

Agenda
Energy and Environment Commission
City Of Edina, Minnesota
City Hall, Community Room

Thursday, September 14, 2017
7:00 PM

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
 - A. Meeting Minutes
- V. 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.

- VI. Reports/Recommendations
 - A. 2018 Work Plan
 - B. Home Energy Fair
 - C. Initiative 7: Staff Action Plan for Residential Waste Goals
- VII. Correspondence And Petitions
 - A. Attendance Report and Roster
 - B. Working Group Minutes
- VIII. Chair And Member Comments
- IX. Staff Comments
 - A. Quarterly Electricity Action Plan Update
 - B. Staff Report: Initiative 1 & 2
- 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

Date: September 14, 2017

Agenda Item #: IV.A.

To: Energy and Environment Commission

Item Type:

Minutes

From: Sulekha Mohamed, Executive Assistant

Item Activity:

Subject: Meeting Minutes

Action

ACTION REQUESTED:

Approve Regular June 08, 2017 Meeting Minutes.

INTRODUCTION:

ATTACHMENTS:

20170713 Regular Minutes Draft



Minutes
City Of Edina, Minnesota
Energy and Environment Commission
Edina City Hall Community Room
Thursday, July 13, 2017, 7:00 PM

I. Call To Order

Chair Manser called the meeting to order at 6:55p.m.

II. Roll Call

Answering Roll Call were Burmeister, Hoffman, Horan, Jackson, Kostuch, Madhok, Manser, Satterlee, Seeley, Shanmugavel, and Waddick

Late: Glahn

Absent: Kim

Staff Present: Liaison Brown, Sulekha Mohamed

III. Approval Of Meeting Agenda

Motion made by Member Jackson to approve the Meeting Agenda. Motion seconded by Member Waddick. Motion carried.

IV. Approval Of Meeting Minutes

- A. Commissioner Satterlee wanted to amend the minutes to the following under “Correspondence And Petitions” following “Education & Outreach Working Group” to state:
- Education & Outreach Working Group
 - i. The Energy & Environment Commission will be part of the Fourth of July parade this year, organized by the Education & Outreach Working Group. The group will have banners, the City's Nissan Leaf electric vehicle, CEE's Home Energy Squad van, as well as will be handing out pinwheels with Windsource information and plants during the parade.

Motion made by Member Jackson to approve the June 08, 2017 Meeting Minutes with edits. Motion seconded by Member Kostuch. Motion carried.

V. Special Recognitions And Presentations

- A. Hosting Energy Fairs, Emma Struss
- Guest Speaker, Emma Struss, as the Community Energy Coordinator at Center for Energy and Environment (CEE). Ms. Struss facilitates Minnesota communities through participation in Xcel Energy Partners in Energy service.

- Ms. Struss helped organize and execute 2013 Bloomington Sustainability Fair.
- A few helpful strategies that Ms. Struss shared with Commissioners were:
 - a. Bloomington Sustainability Fair was held conjunction with another event to attract more residents.
 - b. Working with Youth as a funnel to get people to the Fair.
 - c. Fairs can give you face to face contact you need to connect with residents, but it's important to follow up with a phone call or email a week after the event.

Member Glahn arrived to the meeting at 7:18pm.

VI. Community Comment

- A. None.

VII. Reports/ Recommendation

- A. Prep for Council Working Session
- The Progress Report for the 2017, Energy & Environment Commission Work Plan will be submitted to the July 18th, 2017, Council Work Session. EEC will be sharing a progress update on their Work Plan at the Council Work Session meeting.

Member Madhok excused herself from the meeting at 7:45pm.

- B. 2018 Work Plan
- Commissioners reviewed and discussed the draft of 2018 Work Plan.
 - Commissioners will discuss and then approve a final 2018 Work Plan proposal at the September 14, 2017, Energy & Environment Commission meeting.
- C. Initiative 6: Comprehensive Plan
- Commissioners reviewed ideas of how Sustainability applies to Comprehensive Plan chapters beyond the Energy & Environment Chapter.

VIII. Correspondence And Petitions

- A. Working Group Minutes
- Water Quality Working Group
 - a. Commissioner Waddick updated Commissioners that the Water Quality Working Group is currently working on how they can connect with people about storm drains at **Night to Unite Event** on August 1st.
 - City Operations Energy Efficiency & Conservation Subcommittee
 - a. Commissioner Kostuch encouraged Commissioners if they haven't done so already to look at the EEC Facilities Subcommittee Update that is attached to the City Operations Energy Efficiency & Conservation Subcommittee Minutes.
 - Education & Outreach Working Group

- a. Thank you for those who participated and helped with the 4th of July parade!
- b. Reminder the Energy & Environment Commission film series, “The Lorax,” is scheduled for August 17th at 7:00pm, located at Edina Senior Center.

B. Correspondence

- Commissioners and Liaison Brown reviewed the current correspondences.

IX. Chair And Member Comments

A. Arden Park

- a. Chair Manser updated the Commissioners with the Arden Park would be the latest in a series of improvements along Minnehaha Creek working to restore the creek from Minnetonka to Minneapolis.
- b. For more information visit
<http://edinamn.gov/index.php?section=ardenparkconceptplan>

X. Staff Comments

- A. Liaison Brown shared with Commissioners that there are a few key facilities such as the Braemar Ice Arena that could use more energy efficiency updates. The City of Edina has sent out an RFP for a recommission study at Braemar Ice Arena.
 - A recommission study looks at the systems in place and a mechanical engineer would make recommendations on recalibration and a few small investments such as a new pump to run it more efficiently.
- B. Council members have looked at integrating the work plan budget with sustainability. It is important to note that Sustainability is not a theme but a thread. For example, one of the work plan themes will look at facilities and sustainability.
- C. Liaison Brown will add “The Study and Report on Plastic Bags,” and “To Go Food Packaging Ordinance,” to the Energy & Environment Commission’s September agenda.

XI. Adjournment

Motion made by Member Glahn to adjourn the July 13, 2017 meeting at 9:25 p.m. Motion seconded by Member Kostuch. Motion carried.

Respectfully submitted,

Sulekha Mohamed
Executive Assistant



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: September 14, 2017

Agenda Item #: VI.A.

To: Energy and Environment Commission

Item Type:

Other

From: Richard Manser, EEC Chair

Item Activity:

Subject: 2018 Work Plan

Action

ACTION REQUESTED:

INTRODUCTION:

Review, discuss, and approve 2018 Work Plan

ATTACHMENTS:

Proposed 2018 EEC Work Plan

Commission Work Plan Instructions Updated 2017.05.24



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

Definitions

- ▶ **New Initiative** – not on previous work plan and has completion date
- ▶ **Continued Initiative** – carried over from a previous work plan with a revised target completion date
- ▶ **Ongoing Responsibility** – annually on the work plan and may or may not have a target completion date
- ▶ **Parking Lot** – initiatives considered by not proposed as part of the work plan. Not approved by Council
- ▶ **EVENT Initiatives** – if it is an annual event list the initiative as ongoing. If it is a new event list the items as a new initiative.

Dates

- ▶ Return proposed work plan to MJ by September 20, 2017
- ▶ The Annual work plan meeting with Council is October 3, 2017 – Chairs present
- ▶ Finalize work plans works session with Council is November 8, 2017 – Liaisons present
- ▶ Work Plans should be approved by Council by December 5, 2017



Study and Report

Charge 1

- Commission is asked to study a specific issue or event and report its findings to City Council.
- Advisory Communication required / staff report optional.
- No vote is taken by the Board or Commission.
- No official Commission recommendation is provided to the City Council.



Review and Comment

Charge 2

- Commission is asked to review a specific policy issue and to seek comments from each individual member of the group to pass on to City Council for further consideration.
- Member comments will be included in the Staff Report (optional Advisory Communication can be included with the staff report).
- No vote is taken by the Commission.
- No official Commission recommendation is provided to City Council.



Review and Recommend

Charge 3

- Commission is asked to review a specific policy issue and to issue a recommendation on the issue to the City Council.
- Individual member comments are not included in the Staff Report (optional, BC can include an Advisory Communication with the staff report).
- A majority vote is necessary for a recommendation to be formally submitted to City Council.



Review and Decide

Charge 4

- Commission is asked to study, review, and decide on an issue.
- The group's decision will be the City's official position on the matter unless the issue is formally considered and reversed by a majority vote of City Council.



Commission: Energy and Environment Commission

2018 Annual Work Plan Proposal

Initiative # 1	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input type="checkbox"/> Staff Liaison: Hrs _____
Assist as requested with the development of the City's new Comprehensive Guide Plan .			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

Initiative # 2	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input type="checkbox"/> Staff Liaison: Hrs _____
Review the summary of PiE partnership for the first 18 months and make recommendations towards creating a comprehensive climate action plan. This includes residential, business and City Facilities components.			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

Initiative # 3	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input type="checkbox"/> Staff Liaison: Hrs _____ <input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Review and Comment on City staff Green Transportation study and recommendations.			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

Initiative # 4	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input type="checkbox"/> Staff Liaison: Hrs _____ <input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Support City staff efforts to embed sustainability, resilience, and environmental requirements into City's capital budget plans.			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

Initiative # 5	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input type="checkbox"/> Staff Liaison: Hrs _____

Provide strategic direction for community outreach and education to increase community awareness and actions regarding environment / sustainability / resiliency.		<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Liaison Comments: Click here to enter text.			
City Manager Comments: Click here to enter text.			
Progress Report: Click here to enter text.			

Initiative # 6	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility Continue to provide support on waste reduction strategies such as Styrofoam food packaging ban, plastic bags, and organics recycling.			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i> <input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input type="checkbox"/> Staff Liaison: Hrs _____ <input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

Initiative # 7	Council Charge (Proposed Charge Completed by CM) <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility Review and comment on adoption and implementation of water quality and quantity issues associated with groundwater conservation policy.			<input type="checkbox"/> Funds available <i>Funds are available for this project.</i> <input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input type="checkbox"/> Staff Liaison: Hrs _____ <input type="checkbox"/> CTS (including Video) <input type="checkbox"/> Other Staff: Hrs _____
Liaison Comments: Click here to enter text.				
City Manager Comments: Click here to enter text.				
Progress Report: Click here to enter text.				

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.)

1. Review and comment on environmental action plan
2. Review and report on solid waste collection policies in neighboring communities
3. Anticipate and identify emerging topics of interest that should be addressed by EEC
4. Review and comment on city staff annual report on green procurement as specified on green step city's resolutions.

Proposed Month for Joint Work Session (one time per year, up to 60 minutes):

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

Council Comments:



CITY OF EDINA

4801 West 50th Street

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Date: September 14, 2017

Agenda Item #: VI.B.

To: Energy and Environment Commission

Item Type:

From: Lauren Satterlee, EEC Commissioner

Item Activity:

Subject: Home Energy Fair

ACTION REQUESTED:

INTRODUCTION:

Review final questions and needs before the October 7th event. This is the last EEC monthly meeting before the event.

ATTACHMENTS:

Volunteer Sign-up

Home Energy Fair Exhibitor List

Volunteer Sign-up, Edina Home Energy Fair-- October 7 & prior- The Edina Home Energy Fair is serving as the largest event hosted annually by the EEC, and the single greatest opportunity for the EEC to meet its Electricity Action Goals for the year and move the needle on the city's goal to reduce greenhouse gas emissions 30% by 2025.

All EEC Commissioners should sign up for at least one volunteer role for the Home Energy Fair on October 7, and ideally one additional role prior to Oct. 7th (see page 2). The Education & Outreach Work Group is doing the heavy lifting to plan for the event (coordinating marketing, exhibitors, sponsors, etc), and needs the full EEC to be present to make this event a success and in order to make the necessary impact toward the EEC's goals.

Please fill in the row where you enter your name. Please sign up for at least 1 two-hour slot for October 7th, and 1 prior if possible.

Roles <i>(See role description to right)</i>	Timeframe	Name of EEC Member	Will you personally invite 5 people to the Fair and hand-deliver the event information?	Brief description of role
Day-of greeter for Exhibitors	7:30-9:00am	Kristopher Wilson		
Set Up Team Member, Host/ HES Advocate Member #1	8:00-10:00am	Keith Kostuch		Help set up venue space (e.g. registration tables, signs, assist exhibitors - not tables); after 9am, Greet attendees, provide/ explain event information, bring them to HES table
Set Up Team Member, Host/ HES Advocate Member #2	8:00-10:00am	Carolyn Jackson (+present for full event)		"
EEC Table Lead #1	9:00 - 11:00am	Melissa Seeley		Be present at EEC table, answer questions about Commission's work and goals for this event/ year, including Electricity Action Goals. Primary goal: get people's contact info to follow up!
EEC Table Lead #2	9:00 - 11:00am	Louann Waddick Katherine Winston		"
EEC Table Lead #3	11:00am - 1:00pm			"
EEC Table Lead #4	11:00am - 1:00pm			"
Host/ HES Advocate Member #1	10:00am - 12:00pm			Greet attendees, provide/ explain event information, bring them to HES table
Host/ HES Advocate Member #2	10:00am - 12:00pm			"
Host/ HES Advocate Member #3, and Clean Up Team	12:00 - 2:00pm			Greet attendees, provide/ explain event information, bring them to HES table; after 1:00pm, help pack up/ clean up space
Host/ HES Advocate Member #4, and Clean Up Team	12:00 - 2:00pm			"

Volunteer Sign-up, Edina Home Energy Fair-- October 7 & prior- The Edina Home Energy Fair is serving as the largest event hosted annually by the EEC, and the single greatest opportunity for the EEC to meet its Electricity Action Goals for the year and move the needle on the city's goal to reduce greenhouse gas emissions 30% by 2025.

All EEC Commissioners should sign up for at least one volunteer role for the Home Energy Fair on October 7, and ideally one additional role prior to Oct. 7th (see page 2). The Education & Outreach Work Group is doing the heavy lifting to plan for the event (coordinating marketing, exhibitors, sponsors, etc), and needs the full EEC to be present to make this event a success and in order to make the necessary impact toward the EEC's goals.

Please fill in the row where you enter your name. Please sign up for at least 1 two-hour slot for October 7th, and 1 prior if possible.

Roles <i>(See role description to right)</i>	Timeframe	Name of EEC Member	Will you personally invite 5 people to the Fair and hand-deliver the event information?	Brief description of role
Refreshments Table #1	9:00 -11:00am			
Refreshments Table #1	11:00-1:00pm			
Please also sign up for the following volunteer opportunities before October 7 - see next page:				
Table at Open Streets - Sunday, Sept. 24	Sunday, Sept. 24, 12:00am - 2:30pm	Carolyn Jackson		Table about Energy Action Plan at Open Streets at 50th & France, encourage people to attend Home Energy Fair - https://edinamn.gov/index.php?section=openstreets
Table at Open Streets - Sunday, Sept. 24	Sunday, Sept. 24, 12:00am - 2:30pm			"
Table at Open Streets - Sunday, Sept. 24	Sunday, Sept. 24, 2:30 - 5:30pm	Jeff Lundgren		"
Table at Open Streets - Sunday, Sept. 24	Sunday, Sept. 24, 2:30 - 5:30pm			"
Table at last Edina Farmers Market - Thurs, Sept. 28, Centennial Lakes Park	Thurs, Sept. 28, 3:00 - 5:00pm	Ramesh?		Table about Edina Farmers Market at Centennial Lakes, encourage people to attend Home Energy Fair - http://edinamn.gov/index.php?section=eventcentenniallakesfarmersmarket
Table at last Edina Farmers Market - Thurs, Sept. 28, Centennial Lakes Park	Thurs, Sept. 28, 3:00 - 5:00pm	Jeff Lundgren		"
Table at last Edina Farmers Market - Thurs, Sept. 28, Centennial Lakes Park	Thurs, Sept. 28, 5:00 - 7:00pm	Ramesh?		"
Table at last Edina Farmers Market - Thurs, Sept. 28, Centennial Lakes Park	Thurs, Sept. 28, 5:00 - 7:00pm	Paul Thompson		"
On Call 1-2 weeks prior to event to assist in tying up loose ends	Sept 24 - Oct 6			Be on call Sept 24 to Oct 6 to help the Education & Outreach WG with last-minute planning tasks

Volunteer Sign-up, Edina Home Energy Fair-- October 7 & prior- The Edina Home Energy Fair is serving as the largest event hosted annually by the EEC, and the single greatest opportunity for the EEC to meet its Electricity Action Goals for the year and move the needle on the city's goal to reduce greenhouse gas emissions 30% by 2025.

All EEC Commissioners should sign up for at least one volunteer role for the Home Energy Fair on October 7, and ideally one additional role prior to Oct. 7th (see page 2). The Education & Outreach Work Group is doing the heavy lifting to plan for the event (coordinating marketing, exhibitors, sponsors, etc), and needs the full EEC to be present to make this event a success and in order to make the necessary impact toward the EEC's goals.

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Roles <i>(See role description to right)</i>	Timeframe	Name of EEC Member	Will you personally invite 5 people to the Fair and hand-deliver the event information?	Brief description of role
On Call 1-2 weeks prior to event to assist in tying up loose ends	Sept 24 - Oct 6			"

HOME ENERGY FAIR

Category	Company name	Type of Company / Display
Exhibitors - Outside EV		
	Tesla	EV dealer, car
	Nissan and GM	EV dealer, car
	Audi	EV dealer, car
Exhibitors - Tables		
	Golden Valley Heating & Air	HVAC
	CEE/ Home Energy Squad (HES)	Environmental NGO, Insulation
	Moss Envy	Eco Products
	Green Home Doctor	Home Insulation
	Houle Insulation	Home Insulation
	Cooperative Energy Futures	Community Solar Gardens
	Citizens Utility Board	
	UMN Extension Service, turf specialist	Environmental NGO- Renewables
	Sola tube	Lighting
	Window Outfitters	Windows
	Jerry's Hardware (TBD if exhibiting)	Local Business
	EEC Table	
	- Clover/ students table on preventing idling cars	
	- Residential Energy Home Party hosts - Matthias	Residents
	- Residential WG + EOWG	City
Financial Sponsors		
	Company name	Contribution
	Audi Minneapolis	\$500
	Golden Valley Heating & Air	\$250
	Frauscha/ Dairy Queen	\$250
		\$1,000
Door Prizes -		
In-Kind Donations		
	Company name	Item(s)
	3M - Window films	Window Film, Duct Tape, Faucet Aerator
	Rachio	2, 16-zone smart sprinkler controllers
	Jerry's Grocery	TBC
	Jerry's Hardware (TBD if exhibiting)	TBC
	Frauscha/ Dairy Queen	Cakes
	Golden Valley Heating & Air	Honeywell Programmable WiFi Thermostat
	Golden Valley Heating & Air	Discounted Furnace Checkout
	Audi Minneapolis	TBC
	CEE	Home Energy Squad Visit



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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Date: September 14, 2017

Agenda Item #: VI.C.

To: Energy and Environment Commission

Item Type:

From: Richard Manser, EEC Chair

Item Activity:

Subject: Initiative 7: Staff Action Plan for Residential Waste Goals

Action

ACTION REQUESTED:

Vote on review and recommendation on staff's action plan.

INTRODUCTION:

EEC's Work Plan Initiative 7 states: Review and make a recommendation regarding staff's action plan to attain Hennepin County waste reduction goal for residential. Attached you will find the staff work plan as well as a draft recommendation. The recommendation was drafted by Commissioner Seeley and Commissioner Horan.

ATTACHMENTS:

Staff Action Plan for Residential Waste Reduction

DRAFT: EEC Review and Recommend for Initiative 7

Administration Department

Phone 952-927-8861 • Fax 952-826-0390 • EdinaMN.gov

**Date:** July 13, 2017**To:** Energy & Environment Commission**cc:****From:** Tara Brown, Sustainability Coordinator, and Solvei Wilmot**Subject:** Staff's action plan to attain Hennepin County waste reduction goal for residential

Staff has put together the below report to ensure Edina can meet our Edina Vision theme where “*Edina community is focused and invested in world-class citywide resource management systems, built around the leading principles of environmental sustainability*” as well as meet Hennepin County goal to reduce residential solid waste by 75%.

Importance of Waste Management Measurement and Goals

Waste is an important output of our community to manage because reduction in waste directly affects our reliance on landfills, pollution prevention, reduction in toxicity of waste, conservation of natural resources and energy, improved public health, supporting the economy, and reduction in greenhouse gases that affect climate change. Below is a reminder of the waste hierarchy to best meet our waste reduction goals.¹

There are many things happening in the waste management:

- MPCA published Metropolitan Solid Waste Management Policy Plan 2016-2036
- County is reviewing its Master Plan
- EEC has three of their eight 2017 work plan initiatives tied to waste
- Upcoming Comprehensive Plan

Minnesota's waste hierarchy

Most
preferred
environmental
option



Least
preferred
environmental
option

Reduction

Reuse

Recycling

Composting

Waste to energy

Landfilling

Edina has strived to meet the state and county's waste reduction initiatives since 1986 when Edina started a pilot curbside recycling collection program, which turned into a citywide collection program by 1989. They residents' participation rate for the curbside recycling program has increased from 75% to today's 91%. In addition, the curbside program started collecting newspapers, cans and glass bottles. Now the program

¹ Metropolitan Solid Waste Management Policy Plan 2016-2036



collects Magazines, cardboard, boxboard, newspapers, cans, and plastics. The next material to remove from the waste stream will be organic/food waste materials.

Hennepin County is developing its 2018 Solid Waste Management Master Plan to reach the goal of recycling 75% of residential waste by 2030. This will be a guiding document for the city. While the Master Plan has yet to be published, the Hennepin County 2016 Waste Sort Study will be used in developing the Master Plan. The waste study found:

- **Recycle organic waste:** Recycling organic materials, which include food and compostable paper, is the biggest opportunity to reduce our trash. Organics make up about 25 percent of our trash, and not many people are participating in organics recycling programs yet.
- **Recycle more paper and cardboard:** Residents are doing a pretty good job of recycling, but there are still opportunities to improve. The study found we could be recycling more paper and cardboard, and people are still confused about what plastics can be recycled.
- **Use drop-off options:** There are opportunities to improve recycling of materials that are not accepted in curbside recycling programs. Clothing can be brought to donation centers for reuse or curbside collection through charitable organizations, plastic bags and film can be recycled at many grocery and retail stores, and there are drop-off options to recycle electronics, mattresses and scrap metal.
- **Focus on waste prevention:** The study found that there's still a lot of trash in the trash. Several materials in the top 10 list of items in the trash don't have good reuse or recycling markets. This includes diapers, pet waste, non-recyclable plastic and paper, home improvement waste, and small items (those that are less than half an inch in size). Reducing the amount of waste generated in the first place is the most impactful waste management practice, and there is considerable potential to improve waste prevention.

Additionally, the study found there is opportunity to divert materials from the waste stream. The materials for the focus of diversion efforts to make progress toward the state's weight-based recycling rate goal: 1. Organics, 2. Mixed fiber and cardboard, 3. C&D, and 4. Textiles (in order of impact).² [link](#)

Staff Proposed Action Plan

Based on our goals and studies like the above, staff is presenting priority projects that will go beyond incremental change and position us to support the community in responsibly managing their waste. In order of importance, the projects we need to manage are:

- Curbside Recycling: Contract will need to be renewed or rebid by December 31, 2019.
- Organic Recycling: Improve resources to facilitate better residential participation in organic collection.
- Waste Management Education: Continue education on waste reduction, recycling and organics.
- To-Go Food Packaging: Roll out policy/ordinance to assist in lowering food waste and packaging.
- Monitor for New Opportunities: Other waste reduction opportunities and innovations may be the catalyst to meet our waste reduction goals (ex. bio digester, construction and demolition policies or incentives).

² Hennepin County Waste Sort Study 2016



Proposed Work Plan by Year:

	2017	2018	2019	2020
Recycling			RFP *	Dependent on Provider
Organics	Study, Awareness	Policy, plan*	Implementation *	Management *
Education	Ongoing			
To-Go Food Packaging	Study, Report		Policy, plan*	Implementation *
Monitor for new opportunities	Ongoing			

* Designates a resource need

Recycling Collection

Current recycling collection contract is with Republic Services for every other week curbside recycling materials. This contract expires December 31, 2019. This successful contract took additional resources to complete and we anticipate a similar resource need for the RFP, negotiations, and implementation of a new contract. Edina's current contract was awarded based not only on lowest cost for collection but also environmental impacts of lower transportation emissions by picking up only every other week. Should weekly collection for recycling be considered to improve access to recycling and avoid missed collection opportunities? This and other considerations around capture rate and education will be considered in the next contract. Edina has one of the highest recycling rates in the region. To maintain this positive trajectory post contract process, there will be a focus on services and education.

Organics collection

Edina's top sustainability city goals are to reduce our GHG emissions 30% by 2025 and to reduce our waste by recycling 75% of residential solid waste. Organic materials do not have to be waste. Organic matter is the largest residential waste category that can affect both our GHG and waste reduction goals. Currently, one residential waste hauler provides Edina residents with organic materials with yard waste pick up (apx 529 tonnes of organic and yard waste).

As mentioned in the 2016 Hennepin County Waste Study Report, organic material (food waste) is the largest component of the waste stream (making up 25% of the trash). Organics is a biological resource that goes to waste in a landfill and emits larger amounts of GHG emissions in a landfill state. However, if commercially composted, organic matter is a renewable resource that can be utilized in a variety of industry sectors. This makes organic collection and recycling a top focus to tackle waste reduction to landfills or waste to energy plants. For these reasons, our governing bodies states:



- “By 2020, each county should require that all licensed haulers offer curbside organics collection. By 2022, Edina³ should provide an organized residential organics collection program” (MPCA’s Metropolitan Solid Waste Mater Plan 2016-2036 states).
- Hennepin County is also considering the above goal along with tying funds that they give to cities to organic recycling initiatives. The County’s SCORE funds will continue to shift allocation of funding from recycling to organics: “By 2019, 40% of the funds will be allocated towards organics recycling and 50% by 2020.”⁴”

Other municipalities, counties and states are seeing the value in separating organics at a larger scale including our Minneapolis, St. Louis Park, and our city comparable of Highland Park, Manhattan Beach and Menlo Park have all implemented some form of organics recycling to recapture this resource, reduce waste and reduce GHG emissions. Therefore, staff recommend tackling organics as a top priority for waste management. The barriers to rollout organics involve compost facilities, MPCA facility processing regulations, and the lack of interest to add additional refuse vehicles on Edina’s roads.

A more detailed report on barriers and possible routes to increase residential organics recycling can be produced with current staff resources. Though, additional resources are needed to rollout and manage any new organics policy or program. Resource need depends on policy chosen.

Education

Education empowers residents and business owners to make informed decisions that can positively impact the community. Waste management education is a current service the Recycling Coordinator provides in partnership with the Communication team. Education will continue to be a priority with current staff resources. As we look to the future, key topics to improve waste reduction and proper disposal will include:

- Drop-off options and sites for household problem waste, recycling and hazardous waste
- Food waste – utilizing US Ad Council on Reducing Food Waste and Hennepin County resources to help residents how they can save money
- Recycling paper and cardboard

To-Go Food Packaging

To reduce the amount of waste going into landfills, it is recommended to first support the organics recycling infrastructure for residents where to-go food packaging is disposed. Then, re-look at the impact of a To-Go Food Packaging policy in reducing food and packaging waste. Current resources can review policy and make recommendations. Additional resources are needed to rollout and manage new policy. Resource need depends on policy chosen.

Monitor for New Opportunities

³ Statute states ‘cities of the first and second class (as defined in Minn. Stat. 410.01)’ which Edina is included.

⁴ The calculation of these funds is based on the number of households with curbside organics.

As new State and County research and development (ex. bio digester, construction and demolition policies or incentives) comes out, Edina will monitor for opportunities to capitalize on new waste reduction and management programs to meet the County residential waste reduction goals.



Draft Recommendation
September 14, 2017

As Edina looks to the future we should envision a comprehensive plan that not only tackles existing waste, but opens future possibilities in regards to new and innovative ways to reduce and manage waste.

Edina should look to institute city-wide curbside organics collection sooner than the 2022 date set forth by the MPCA Solid Waste Master Plan. With the recycling contract up for bid in December 2019, staff time would be best spent drafting an RFP for organics collection by the end of 2018.

If the city decides to institute city-wide, single-hauler organics collection, it would make sense to address the issue of organized hauling. Given the perspective of GHG reduction and a new system for managing waste with a single hauler for both organics and recycling, the timing may be right for organized trash hauling in the city.

While the current infrastructures address our needs for managing waste, let us keep all options open and on the table. Technology and innovation will potentially change the way we currently handle waste and we want to keep ourselves open to all possibilities.



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: September 14, 2017

Agenda Item #: VII.A.

To: Energy and Environment Commission

Item Type:

Other

From: Sulekha Mohamed, Executive Assistant

Item Activity:

Subject: Attendance Report and Roster

Information

ACTION REQUESTED:

None.

INTRODUCTION:

ATTACHMENTS:

EEC Attendance

2017 EEC Meeting and Roster List

ENERGY & ENVIRONMENT COMMISSION														
	J	F	M	A	M	J	J	A	S	O	N	D	# of Mtgs.	Attendance %
Meetings/Work Sessions	1	1	1	1	1	1	1	1					8	
NAME														
Burmeister, Jeff	1	1	1	1	1		1	1					7	88%
Glahn, William	1	1	1	1	1	1	1	1					8	100%
Hoffman, Howard			1	1		1	1	1					5	83%
Horan, Michelle	1	1	1	1	1	1	1	1					8	100%
Jackson, Carolyn	1	1		1	1	1	1	1					7	88%
Kostuch, Keith	1	1	1	1	1		1	1					7	88%
Manser, Richard	1	1	1	1	1	1	1	1					8	100%
Satterlee, Lauren	1	1	1	1	1	1	1	1					8	100%
Seeley, Melissa		1	1	1	1		1	1					6	75%
Shanmugavel, Ramesh			1	1	1		1	1					5	83%
Waddick, Louise	1	1	1	1	1	1	1	1					8	100%
Students:														
Fernands, Madeline														
Kim, Joanna	1		1	1				1					4	50%
Madhok, Gauri	1		1	1			1	1					5	63%

Liaisons: Do not enter numbers into the last two columns. Meeting numbers & attendance percentages will calculate automatically.

<u>INSTRUCTIONS:</u>	<u>Counted as Meeting Held (ON MEETINGS' LINE)</u>	<u>Attendance Recorded (ON MEMBER'S LINE)</u>
Regular Meeting w/Quorum	Type "1" under the month on the meetings' line.	Type "1" under the month for each attending member.
Regular Meeting w/o Quorum	Type "1" under the month on the meetings' line.	Type "1" under the month for each attending member.
Joint Work Session	Type "1" under "Work Session" on the meetings' line.	Type "1" under "Work Session" for each attending member.
Rescheduled Meeting*	Type "1" under the month on the meetings' line.	Type "1" under the month for each attending member.
Cancelled Meeting	Type "1" under the month on the meetings' line.	Type "1" under the month for ALL members.
Special Meeting	There is no number typed on the meetings' line.	There is no number typed on the members' lines.

***A rescheduled meeting occurs when members are notified of a new meeting date/time at a prior meeting. If shorter notice is given, the previously-scheduled meeting is considered to have been cancelled and replaced with a special meeting.**

Key:

** Black shaded box means new Commissioner(s)

** Grey shaded box means Commissioner was absent from regular meeting



CITY OF EDINA

ENERGY & ENVIRONMENT COMMISSION

Meetings and Events

Day	Date	Event	Time	Location
Thurs	Jan 12	Regular Meeting	7:00 pm	Community Room
Thurs	Feb 9	Regular Meeting	7:00 pm	Community Room
Thurs	Mar 9	Regular Meeting	7:00 pm	Community Room
Mon	April 3	Volunteer Recognition	5:00 pm	Braemar Golf Course
Thurs	April 13	Regular Meeting	7:00 pm	Community Room
Tues	April 25	BC Member Annual Reception	5:00 pm	Braemar Golf Course
Wed	May 3	Commission Comp Plan 101	7:00 pm	Public Works
Thurs	May 11	Regular Meeting	7:00 pm	Community Room
Thurs	June 8	Regular Meeting	7:00 pm	Community Room
Thurs	July 13	Regular Meeting	7:00 pm	Community Room
Tues	July 18	Work Session w/ City Council	6:00 pm	Community Room
Thurs	August 10	CANCELLED - Regular Meeting	7:00 pm	Community Room
Thurs	Sept 14	Regular Meeting	7:00 pm	Community Room
Thurs	Oct 12	Regular Meeting	7:00 pm	Community Room
Thurs	Nov 9	Regular Meeting	7:00 pm	Community Room
Thurs	Dec 14	Regular Meeting	7:00 pm	Community Room

Attendance at Regular Meetings and Rescheduled Regular Meetings are counted towards attendance policy.

Chair and Vice Chair specific meetings

Wed	March 29	Chair and Vice Chair Annual Meeting	6:30pm	Community Room
Tues	Oct 3	Chair Only - 2018 Work Plan Review w/ Council	5:30 pm	Community Room

Roster

Name	Email
Burmeister, Jeff	jeff@burmeister.com
Glahn, Bill	billglahn@aol.com
Fernands, Maddy	maddyfernands@gmail.com
Hoffman, Howard	howard.hoffman@gmail.com
Horan, Michelle	mhoran00@gmail.com
Jackson, Carolyn (Vice Chair)	bjandcj@aol.com
Kostuch, Keith	kostuch.eec@gmail.com
Madhok, Gauri	gaurim18720@isd273.org
Manser, Richard (Chair)	richardmanser@icloud.com
Satterlee, Lauren	lauren.mpls.mn@gmail.com
Seeley, Melissa	msee10@me.com
Shanmugavel, Ramesh	sidharthshrey@gmail.com
Waddick, Louann	lawaddick@gmail.com
Brown, Tara (Liaison)	tbrown@edinamn.gov
Mohamed, Sulekha (Executive Assistant)	smohamed@edinamn.gov



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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Date: September 14, 2017

Agenda Item #: VII.B.

To: Energy and Environment Commission

Item Type:

Minutes

From: Sulekha Mohamed, Executive Assistant

Item Activity:

Subject: Working Group Minutes

Discussion

ACTION REQUESTED:

None.

INTRODUCTION:

ATTACHMENTS:

2017-04 Working Group List

2017.06.01 EOWG Minutes

2017.07.06 EOWG Minutes

2017.08.01 BEEC Minutes

2017.06.06. BEEC Minutes

2017.08.08 WQWG Minutes

Edina Energy & Environment Commission
Working Groups and Subcommittees
Draft of 04-14-17

Business Energy Efficiency and Conservation Working Group – 1st Tuesday at 7:00pm - Chair Carolyn Jackson - Commissioner: Michelle Horan, Members: Paul Hussian, Amy Ma, Peter Liska, Mike Woolsey, and Bill Sierks

Objective: Business energy efficiency and conservation, 30% GHG emission reduction by 2025.

Residential Energy Efficiency and Conservation Working Group – 4th Thursday at 7:00pm – Co-Chairs Jeff Burmeister and Howard Hoffman- Commissioner: Richard Manser, Members: Bob Gubrud, Clover Graham, Paul Hussian, Gauri Madhok, Mathias Samuel, Jeff Lungren, and Jeremy Voigts

Objective: Residential energy efficiency and conservation, 30% GHG emission reduction by 2025.

City Operations Energy Efficiency and Conservation Subcommittee – Chair Keith Kostuch Commissioners: Bill Glahn, Ramesh Shanmugavel, and Richard Manser

Objective: City Operations energy efficiency and conservation, 30% GHG emission reduction by 2025.

Education Outreach Working Group (EOWG) – 1st Thursday at 7:00 pm – Chair Lauren Satterlee - Commissioner: Gauri Madhok, Members: Paul Thompson, Bob Gubrud , Clover Graham, Chuck Prentice, Kristopher Wilson, Ramesh Shanmugavel, and Mindy Ahler.

Objective: The mission of the Education and Outreach Working Group is to support the charter of the Edina Energy and Environment Commission by creating awareness and engaging residents, schools, communities of faith, business' and community organizations to take action to conserve and increase energy efficiency, to reuse and recycle, and to preserve and enhance our environment

Recycling Solid Waste and Organics Working Group(RSWO) – 1st Wednesday at 7:00 pm - Chair Melissa Seeley – Commissioners: Lauren Satterlee, Michelle Horan, Joanna Kim, Members: DP Latham – City Staff: Solvei Wilmot

Objective: Evaluate and monitor the provisions of the recycling, solid waste and organic waste collection programs in Edina. Evaluate and monitor the reduction in municipal solid waste by residents and businesses in Edina. Educate the public about recycling, organics and solid waste reduction.

Student Environmental Leadership Council (Subcommittee) – Chair Melissa Seeley - Student Members: Joanna Kim, Gauri Madhok and open to students attending secondary schools in Edina.

Objective: To facilitate, coordinate and share information between the EEC and the School Environmental groups and to work on common energy and environmental objectives as appropriate. To assist in developing environmental leaders of tomorrow.

Water Quality Working Group (WQWG) – 2nd Tuesday at 6:30pm - Chair Lou Ann Waddick – Commissioners: Joanna Kim, Members: Jon Moon, Steve Wielock, Katherine Winston, Sue Nissen and Randy Holst, Richard Strong, Walter Lavesque, Kevin Zickert, Erin Hunker, and Richard Manser

Objective: To facilitate communication between citizens and city government and champion efforts to improve water quality within Edina.

Minutes
Education and Outreach Working Group, Energy & Environment Commission
Mayor's Conference Room, City Hall

- I. Call To Order: June 1, 2017 7:25 pm
- II. Attendees:
 - a. Lauren Satterlee, Ramesh Shanmugavel, Kris Wilson
- III. Agenda Approved unanimously, May Meeting Minutes Approved unanimously
- IV. Topics Discussed
 - a. Home Energy Fair - Review action items from last meeting, hear updates from leads on upcoming tasks (review/ edit timeline).
 - i. Review items from the City's communications team and send them final versions by Sunday, 6/4:
 - Proposed communications plan - any questions?
 - a. **Lauren** will ask Tara/ Krystal if we can add postings on NextDoor, City website, and an insert in Water bill. Question: Can the city see responses to NextDoor posts? What response procedure?
 - b. All other items approved, pending budget from Sponsorship(s).
 - Exhibitor & Sponsor outreach letter(s) & application form:
 - a. Letter: Split Exhibitor letter from Sponsor letter? - **Kris** will finalize Exhibitor letter, Sponsor letter, and combined application form by Sunday, 6/4 at 5pm, **Lauren** will send to Tara by Monday.
 - b. Outreach (Kris), when materials finalized/ approved by EEC:
 - i. For sponsors, EEC recommended approaching Microsoft and other contacts of the Commission first.
 1. **By June 9**-(revised): Reach out to \$1000/ Tier 1 Sponsors: **Lauren** can ask Jeff to reach out to Microsoft and Tara to Xcel. **Kris** will get contact info for solar developers (Tier 1 sponsor) from spreadsheet (reach out to CEF for contact info).
 2. In-kind Sponsor(s) - Refreshments: Jerry's Foods
 3. In-Kind Sponsors- Drawings: Warner Stellan, Nest, possibly Tesla (solar tiles)?
 - ii. For exhibitors, prioritize reaching out to

businesses and organizations more connected to the goal first. If need more after that, then we can reach out to others; prioritize exhibitors that will draw a crowd.

1. **June 9**-(revised)- **Kris** will reach out to Tier 1 exhibitors from spreadsheet.
- c. **Lauren** will ask Tara if they can start production of the electronic form on Monday before EEC approves and make any edits. If not, may not have the form ready until 6/22, at which time we can begin outreach first to Sponsors.
- ii. Review [master timeline](#) and lead responsibilities/ progress.
 - **Lauren** will ask Tara for timeline on posters/flyers (after communications plan approved).
 - Updated deadlines for multiple tasks related to Exhibitors/Sponsors, led by **Kris**:
 - a. June 9- Outreach to Tier 1 Sponsors (including invitation for them to exhibit if applicable) and Exhibitors.
 - b. ~~June 29~~- [Changed to later, perhaps July 31, upon considering considered offering other Sponsor levels/ options] Request confirmations and high-res logos from Sponsors.
 - c. July 31- Sponsors provide payment. Exhibitor applications due.
 - d. Aug 10- EEC approve poster/flyers
 - e. Aug 14- Begin social media campaign, post on website, print materials
 - f. Sept 1- Start hanging posters around town
 - **Kris** will organize [Exhibitors/Sponsors tab](#) by category.
- iii. Budget - Tara requested that we add each communication expense listed in the communications plan as a separate line item on the budget. **Mindy**, as lead on the budget should make these updates by Sunday, 6/4.
- iv. Venue- **Ramesh** will visit Braemar Clubhouse week of June 12 and confirm logistics, including whether they accept outside caterers/ food.
- v. Lauren has a call scheduled on June 27 with a contact from Bloomington via Tara whom hosted a similar sustainability fair to get her general advice on organizing a Fair like this.
- vi. Updates from EEC on Electricity Action Plan work:
 - If interested in participating in a training on outreach/tabling, let Lauren know and she'll tell Tara. She may coordinate the training w CEE. Considering tabling at Edina Art Fair, Open Streets, Neighborhood Night Out block parties, Farmers' Market, etc. Perhaps students can help table?

- Business Energy WG working on a competition among tenants at Centennial Lakes office park. Also considering benchmarking ordinance for businesses to promote healthy competition on reducing energy use. Hennepin County looking into something similar, too.
- b. Film Series- **Lauren** to give introduction, **Kristopher** to do setup/teardown, **Lauren** to reach out to Natalie and Carolyn for tabling.
- c. 4th of July Parade - **Lauren** will ask Commissioners on June 8 to sign up to attend, confirm whether Dianne Latham might be able to provide plants, and ask Tara about status of WindSource pinwheels. **Bob** should share the parade logistics information (EEC place in the parade, suggested meeting time, and parking suggestions) with Lauren, who will send to group. We should all bring family and friends to join in!
 - i. [Last year's info, for reference:]:
 - Meeting time/location: **9:15am at position #_TBD_** in the parade line-up along Normandale Blvd/Wilson Road. Position # signs will be posted along the road. (See attached map and darker purple line indicating queue location.)
 - Parking: If you are driving to the parade location, usually there is enough parking in the lots north or east of the Community Center. See note below about road closings and parking tips. **It is suggested to park before 9:00am.**
 - After parade: The route ends at the US Bank parking lot. The Nissan Leaf will be available to help return marchers to their cars.
 - What to wear/bring: Please wear a **green shirt** (in any shade of green is welcome!) We also suggest you consider bringing a hat, sunscreen and perhaps bring your own water bottle.
- d. Meeting closed at 9:15pm.

Minutes
Education and Outreach Working Group, Energy & Environment Commission
Mayor's Conference Room, City Hall

- I. Call To Order: July 6, 2017 7:10 pm
- II. Attendees:
 - a. Lauren Satterlee, Jeff Lundgren, Ramesh Shanmugavel, Bob Gubrud, Paul Thompson, Mindy Ahler, Kris Wilson
- III. Introductions with new member Jeff in attendance
- IV. Reflection on 4th of July Parade
 - a. Lauren shared photos
 - b. Great turnout – quite a few youth which was fun
 - c. We ran out of pinwheels; hard to say no to kids, but need to not stop at every group of kids in order to extend supply. Would have helped to have two people per wagon – one pulling and one handing out pinwheels.
 - d. Would have been better to have vehicles in front of walkers
 - e. In past have had other groups with banners walk with us – this year it was limited to just commission banners. Next year might want other groups to get their own spot – would be good to have our message spread throughout the parade.
- V. Agenda Approved unanimously, June Meeting Minutes Approved unanimously
- VI. Topics Discussed
 - a. Home Energy Fair –
 - i. Marketing brief/ content sent to Tara and Krystal today. Krystal will develop materials from plan.
 - ii. Exhibitor & Sponsor outreach letter(s) & application form:
 - No top level sponsors have responded; other levels of sponsorship created
 - Letter: drafted and will send link
 - Online application form for: sponsors (in kind or monetary donation), & exhibitors
 - Spreadsheet lists potential sponsors / exhibitors by category so we can work toward having a balance from each category by taking applications – reviewed spreadsheet on screen together and assigned leads
 - iii. Looked at layout of Braemar room we would use and discussed logistics / layout
 - 10- 8 foot tables and 6- 6 foot tables available on site
 - 20 round tables (could fit about 10 of these in addition to all 8 and 6 foot tables listed above)

- They have PA/microphone equipment
 - Okay for us to bring in snacks but not a full meal (small sandwiches, but not full entree)
 - They will block off section of parking lot for test driving cars
 - Cannot have cars up by the building
 - They will make a sign board for us – we tell them what we want it to say and they will place it by the door
 - Do they have any outdoor tents?
- b. Film Series
- i. Next screening on August 17: The Lorax. Will have some posters at August meeting. Chuck ordering film/ license.
 - ii. Jeff recommended From the Ashes a National Geographic film – for next film series
- c. Edina Day of Service October 28th
- i. Low income Home Energy Squad visits
- d. Student Update
- i. Will have Edina energy table at Family Frisbee Festival on July 23 – hoping students can volunteer for this
 - ii. Students may go to neighborhoods on Night to Unite in August to promote Windsource signups that will be sent to all neighborhoods in the City packet for the event

BEEC Working Group 8/1/17 Meeting Minutes

Attendees:

Carolyn Jackson
Michelle Horan

Policy Options for PIE

1. Benchmarking

a. Steps toward Benchmarking.

Can we get the cities B3 benchmarking data published on the Edina website?

Make a request of Tara to find out

Can the city benchmark water usage?

Meet with businesses already doing energy savings/efficiency

Frauenshuh

Centennial Lakes

b. Why Benchmarking

i. Real Estate is becoming a commodity

ii. through benchmarking we can give real estate

something that will set them apart and in turn encourage more businesses to participate

2. Recognition. October 21 scheduled conference call with City of Marshall to discuss their business recognition program.

*Establish added value for real estate thorough benchmarking and recognition programs

3. Planning Commission Handout

Ask Tara the what kind of reaction the planning commission had to the flyer

Find out if flyer is being handed out to builders requesting permits

Need to set up a meeting with Hennepin County to discuss means of funding benchmarking and other ways they can support a benchmarking initiative - Carolyn will contact Hennepin county.

Events — Centennial Lakes competition. Mike said he would take the lead on this event. Possible date October 17

Great River Energy purchased an electric bus. Can we see if we could use this in any capacity for events in the City?

Ask Tara what if more hours or staff would help her/city accomplish our goals

Minutes
Business Energy Working Group, Energy & Environment Commission
Mayor's Room, Edina City Hall

Call To Order: June 6, 2017 7:00 p.m.

Attendees: Carolyn Jackson, Mike Woolsey, Amy Ma, Bill Sierks

Topics Discussed

Updates

Mike Woolsey contacted the Westin and Residence Inn in Edina. They have an energy manager. Not successful in engaging them in PiE activities.

Likely we will not cold call any other businesses

Energy savings ideas and ideas for comprehensive plan: Subsidized housing programs have "qualified allocation programs." There are enterprise green communities. The Great Plains Institute is a good resource. There is a "passive house" project in Chicago.

Planning for a benchmarking ordinance:

CJ to share presentations with the working group. What kind of incentives does the City currently have available for businesses?

Next steps:

Plan Centennial Lakes event; continue to research benchmarking ordinance

Other meetings and invitations to consider

Residential/Education energy event October 7, 2017.

Adjournment: 8:30 p.m.

Next Meeting: August 1, 2017.

Minutes, Edina WQWG Agenda, August 8, 2017

Present: Walter Levesque, Randy Holst, Erin Hunker, Sue Nissen, Katherine Winston

Absent: Richard Manser, Jon Moon, Richard Strong, LouAnn Waddick, Chair, Steve Wielock

Sue Nissen chaired the meeting in LouAnn's absence.

Old Business: Report about information from the watershed districts provided for National Night Out, update on organizing for salt bill and reminder to send tweets to Steve.

New Business: Reminder of Lorax on August 17. Discussion on merit of attending four fall events, ideas on what to present and volunteering to staff those events. Three of the four events were selected (Lake Nancy Assoc, Open Streets and ECC Home Energy). It was decided to send one volunteer to Arts at Centennial Lake this year and reconsider attending as a group next year. Walter suggested adding the following as an open agenda item: How do we reduce carbon as part of a WQWG? No action was taken.

Guest Speaker John Anderson from Conservation Minnesota summarized Governor Dayton 25% by 2025 initiative and asked about our water quality concerns.

Sincerely,

Sue Nissen

Off the official record:

1. Tuesday, Aug. 29 at 7:00 p.m. Lake Nancy Lake Association Annual Meeting – need 1-2 people give a 15-20 min presentation. **Volunteers: LouAnn & Walter**

2. Saturday & Sunday, September 9-10, Fall in Arts at Centennial Lake Centennial Park, Sat 9-6 and Sunday 10-5. Tara is requesting the fee for our own table, if not we can be with Arts Commission. **Volunteers: Thinking not our own table, have literature at Arts Commission table and if someone is available, check it out for next year.**

3. Sunday, September 24, Open Streets, We need to decide to either table with city or our have own table? The Alliance will furnish yard bags to hand out. How many? Also need a volunteer to contact the NMCWSD in the next week to reserve one of their displays. Randy **Volunteers: Jon, Erin last shift, Katherine**

LouAnn – are the bags marked with information about the Alliance program?

We would prefer to have our own table or second choice is to partner with city but either way locate the table near a storm drain. If the storm drain not full of leaves, etc, mock it up so it is to use as an example. Randy has reserved “Plinko” from MCWD. He’ll pick it up. It will allow discussions about storm drains. Pictures of Plinko below.

4. Saturday, October 7, ECC Home Energy Fair at Braemar 9-1. Volunteers: Erin, Katherine



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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Date: September 14, 2017

Agenda Item #: IX.A.

To: Energy and Environment Commission

Item Type:

Other

From: Tara Brown, Sustainability Coordinator

Item Activity:

Subject: Quarterly Electricity Action Plan Update

ACTION REQUESTED:

INTRODUCTION:

ATTACHMENTS:

Edina Electricity Action Plan Quarterly Update Q2 2017

Edina Electricity Goal Progress

Shared with Community on | 9/11/2017

Xcel Energy Quarterly Electricity Conservation Program Participation: Q2 January - June 2017 Summary



April-June Community Highlights

- Edina's Energy and Environment Commission kicked off an environmental film series
- The first home energy party took place in May, resulting in 15 Windsource® and 9 Home Energy Squad® sign-ups
- Partners in Energy supported a walk-through of the Braemar Ice Arena to identify energy saving opportunities. The city is now proceeding forward with a recommissioning study of the arena
- The City scheduled a Turn Key assessment at Centennial Lakes

Residential Top Program Participation

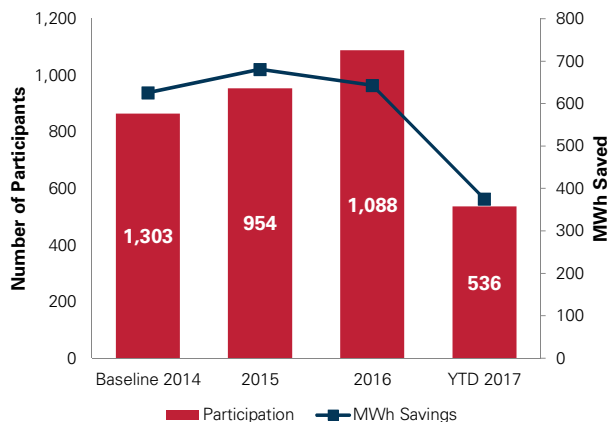
Year-To-Date Total Participation: **536**

Months left of Implementation: **9**

Percent of annual participation goal: **71%**

Percent of annual savings goal: **67%**

Residential Participation and Savings



Top Programs by Participation 2017 year-to-date

- Residential Heating
- Residential Cooling
- Home Energy Squad
- Home Energy Audit
- Home Energy Savings Program

2017 Residential Windsource® Summary

895

Windsource® Subscriptions

66% Percent of 18-month Goal

3,490,965

Total kWh subscribed

41% Percent of Production Goal

325 kWh/month

Average Subscription

46% Percent of Subscription Goal

Business Top Program Participation

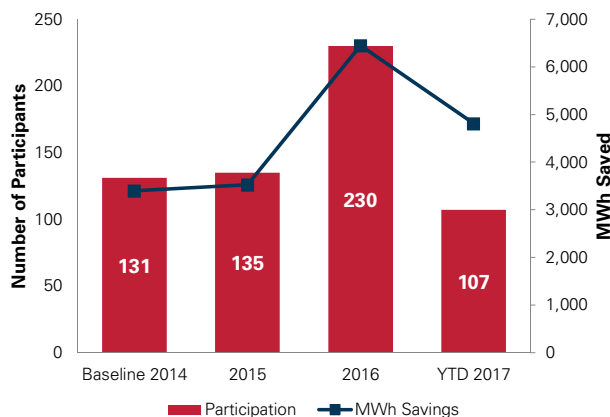
Year-To-Date Total Participation: **107**

Months left of Implementation: **9**

2017 year-to-date savings (GWh): **4.8**

Percent of annual savings goal: **66%**

Business Participation and Savings



Top Programs by Participation 2017 year-to-date

- Lighting Projects*
- Cooling
- Multi-Family Building Efficiency
- Motor Efficiency
- Fluid System Optimization

Savings Since Implementation Launch (October 2016)

541,978

Residential kWh saved

6,003,524

Business kWh saved

52,548

Municipal kWh saved

3,937

**Greenhouse Gas Emission Reduced
(Metric Tons CO₂)**

\$572,052

Estimated Dollars Saved

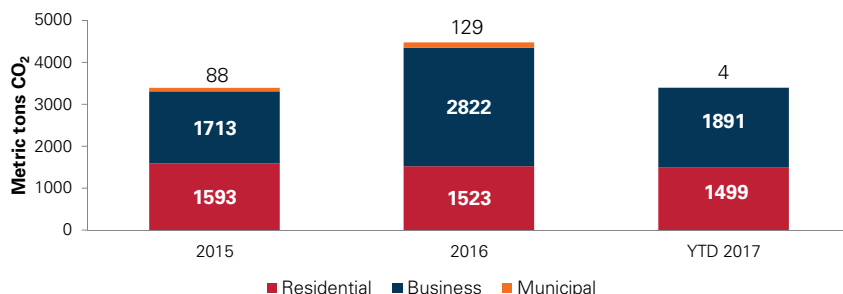
For reference, the average Edina home used 9,197 kWh of electricity in 2016

Greenhouse Gas Emission Savings

Year-To-Date Total Emission Savings: **3,394** Metric Tons CO₂

*Lighting Projects include Lighting Efficiency rebates and Small Business One-Stop Shop

Greenhouse Gas Savings from Electricity Conservation



PARTNERS IN ENERGY
An Xcel Energy Community Collaboration

Edina Electricity Goal Progress

Xcel Energy Quarterly Electricity Conservation Program Participation: Q2 January - June 2017 Summary

Residential Program Participation

Progress towards annual residential savings goal **67%**

Energy saving goal for residential is 562,000 kWh annually

Residential Program Participation	Participation Counts					Electric kWh Savings			
	Baseline 2014	2015	2016	YTD 2017	% of Previous Year	2014	2015	2016	YTD 2017
Residential Heating	250	278	268	258	96.3%	155,871	172,218	187,166	180,125
Residential Cooling	338	358	377	199	52.8%	234,163	246,096	255,253	113,218
Home Energy Squad	82	97	126	57	45.2%	64,618	77,784	96,631	81,086
Smart Thermostat	0	2	131	11	8.4%	0	0	0	0
Home Energy Audit	15	18	13	8	61.5%	0	0	0	0
Home Energy Savings Program	10	32	73	2	2.7%	3,004	5,328	12,749	63
Efficient New Home Construction	27	38	30	1	3.3%	37,295	45,042	24,527	565
Refrigerator Recycling	142	130	70	0	0.0%	130,674	132,888	66,973	0
Insulation Rebate	0	1	0	0	N/A	0	1,614	0	0
Residential Conservation Total	864	954	1,088	536	49.3%	625,625	680,970	643,299	375,057
Windsorsource		675	814	895	110%		2,820,252	3,161,564	3,490,965
Residential Total	864	1,629	1,902	1,431	65.6%	625,625	3,501,222	3,804,863	3,866,022

Business Program Participation

Progress towards annual business savings goal **66%**

Energy saving goal for businesses is 7.3 million kWh annually, or 2% of baseline use

Business Program Participation	Participation Counts					Electric kWh Savings			
	Baseline 2014	2015	2016	YTD 2017	% of Previous Year	2014	2015	2016	YTD 2017
Lighting Efficiency	30	45	112	68	60.7%	1,021,179	649,937	2,044,743	2,167,522
Small Business Lighting	57	40	66	14	21.2%	1,435,687	973,347	1,833,428	629,488
Cooling	23	29	20	9	45.0%	227,559	295,991	75,495	144,979
Multi-Family Building Efficiency	0	0	4	5	125.0%	0	0	27,890	283,466
Motor Efficiency	9	11	9	3	33.3%	308,932	1,074,408	629,201	153,452
Efficiency Controls	1	0	7	2	28.6%	208,655	0	1,489,174	780,775
Fluid System Optimization	5	0	0	2	N/A	156,531	0	0	588,102
Electric Rate Savings	1	3	1	2	200.0%	620	-4,991	-6,921	-9,540
Turn Key Services	1	0	2	1	50.0%	0	0	0	0
Energy Efficient Buildings	0	1	0	1	N/A	0	275,691	0	74,639
Computer Efficiency	2	0	4	0	0.0%	0	0	10,776	0
Custom Efficiency	0	2	1	0	0.0%	0	216,461	305,879	0
Foodservice Equipment	1	3	1	0	0.0%	21,614	44,068	2,994	0
Recommissioning	1	1	3	0	0.0%	20,680	3,841	34,424	0
Business Conservation Total	131	135	230	107	46.5%	3,401,457	3,528,753	6,447,083	4,812,883

Municipal Program Participation

Progress towards municipal savings goal* **4%**

Energy savings goal is to lower the City's electricity GHG emissions by 7.5%, which is 1.34 million kWh

Municipal Program Participation	Participation Counts				Electric kWh Savings			
	Baseline 2014	2015	2016	YTD 2017	2014	2015	2016	YTD 2017
Lighting Efficiency	1	3	0	0	988	14,189	0	0
Cooling Efficiency	0	0	5	0	0	0	3,496	0
Small Business Lighting	2	1	4	1	664,438	43,807	278,422	11,317
Custom Efficiency	1	2	0	0	124,359	135,469	0	0
Municipal Conservation Total	4	6	9	1*	789,785	193,465	281,918	11,317*

*The City took 3 recent actions not reflected in mid-year 2017 data, including LED upgrades at Fire Station 1 and Centennial Lakes, and HVAC replacements at 50th Street Liquor and Braemar Clubhouse

Community Goal

- Reduce greenhouse gas emissions 30% by the year 2025

Focus Area Goals

- Lower the City's electricity GHG emissions by 7.5%, which is 1.34 million kWh
- 750 homes take energy saving actions each year, saving 562,000 kWh annually
- Double the number of subscriptions to Windsorsource® within 18 months
- Double the average Windsorsource® subscription amount, producing 8,505,000 kWh total
- Reduce and/or offset 2% of business electricity usage annually, which is 7.3 million kWh

Data Notes:
Xcel Energy provides only electric service to Edina. Participation counts reflect Xcel Energy Programs only.
This energy report is the most up-to-date implementation tracking for the City of Edina. Some metrics may not match those previously reported.
Periodic program activity reporting may cause impacts and participation to be under-reported



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: September 14, 2017

Agenda Item #: IX.B.

To: Energy and Environment Commission

Item Type:

From: Tara Brown, Sustainability Coordinator

Item Activity:

Subject: Staff Report: Initiative 1 & 2

ACTION REQUESTED:

INTRODUCTION:

See attached for staff reports that will be submitted with the Commission's plastic bag and to-go packaging reports.

ATTACHMENTS:

Staff Report: Initiative 1 To Go Food Packaging

Staff Report: Initiative 2 Plastic Bag



Date: July 11, 2017

To: Mayor and City Council

From: Tara Brown, Sustainability Coordinator, and Solvei Wilmot, Environmental Health Specialist/Recycling Coordinator

Subject: Study and Report on To-Go Food Packaging Ordinances

Information / Background:

To further reduce waste and increase environmental conservation, City Council approved a work plan initiative on the Energy and Environment Commission's (EEC) 2017 Work Plan to do a Study and Report on the advisability of implementing a To-Go Food Packaging ordinance similar in scope to ordinances recently adopted by the City of Minneapolis and St Louis Park. (2017 EEC Work Plan Initiative I)

Cities around the country have tackled Food Packaging differently. Many of the ordinances have not focused on a ban, but focused on goals to minimize waste and utilize materials that are reusable, recyclable or compostable. The EEC engaged the community on this topic over the past two years and submitted a Study and Report in the November 7th, 2016 Advisory Communication. Attached is the EEC study and report.

As noted in EEC's To-Go Food Packaging Study and Report, in order to meet waste reduction goals with to-go food packaging policies at businesses, there needs to be a prevalent organics infrastructure in place for all residents to recycle organics to-go packaging when residents take it from the business to home. St. Louis Park and Minneapolis have taken on To-Go Food Packaging Ordinances, and do have curbside organic recycling services. To-Go Food Packaging Ordinances requires a significant amount of resources. Other cities indicate initial rollout and communication takes 1,500 hours of staff time in the year leading up to the ordinance change and then 800 hours of staff time for the first year of the ordinance. Currently the Environmental Health Specialist/Recycling Coordinator is a 0.5 FTE dedicated to residential recycling and will need additional resources to successfully implement and positively affect our waste goals with a to-go food packaging policy.

To ensure a to-go packaging policy reduces the amount of food and packaging waste, staff recommends prioritizing support of residential organic recycling infrastructure first. Once organics recycling infrastructure improves and organic recycling participation increases, then, re-assess the conditions and recommend the best policy to reduce waste as it relates to to-go food packaging.



Date: July 11, 2017

To: Mayor and Council

From: Tara Brown, Sustainability Coordinator, and Solvei Wilmot, Environmental Health Specialist/Recycling Coordinator

Subject: Study and Report on Plastic Bag Ban

Information / Background:

To further reduce waste and increase environmental conservation, City Council has asked the Energy and Environment Commission (EEC) to do a Study and Report on the advisability of implementing a ban on the use of plastic bags, similar in scope to the ban recently adopted by the City of Minneapolis. (2017 EEC Work Plan Initiative 2)

Attached is a Study and Report on Plastic Bag Bans from the EEC. In the report, you will find the EEC reported on reasons why plastic bags are regulated, types of plastic bag regulations, arguments against plastic bag bans, which type of bags is better for the environment, economic impacts of the plastic bag bans or fees, recommendations to include or consider in a plastic bag bans or fees.

St. Louis Park considered a plastic bag ban policy in 2015 but has not move forward with an ordinance and instead encourages residents to bring their own bag.¹ The City of Minneapolis did approve a single-use plastic bag ban last year that was supposed to go in effect June 1, 2017.² This ordinance was instituted based on the cost to cleanup plastic bags in parks. Minneapolis staff was utilizing a full-time staff during the rollout of the ordinance this year. However, the State's SF 1456, Omnibus jobs and economic appropriations bill, was approved with Sec. 14 [471.9998] "Notwithstanding any other provision of law, no political subdivision shall impose any ban upon the use of paper, plastic, or reusable bags for packaging of any item or good purchased from a merchant, itinerant vendor, or peddler."

Below is a staff summary of potential policies that tackle goals from waste reduction, littering of waterways, to reducing threats to wildlife. Staff agrees with EEC's Report that plastic bags and bans are a complex topic and policies vary depending on the goal(s) leadership is looking to accomplish. There are many unintended consequences if a focus is on banning plastic bags versus policy's focused on reduction of and proper recycling of single-use bags. Of the policies listed in the attached, the only action with minimal unintended consequences is education. Education can be rolled into current work and proposed work plan.

¹ <https://www.stlouispark.org/sustainability/plastic-bags.html>

² <http://www.minneapolismn.gov/www/groups/public/@clerk/documents/webcontent/wcmsp-177406.pdf>

Goal/Rationale	Ordinance/Policy	Impact	Unintended Consequences	Resource Need
Residents can bring plastic bags to grocery store drop-offs where they are recycled.	No policy	Status quo	Plastic bags could be thrown away and not recycled, could become litter, and can get stuck in	None
Educate residents and businesses to the benefits of not using single use bags	No policy but institute education	Voluntary waste reduction. Will be challenging to measure behavior changes of community and the impact of the education.	None	Staff time to produce education material and educate.
Disincentive single-use bags	Fee for plastic bag and paper bag use	Penalizes the bad behavior of utilizing single-use bags	May benefit retail (more income) more than environment. Could be a hurdle for low-income individuals. May not be a high enough hurdle to inhibit use of single-use bags	Staff time for rollout. Minimal oversight from staff after rollout.
Below are additional policies considered, but can no longer be instituted based on the approval of the Minnesota State Legislatures' Jobs and Economic Growth (SF1456). *				
Monitor and reduce supply of plastic bags. City would have oversight of facilities that use plastic bags and could create limits on number of plastic bags allowed per type of retailer.	License fee for plastic bags	Plastic bag supply reduction. City would benefit from the fee, retailer could charge a fee for plastic bags. When the limit is reached within the year, retailer would have to provide alternative bags.	Oversight of the number of plastic bags order per facility may be challenging or unenforceable. May put a bigger focus on paper which is a higher resource demand	Staff time ordinance development, for enforcement and licensing. Anticipate at least 40 hours per person involved with development of ordinance. Then 4 hours per week for continuous oversight
Environmental waste reduction and impact to waterway.	Plastic bags must be certified compostable	Results in an environmental waste reduction as bag would disintegrate over time if it was not disposed of properly.	Retailers may choose not to use compostable bags, but instead rely on single-use paper bags, which have a higher resource demand. May be confusing for residents/businesses as they may not be easy to differentiate between compostable bags and the plastic and biodegradable bags that would be banned.	Ordinance creation and review. Potential enforcement action for lack of compliance. Would need further examination to determine amount of staff time required.
Reduce littering of waterways and threats to wildlife.	Ban plastic bags	Less litter Reduce impact of fugitive bags in natural water systems (currently <i>minimal contamination</i>)	May put a bigger focus on paper which is a higher resource demand	Initial oversight and enforcement. Education material and time for new businesses that come to Edina. Would need further examination

				to determine amount of staff time required.
Reduce waste	Ban on plastic and paper bags	Require patrons of stores and take out facilities to provide their own bag	Many reusable bags are made from a plastic that is not recyclable and therefore would not be reducing plastic use or waste.	Staff time for residents and business concerns Would need further examination to determine amount of staff time required.
Disincentive single-use bags	Fee for plastic bag use	Penalizes the bad behavior of utilizing single-use plastic bags	May benefit retail (more income) more than environment. Could be a hurdle for low-income individuals.	Staff time for rollout. Minimal oversight from staff after rollout.

* The below provision was written in Minnesota State Legislatures' Jobs and Economic Growth (SF1456). :

Sec. 14. **[471.9998] MERCHANT BAGS.**

Subdivision 1. **Merchant option.** All merchants, itinerant vendors, and peddlers doing business in this state shall have the option to provide customers a paper, plastic, or reusable bag for the packaging of any item or good purchased, provided such purchase is of a size and manner commensurate with the use of paper, plastic, or reusable bags.

Subd. 2. **Prohibition; bag ban.** Notwithstanding any other provision of law, no political subdivision shall impose any ban upon the use of paper, plastic, or reusable bags for packaging of any item or good purchased from a merchant, itinerant vendor, or peddler.

EFFECTIVE DATE. This section is effective May 31, 2017. Ordinances existing on the effective date of this section that would be prohibited under this section are invalid as of the effective date of this section.

<http://www.house.leg.state.mn.us/cc/journals/2017-18/J0522062.htm#6934>