

**Agenda**  
**Energy and Environment Commission**  
**City Of Edina, Minnesota**  
**VIRTUAL MEETING**

**Members of the public can observe the meeting by watching the live stream on YouTube at [youtube.com/edinatv](https://youtube.com/edinatv) or by listening in by calling 800-374-0221 with Conference ID 4185086.**

**Thursday, July 9, 2020**

**7:00 PM**

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
  - A. Minutes: Energy and Environment Commission, June 11, 2020
- V. Special Recognitions And Presentations
  - A. Edina Achieves GreenStep Cities Program Step 5

VI. Community Comment

*During "Community Comment," the Board/Commission will invite residents to share relevant issues or concerns. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Generally speaking, items that are elsewhere on tonight's agenda may not be addressed during Community Comment. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.*

VII. Reports/Recommendations

- A. Review Draft CAS Policy Update
- B. 2021 Work Plan Kick-Off
- C. Initiative 1: Climate Action Plan
- D. Initiative 2: Education Events
- E. Initiative 4: Cross-commission event with HRRC Update
- F. Initiative 5: PARC Initiative Feedback

VIII. Chair And Member Comments

- A. Green Business Recognition Program Working Group Update

IX. Staff Comments

- A. Energy Benchmarking Update
  - B. Energy Initiatives in Transportation
  - C. Organics Recycling Update
  - D. Sustainability in the Engineering Department
- X. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** July 9, 2020

**Agenda Item #:** IV.A.

**To:** Energy and Environment Commission

**Item Type:**

Minutes

**From:** Liz Moore, Engineering Coordinator

**Item Activity:**

**Subject:** Minutes: Energy and Environment Commission, June 11, 2020

Action

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### ACTION REQUESTED:

Motion to approve the June 11, 2020 Minutes for the Energy and Environment Commission.

### INTRODUCTION:

Receive the Energy and Environment Commission Minutes of June 11, 2020.

### ATTACHMENTS:

June 11, 2020 Meeting Minutes

**Agenda**  
**Energy and Environment Commission**  
**City Of Edina, Minnesota**  
**VIRTUAL MEETING**

**Thursday, June 11, 2020**  
**7:00 PM**

I. Call To Order

Chair Jackson called the meeting to order at 7:05 PM

II. Roll Call

Answering Roll Call were Chair Jackson, Commissioners Horan, Lanzas,  
Manser, Martinez, Satterlee, Seeley, Martinez,  
Absent: Hussain, Maynor  
Late: Dakane

III. Approval Of Meeting Agenda

**Motion by Richard Manser to Motion. Seconded by Bayardo Lanzas.**  
**Motion Carried.**

IV. Approval Of Meeting Minutes

**Motion by Melissa Seeley to Motion. Seconded by Bayardo Lanzas.**  
**Motion Carried.**

A. Minutes: Energy and Environment Commission, March 12, 2020

V. Special Recognitions And Presentations

A. EEC history, Chair Jackson

- Chair Jackson presented the history of the EEC.

Ukasha Dakane arrived at 7:26 PM.

- Climate action plan work will likely not begin until 2021 because the city has not been able to hire a Sustainability Coordinator yet.

VI. Community Comment

*During "Community Comment," the Board/Commission will invite residents to share relevant issues or concerns. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Generally speaking, items that are elsewhere on tonight's agenda may not be addressed during Community Comment. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.*

VII. Reports/Recommendations



A. Initiative 1: Climate Action Plan, Vice Chair Satterlee

Vice Chair Satterlee shared an update on the Climate Action Plan and the following points were discussed:

- Bill from the MPCA suggested getting greenhouse gas emissions data for Edina from the regional indicators but the latest data is from 2018.
- Should we create a to-do list for the Task Force when that starts?
- What actions does Edina need to take to get to 100% renewable energy?
- Urban Sustainability Directors Network has a list of high impact actions cities can take.
- Set up a joint meeting with ETC to talk about energy reduction through transportation.
- Energy Star Portfolio Manager has energy data back to about 2009 for the City's 20 buildings.
- Look at affordable energy and meet with ETC for now.
- Reach out to City Council and ask why EEC can't at least start work on the Climate Action Plan prior to the hiring of a sustainability coordinator or ask if the hiring of a new sustainability coordinator can be moved up rather than waiting.
- Put a working group together for now.

The purpose of the working group is to help establish deliverables for the task force.

**Motion by Richard Manser to Create a Climate Action Plan Working Group. Seconded by Melissa Seeley. Motion Carried.**

Members of the working group from the EEC would be chaired by Hilda Martinez and members would include: Ukasha Dakane, Bayardo Lanzas, Lauren Saterlee, and Ana Martinez.

**Motion by Hilda Martinez Salgado to Approve Members of the Working Group. Seconded by Ukasha Dakane. Motion Carried.**

B. Initiative 2: Education events, Commissioner Lanzas

Commissioner Lanzas provided an update on engagement and all events, except Open Streets and farmer's market, have been canceled as of now.

The following points were discussed:

- Farmer's Markets will happen at Rosland Park.
- Open Streets may happen with additional safety precautions.
- Create a plan for presence at the Farmer's Market.
- Social Media outreach may be useful with the lack of events.

C. Initiative 4: Cross-commission event with HRRC, Commissioner Hussain

Cross commission event with HRRC is planned for the fall and there is not currently a representative but the EEC will need to assign one as soon as possible.

- The representatives will be Commissioner Hussain and Commissioner Lanzas.
- Commissioner Lanzas will be the chair.

D. Initiative 5: PARC initiative feedback, Chair Jackson

No update.

- Chair Jackson will be the lead commissioner.

## VIII. Correspondence And Petitions

A. Working Group Minutes

## IX. Chair And Member Comments

A. Flood Risk Reduction Strategy Task Force update, Commissioner Manser

- Flood Risk Reduction Task Force ended in April with presentation of the report to Council.
- [www.bettertogetherdina.org/morningside](http://www.bettertogetherdina.org/morningside) will be where the updated information is hosted.
- Walk-About activity in Weber Park will occur in June and there will also be an online version

B. Pollinator Resolution update, Commissioner Horan

Pollinator Resolution passed.

C. Green Business Recognition Program update, Commissioner Horan

- Application from Galleria and came in at Gold qualification and will be reviewed as working group.
- Planning to meet with them and go over their application.

D. Advisory Communication

Commission drafted an advisory communication to City Council in regards to the hiring of a Sustainability Coordinator.

**Motion by Richard Manser to Approve Advisory Communication and Send to Council. Seconded by Melissa Seeley. Motion Carried.**

## X. Staff Comments

A. Sustainability Coordinator vacancy update

B. Energy Benchmarking update

Original deadline was June 1st with 36 out of 164 buildings submitted their reporting.

C. Organics Recycling update

Roll out is all of June and about 1000 people have opted out.

XI. Adjournment

Meeting adjourned at 9:20pm.

**Motion by Bayardo Lanzas to Motion. Seconded by Melissa Seeley.**

**Motion Carried.**

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



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**Date:** July 9, 2020

**Agenda Item #:** V.A.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** Edina Achieves GreenStep Cities Program Step 5

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### ACTION REQUESTED:

### INTRODUCTION:

### ATTACHMENTS:

Article, Edina Recognized for Environmental Sustainability Efforts

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## Edina Recognized for Environmental Sustainability Efforts

Edina, Minn., June 10, 2020 – The City of Edina was recently recognized by the Minnesota Pollution Control Agency as a Step 5 city in its GreenStep program. Step 5 is the highest designation in the program and is something Edina has been working toward since 2011.



Minnesota  
**GreenStep**

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program is based upon 29 best practices that are tailored to Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation.

Step 1 recognition levels show a city is building community knowledge and interest in sustainability. Step 2 requires a city to implement 4-8 best practices. Step 3 requires an additional 4-8 best practices, including some that have a high impact. Step 4 requires cities to measure and report numbers for 7-15 performance metrics or sustainability indicators to present to the community the “state of sustainability” achieved by a city. The final recognition level for the GreenStep Cities Program – Step 5 – challenges cities to show improvement in the Step 4 metrics.

“The GreenSteps Cities program provides an avenue for cities to track and improve on sustainability goals. Without tracking data year to year, it is impossible to see how

we are doing with our sustainability efforts. This program provides one way for the City to track progress,” said Engineering Director Chad Millner, who oversees the City’s Sustainability Division.

Edina is one of 140 participating cities and tribal nations and is helping lead the way in sustainability across the state of Minnesota. Edina has worked hard to implement best practices in order to fulfill its sustainability goals. Actions that are taken within the program focus on cost savings, energy use reduction, resource conservation and the encouragement of civic innovation.

You can learn more about Edina’s efforts at [EdinaMN.gov/Sustainability](https://EdinaMN.gov/Sustainability). To learn specifics on Edina’s GreenStep Cities designation, visit [mnngreenstep.org](https://mnngreenstep.org). For more information, contact Millner at 952-826-0318.



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## CITY OF EDINA

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**Date:** July 9, 2020

**Agenda Item #:** VII.A.

**To:** Energy and Environment Commission

**Item Type:**

Report and Recommendation

**From:** Jessica V. Wilson, Water Resources Coordinator

**Item Activity:**

**Subject:** Review Draft CAS Policy Update

Discussion

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### ACTION REQUESTED:

### INTRODUCTION:

Staff is asking the EEC to review and comment on the draft Conservation and Sustainability Policy update before presenting the proposed policy update to the City Council at their July 21st meeting.

### ATTACHMENTS:

Draft CAS Policy Update

2015 CAS Policy report



- ☐ City Council
- ☐ City-Wide
- ☐ Department

Approved: 9/1/2015  
Revised: 7/21/2020

## Conservation and Sustainability (CAS) Fund Policy

The Conservation and Sustainability Fund (CAS Fund) is a special revenue fund created to account for new (2015) utility franchise fee revenues. The 2015 utility franchise fees will be a dedicated revenue of the CAS Fund. Other potential revenues for the CAS Fund may include grants, gifts, special assessments and transfers from other City funds.

Eligible expenses for the CAS Fund will include the following:

1. Capital improvements to City-owned buildings and equipment which improve energy conservation, efficiency or performance for the purpose of reducing the City's production of GHG.
  - a. CAS Funds shall be used to go above like-for-like replacement of individual building components. Funding requests will be considered up to 50% over the like-for-like replacements or as approved by the City Manager or City Engineer.
2. Legal and consulting services directly related to accomplishing the City's conservation and sustainability work plan or capital improvements.
3. Staffing and personnel operational costs (compensation, overhead related employee costs, work related equipment, professional development, etc.) for the number and level of employees necessary for the accomplishment of the City's goals, objectives and work plan related to energy conservation and sustainability.
4. Capital related to vehicles used to go above like-for-like replacement to advance the electrification of City's fleet. Funding requests will be considered up to 50% over the like-for-like replacements or as approved by the City Manager.
5. Costs related to public education and events.

Examples of ineligible expenses for the CAS Fund include the following:

1. Political and advocacy activities
2. Consulting studies not directly related to energy conservation and sustainability projects that are not included in the City's CAS work plan or CAS capital improvement plan (CIP).
3. Capital expenses not related to improving the sustainability of energy performance of a City building or equipment or does not reduce the GHG production of the building.
4. Costs related to travel, professional development of City advisory commission members
5. The City Manager will direct employees paid from the CAS Fund to perform the following assignments when necessary: operating or capital expenses related to water conservation, local food production, solid waste management, resource recycling, storm water management, noise pollution reduction and other non-CAS related policy priorities of the Energy & Environment Commission.



The proposed new City staff position will be responsible for creating a budget and work plan each year to accomplish the CAS Fund goals. The revenue for the CAS Fund will be determined by the Finance Director each year based upon a consultation with representatives from both utilities.

Among the primary duties of the new CAS Fund staff position are the following:

- Serve as the staff liaison to the Energy & Environment Commission.
  - CAS funds may only be spent on CAS Fund eligible expenses.
- Act as a resource and liaison to all City departments on conservation and sustainability matters.
- Represent the City to other levels of government on conservation and sustainability issues.
- Write grants and seek other outside funding to assist the City with meeting its conservation and sustainability goals.
- Provide cost/benefit analysis of proposed environmental projects and programs
- Report on performance management metrics related to the City's conservation and sustainability programs and projects
- Prepare CAS Fund project and annual operating budgets
  - EEC to review and comment.
- Prepare CAS Fund work plans and capital improvement plans
  - EEC to review and comment.
  - Not less than 50% of the available annual CAS funds will be dedicated to the CAS CIP

# REPORT / RECOMMENDATION



**To:** MAYOR AND COUNCIL

**Agenda Item #:** VII.B. and VII.C.

**From:** Scott H. Neal, City Manager

**Action** ☒

**Discussion** ☐

**Information** ☐

**Date:** September 1, 2015

**Subject:** PROPOSED INCREASE IN UTILITY FRANCHISE FEES: ORDINANCE No. 2015-15  
and No. 2015-16

PROPOSED POLICY FOR CONSERVATION AND SUSTAINABILITY (CAS) FUND

## **Action Requested:**

Approve first reading of Ordinance No. 2015-15 and No. 2015-16 increase utility franchise fees.

Approve the proposed Conservation and Sustainability Fund Policy.

## **Information / Background:**

The City of Edina has bold goals for environmental protection. Those goals are described in great detail in Chapter 10 or the City's Comprehensive Plan, and included Greenhouse Gas (GHG) reduction goals for Edina city government of 15% by 2015, 30% by 2025 and 80% by 2050. In order to meet the GHG reduction goals, the City created a five point plan:

- Conduct a baseline emissions inventory and forecast
- Adopt an overall GHG reduction goal and an emissions reduction target based on the forecast year
- Develop a Local Action Plan
- Implement policies and measures
- Monitor and verify results

In addition to adding its environmental protection goals to its Comprehensive Plan, the City Council created a new citizen advisory commission in 2007, the Energy & Environment Commission (EEC), and gave it a broad environmental protection mandate, including the following:

- Energy conservation for Edina's citizens and businesses
- City government purchasing policies to encourage energy conservation
- Residential recycling program
- Municipal solid waste collection
- Public education about energy issues
- Promotion of Renewable energy options
- Establishing targets for GHG reduction

Various attempts have been made over the past eight years by the City to create a *focused systemic approach* to accomplishing the goals of Chapter 10 and the EEC, with limited success, despite spending in excess of \$700,000 during that time period on various software packages, consulting studies and capital improvements. Examples of these expenditures include the staff time dedicated to maintenance of the B3 database and participation in the Green Step



Cities program; the energy conservation capital improvements that were part of the McKinstry performance contract in 2011; and the installation of solar panels on the roof of City Hall.

The resources spent by the City to date on conservation and sustainability have not been wasted. The 2011 McKinstry improvements to our buildings, for example, have achieved their goal of reducing the City's carbon footprint. But it is a fair critique to say that these expenditures have been uncoordinated and have lacked focus on the singular goal of reducing the City's production of GHG. And, it is also fair to say that because these past expenditures have been uncoordinated, they have not led to new embedded conservation and sustainability practices on our daily city government operations.

If the City is going to achieve its ambitious GHG reduction goals, it must be willing to make an equally ambitious decision to dedicate the resources, staff and organizational attention necessary to achieve these goals. If the City Council is willing to create a dedicated source of revenue and a new dedicated fulltime staff position, organizational attention will follow, as will substantial progress toward the accomplishment of the City's environmental goals.

### **The Conservation and Sustainability Fund Initiative**

In order to make substantial progress toward the accomplishment of the City's environmental protection goals, I propose the City Council approve the creation of a new initiative focused on the concepts of conservation and sustainability. The initiative will be supported by a new special revenue fund called the Conservation and Sustainability (CAS) Fund. The CAS Fund will be supported by a dedicated revenue source - utility franchise fees.

At your September 1 meeting, the City Council will consider the first of two readings of ordinances that will increase utility franchise fees for the customers of Xcel Energy and CenterPoint Energy that were first established in 2012. If adopted, the ordinance will increase the existing franchise fees for the residential customer by \$0.50/meter/month for both utilities. Existing franchise fees were set in 2012 at \$1.45/month for both Xcel Energy and CenterPoint Energy. If adopted as proposed, the proposed increase will bring the monthly franchise fees to \$1.95 for each utility for residential customers.

The current franchise for both utilities requires the City to provide them each a 60 day notice prior to the adoption or change of franchise fees. If the Council adopts first reading of the proposed ordinances at your September 1 Council meeting, the second reading will be scheduled on November 4. If second reading is approved on November 4, the ordinance will be adopted and the both utilities will be notified to begin imposing the new franchise fees during the first quarter of 2016. Anticipated additional revenue from the new franchise fees will be \$250,000 per year.

Funds from the new 2015 franchise fees will be segregated from other City revenues, and from other City utility franchise fees, into the new CAS Fund. The CAS Fund will be a dedicated funding source for the new conservation and sustainability functionality and programs, which will provide the City with three key benefits that we do not currently enjoy:

- A dedicated source of funding for capital improvements for City property and equipment that further the City's overall conservation and sustainability goals.
- A dedicated source of funding for dedicated staffing that will be charged with implementing the conservation and sustainability work plan goals.
- An organizational emphasis and attention to imbedding a strong conservation and sustainability ethos into the city government's overall operations.

I am proposing a similar model for the creation of the CAS Fund with the new franchise fees as was used to create the Pedestrian and Cyclists Safety (PACS) Fund with the first utility franchise fees in 2012. That model included a dedicated revenue source, dedicated employee staffing and focused control over the spending of the new revenue. One of the reasons for the success of the PACS Fund has been the policy adopted by the City Council that clearly described, and

restricted the manner in which, the PACS funds could be spent. The PACS Fund policy provided parameters around spending that were successful in keeping the PACS Fund spending tightly focused on the Council's overall goal to, generally, increase the size and safety of the City's network of sidewalks and bicycle infrastructure. I want to replicate the success of the PACS Fund with the proposed new CAS Fund. The following is my recommendation for the CAS Fund policy.

#### **THE PROPOSED CAS FUND POLICY:**

The Conservation and Sustainability Fund (CAS Fund) is a special revenue fund created to account for new (2015) utility franchise fee revenues. The 2015 utility franchise fees will be a dedicated revenue of the CAS Fund. Other potential revenues for the CAS Fund may include grants, gifts, special assessments and transfers from other City funds.

Eligible expenses for the CAS Fund will include the following:

1. Capital improvements to City-owned buildings and equipment which improve energy conservation, efficiency or performance for the purpose of reducing the City's production of GHG.
2. Legal and consulting services directly related to accomplishing the City's conservation and sustainability work plan or capital improvements.
3. Staffing and personnel operational costs (compensation, overhead related employee costs, work related equipment, professional development, etc.) for a new 1.0 FTE City employee that is 100% dedicated to implementing the City's goals, objectives and work plan related to energy conservation and sustainability.

Examples of ineligible expenses for the CAS Fund include the following:

1. Political and advocacy activities
2. Consulting studies not directly related to energy conservation and sustainability projects that are not included in the City's CAS work plan or CAS capital improvement plan (CIP).
3. Capital expenses not related to improving the sustainability of energy performance of a City building or equipment or does not reduce the GHG production of the building
4. Costs related to public education and events, including refreshments, speaker fees & honorariums, room rentals, gifts, marketing & advertising or any other similar expenses
5. Costs related to travel, professional development of City advisory commission members
6. Capital improvements eligible to be funded by the PACS Fund
7. Operating or capital expenses related to water conservation, local food production, solid waste management, resource recycling, storm water management, noise pollution reduction and other non-CAS related policy priorities of the Energy & Environment Commission.
8. Capital or operating costs related to vehicles

The proposed new City staff position will be responsible for creating a budget and work plan each year to accomplish the CAS Fund goals. Among the primary duties of the new CAS Fund staff position are the following:

- Serve as the staff liaison to the Energy & Environment Commission.
- Act as a resource and liaison to all City departments on conservation and sustainability matters.



- Represent the City to other levels of government on conservation and sustainability issues.
- Write grants and seek other outside funding to assist the City with meeting its conservation and sustainability goals.
- Provide cost/benefit analysis of proposed environmental projects and programs
- Report on performance management metrics related to the City's conservation and sustainability programs and projects
- Prepare CAS Fund project and annual operating budgets
- Prepare CAS Fund work plans and capital improvement plans

The CAS staff member will serve as the staff liaison to the EEC and will assist EEC with the completion of their approved annual Work Plan. CAS funds, however, may only be spent on CAS Fund eligible expenses.

The revenue for the CAS Fund will be determined by the Finance Director each year based upon a consultation with representatives from both utilities. The Finance Director will provide a revenue forecast to the new CAS staff member. The CAS staff member will prepare an operating and capital budget for the CAS Fund at the direction of the City Manager and Finance Director.

The CAS staff member will also prepare a proposed CAS Fund Capital Improvement Plan (CIP). The CAS staff member will present the CIP to the EEC annually for their review and comment through the City's regular budget preparation process. Not less than 50% of the available annual CAS Funds will be dedicated to the CAS CIP.

The CAS Fund staff member will create an annual CAS Work Plan through the City's standard work plan process. The Work Plan will be consistent with previously adopted City plans and goals. The Work Plan will be presented to the EEC for review and comment before it is presented to the City Manager and City Council for approval. Once approved by the City Council, the new CAS Fund staff member will be charged with implementing the Work Plan.

**ORDINANCE NO. 2015-15**

**AN ORDINANCE AMENDING ORDINANCE NO. 2012-15 A GAS ENERGY FRANCHISE FEE  
ON CENTERPOINT ENERGY MINNESOTA GAS ("CENTERPOINT ENERGY")  
FOR PROVIDING GAS ENERGY SERVICE WITHIN THE CITY OF EDINA**

**THE CITY COUNCIL OF THE CITY EDINA MINNESOTA ORDAINS:**

**SECTION 1. Section 3 of Ordinance No. 2012-15 is amended to provide as follows:**

**Section 3. FRANCHISE FEE STATEMENT AND SCHEDULE.** A franchise fee is hereby imposed on Company in accordance with the following fee schedule:

<u>Customer Classification</u>	<u>Amount per Account per Month (\$)</u>
Residential	\$ 1.95
Firm A	\$ 3.40
Firm B	\$ 9.50
Firm C	\$40.50
Sm Vol, Dual Fuel A (SVDF A)	\$40.50
Sm Vol, Dual Fuel B (SVDF B)	\$40.50
Lg Vol, Dual Fuel (LVDF)	\$40.50

**SECTION 2. Effective Date of Franchise Fee.** The effective date of this Ordinance shall be after its publication and ninety (90) days after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail.

Attest:

\_\_\_\_\_  
Debra A. Mangen, City Clerk

\_\_\_\_\_  
James B. Hovland, Mayor

**ORDINANCE NO. 2015-16**

**AN ORDINANCE AMENDING ORDINANCE 2012-16  
IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON  
NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION,  
D/B/A XCEL ENERGY, ITS SUCCESSORS AND ASSIGNS,  
FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF EDINA**

**THE CITY COUNCIL OF THE CITY OF EDINA DOES ORDAIN:**

**SECTION 1.** Schedule "A" of Ordinance 2012-16 is amended as attached hereto.

**SECTION 2. Effective Date of Franchise Fee.** The effective date of this Ordinance shall be after its publication and ninety (90) days after the sending of written notice enclosing a copy of this adopted Ordinance to Xcel Energy by certified mail.

Attest:

\_\_\_\_\_  
Debra A. Mangen, City Clerk

\_\_\_\_\_  
James B. Hovland, Mayor

## SCHEDULE "A"

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### Franchise Fee Rates:

#### Electric Utility

The franchise fee shall be in an amount determined by applying the following schedule per customer premise/per month based on metered service to retail customers within the City:

<u>Class</u>	<u>Amount Per Month</u>
Residential	\$ 1.95
Sm C&I, Non-Dem	\$ 3.40
Sm C&I, Demand	\$ 9.50
Large C&I	\$40.50

Franchise fees are to be collected by the Utility at the rate listed below, and submitted to the City on a quarterly basis as follows:

January – March collections due by April 30.

April – June collections due by July 31.

July – September collections due by October 31.

October – December collections due by January 31.





## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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**Date:** July 9, 2020

**Agenda Item #:** VII.B.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** 2021 Work Plan Kick-Off

---

### ACTION REQUESTED:

### INTRODUCTION:

### ATTACHMENTS:

2021 Work Plan Instructions

2020 Work Plan

2020 Work Plan Survey results

# Commission Work Plan Instructions Updated 2020.06.25



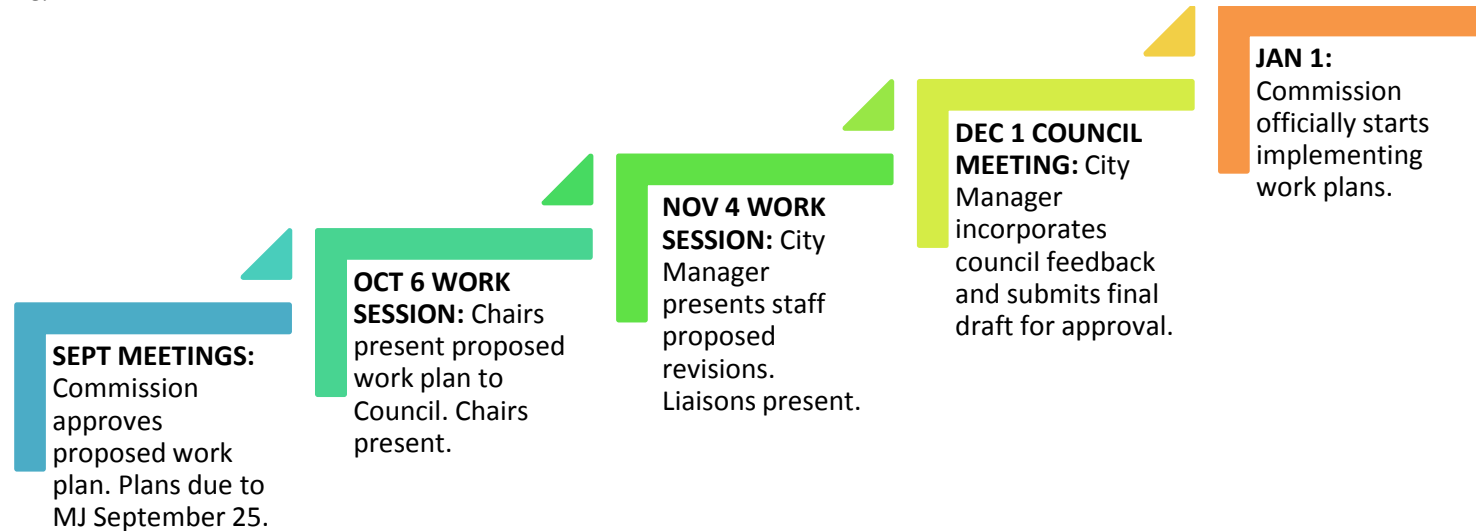
## Instructions:

- ▶ Each section with a white background should be filled out.
- ▶ Do not fill out council charge. Scott will complete this section with his proposed charge to the Council.
- ▶ Liaisons are responsible for completing the budget and staff support columns.
- ▶ List initiatives in order of priority

## Initiative Type:

- ▶ **Project** – This is a new or continued initiative.
- ▶ **Annual / On-going**: – Initiative that is on the work plan every year.
- ▶ **Event** - Event or awards coordinated by the commission (not City staff).

## Timeline:





**Commission:** Choose an item.

## 2021 Annual Work Plan Proposal

<b>Initiative #</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b>	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required:</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required:</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Report:</b>			

**Parking Lot:** (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)

**Proposed Month for Joint Work Session** (one time per year, up to 30 minutes):

☐ Mar ☐ April ☐ May ☐ June ☐ July ☐ Aug ☐ Sept ☐ Oct ☐ Nov

# Energy & Environment

## 2020 DRAFT Commission Work Plan Template



Initiative 1	Initiative Type	Completion Date	Council Charge
Review and Comment	Continue	Dec-20	2 (review and comment)
Review and comment on Climate Action Plan during development and final plan.	Lead Commissioners	Budget	Staff Support
	Jackson, Satterlee		Staff Liaison
		NA	Staff Liaison (40 hrs)
Progress Report:			

Initiative 2	Initiative Type	Completion Date	Council Charge
Review and Decide	Event	Dec-20	4 (review and decide)
Review and decide on commission members coordinating and tabling at City events to educate the community on organics and recycling.	Lead Commissioners	Budget	Staff Support
	Lanzas, Maynor	Funds available	Staff Liaison, Other
		\$200 for supplies and food	Coordinator (20hrs) and Recycling Coordinator (8 hrs) can advise and provide materials already created.
Progress Report:			

Initiative 3	Initiative Type	Completion Date	Council Charge
Review and Decide	Ongoing		4 (review and decide)
Review and decide on the Business Recognition Program outreach and application review. By the end of Q4, complete a program assessment.	Lead Commissioners	Budget	Staff Support
	Horan		

		NA	Staff liaison to manage in take and acceptance process (40 hrs), CTS to support communication updates (16 hrs), Staff liaison to manage in take and acceptance process (40 hrs), CTS to support communication updates (16 hrs), Community Engagment Coordinator (8 hrs)
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Progress Report:

Initiative 4	Initiative Type	Completion Date	Council Charge
Review and Decide	Event	July	4 (review and decide)
Co-chair a cross-commission committee (EEC & HRRC) to coordinate the "Sharing Values, Sharing Communities Event" on the adpatation and /or resilience on climate change. Committee will be comprised of no more than 2-3 members from each commission and one member from each commission will serve as a co-chair	Lead Commissioners	Budget	Staff Support
	Hussian, Martinez	Funds available	Staff Liaison

Progress Report:

Initiative 5	Initiative Type	Completion Date	Council Charge
Review and Comment	New	Dec-20	2 (review and comment)
Appoint up to 2 members to provide feedback on PARC's initiative (#4) to develop criteria that incorporates sustainability and equity for prioritizing capital improvements for park infrastructure needs, including playground equipment, warming houses and core amenities for expansion and	Lead Commissioners	Budget	Staff Support
		NA	

Progress Report:

Initiative 6	Initiative Type	Completion Date	Council Charge
Review and Decide	New	April	4 (review and decide)
Coordinate 50th Anniversary of Earth Day event with Edina Community Education.	Lead Commissioners	Budget	Staff Support
			Staff Liaison
		NA	CTS

Progress Report:

# 2020 EEC Work Plan Survey Results

Respondents ranked their top five initiatives. Results in order below:

	Lead	Support	Commission Effort	Impact
<b>1 Climate Action Plan</b>		Manser Jackson		Planning
<b>2 Organics education - add recycling re-education</b>	Lanzas Maynor	Maynor Lanzas Seeley Horan Hussian		Reduction of residential waste to meet MPCA goal of 75% waste diversion and nominal GHG emission reduction
<b>3 Business Recognition Program</b>	Horan	Jackson		Relationship building with business community
<b>4 Help pass an enhanced tree ordinance</b>	Manser Jackson	Lanzas Manser	Research (10-20hrs) Report recommendations (5-12 hours)	Potential for nominal carbon sequestoring
<b>5 To-go packaging ordinance</b>	Seeley Horan	Hussian		Potential for nominal waste reduction to meet MPCA waste diversion goal
<b>6 Citywide waste collection day</b>	Hussian	Hussian		Relationship and education building with community
<b>7 Advocating for street sweeping</b>	Satterlee	Jackson		Improve water quality
<b>8 Educational piece on pollinators</b>	Horan	Maynor Satterlee		Support pollinators and eco system
<b>9 Education and engagement on water initiatives like adopt a drain</b>				Improve water quality
<b>10 Develop a program with realtors to give sellers the opportunity to showcase environmental improvements to their home (such as insulation).</b>	Jackson			



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** July 9, 2020

**Agenda Item #:** VII.C.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Hilda Martinez, Commissioner

**Item Activity:**

**Subject:** Initiative 1: Climate Action Plan

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### ACTION REQUESTED:

#### INTRODUCTION:

An update from the Committee established at the June meeting. Commission to consider Climate Action Plan Working Group Greenprint.



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**Date:** July 9, 2020

**Agenda Item #:** VII.D.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Bayardo Lanzas, Commissioner

**Item Activity:**

**Subject:** Initiative 2: Education Events

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**ACTION REQUESTED:**

**INTRODUCTION:**





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**Date:** July 9, 2020

**Agenda Item #:** VII.E.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Paul Hussian, Commissioner

**Item Activity:**

**Subject:** Initiative 4: Cross-commission event with HRRC  
Update

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**ACTION REQUESTED:**

**INTRODUCTION:**



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**Date:** July 9, 2020

**Agenda Item #:** VII.F.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Carolyn Jackson, Commissioner

**Item Activity:**

**Subject:** Initiative 5: PARC Initiative Feedback

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**ACTION REQUESTED:**

**INTRODUCTION:**



## CITY OF EDINA

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**Date:** July 9, 2020

**Agenda Item #:** VIII.A.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Michelle Horan, Commissioner

**Item Activity:**

**Subject:** Green Business Recognition Program Working  
Group Update

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**ACTION REQUESTED:**

**INTRODUCTION:**



## CITY OF EDINA

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**Date:** July 9, 2020

**Agenda Item #:** IX.A.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** Energy Benchmarking Update

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### ACTION REQUESTED:

#### INTRODUCTION:

An update on compliance rates for Energy Benchmarking ordinance including sharing the Efficient Buildings Collaborative interactive map, <http://efficientbuildingsmap.hennepin.us/>



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**Date:** July 9, 2020

**Agenda Item #:** IX.B.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** Energy Initiatives in Transportation

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### ACTION REQUESTED:

#### INTRODUCTION:

A brief notice about energy initiatives occurring in Transportation including potential changes to speed limits, potential change to CAS policy regarding green fleet, development of an Electric Vehicle (EV) strategy, and an update to the Living Streets Plan.



## CITY OF EDINA

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**Date:** July 9, 2020

**Agenda Item #:** IX.C.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** Organics Recycling Update

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### ACTION REQUESTED:

#### INTRODUCTION:

Organics Collection Program Facts

- 10,000 carts have been delivered with 3,000 remaining for distribution
- Remaining carts will be delivered June 30
- 10 percent of residents have chosen to opt out of the program
- First weeks of the program have seen a participation rate of 25-30 percent
- Our vendor reports a very low contamination rate



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**Date:** July 9, 2020

**Agenda Item #:** IX.D.

**To:** Energy and Environment Commission

**Item Type:**

**From:** Jessica V. Wilson, Liaison

**Item Activity:**

**Subject:** Sustainability in the Engineering Department

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**ACTION REQUESTED:**

**INTRODUCTION:**