meeting schedule. The following meeting dates were approved for the sustainability commission (3rd Tuesday of the month, every other month).

- Tuesday, Jan. 18, 2022
- Tuesday, March 15, 2022
- Tuesday, May 17, 2022
- Tuesday, July 19, 2022
- Tuesday, Sept. 20, 2022
- Tuesday, Nov. 15, 2022

Please be aware, staff reviewed various calendars (city, school districts, and religious) to ensure that the dates would have the least amount of conflict as possible with community members.

Recommended Action

Add meeting dates to personal calendars and ask questions about the meeting schedule.

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 |

N/A

Statement: N/A

Background

City Code Section 145.020 states, "The sustainability commission shall meet as necessary, but not less than once every other month." In 2021, the sustainability commission approved their meeting schedule, as the 2021 city calendar was already approved by the city council. Moving forward, staff will continue to review various community calendars (city, school districts, religious, etc.) and propose meeting dates to the city council for the following year. The city

council will then approve the final meeting schedule for the sustainability commission, along with all other city advisory groups.

In 2022, the sustainability commission will be attending several workshops to assist with updating the city's energy action plan. As such, staff did not recommend that the commission meet more than every other month in 2022. However, the commission may meet more often (up to monthly) if there is a need for more frequent meetings in 2023 or beyond.



**Sustainability Commission Agenda Item 7E
Meeting of November 9, 2021**

Title: 2022 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

Action Requested: Motion Informational Public Hearing

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

Votes needed 5 votes N/A Other

Summary Statement

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 for review, comments, and recommendations by the sustainability commission.

Recommended Action

Review, discuss and recommend approval of the 2022 work plan.

Strategic Profile Relatability

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

Statement: [link to strategic profile](#)

Background

A work plan aims to determine the goals, priorities, and objectives for the sustainability commission for the year. The plan should serve as a guide for the sustainability commission for the following year. This plan will also provide the city council with an outline of the work that the sustainability commission has proposed to complete for the upcoming year. Note, 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, with six categories in each quarter:

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

A few highlight tasks for the draft 2022 work plan include:

- Ambassador at various city events (Summer Festival, Winter and Summer Farmer's Market, City Open House);
- Finalize and present inaugural "Sustainable Minnetonka Awards";
- Host "Everything Electric" Event;
- Host Solar Energy Events (Solar Power Hours);
- Assist with the Energy Action Plan update; and
- Recommend parameters and begin the process for creating a Climate Action and Adaptation Plan (CAAP).

Meeting Objectives

Staff is requesting input from the sustainability commission on the categories and tasks provided in the work plan. Recommendations, comments, and additions from the sustainability commission are welcome and encouraged; however, a majority of members must agree to any additions and the final work plan. In addition, 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.

Future Submittals

In January 2023, the sustainability commission will be required to submit an annual update on the 2022 work plan to the city council.

2022 Sustainability Commission Work Plan (Draft)

1st Quarter

Area	Items
Events and Outreach	<ul style="list-style-type: none"> ✓ Ambassador events (Winter Farmer’s Market)* AS AVAILABLE ✓ Share sustainability programs and initiatives (Home Energy Squad visits, renewable resource options, etc.) with personal networks to spread awareness in the community. ✓ Sustainable Minnetonka Webinar Series <ul style="list-style-type: none"> ○ Attend and present where applicable
Education and Recognition	<ul style="list-style-type: none"> ✓ Sustainable Minnetonka Awards <ul style="list-style-type: none"> ○ Review final eligibility rules; ○ Finalize selection parameters; and ○ Determine the date for recognition.
Input and Support	<ul style="list-style-type: none"> ✓ Energy Action Plan <ul style="list-style-type: none"> ○ Recommend programs/events that could enhance plan ○ Recommend focus areas for the plan update ✓ Provide recommendations on how to promote organic recycling
Learning	<ul style="list-style-type: none"> ✓ Attend tour or presentation *AS AVAILABLE
Partnerships	<ul style="list-style-type: none"> ✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.
Other	<ul style="list-style-type: none"> ✓ Submit 2021 work plan update to city council ✓ Look for opportunities to apply for grants (programming; events; resident/business programs; climate action and adaptation plan)

2nd Quarter

Area	Items
Events and Outreach	<ul style="list-style-type: none"> ✓ Potential ambassador events (Summer Festival, Summer Farmer’s Market)* AS AVAILABLE <ul style="list-style-type: none"> ○ Obtain public input on energy action plan update at ambassador events

2022 Sustainability Commission Work Plan (Draft)

	<ul style="list-style-type: none"> ✓ Share sustainability programs and initiatives (Home Energy Squad visits, renewable resource options, etc.) with personal networks to spread awareness in the community ✓ Plan for the "Everything Electric" event ✓ Plan for solar energy event (Solar Power Hours) ✓ Sustainable Minnetonka Webinar Series <ul style="list-style-type: none"> ○ Attend and present where applicable
Education and Recognition	<ul style="list-style-type: none"> ✓ Sustainable Minnetonka Awards <ul style="list-style-type: none"> ○ Post application on the city website ○ Promote award on various city platforms and with SC sphere of influence
Input and Support	<ul style="list-style-type: none"> ✓ Energy Action Plan <ul style="list-style-type: none"> ○ Attend Workshops with Energy Action Team ○ Provide input and recommendations for medium/long-term initiatives and goals ✓ Discuss parameters for the Climate Action and Adaptation Plan (CAAP) ✓ Discuss and provide input on sustainability commission learning opportunities (presentations/tours)
Learning	<ul style="list-style-type: none"> ✓ Attend tour or presentation *AS AVAILABLE
Partnerships	<ul style="list-style-type: none"> ✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.
Other	<ul style="list-style-type: none"> ✓ Review and approve sustainability commission bylaws ✓ Elect chair and vice-chair ✓ Look for opportunities to apply for grants (programming; events; resident/business programs; climate action and adaptation plan)

3rd Quarter

Area	Items
Events and Outreach	<ul style="list-style-type: none"> ✓ Potential ambassador events (Summer Farmer's Market)* AS AVAILABLE <ul style="list-style-type: none"> ○ Obtain public input on potential CAAP creation

2022 Sustainability Commission Work Plan (Draft)

	<ul style="list-style-type: none"> ✓ Share sustainability programs and initiatives (Home Energy Squad visits, renewable resource options, etc.) with personal networks to spread awareness in the community. ✓ Host Everything Electric Event *AS AVAILABLE ✓ Host solar energy event (Solar Power Hour) *AS AVAILABLE ✓ Sustainable Minnetonka Webinar Series <ul style="list-style-type: none"> ○ Attend and present where applicable
Educational and Recognition Material	<ul style="list-style-type: none"> ✓ Present and promote winners of the Sustainable Minnetonka Awards
Input and Support	<ul style="list-style-type: none"> ✓ Discuss parameters for the Climate Action and Adaptation Plan (CAAP)
Learning	<ul style="list-style-type: none"> ✓ Attend tour or presentation *AS AVAILABLE
Partnerships	<ul style="list-style-type: none"> ✓ Work with utility providers to promote energy efficiency and renewable energy opportunities. ✓ Foster new partnerships and build existing relationships with other organizations, commissions, and others.
Other	<ul style="list-style-type: none"> ✓ Look for opportunities to apply for grants (programming; events; resident/business programs; climate action and adaptation plan.

4th Quarter

Topics	Items
Events and Outreach	<ul style="list-style-type: none"> ✓ Potential ambassador events (City Open House, Winter Farmer's Market) *AS AVAILABLE <ul style="list-style-type: none"> ○ Obtain public input on potential CAAP creation ✓ Share sustainability programs and initiatives (Home Energy Squad Visits, renewable resource options, etc.) with personal networks to spread awareness in the community. ✓ Sustainable Minnetonka Webinar Series <ul style="list-style-type: none"> ○ Attend and present where applicable
Educational and Recognition Material	<ul style="list-style-type: none"> ✓ Decide how to recognize Sustainable Minnetonka Award winners at City Open House.
Input and Support	<ul style="list-style-type: none"> ✓ Provide support for new energy action plan initiatives

2022 Sustainability Commission Work Plan (Draft)

<p>Learning</p>	<ul style="list-style-type: none"> ✓ Attend Tour or Presentation *AS AVAILABLE
<p>Partnerships</p>	<ul style="list-style-type: none"> ✓ Participate in metro environmental/sustainable commission workshops *AS AVAILABLE. ✓ Work with utility providers to promote energy efficiency and renewable energy opportunities. ✓ Continue to foster new partnerships and build existing relationships with other organizations, commissions, and others.
<p>Other</p>	<ul style="list-style-type: none"> ✓ Draft 2022 Annual Report and 2023 Work Plan ✓ Submit CAAP parameter recommendations to the city council. ✓ Look for opportunities to apply for grants (programming; events; resident/business programs; climate action and adaptation plan.