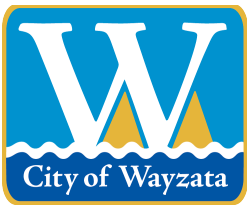


Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall, 600 Rice Street
Meeting Held Remotely
TUESDAY, DECEMBER 1, 2020

Pursuant to Minnesota Statute Sec. 13D.015, and the Executive Orders and Emergency Declarations related to the COVID19 pandemic, this City Council Workshop meeting is being conducted by electronic means using the audio and video conferencing platform, Zoom. Members of the public may watch and listen to the meeting by logging into Zoom, or by calling 312-626-6799 on a phone, and entering Zoom Meeting ID 990 7934 0498, Passcode 448733.

WORKSHOP TOPICS FOR DISCUSSION:

1. Discuss Use of Open Space Adjacent to Post Office Pocket Park (5:30-6:00 p.m.)
2. Receive Update on City's Energy Action Plan by Energy Action Team (6:00-6:45 p.m.)



City Council Workshop City Council Agenda Report

MEETING DATE: December 1, 2020	WORKSHOP AGENDA ITEM: 1
TITLE: Discuss Use of Open Space Adjacent to Post Office Pocket Park (5:30-6:00 p.m.)	
PREPARED BY: Emily Goellner, Community Development Director	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To discuss the background, current issues, and a potential resolution related to the open park space adjacent to the Post Office Pocket Park.

BACKGROUND:

The Parks and Trails Board recently approved the attached "resolution" that requests the City review the information with the hope that the sign denoting the open space as private will be removed and a comprehensive solution to the issue can be expeditiously achieved.

This discussion is focused on the background and current issues related to the open park space adjacent to Post Office Pocket Park. It is located in the northeast corner of the Garrison Landing Planned Unit Development (PUD) at 240 Minnetonka Avenue (see map attached). The City's position is that this space is a park space open to the public that was established as part of the approval of the PUD. The Garrison Landing property owner's association believes this is private park space for the residents of Garrison Landing only, and posted a sign to that effect. City staff has sought to reach an amicable solution with property owner representatives over that past year.

The attached Memorandum from City Attorney David Schelzel describes the issue in further detail.

The property owner has continued to maintain that, based on previous approvals, the space within the PUD is not public, and has indicated it has no interest in paying any fee (other than a possible contribution to maintenance costs for the adjacent City park). The property owner has indicated that they are open to the option of removing the sign denoting the open space as private in an effort to reach a resolution to this issue.

The City has formulated a possible fee that could be paid as part of a compromise agreement to resolve the matter and allow the space to be private. If agreement with the property owner could be reached on that approach, and Council approved, the next step would be to solidify the fee amount and bring forward a new Council resolution at an upcoming Council meeting.

ATTACHMENTS:

1. Parks Trails Resolution_10-21-2020
2. City Attorney Memorandum - Garrison Landing PUD Public Space
3. Site Map – 228 & 240 Minnetonka Avenue

RECOMMENDATION TO THE CITY COUNCIL FROM PARKS AND TRAILS BOARD

Our advisory board passed this resolution on October 21, 2020 on a vote of 5-0.

We strongly recommend the City Council, based on the background information provided below, resolves the situation with Garrison Landing before Dec. 31, 2020.

We first brought this issue – which dates to 2015 -- to the City's attention in the spring of 2019. The issue lingers unresolved to this day.

The Background:

1. The Development Agreement for Garrison Landing, signed by the mayor and city manager, clearly indicates that the green space was to be common open space (public). However, the Garrison Landing association has put up a sign facing a portal of the adjacent public park declaring the green space private. Moreover, they have placed a large stove with its back near the public park, marring the view on that end of the park.
2. The City's legal counsel reviewed the documents and history of this situation. In a 7-22-2019 memo, he stated that the Garrison Landing greenspace is a public park, the sign must be removed and the stove moved to the east end of the park (as was indicated in project designs).
3. City ordinance requires developers of PUDs to dedicate public greenspace or, alternatively, pay park dedication fees to the City.
4. On 12-18-19 Emily Goellner, City staff, presented a plan calculating proposed park dedication fees that Garrison Landing could pay as part of a settlement that would turn the Garrison Landing common space from public to private, thereby resolving the problem.
5. To our knowledge, there has been no progress made on this issue in the past 10 months. Meanwhile, the offensive sign and stove back still confront visitors to the adjacent public park.

A note to City Staff: Please make all necessary legal opinions and agreements available to the City Council in connection with this matter

Memorandum

DATE: November 24, 2020
TO: Wayzata City Council
FROM: Wayzata City Attorney
REGARDING: Garrison Landing PUD Park Space

This memo provides a summary of the background and current issues related to the open park space in the northeast corner of the Garrison Landing Planned Unit Development (PUD) at 240 Minnetonka Avenue. The City's position is that this space is a park space open to the public that was established as part of the approval of the PUD. The Garrison Landing property owner's association believes this is a private park space for the residents of Garrison Landing only, and posted a sign to that effect. City staff has sought to reach an amicable solution with property owner representatives over that past year to either (i) acknowledge and maintain the space as public; or (ii) change the space to private in exchange for payment of a park dedication fee in lieu of providing the public park space that is required under the PUD plan and approvals, and the City's Subdivision Ordinance.

I. PUD Approval Requirement of Public Open Space

The Garrison Landing PUD was approved in 2015 pursuant to City Council Resolution (No. 07-2015) that approved both the PUD plan and the development agreement (DA) for it. Applicable provisions of the Resolution are:

- Section 3.1B(5): "Common Open Space. Proposed PUD will provide common *public* open space in the northeast corner of the Property. As a condition of approval, provisions shall be in place to assure the continued operation and maintenance of such." (Emphasis added).
- Section 4.1G: "The Applicant and/or the Property Owners' Association must enter into an agreement with the City for maintenance of the common open area in the northeast corner of the Property, as depicted on the Site Plan." (Note: If the open area is only for the use of the HOA, it is unclear why a maintenance agreement with the City would be called for).
- Section 4.1P: "The Applicant must maintain *public* spaces in the park and retail space, including the community tables and retail outdoor seating." (Emphasis added).

In addition, the minutes of the January 20, 2015 City Council meeting at which the PUD was approved note that the open green space was to be available to the general public. At one point in the discussion, City Council asked about the HOA and who would be responsible for maintaining the “public spaces”. Applicant’s representative, Mr. Adams, replied that “the tenants would be responsible for the tables and grills in the park and the retail component would be responsible for the front tables and chairs.” Additionally, at this meeting, the Council added Section 4.1P to the PUD/DA, noted above, about the applicant maintaining “public spaces” in the park and the retail space.

The Council Resolution, the approved PUD plan, and the DA are recorded documents that run with the land, and the DA incorporates the City Council Resolution that approved the PUD, including the provisions and conditions related to the public spaces.

Thus, the City’s position to date has been that the open green space in the northeast corner of Garrison Landing is a public –not private –space.

II. City Notices Of Violation and Owner Responses

In July of 2019, based on complaints received and investigations by City staff, the City sent the property owner representative a “Notice of Violation” letter due to a sign that had been posted on the gate to the park space from the adjacent City park (reading “Private Park Garrison Landing Residents”) and the location of a grill. The letter noted that the “sign and the location of that grill does not comply with the overall plan that was approved by the City Council on January 20, 2015.” The property owner was directed to take prompt action to remove the sign and address the grill by July 26, 2019 or be subject to a \$500 fine.

The City subsequently received a response from an attorney for Mr. Adams that outlined his belief that the green space in Garrison Landing was always meant for the use of the condominium owners and their guests, not for the general public. He pointed to the legal documents that followed the City approvals and noted that “[n]othing contained in this Declaration (a) constitutes a gift, grant or dedication of any portion of the Green Space Parcel or any other part of the Property to the general public or (b) allows access onto or use of any portion of the Green Space Parcel or any other part of the Property.” He further stated that the understandings and conversations with staff were that the green space would be common private open space. Finally, he noted that the final draft of the DA deleted any mention of “public access easements” related to the property, and any references in the PUD and DA to a public open space on the property constitute “scrivener’s error.”

The City responded that the reference to the green space as public open space was not a “scrivener’s error.” Rather, it was a clearly articulated standard and condition of approval found in several places throughout the City Council Resolution (No. 07-2015, approved on January 20, 2015) approving the PUD/DA as noted above.

III. Efforts Towards Resolution

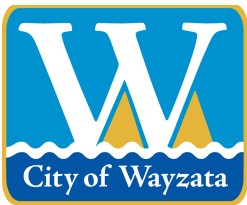
Since the 2019 notice and communications, City staff has sought to reach an amicable solution with property owner representatives to either (i) *maintain the space as public*; or (ii) subject to City Council approval, *maintain the space as private, and pay a park dedication fee* in lieu of providing a public park space that was required under the approved PUD plan and the park dedication provisions of the City’s Subdivision Ordinance.

The property owner has continued to maintain that the space within the PUD is not public, and has indicated it has no interest in paying any fee (other than a possible contribution to maintenance costs for the adjacent City park).

The City has formulated a possible fee that could be paid as part of a compromise agreement to resolve the matter and allow the space to be private. If agreement with the property owner could be reached on that approach, and Council approved, the next step would be to bring forward a new Council resolution and addendum to the DA that establishes that the PUD has a combination of dedicated land for private recreational use and has paid a cash fee. If agreement with the property owner cannot be reached, the City may need to look at a legal enforcement action against the property owners for compliance with the terms of the PUD/DA.

Site Map – 228 & 240 Minnetonka Avenue South





City Council Workshop City Council Agenda Report

MEETING DATE: December 1, 2020	WORKSHOP AGENDA ITEM: 2
TITLE: Receive Update on City's Energy Action Plan by Energy Action Team (6:00-6:45 p.m.)	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director, Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To update and receive feedback on the proposed draft Energy Action Plan (EAP) prior to considering final approval.

BACKGROUND:

On February 4, 2020, the City Council approved an application for the City to apply for the Partners in Energy (PiE) Program. Soon after, the City was accepted into the Program offered by Xcel Energy. Since being accepted into the PiE Program, the main focus of the group was to create an EAP with the overall goal of energy efficiency and conservation.

At the start of the process the Energy and Environment Committee, Xcel Energy and the Center for the Energy and Environment (CEE) worked to create a new Energy Action Team (EAT) to work on the EAP which represented many different stakeholders within Wayzata. All of the Team members volunteered their time help with the creation of the EAP. The EAT attended multiple workshops, completed surveys, attended focus group discussions, and reviewed materials which resulted in the creation of the EAP in coordination with Xcel Energy and CEE.

The EAT created an energy vision statement, "Wayzata is a forward-thinking community on the forefront of sustainability. We will lead by example to reduce our energy use through conservation and increase access to renewable energy sources for all residents, businesses, and institutions. Our community and its members will thrive and become more resilient through promoting values of energy stewardship and supporting everyone in our community in our work".

With this vision statement in mind, the EAT found four focus areas to incorporate in the EAP: municipal buildings, private buildings, multi-family buildings, and residential buildings. Each of these focus areas were then broken down into specific goals to guide implementation of the plan:

Municipal Building Strategies:

1. Track building energy use with B3 benchmarking
2. Make energy efficiency upgrades in City buildings
3. Support renewable energy in municipal buildings
4. Recognize and celebrate City successes
5. Explore municipal electric vehicle fleet and charging options

Private Building Strategies:

1. Create resources web page for building owners and developers on City website
2. Promote renewable energy opportunities and free assessments for businesses
3. Conduct outreach to faith organizations
4. Create a green business recognition program
5. Integrate energy efficiency and renewable energy into City development review processes

Multi-Family Strategies:

1. Conduct one-on-one outreach to building owners and managers

Residential Energy Strategies:

1. Update city website for residents to access energy information
2. Conduct an energy savings campaign
3. Conduct a renewable energy outreach campaign
4. Conduct outreach to under-resourced households
5. Host energy workshops
6. Host electric vehicle showcase events
7. Promote school energy curriculum opportunities
8. Expand electric vehicle access and education

More detail on each of these strategies is included in the EAP. Ultimately, it is proposed that the City will lead the municipal buildings strategies while the Energy and Environment Committee will lead the additional three focus areas. These strategies will be incorporated into the future work plans for the E&E Committee. We will also rely on the expertise of Xcel Energy and CEE to implement a number of these strategies during the next 18 months while we are still in the PiE Program.

Through all of the work stated in the EAP, the overall goal stated is to increase energy savings 30% by the end of 2025, resulting in \$293,000 combined savings for residential, multi-family, and public and private buildings. The overall goal also includes adding 5 new commercial and industrial as well as 100 renewable energy participants by the end of 2022.

Staff, Xcel, and CEE will be present at the workshop to provide any additional information or answer any questions of Council. All involved with this process believes that this Plan is a great roadmap that will lead Wayzata towards a more sustainable future.

ATTACHMENTS:

1. Draft Energy Action Plan



An Energy Action Plan for Wayzata, MN

November 2020



PARTNERS IN ENERGY
An Xcel Energy Community Collaboration

ACKNOWLEDGEMENTS

Thank you to the following individuals who contributed many hours of service to developing this Energy Action Plan.

The content of this plan is derived from a series of planning workshops hosted by Xcel Energy's Partners in Energy. Xcel Energy is the main electric utility serving the city of Wayzata. Partners in Energy is a two-year collaboration to develop and implement a community's energy goals. For more information about the planning workshops, see Appendix 4.

Energy Action Team	
Angie Toomey	Community member
Becky Pierson	President, Wayzata Chamber of Commerce
Betsy Hawn	Community member
Bob Ambrose	Member, Wayzata Housing & Redevelopment Authority
Chuck Yancey	Community member
Emily Goellner	Community Development Director, City of Wayzata
Emmie Hester	Community member
Heidi Windmiller	Community member
Jeff Buchanan	Councilmember, City of Wayzata
Jeff Dahl	City Manager, City of Wayzata
Jeff Zitzloff	Community member
Joel Papa	Community member
Jon Halverson	Community member
Kathy Jones	Member, Energy & Environment Committee
Ken Sorenson	Community member
Nick Kieser	Assistant Planner, City of Wayzata
Polly Anderson	Chair, Energy & Environment Committee
Ken Niehaus	Community member
Partners in Energy Team	
Ashley Haung	Marketing Assistance, Xcel Energy
Deirdre Coleman	Partners in Energy Community Facilitator
Marisa Bayer	Partners in Energy Community Facilitator
Michelle Swanson	Xcel Energy Community Relations Manager
Tami Gunderzik	Manager of Partners in Energy, Xcel Energy
Yvonne Pfeifer	Community Energy Efficiency Manager, Xcel Energy



This Energy Action Plan was funded by and developed in collaboration with Xcel Energy's Partners in Energy.

TABLE OF CONTENTS

Acknowledgements	i
Table of Contents	ii
Introduction	1
Why We Want An Energy Action Plan	1
Our Engagement & Outreach Process	1
Where We Are Now.....	3
Grid Energy Use	3
Greenhouse Gas Emissions	5
Renewable Energy	6
Program Participation & Savings	7
Community Demographics	7
Where We Are Going	9
Energy Vision Statement	9
Focus Areas	9
Goals	10
How We Are Going To Get There	12
Focus Area: Public and Private Buildings	12
Focus Area: Multi-Family Buildings.....	14
Focus Area: Residential Energy	15
Energy Action Plan Impact	17
How We Stay On Course	19
Data and Reporting.....	19
Project Management and Tracking	19
Roles and Responsibilities.....	20
Appendix 1: Implementation Work Plan	21
Appendix 2: Baseline Energy Analysis	40
Appendix 3: Methodology for Measuring Success	48
Appendix 4: Xcel Energy's Partners in Energy Planning Process	50
Appendix 5: Energy Terms.....	53
Appendix 6: Implementation Memorandum of Understanding.....	56



INTRODUCTION

Wayzata, known for its small-town charm and thriving lakeside downtown, has created a vision for everyone in the community to take advantage of opportunities to increase energy efficiency and support renewable energy. We will thrive and become more resilient by promoting values of energy stewardship and leading by example.

Why We Want an Energy Action Plan

Wayzata has demonstrated a commitment to sustainability through policy, programs, and practice. Following the formation of an Energy and Environment Committee, the City of Wayzata identified Xcel Energy's Partners in Energy as an opportunity to engage the greater Wayzata community to create goals and strategies for increasing energy efficiency and renewable energy support.

Wayzata Sustainability Initiatives	
Recognition & Volunteers	• Tree City USA • Big Woods Initiative • Gardens Initiative • Wayzata Gateway Landscape Project
Policies & Plans	• 2040 Comprehensive Plan objectives and policies in Natural and Community Resources chapter • Energy and Environment Committee, formed January 2020

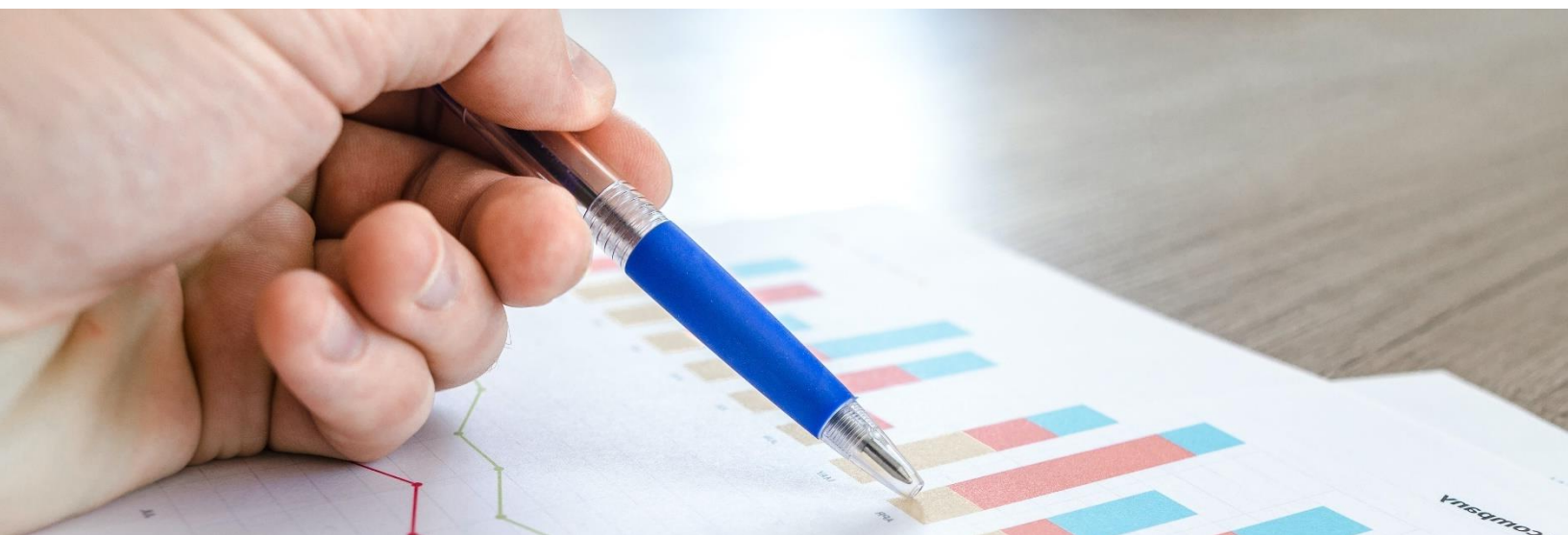
Our Engagement & Outreach Process

The creation of our Energy Action Plan was a six-month process as part of the Partners in Energy process that included endorsement from the City Council and Energy and

Environment Committee as well as recruitment of a variety of stakeholders committed to representing the Wayzata community.

Starting in July 2020, we hosted a series of planning workshops to better understand our energy use to create goals and develop engagement strategies to achieve our energy vision. By the numbers, the Energy Action Team attended seven hours of workshops, completed three surveys, participated in two focus group discussions, and identified 17 strategies to achieve our energy vision.

See Appendix 4 for more information about the planning process and Xcel Energy's Partners in Energy.



WHERE WE ARE NOW

An integral part of the Partners in Energy planning process is reviewing energy and demographic data to create a baseline. Xcel Energy and CenterPoint Energy provided data on energy use as well as participation counts and savings for Wayzata through utility energy conservation programs. Xcel Energy is the electric utility and CenterPoint Energy is the natural gas utility serving Wayzata. We used information from the U.S. Census to explore demographic data and inform the team about the Wayzata community. See Appendix 2 for a comprehensive picture of Wayzata's baseline energy data.

Grid Energy Use

In 2019, our community consumed 71.7 million kWh of electricity and 5 million therms of natural gas, spending almost \$11 million on energy in all sectors. Residents represent the largest sector Wayzata's energy users (82% of premises) and consumed 43% of all energy in 2019. Comparatively, Wayzata commercial and industrial energy users represent only 16% of all premises but consumed 55% of total energy in 2019. The largest commercial and industrial facilities represent the top 20% of premises in terms of consumption and contributed 87% of that sector's energy use overall. Municipal facilities, which were measured separately from commercial and industrial, represent 2% of all premises and consumed 2% of the total energy used.

Over the three-year baseline, from 2017–2019, total energy consumption increased approximately 16%. This aligns with an increase in total heating or cooling degree days and with larger developments having been completed in the community.

Figure 1: 2017–2019 Electricity and Natural Gas Consumption by Sector

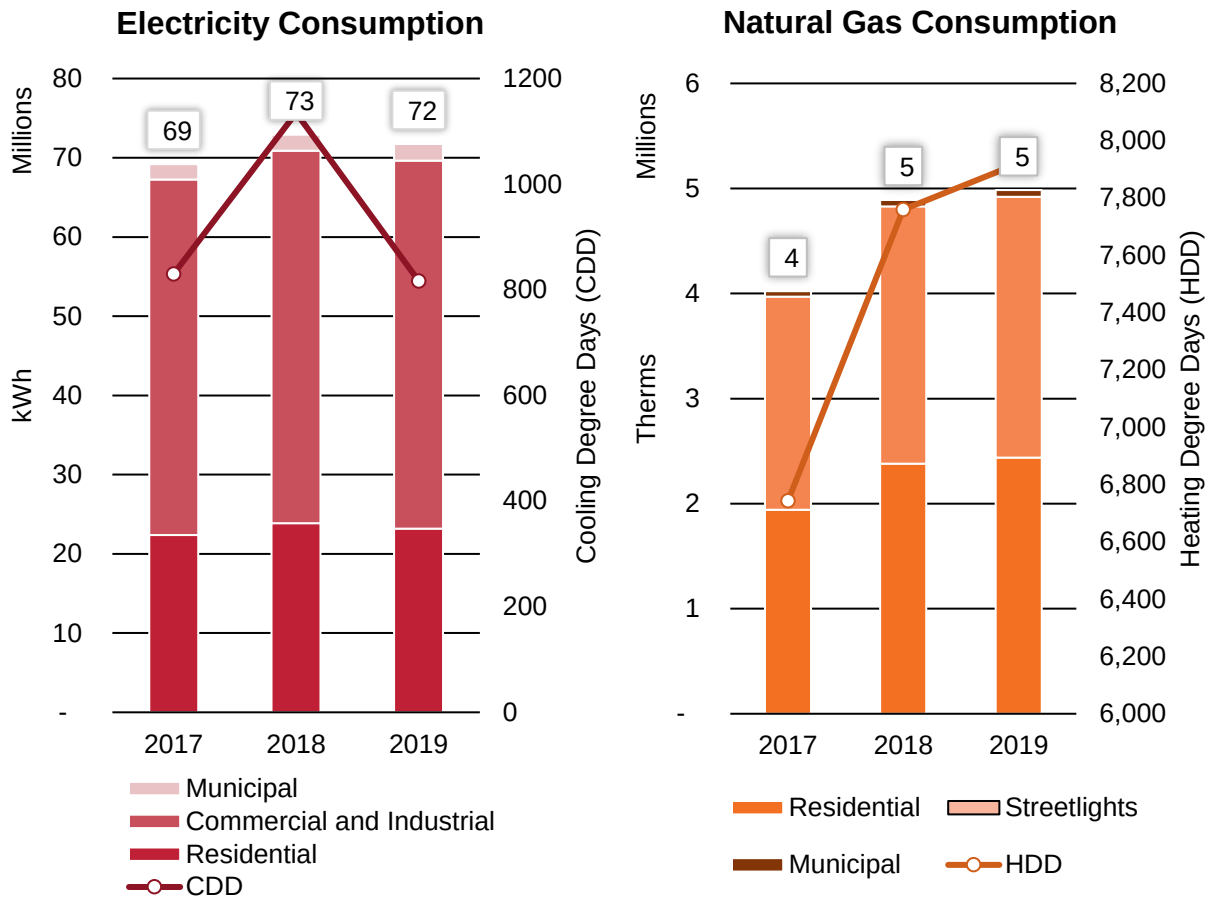
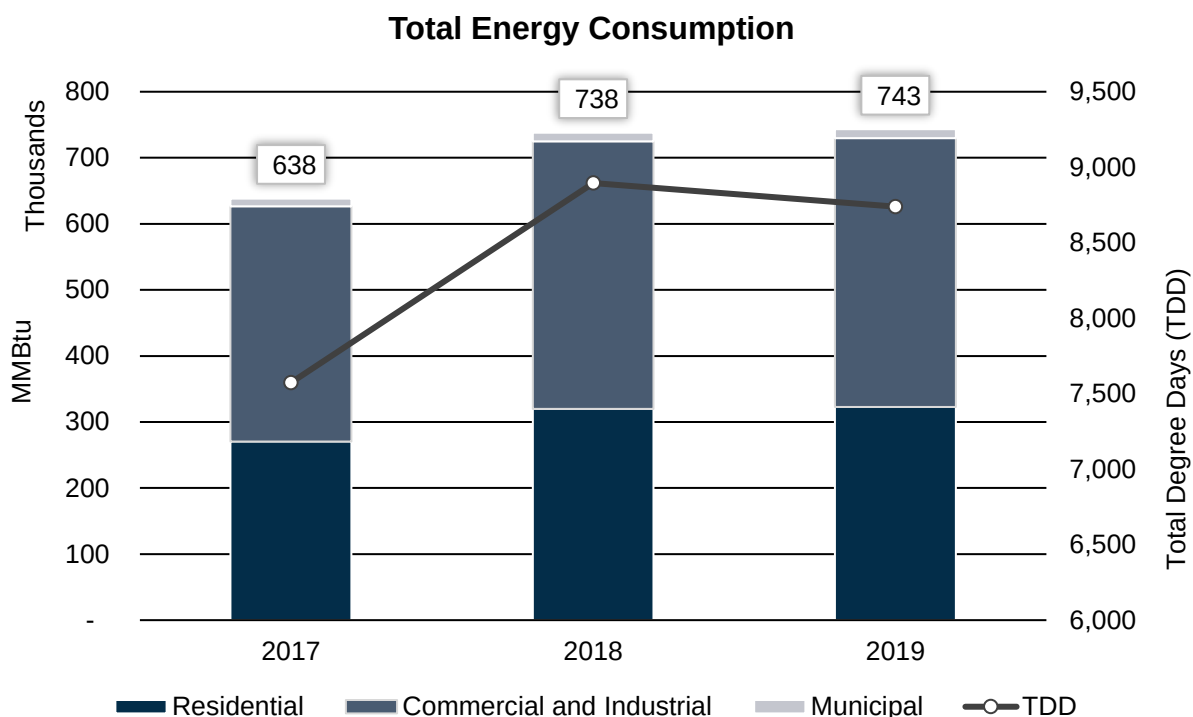


Figure 2: 2017–2019 Total Energy Consumption by Sector

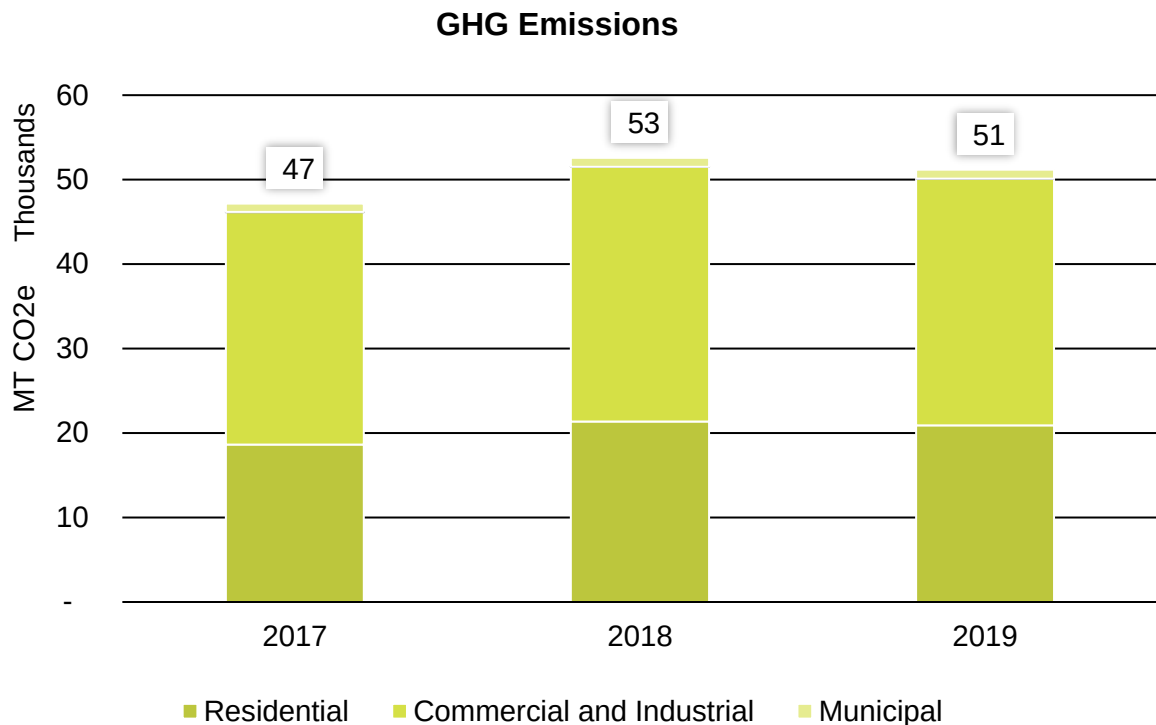


Greenhouse Gas Emissions

Similar to total energy consumption, energy-related greenhouse gas emissions also increased over the three-year baseline. In 2019, almost 52,000 MTCO₂e of were emitted. This is equivalent to the greenhouse gas emissions from 11,052 passenger vehicles driven for one year.¹ Commercial and industrial premises account for the largest percentage, representing 57% of total energy-related greenhouse gas emissions in 2019.

¹ U.S. Environmental Protection Agency Greenhouse Gas Equivalencies Calculator.
<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

Figure 3: 2017–2019 Greenhouse Gas Emissions by Sector



Renewable Energy

Renewable energy opportunities exist in two forms: subscription programs and on-site installations. In 2019, 108 residential premises in Wayzata subscribed to a renewable energy program. On-site solar installations were less popular, with only nine photovoltaic systems installed on residential premises. No commercial and industrial premises in Wayzata have pursued these opportunities, leaving significant potential to engage this sector around renewable energy.

Table 1: 2019 Xcel Energy Renewable Energy Program Participation by Sector and Program Type

	Residential	Commercial & Industrial
Subscription Programs		
Subscriber Count	108	—
Total Annual Electricity Subscribed (kWh)	1,041,728	—
Percentage of Sector Electricity Use	4%	—
On-site Solar Installations		
Count	9	—
Energy Produced (kWh)	35,005	—

Program Participation & Savings

Wayzata residents and businesses have actively participated in utility conservation programs to increase energy efficiency. On average, 262 residential premises and 59 commercial/industrial premises participate in utility programs each year, saving a total of 317,300 kWh of electricity and 26,500 therms of natural gas. These savings are equivalent to avoiding spending an additional \$46,300 on energy bills. For both residents and businesses, equipment rebates are the most popular way they are saving energy.

Table 2: 2017–2019 Average Participation and Savings by Sector and Program Type²

Residential Programs	Participation	Savings (kWh)	Savings (Therms)
New Construction	5	8,689	—
Audit	10	10,508	549
Low-income	35	7,471	—
Equipment Rebate	176	37,501	9,995
Rate Savings	36	175	—
Commercial/Industrial Programs	Participation	Savings (kWh)	Savings (Therms)
Audit	—	—	—
Equipment Rebate	54	252,950	15,974
New Construction	—	—	—
Rate Savings	5	19	—

Community Demographics

Wayzata is a lakeshore community with an estimated 4,719 residents living in 2,328 households.³ Wayzata's residents are older and have higher incomes compared to state averages, with a median age of 52.5 years (state average of 37.8) and a median income of \$83,300 (state average of \$58,500).⁴

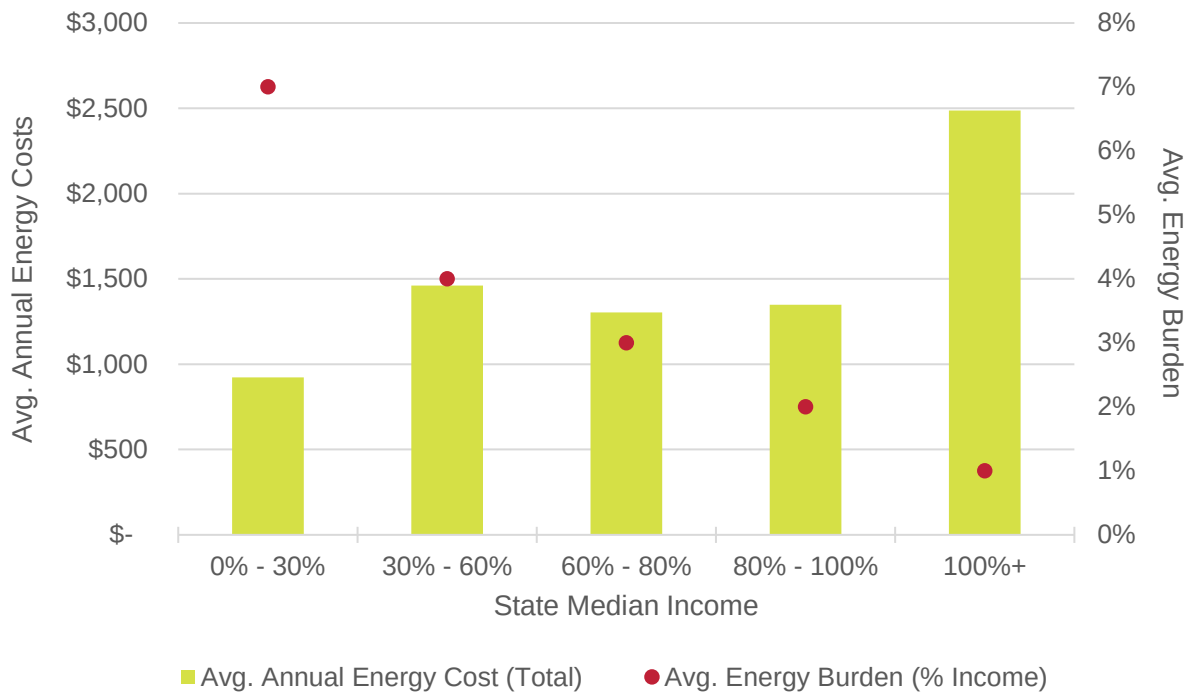
Although Wayzata is a higher-income community, there are residents who experience energy burden. The average amount a Wayzata resident spends on energy is 1% of earned income; however, the lower-income households spend a higher percentage, with the lowest-income households spending an average of 7% of their income on energy. See Figure 4 for energy burden by state median income brackets.

² Program classifications completed by Partners in Energy community facilitators.

³ U.S. Census Bureau; American Community Survey; 2019 five-year estimates.

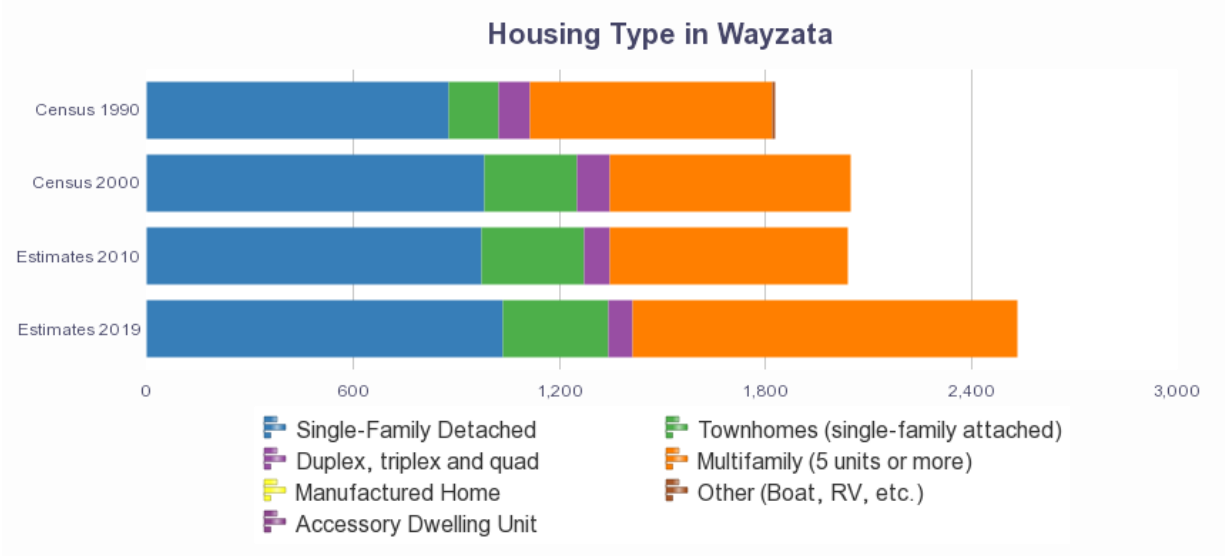
⁴ Ibid.

Figure 4: Average Energy Burden in Wayzata by State Median Income



Wayzata’s residents live in a variety of housing types, including single-family, duplex, and multi-family. (See Figure 5.) What’s unique about Wayzata’s small community is the number of residents who rent — 43% of all multi-family units are renter occupied.

Figure 5: Wayzata Housing Units by Type





WHERE WE ARE GOING

Energy Vision Statement

The Energy Action Team created a vision statement to guide the planning process. It reflects the intention of the community to lead by example.

This Energy Action Plan will provide structure to our 2040 Comprehensive Plan around energy savings and renewable energy, identifying opportunities for improved transportation, affordable housing, a healthy environment, and clean water.

Wayzata's Energy Vision

Wayzata is a forward-thinking community on the forefront of sustainability. We will lead by example to reduce our energy use through conservation and increase access to renewable energy sources for all residents, businesses, and institutions. Our community and its members will thrive and become more resilient through promoting values of energy stewardship and supporting everyone in our community in our work.

Focus Areas

To achieve a community-wide commitment to energy stewardship, the Energy Action Team identified the following focus areas to prioritize strategies and resources:

- **Public and Private Buildings:** Targeting public buildings, like City of Wayzata facilities and the County library, and private buildings, such as downtown businesses.

- **Multi-Family Buildings:** Targeting any building with more than five units, with a target audience of property owners and managers who can make decisions, as well as the residents who live in these buildings.
- **Residential Energy:** Targeting everyone who calls Wayzata home, with special attention to single-family homes and multi-family buildings with fewer than five units.

Within each focus area, the Energy Action Team identified the following priorities:

- Energy efficiency
- Renewable energy
- New construction and City processes
- Under-resourced residents
- Electric vehicles

Each focus area will include strategies that are inclusive of these priorities as illustrated in Figure 6.

Figure 6: Wayzata's Focus Areas and Priorities



Goals

Working together, the Energy Action Team created the following goals:

- Increase energy savings 30% by the end of 2025, resulting in \$293,000 combined savings for residential, multi-family, and public and private buildings.

- Add 5 new commercial and industrial and 100 residential renewable energy participants by the end of 2022.

Stretch Goal

If we successfully implement the strategies in this plan and promote the value of energy stewardship, we believe we could achieve a 50% increase in energy savings by 2025, which would result in an estimated \$386,000 saved.

All goals will be measured against a three-year baseline, which is detailed in Appendix 3.



HOW WE ARE GOING TO GET THERE

The Energy Action Team developed near-term actionable strategies for each focus area, including implementation resources, communication channels, and timelines.

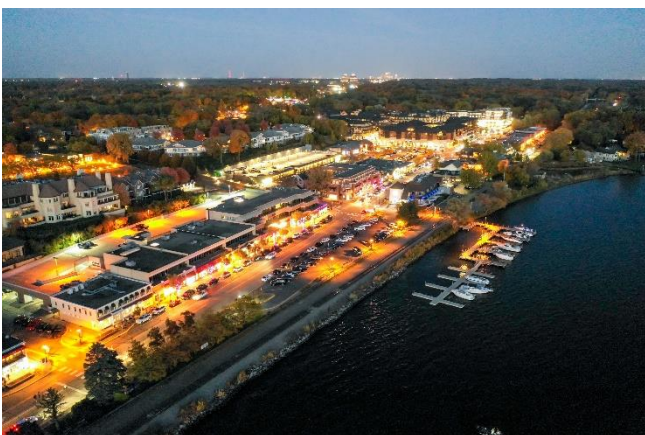
See Appendix 1 for a detailed implementation work plan.

Focus Area: Public and Private Buildings

Why is this a priority?

Sector Use and Impact

The commercial, industrial, and municipal sectors represent only 18% of all premises in Wayzata but consumed 57% of total energy in 2019. When a few businesses act to improve energy efficiency, it can have a significant impact on reducing energy use and greenhouse gas emissions.



Downtown Wayzata, Photo Credit: City of Wayzata

Economic Development

Public and private buildings spend an average of \$6.4 million on energy each year. As businesses invest in energy efficiency, they save energy and money through lower energy bills and lower maintenance costs for new equipment, keeping these dollars in the Wayzata community.

Leading by Example

The City of Wayzata will lead by example for all public and private

buildings and will benefit by partnering with private sector building owners and developers to help them do the same. The City hopes to build relationships and rapport with businesses in the community through this work.

Who are we targeting?

This focus area includes all public buildings, among them those owned by the City of Wayzata and Hennepin County, as well as private buildings, such as downtown businesses, places of worship and retail spaces.

Key messages

- Free energy assessment programs are available.
- Cost and energy savings from buildings of similar sizes.
- A building or business can help keep Wayzata's air and water healthy.
- Commercial tenants prefer efficient, environmentally responsible buildings.
- Showcase results and successes of other buildings in Wayzata.

Municipal Building Strategies

1. Track building energy use with B3 benchmarking.
2. Make energy efficiency upgrades in City buildings.
3. Support renewable energy in municipal buildings.
4. Recognize and celebrate City successes.
5. Explore municipal electric vehicle fleet and charging options.

Private Building Strategies

1. Create resources web page for building owners and developers on City website.
2. Promote renewable energy opportunities and free assessments for businesses.
3. Conduct outreach to faith organizations.
4. Create a green recognition program.
5. Integrate energy efficiency and renewable energy into City development review processes.

Implementation Roles and Responsibilities

The following table summarizes implementation lead and co-leads of the Public and Private Building focus area strategies. For a more detailed workplan, please go to Appendix 1.

	Strategy	Lead	Co-Lead
Municipal Buildings	Track building energy use with B3 benchmarking	City	PiE
	Make energy efficiency upgrades in City buildings	City	PiE
	Support renewable energy in municipal buildings	E&E	City
	Recognize and celebrate city successes	E&E	City
	Explore municipal electric vehicle fleet and charging options	City	PiE
Private Buildings	Create resources web page for building owners and developers on City website	City	PiE and E&E
	Promote renewable energy opportunities and free assessments for businesses	PiE	E&E
	Conduct outreach to faith organizations	E&E	PiE and City
	Create a green recognition program	E&E	PiE and City
	Integrate energy efficiency and renewable energy into City development review processes	City	Zoning Study, E&E

Impact of Private & Public Building Strategies

Successful implementation of these strategies will result 378 public and private buildings participating in utility conversation programs — an additional 63 commercial and industrial premises above business as usual (BAU), and five new commercial and industrial premises subscribing to renewable energy. Public and private energy savings also results in dollar savings, keeping those dollars in our community to reinvest in our businesses.

Table 3: Private & Public Building Focus Area Energy Savings

	BAU	Goal by 2025	Stretch Goal
kWh savings	1,058,965	1,381,231	1,879,136
Therm savings	79,897	92,136	92,341
MMBtu savings	11,596	13,926	15,646

In addition, as the City the Wayzata successfully implements the municipal strategies and our businesses participate in programs, we will position our community as a sustainability leader, setting an example for other public and private buildings in the Twin Cities metro area.

Focus Area: Multi-Family Buildings

Why is this a priority?

Sector Representation

Approximately 44% of all housing units in Wayzata are in multi-family buildings, meaning almost half of Wayzata's residents live in multi-family dwellings.

Opportunity

In the three-year baseline, no buildings participated in the free energy assessment program targeting multi-family buildings, so there is a lot of opportunity to increase energy savings.

Who are we targeting?

Any building with more than five units is included in this focus area, with a target audience of property owners and managers who can make decisions, as well as the residents who live in these buildings.

Key messages

- Cost savings
- Free resources available
- Lower maintenance costs
- Tenant comfort and satisfaction
- Tenants prefer energy efficient and sustainability buildings

Multi-Family Building Strategies

1. Conduct one-on-one outreach to building owners and managers.

Implementation Roles and Responsibilities

The following table summarizes implementation lead and co-leads for the Multi-Family Building focus area strategy. For a more detailed workplan, please go to Appendix 1.

Strategy	Lead	Co-Lead
One-One outreach to building owners and managers	E&E	PiE and City

Impact of Multi-Family Building Strategies

Although the impact of this focus area is low for energy savings, it will result in increased engagement with our multi-family building property owners and residents, which our community has struggled with in the past.

Table 4: Multi-Family Building Focus Area Energy Savings

	BAU	Goal by 2025	Stretch Goal
kWh savings	—	1,154	1,385
Therm savings	—	1,028	1,234
MMBtu savings	—	107	128

Focus Area: Residential Energy

Why is this a priority?

Sector Use and Impact

Wayzata residents make up the largest group of energy users in the city (82% of premises) and consumed 43% of total energy in 2019.

Even though Wayzata's median income is \$83,300, there are still residents experiencing poverty, housing cost burden and energy burden.

Residents changing their energy behavior could have a large impact on the community's energy costs. It will be important to address barriers to behavior change, such as lack of awareness of opportunities and low motivation or available time, through clear communication around the benefits of participation.

Program Opportunities

On average, 156 residents participate in a utility program each year; however, programs that educate residents on how their home uses energy and recommend upgrades have had low participation. There are also free programs for residents that historically have low participation.

Who are we targeting?

Everyone who calls Wayzata home, with special attention to single-family homes, buildings with fewer than five units, and under-resourced households.



Wayzata Panoway, Photo Credit: City of Wayzata

Key messages

- Reduce energy bills
- Home comfort year-round
- Environmental benefits — Wayzata residents are proud of their sustainability practices
- Energy efficiency and renewable energy are trending and attractive in homebuying and renting

Residential Energy Strategies

1. Update city website for residents to access energy information
2. Conduct an energy savings campaign
3. Conduct a renewable energy outreach campaign
4. Conduct outreach to under-resourced households
5. Host energy workshops
6. Host electric vehicle showcase events
7. Promote school energy curriculum opportunities
8. Expand electric vehicle access and education

The following graphic summarizes implementation lead and co-leads for the Residential Energy focus area strategies. For a more detailed workplan, please go to Appendix 1.

Strategy	Lead	Co-Lead
Update city website for residents to access energy information	PiE	E&E and City
Conduct an energy savings campaign	E&E	PiE and City
Conduct a renewable energy outreach campaign	E&E	PiE and City
Conduct outreach to under-resourced households	E&E	PiE and City
Host energy workshops	PiE	E&E and City
Host electric vehicle showcase event	E&E	PiE and City
Promote school energy curriculum opportunities	PiE	E&E
Expand electric vehicle access and education	PiE	City

Impact of Residential Energy Strategies

Engaging residents across our community will put us on the path toward achieving our vision of energy stewardship and resiliency. Our goals will result in an additional 340 residents participating in energy-savings programs and 100 new residential renewable energy subscribers. In addition to increased engagement and participation, the combined impact of these strategies will result in almost \$120,000 saved for resident.

Table 5: Residential Focus Area Energy Savings

	BAU	Goal by 2025	Stretch Goal
kWh savings	278,816	648,446	1,025,940
Therm savings	50,563	62,395	72,040
MMBtu savings	6,008	8,452	10,705

Energy Action Plan Impact

The combined targets and strategies outlined in this plan will result in a 30%–50% increase in combined energy savings for public and private buildings, multi-family buildings, and residents. If we achieve our stretch goal, our community will save an estimated \$364,000 in energy costs, keeping those dollars in Wayzata to invest in our homes and buildings and spend at local businesses.

Table 6: Combined Focus Area Energy Savings

	BAU	Goal by 2025	Stretch Goal
kWh savings	1,336,781	2,029,677	2,641,031
Therm savings	130,429	154,531	164,382
MMBtu savings	17,604	22,378	25,449

Figure 7: Cumulative Electricity Savings from Energy Action Plan

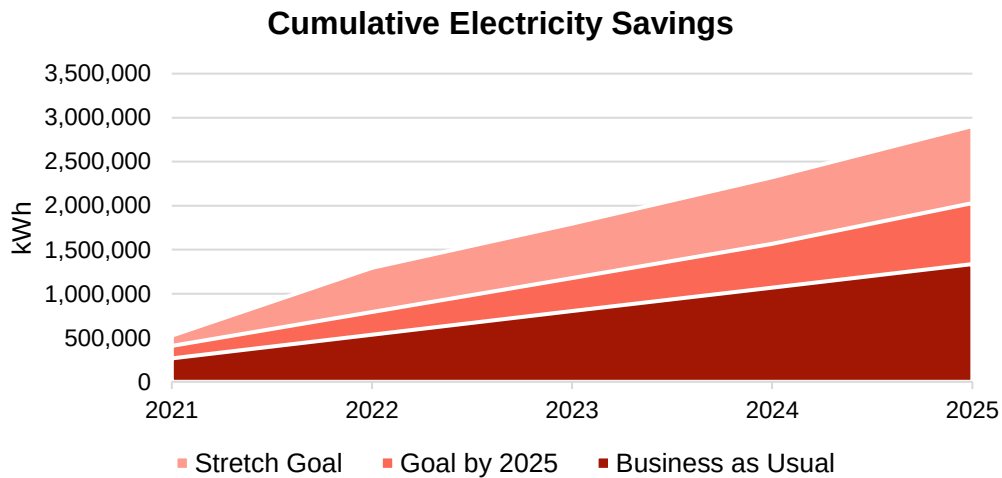
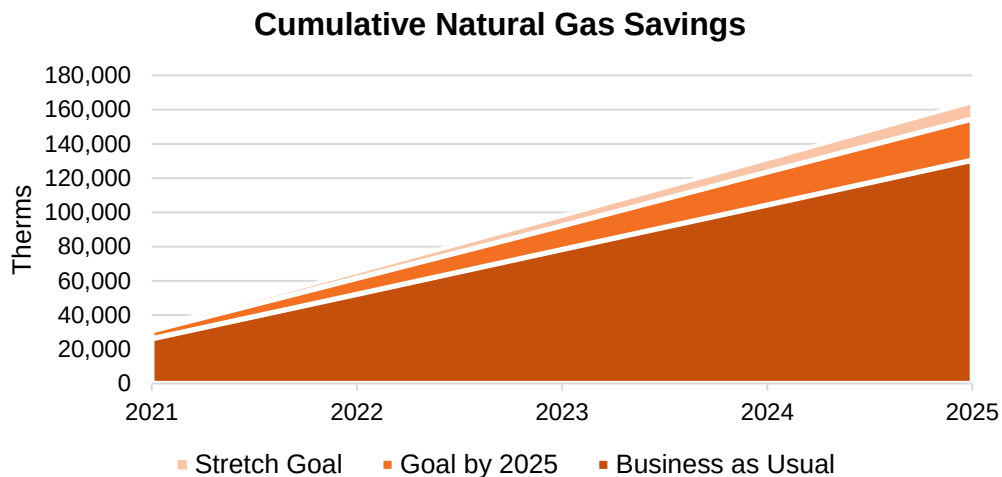
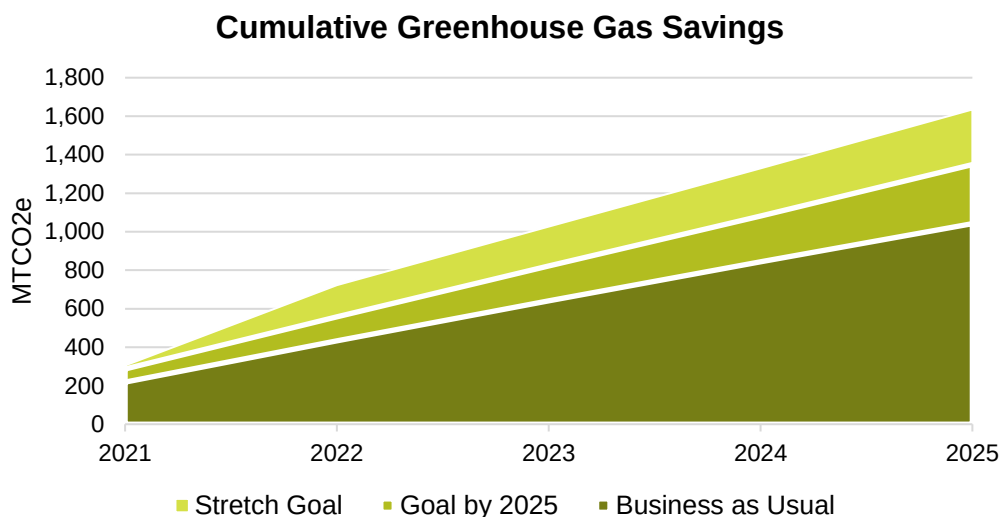


Figure 8: Cumulative Natural Gas Savings from Energy Action Plan



Increasing our energy savings will also benefit the environment by reducing our greenhouse gas emissions. A 30%–50% increase in energy savings will result in avoiding approximately 1,350–1,630 MTCO_{2e}, which is equivalent to removing 353 vehicles from the road for a year.⁵ In addition, 105 new renewable energy subscribers will increase our community’s support for renewable energy.

Figure 9: Cumulative Greenhouse Gas Savings from Energy action Plan



In addition to the energy, cost and greenhouse gas emissions savings, Wayzata residents and businesses will also benefit from increased engagement in their community with new values of energy stewardship and resiliency. Through energy efficiency investments, residents will make their homes more comfortable and see benefits on their energy bills. Businesses will make their buildings more comfortable for workers and customers; and multi-family buildings will realize lower maintenance costs and increase tenant satisfaction.

⁵ U.S. Environmental Protection Agency Greenhouse Gas Equivalencies Calculator.
<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>



HOW WE STAY ON COURSE

This Energy Action Plan is a living document. Goals and strategies will be assessed and refined as needed based on data and community staff capacity.

Data and Reporting

Partners in Energy will provide biannual progress reports with metrics of success and overall progress toward goals for Xcel Energy rebates and programs. These reports will be available publicly and shared with both the community and Energy Action Team. Partners in Energy will also connect our Energy Action Team with CenterPoint Energy, the natural gas utility, to gather additional data to support measuring progress toward achieving goals.

If available, ad-hoc participation reports for specific utility programs (e.g., Home Energy Squad®) will be provided to measure success of campaigns and to determine whether we need to change course.

Project Management and Tracking

Partners in Energy will host regular project management check-in calls with City staff to ensure we stay on course to achieve our strategies for the first 18 months of implementation.

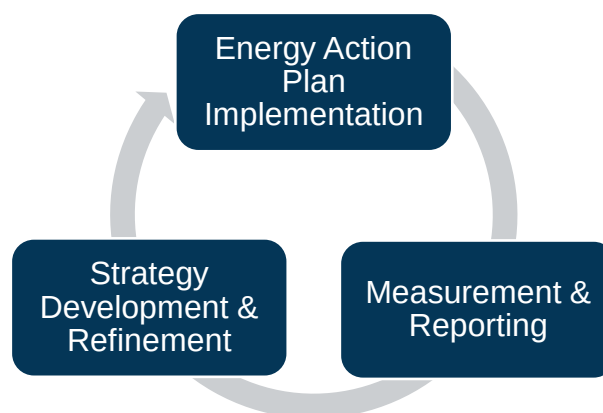


Figure 10: Actions and Tracking

If necessary, an implementation check-in meeting with the Energy Action Team can be convened to assess progress toward goals and discuss strategy refinement at the midpoint of implementation.

Roles and Responsibilities

Implementing the strategies outlined in this plan will require leadership and collaboration among the City of Wayzata staff, Energy and Environment Committee members and Energy Action Team. To ensure we are successful, this section outlines the roles and responsibilities of the implementation team.

City of Wayzata

The City of Wayzata will provide a primary point of contact for implementation and will assign members to attend regular project management check-ins and act as liaison to the Energy and Environment Committee. The City of Wayzata commits to leveraging existing communication channels, such as the website and social media platforms, to promote the Energy Action Plan and call-to-action for our community.

Energy and Environment Committee

The Energy and Environment Committee commits to including Energy Action Plan strategies in their future Committee work plans. The Committee will lead strategies and serve as community connectors, promoting energy stewardship and resiliency to everyone in the Wayzata community.

Energy Action Team

The Energy Action Team formed to create this plan will support implementation by serving as community connectors to their networks, will help promote our energy vision, encourage participation in programs and outreach campaigns, and will share success stories. When available, the Energy Action Team will serve as partners in strategies.

Partners in Energy

In addition to data reporting, project management, and implementation tracking, Xcel Energy commits to supporting the first 18 months of implementation with marketing and communications support, program expertise, and providing a dedicated community facilitator to serve as a primary point of contact. Xcel Energy will also connect the Wayzata team with resources through its Partners in Energy office hours, community portal, and community conversation events.



APPENDIX 1: IMPLEMENTATION WORK PLAN

This appendix gives additional detail on the timing for each strategy and will serve as a work plan for the Energy Action Team and Partners in Energy to prioritize resources over the next 18 months.

Strategy Summary

Municipal Building Strategies

1. Track building energy use with B3 benchmarking
2. Make energy efficiency upgrades in City buildings
3. Support renewable energy in municipal buildings
4. Recognize and celebrate City successes
5. Explore municipal electric vehicle fleet and charging options

Private Building Strategies

1. Create resources web page for building owners and developers on City website
2. Promote renewable energy opportunities and free assessments for businesses
3. Conduct outreach to faith organizations
4. Create a green recognition program
5. Integrate energy efficiency and renewable energy into City development review processes

Multi-Family Strategies

1. Conduct one-on-one outreach to building owners and managers

Residential Energy Strategies

1. Update city website for residents to access energy information
2. Conduct an energy savings campaign
3. Conduct a renewable energy outreach campaign
4. Conduct outreach to under-resourced households
5. Host energy workshops

6. Host electric vehicle showcase events
7. Promote school energy curriculum opportunities
8. Expand electric vehicle access and education.

Strategy Tables

Municipal Building Strategies

Strategy:		1: Track building energy use in B3 Benchmarking	Roles	Targets
Tactics	A	Complete one year's worth of B3 benchmarking for all municipal buildings to show baseline.	Lead: City Staff Support: Partners in Energy and Xcel Energy	January 2021 through December 2021.
	B	Develop a complete list of buildings with high potential for savings or buildings in need of energy efficiency updates using B3 data.	Lead: City Staff	Collaborate with City building staff to co-create a list by March 2021.
	C	- Share the story to the public describing why Wayzata is beginning benchmarking, lessons learned, opportunities discovered, and how it relates to the Energy Action Plan. - Use the story to invite non-municipal buildings to participate in benchmarking.	Lead: City Staff	Work with city communications to write and share the story by June 2021.
	D	Annually benchmark as a part of Wayzata's regular processes.	Lead: City Staff	Ensure the process lives in staff workplans for 2022–2025.
Timeline:		Launch January–March 2021, ongoing through 2025		

Strategy:		2: Make energy efficiency upgrades in City buildings		Targets
Tactics	A	Use benchmarking list from tactic 1B to identify buildings for which an energy audit would be most useful.	Lead: City Staff	Prioritize buildings for audit by Q3 2021.
	B	Work with Xcel Energy and CenterPoint Energy Account Managers to identify qualifying audit programs.	Lead: City Staff	Schedule three audits from Q4 2021 through Q2 2022.
	C	From each audit, identify projects that will have the highest return on investment or overlap with other renovations or city priorities. Recommend implementation of projects to the appropriate department or committee.	Lead: City Staff	Present reports and recommendations for three projects in 2022.
	D	Record energy savings from completed projects through annual benchmarking and report successes to city staff, council, commissions, and committees.	Lead: City Staff	Report through annual or quarterly meetings at the end of 2022.
Timeline:		Launch April–June 2021, ongoing through 2025		

Strategy:		3: Support renewable energy in municipal buildings	Roles	Targets
Tactics	A	Review available renewable energy program options and identify three subscription or on-site programs for an initial cost estimate of those to bring to City Council.	Lead: Energy and Environment Committee Support: City Staff	Three cost estimates presented to City Council in 2023.
	B	Encourage implementation of one of the renewable energy options established on City Council's reactions from tactic 3A and identify a project lead and approval process.	Lead: Energy and Environment Committee Support: City Staff	Seek approval for one renewable energy subscription or onsite implementation per year.
Timeline:		Launch October–December 2022, implementation 2023–2025		

Strategy:		4: Recognize and celebrate City successes	Roles	Targets
Tactics	A	Following the launch of the Energy Action Plan, seek recognition programs for the accomplishments of Wayzata's energy initiatives. • GreenSteps Cities • LEED for Cities and Communities • SolSmart	Lead: Energy and Environment Committee Support: City Staff	Spring 2021 through 2025
	B	Collaborate with communications for a quarterly success story beginning with the launch of the Energy Action Plan.	Lead: Energy and Environment Committee Support: City Staff	2021–2025
Timeline:		Launch April–June 2021, ongoing through 2025		

Strategy:		5: Explore municipal electric vehicle fleet and charging options	Roles	Targets
Tactics	A	Participate in a fleet study which identifies opportunities to phase in electric vehicles. Get approval from council to move forward with a study.	Lead: City Staff Support: Partners in Energy	Seek council approval by April 2021.
	B	Present and seek approval on considerations from the fleet study for implementation in years 2022–2025 budgets and work plans.	Lead: City Staff Support: Partners in Energy	1–2 fleet upgrades or charging options per year.
Timeline:		July 2021–July 2022		

Private Building Strategies

Strategy:		1: Create resources webpage for building owners and developers on City website	Roles	Targets
Tactics	A	Updated website will include the following: - Renewable energy programs and offerings available for existing buildings - City incentive programs - Success stories of buildings participating in energy audits or renewable programs showing measurable results in savings or benefits from project - Utility new construction programs, with cross-promotion on the permits and planning web pages	Lead: City Staff Support: Partners in Energy, Energy and Environment Committee	Page language and photos to Communications May 2021. Two testimonials from Wayzata businesses or nonprofits by December 2021.
	B	Review and update website with any program changes or new information.	Lead: City Staff Support: Communications Staff	Two times per year beginning in Q4 2021.
Timeline		January–March 2021, ongoing updates when new information is available		

Strategy:		2: Promote renewable energy opportunities and free assessments for businesses	Roles	Targets
Tactics	A	Create marketing materials for one-on-one outreach to businesses to recognize available renewable energy participation options, free assessments, and benefits of both. Focus on audiences of businesses who own and rent space, building owners and landlords, and vacant properties.	Lead: Partners in Energy	Materials created and approved by June 2021.
	B	Identify and recruit volunteers, Chamber of Commerce staff, and energy action team members to distribute materials to business owners.	Lead: Energy and Environment Committee	Mobilize group to distribute materials by August 2021.
Timeline:		March–December 2021		

Strategy:		3: Conduct outreach to faith organizations	Roles	Targets
Tactics	A	Develop a contact list of faith organizations and identify organizations who own their worship facilities and who have green teams, climate committees, or other..	Lead: Energy and Environment Committee	List completion December 2021.
	B	Create a communications language and outreach plan to faith organizations who own buildings, asking them to consider an energy audit and explore money-saving and sustainable energy opportunities.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	City communications team to review/approve March 2022.

	C	Implement outreach plan and make note of communications within the contact list for future outreach knowledge.	Lead: Energy and Environment Committee	May 2022
Timeline:		October 2021–June 2022		

Strategy:		4: Create green recognition program	Roles	Targets
Tactics	A	- Create an annual recognition process that aligns or collaborates with other Wayzata building recognitions through the City or Chamber of Commerce. - Specify requirements, partners, other city departments to be involved, and how businesses benefit from recognition.	Lead: Energy and Environment Committee Support: Partners in Energy, City Staff	Bring plan to City Council for approval in December 2021.
	B	Launch recognition program with a press release and push communications through Wayzata Chamber of Commerce and other communications platforms.	Lead: Energy and Environment Committee Support: Partners in Energy, City Staff	Launch Spring 2022.
Timeline:		October 2021–March 2022, ongoing recognition in future years		

Strategy:		5: Integrate energy efficiency and renewable energy into City development review processes	Roles	Targets
Tactics	A	Use Partners in Energy New Construction toolkit to integrate program opportunities into permitting and development review processes. Develop list of opportunities.	Lead: City Staff Support: Zoning Study Task Force & Partners in Energy	Identify opportunities by May 2021. Bring to May 2021 Energy and Environment committee meeting.
	B	Incorporate Energy and Environment Committee Comments in to process review and recommendations and bring to City Council for review.	Lead: City Staff Support: Energy and Environment Committee	July 2021
	C	Identify opportunities to provide incentives to existing building owners to upgrade air quality systems. Explore potential to overlap with Tax Increment Funding. Bring to City Council along with Tactic B in this strategy.	Lead: City Staff Support: Energy and Environment Committee	July 2021
Timeline:		January–July 2021		

Multi-Family Building Strategies

Strategy:		1: Conduct one-on-one outreach to building owners and managers	Roles	Targets
Tactics	A	Create or identify existing multi-family buildings list. Include relevant contacts such as building owners, managers, association chairs, etc. Cooperate with rental licensing and other city outreach that is communicating with multi-family buildings.	Lead: Energy and Environment Committee Support: City Staff	List created by July 2021.
	B	Build an outreach script and informational materials promoting the free assessment and benefits of the Multi-Family Building Efficiency program participation.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	Script created by July 2021.
	C	Identify a staff member, intern, or volunteer to do one-on-one outreach to increase participation in the Multi-Family Building Efficiency program. Track response, communication, and participation.	Lead: Energy and Environment Committee Support: City Staff	Begin outreach August 2021 through December 2021.
	D	Follow up with contacts who have not scheduled their Multi-Family Building Efficiency program audit to consider participation and offer additional information on electric vehicle charging infrastructure benefits.	Lead: Energy and Environment Committee Support: City Staff	February 2022
Timeline:		January 2021–February 2022		

Residential Energy Strategies

Strategy:		1: Update city website for residents to access	Roles	Targets
Tactics	A	Updated website will include the following: • Renewable energy programs and offerings available to residents. • City Incentive programs. • Free and low-cost home audit options. • Stories of participation in renewable and energy efficiency programs. • Electric vehicle transportation and charging options.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	Page language and photos to Communications May 2021. Two residential participation stories by December 2021.
	B	Review and update website with any program changes or new information.	Lead: City Staff Support: Communications Staff	Two times per year beginning in Q4 2021.
Timeline:		January–March 2021, ongoing updates when new information is available		

Strategy:		2: Conduct energy savings campaign	Roles	Targets
Tactics	A	Create and deliver utility bill inserts and social media outreach targeting residents to sign up for online billing and learn how to navigate energy information in the platform.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	August 2021
	B	Develop and launch a Home Energy Squad sign-up campaign by offering city-sponsored visits for half the cost of normal visit.	Lead: Energy and Environment Committee, Support: Partners in Energy, City Staff	Target 100 city subsidized HES visits by January 2022. Get approval from city council for \$5,000 (100 visits x \$50 cost-share).
Timeline:		January–December 2021		

Strategy:		3: Conduct a renewable energy outreach campaign	Roles	Targets
Tactics	A	Identify two renewable energy programs that Wayzata residents can participate in and create promotional materials, incentives, and communication plan/timeline.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	February 2021
	B	Launch campaign and promote: • City communications platforms. • Energy and Environment Commission and Energy Action Team Promotion through networks. • Neighborhood organization leads or National Night Out captains. • Faith groups with energy or climate committees.	Lead: Energy and Environment Committee Support: City Staff	Distribute communications and materials in March 2021.
Timeline:		August 2021–February 2022		

Strategy:		4: Conduct outreach to under-resourced households	Roles	Targets
Tactics	A	Identify social service organizations, under-resourced areas of the community, and other partnerships that can help distribute information on free energy resources for energy burdened households.	Lead: Energy and Environment Committee, Support: Partners in Energy, City Staff	Create a partnerships list by January 2022.
	B	Create flyer with relevant free energy resources and distribute to contacts and organizations to connect to community members in need.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	Distribute March 2022.
Timeline:		July–September 2021		

Strategy:		5: Host energy workshops	Roles	Targets
Tactics	A	Administer a home energy survey to collect questions, topics of interest and timing preferences for virtual or in-person 30-minute workshops.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	September 2021
	B	Develop an outline of two topics, set date(s) and location/platform, invite speakers with pertinent expertise. Collaborate with and invite city planning/permit staff relevant to topic area.	Lead: Partners in Energy Support: Energy and Environment Committee, City Staff	November 2021
	C	Create and send invitations: • City newsletter, calendar, and website • Social media • Energy and Environment Committee networks • Energy Action Team networks • Press release	Lead: Partners in Energy Support: City Staff and Communications Staff	November 2021 through event date 2022
	D	Host 1–2 workshops. Record and upload to city website and/or tell the story and takeaways in Wayzata community communications.	Lead: Partners in Energy Support: City Communications Staff	Q1 2022
Timeline:		July 2021–March 2022		

Strategy:		6: Host electric vehicle showcase events	Roles	Targets
Tactics	A	Identify any overlap with existing events where electric vehicle (EV) showcase would make sense or select date and location in high foot traffic area.	Lead: Energy and Environment Committee Support: Partners in Energy, City Staff	April 2021
	B	Create an outline of event and identify and secure vehicles to showcase through volunteer owners or dealerships. Reserve Xcel Energy's EV tabling materials.	Lead: Energy and Environment Committee Support: Partners in Energy, City Staff	June 2021
	C	Advertise event date and details through overlapping event communications, city platforms, and calendars.	Lead: Energy and Environment Committee Support: Communications Staff	July 2021 through the week of the event
	D	Hold event in-person or virtually.	Lead: Energy and Environment Committee Support: Partners in Energy	Host event Summer/Fall 2021.
Timeline:		April–December 2021		

Strategy:		7: Promote school energy curriculum opportunities	Roles	Targets
Tactics	A	Create email language promoting Xcel Energy's free School Education Kits, asking for direct contact with teachers who can deliver kits to students. Conduct outreach through City of Wayzata connections to schools within city boundaries.	Lead: Partners in Energy Support: Energy and Environment Committee	Fall 2021
	B	Follow up with teachers and students who've used the curriculum to share their story on city communications platforms and residential energy web page.	Lead: Partners in Energy Support: City Communications	Spring 2022
Timeline:		July 2021–June 2022		

Strategy:		8: Expand Electric Vehicle Access and Education	Roles	Targets
Tactics	A	Compile a list of charging stations in Wayzata to promote on city website and other communication channels.	Lead: Partners in Energy Support: City Staff	September 2021
	B	Identify funding for creating city signage to identify and direct drivers to EV charging stations.	Lead: City Staff Support: Partners in Energy	January 2022
	C	Partner with local dealership to promote city, dealer or co-promotions. Develop co-branded materials and collaborate for future events and messaging.	Lead: Partners in Energy Support: City Staff	Make contact Summer 2021 (for EV showcase).
	D	Using Xcel Energy's EV toolkit, identify opportunities for additional EV outreach from 2022 through 2025.	Lead: Energy and Environment Committee	Identify opportunities by December 2021.
Timeline:		July 2021–March 2022		

				2021				2022	
Focus	Strategy	Lead	Co-Lead	Q1	Q2	Q3	Q4	Q1	Q2
Municipal Buildings	Track building energy use in B3 benchmarking	City	PIE	1A					
		City	PIE	1B					
		City	PIE		1C				
		City	PIE			1D			
	Make energy efficiency upgrades in City buildings	City	PIE		2A				
		City	PIE				2B		
		City	PIE					2C	
		City	PIE						2D
	Support renewable energy in municipal buildings	E&E	City						3A
		E&E	City						3B
	Recognize and celebrate city successes	E&E	City		4A				
		E&E	City						4B
Private Buildings	Create resources webpage for building owners and developers on City website	City	PIE and E&E	1A					
		City	Comm				1B		1B
	Promote renewable energy opportunities and free assessments for businesses	PIE	E&E		2A				
		E&E	E&E			2B			
	Conduct outreach to faith organizations	E&E	E&E				3A		
		PIE	E&E and City					3B	
		E&E	PIE						3C
	Create a green recognition program	E&E	PIE and City				4A		
		E&E	PIE and City					4B	
	Integrate energy efficiency and renewable energy into City development review processes	City	Zoning Study	5A					
		City	E&E			5B			
		City	E&E			5C			
Multi-Family	One-One outreach to building owners and managers	E&E	City	1A					
		PIE	E&E and City	1B					
		E&E	City			1C			
		E&E	City					1D	
Residential Energy	Update city website for residents to access energy information	PIE	E&E and City	1A					
		City	Comm		1B		1B		1B
	Conduct an energy savings campaign	PIE	E&E and City	2A					
		E&E	PIE and City		2B				
	Conduct a renewable energy outreach campaign	PIE	E&E and City			3A			
		E&E	City				3B		
	Conduct outreach to under-resourced households	E&E	PIE and City			4A			
		PIE	E&E and City			4B			
		PIE	E&E and City			5A			
	Host energy workshops	PIE	E&E and City				5B		
		PIE	City and Comm				5C		
		PIE	Comm					5D	
	Host electric vehicle showcase event	E&E	PIE and City		6A				
		E&E	PIE and City		6B				
		E&E	Comm			6C			
		E&E	PIE			6D			
	Promote school energy curriculum opportunities	PIE	E&E			7A			
		PIE	Comm						7B
	Expand electric vehicle access and education	PIE	City			8A			
		City	PIE					8B	
		PIE	City			8C			
		E&E	PIE				8D		



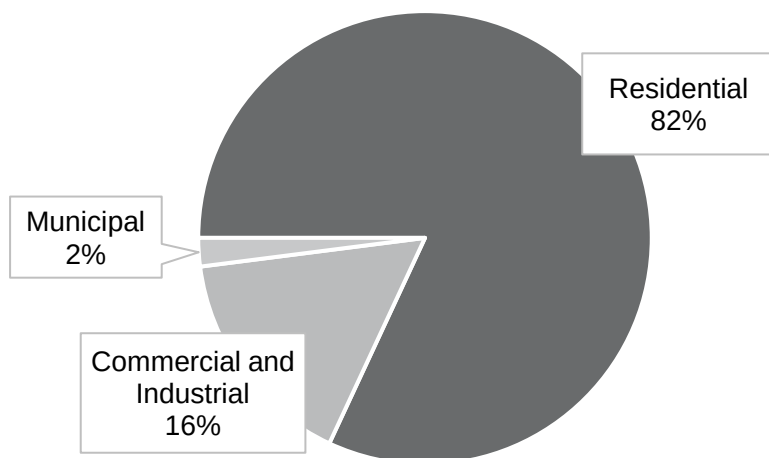
APPENDIX 2: BASELINE ENERGY ANALYSIS

Data was provided by Xcel Energy and CenterPoint Energy for all Wayzata premises for 2016–2019. Xcel Energy provides electric service to the community, and CenterPoint Energy provides natural gas service. The data helped the Energy Action Team understand Wayzata’s energy use and opportunities for energy conservation and renewable energy. Data included in this section establishes a baseline against which progress toward goals will be measured in the future.

Premises

There were 2,668 premises in Wayzata in 2019. The majority of premises (2,186) were residential. There were 428 commercial and industrial premises and 54 municipal premises.

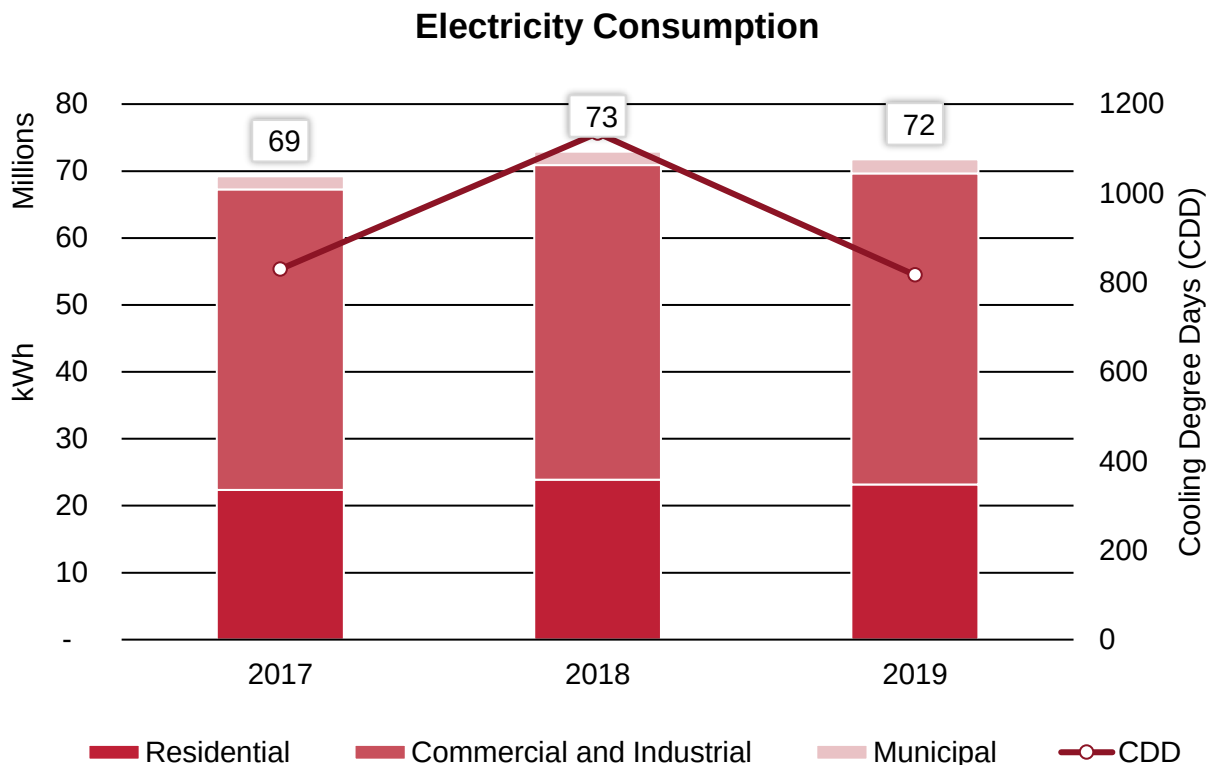
Figure 11: 2019 Premises



Electricity Consumption

On average, Wayzata consumes 71.3 million kWh of electricity and spends \$7.8 million across all sectors per year. Electricity consumption over the three-year baseline has remained relatively consistent, with a slight increase 2017 to 2018, which aligns with an increase in cooling degree days and the need to air condition homes and businesses.

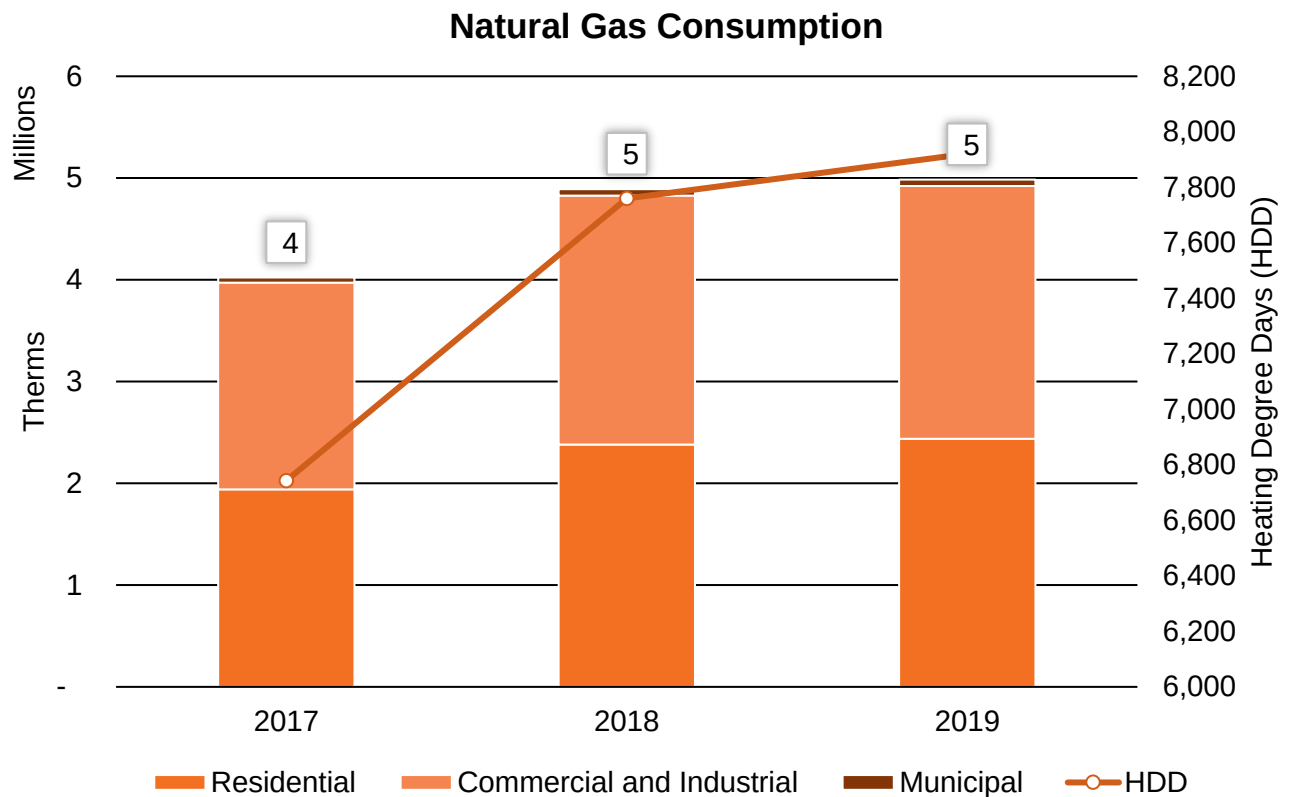
Figure 12: 2017–2019 Electricity Consumption



Natural Gas Consumption

On average, Wayzata consumes 4.6 million therms of natural gas and spends \$3.1 million across all sectors per year. Natural gas consumption over the three-year baseline has increased, which aligns with an increase in heating degree days and the need to heat homes and businesses.

Figure 13: 2017–2019 Natural Gas Consumption



Total Energy Consumption

Combining electricity and natural gas over the three-year baseline, Wayzata consumed 706,500 MMBtu per year. Total energy consumption has since increased, and in 2019, Wayzata consumed 743,100 MMBtu of energy, with residential and commercial/industrial natural gas accounting for 66% of all energy consumed.

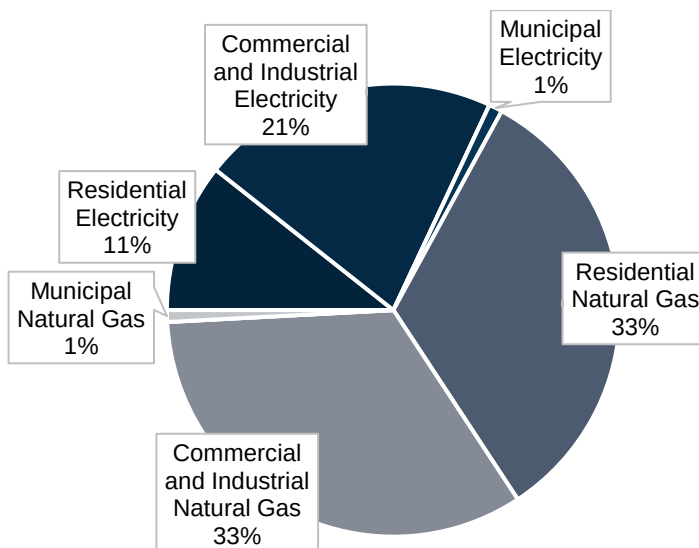
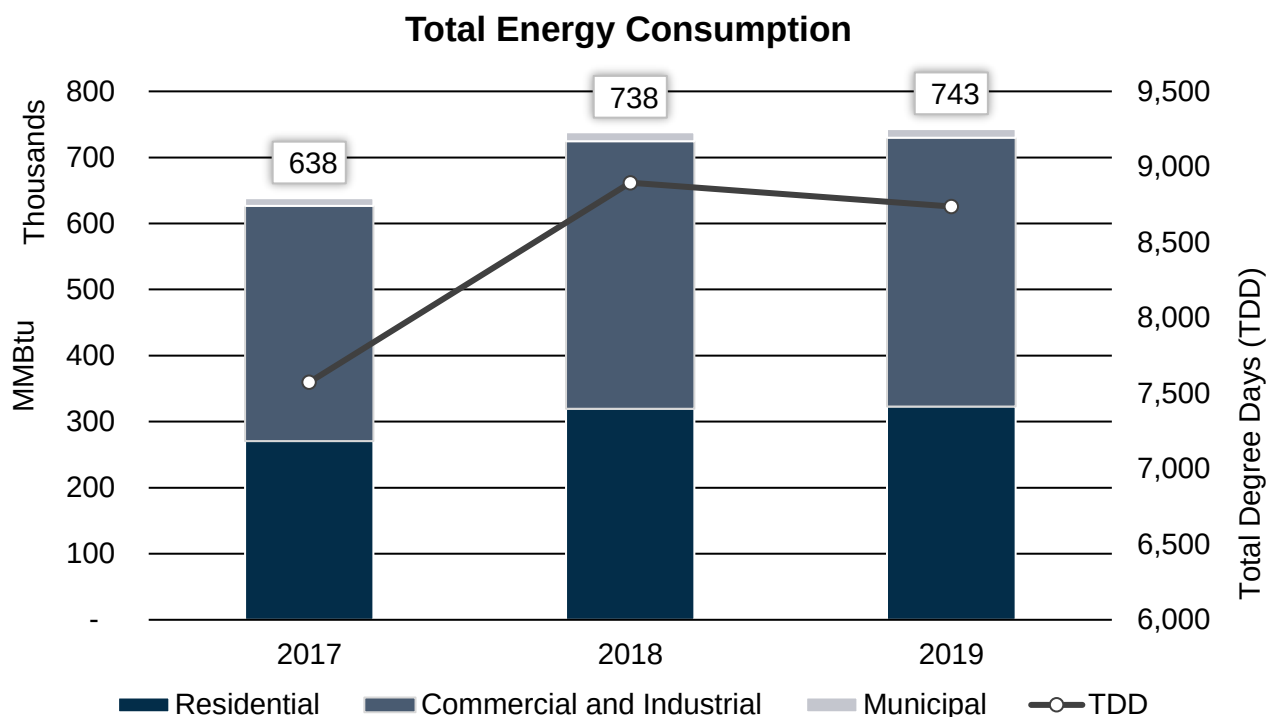


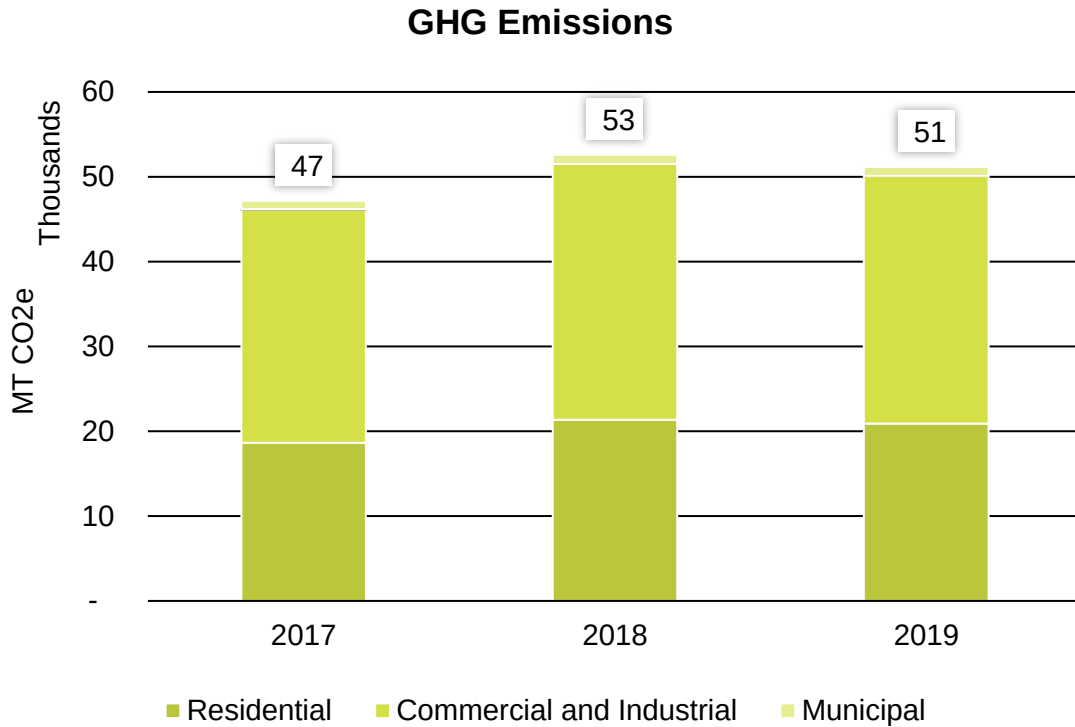
Figure 14: 2017–2019 Total Energy Consumption by Sector



Greenhouse Gas Emissions

From 2017 through 2019, greenhouse gas emissions averaged 50,300 MTCO_{2e}. To put that into perspective, that is the equivalent the emissions from 10,867 passenger vehicles driven for one year or about 55.4 million pounds of coal burned.⁶

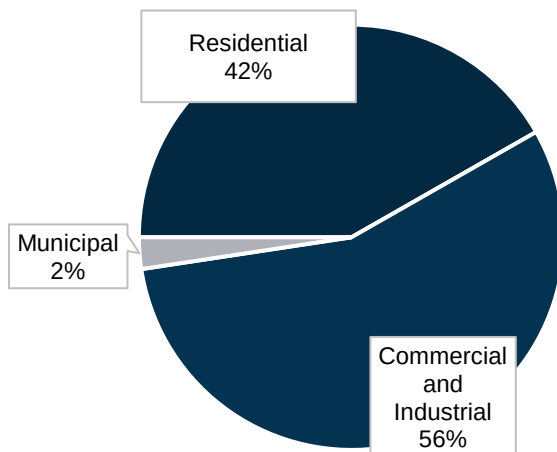
⁶ U.S. Environmental Protection Agency Greenhouse Gas Equivalencies Calculator.
<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>



Energy Costs

Wayzata spends an average of \$11 million per year on energy costs. Residents spend an estimated \$2,000 per year on energy, with most of their costs going toward electricity. Wayzata has an energy burden of 1% overall; however, the lowest-income households spend almost 7% of their income on energy. Commercial and industrial premises, whose costs can vary depending on size, spend an average of \$14,300 per premise on energy annually.

Figure 15: 2019 Energy Costs Distribution



Program Participation and Savings

Wayzata residents and businesses have actively participated in utility conservation programs to increase energy efficiency. The following tables summarize program participation and total energy savings from all Xcel Energy and CenterPoint Energy programs.

Table 7: Xcel Energy Program Participation and Savings

Total Electricity Energy Savings (kWh)					
Program Name		2017	2018	2019	
Residential Sector	Efficient New Home Construction	4	9	3	26,066
	Home Energy Audit	2	1	9	—
	Home Energy Savings Program	—	—	—	—
	Home Energy Squad	4	6	9	31,525
	Low-Income Home Energy Squad	—	—	—	—
	Multi-Family Energy Savings Program	—	—	105	22,413
	Residential Cooling	21	38	34	36,121
	Residential Heating	28	33	38	66,616
	Refrigerator Recycling	4	7	4	9,765
	Residential Saver's Switch	15	27	60	250
	Smart Thermostat	3	1	3	274
Commercial and Industrial Sector	Commercial Refrigeration Efficiency	—	—	—	—
	Computer Efficiency	—	—	1	3,189
	Cooling	3	4	1	29,410
	Custom Efficiency	—	—	—	—
	Data Center Efficiency	—	—	—	—
	Efficiency Controls	—	—	1	106,171
	Electric Rate Savings	—	—	—	—
	Energy Design Assistance	—	—	—	—
	Energy Efficient Buildings	—	—	—	—
	Fluid System Optimization	—	—	—	—
	Foodservice Equipment	—	—	—	—
	Heating Efficiency	—	—	—	—
	Lighting Efficiency	32	17	21	337,955
	Motor Efficiency	1	1	2	54,481
	Multi-Family Building Efficiency	—	—	—	—
	Process Efficiency	—	—	—	—
	Recommissioning	—	—	—	—
	Saver's Switch for Business	12	1	1	57
	Small Business Lighting	2	7	3	227,644
	Turn Key Services	—	—	—	—

Table 8: CenterPoint Energy Program Participation and Savings

		2017	2018	2019	Total Natural Gas Energy Savings (Therms)
Program Name					
Res. Sector	Home Efficiency Rebates	96	104	100	25,904
	DIY Home Efficiency	7	16	22	1,088
	Home Insulation Rebates	3	6	13	4,080
	Home Energy Reports	467	518	477	20,905
	Home Energy Squad	4	7	9	701
	High-Efficiency Home	5	8	3	6,454
	New Home Construction Rebates	21	14	30	3,158
C/I Sector	Commercial Foodservice Equipment Rebates	7	2	12	37,280
	C&I Heating and Water Heating Rebates	24	9	12	10,640
	Natural Gas Energy Analysis	1	3	—	1,670

Renewable Energy Support

In 2019, 108 residential premises supported renewable energy by subscribing to a renewable energy program. On-site solar installations were less popular, with only nine residential premises with photovoltaic systems installed. No commercial and industrial premises support renewable energy.

Table 9: 2019 Xcel Energy Renewable Energy Program Participation by Sector and Program

	Residential	Commercial & Industrial
Windsource®		
Subscriber Count	87	—
Total Annual Electricity Subscribed (kWh)	471,793	—
Percentage of Sector Electricity Use	2%	—
Renewable*Connect®		
Subscriber Count	6	—
Total Annual Electricity Subscribed (kWh)	82,051	—
Percentage of Sector Electricity Use	0%	—
Solar*Rewards Community®		
Subscriber Count	15	—
Total Annual Electricity Subscribed (kWh)	487,884	—
Percentage of Sector Electricity Use	2%	—
Solar*Rewards®		
Subscriber Count	9	—

Total Annual Electricity Subscribed (kWh)	35,005	—
Percentage of Sector Electricity Use	0%	—
Total Renewable Energy Support		
Subscriber Count	117	—
Total Annual Electricity Subscribed (kWh)	1,076,733	—
Percentage of Sector Electricity Use	5%	—



APPENDIX 3: METHODOLOGY FOR MEASURING SUCCESS

As part of implementation support, Xcel Energy’s Partners in Energy will provide biannual progress reports of participation and savings data for Wayzata. All goals will be measured against Wayzata’s three-year baseline of 2017–2019 data unless otherwise noted.

The following section defines the three-year baseline against which progress will be measured, including Xcel Energy and CenterPoint Energy program(s) included in the baseline.

Goal 1 : Increase energy and cost savings

- Increase energy savings 30% by 2025.
- Stretch goal: Increase energy savings 50% by 2025.

Goal 1 assumes a business as usual (BAU) scenario based on the three-year baseline. Goal 1 will be measured by comparing cumulative kWh and therm savings 2020-2025, measured in MMBtu, against the BAU scenario.

	BAU	Goal by 2025	Stretch Goal
kWh savings	1,336,781	2,029,677	2,641,031
Therm savings	130,429	154,531	164,382
MMBtu savings	17,604	22,378	25,449

Program participation and savings from Xcel Energy and CenterPoint Energy rebates and programs should be included in measuring progress toward achieving this goal.

Goal 2: Increase renewable energy support

- Add 5 commercial and industrial renewable energy subscribers by 2022.

- Add 100 residential renewable energy subscribers by 2022.

Goal 2 will be measured by comparing actual renewable energy program participation 2022 against 2019 participation.

Programs included in this model include Xcel Energy's Windsource[®], Renewable*Connect[®] and Solar*Rewards Community[®]. Any renewable energy subscription program available from Xcel Energy will be included in measuring progress toward Goal 2.

	Residential	Commercial/ Industrial
Windsource	87	—
Renewable*Connect	6	—
Solar*Rewards Community	15	—
2019 Total	108	—

2022 Goal	158	5
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APPENDIX 4: XCEL ENERGY'S PARTNERS IN ENERGY PLANNING PROCESS

About Xcel Energy's Partners in Energy

Xcel Energy is an electric and natural gas utility that provides the energy that powers millions of homes and businesses across eight Western and Midwestern states. Each community Xcel Energy serves has its own unique priorities and vision for its energy future. The energy landscape is dynamically changing, with communities leading the way in setting energy and sustainability goals. To continue to innovatively support its communities, Xcel Energy launched Partners in Energy in the summer of 2014 as a collaborative resource with tailored services to complement each community's vision. The program offerings include support to develop an energy action plan or electric vehicle plan, tools to help implement the plan and deliver results, and resources designed to help each community stay informed and achieve their outlined goals.

Plan Development Process

The content of this plan is derived from a series of planning workshops hosted online with a planning team committed to representing Wayzata's energy priorities and implementing plan strategies. City of Wayzata staff and the Energy and Environment Committee actively recruited a diverse group of stakeholders. A summary of the planning process can be found in Table 10.



Partners in Energy Process for Success

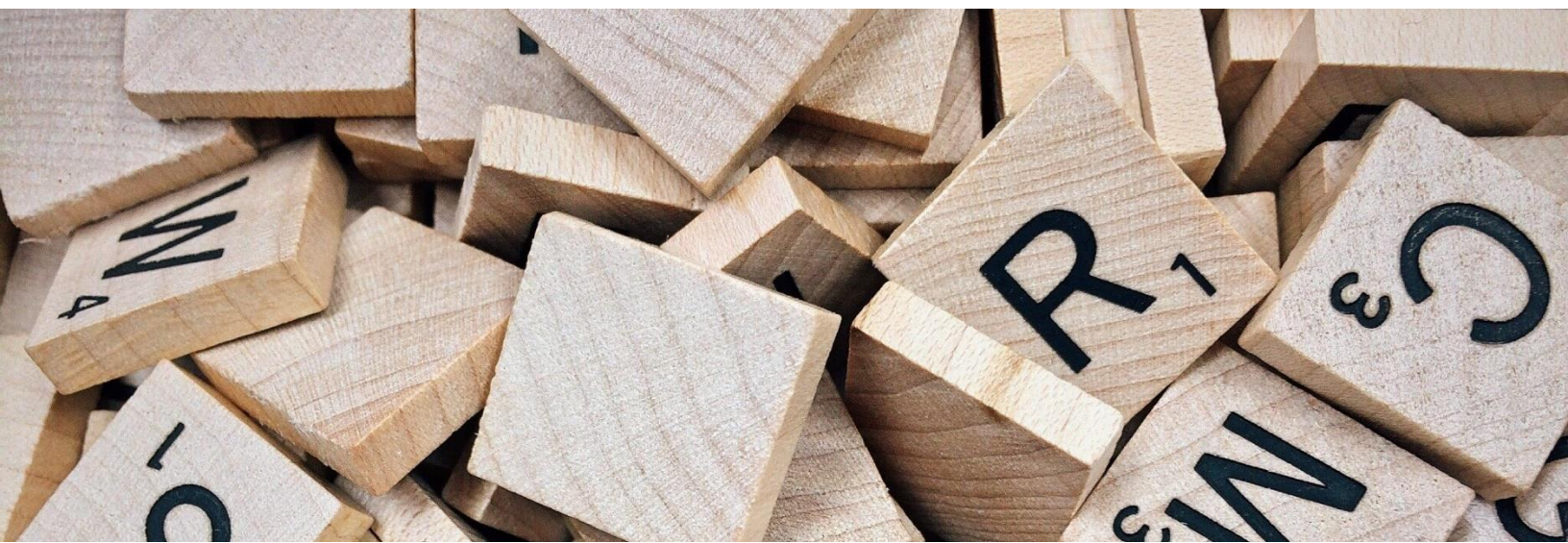


Resources from Xcel Energy for Implementation

Table 10: Partners in Energy Planning Process

Partners in Energy Planning Process	
Pre-Workshop 1 Survey June 2020	- Explained why an energy action plan is important to the individual team member and greater Wayzata community. - Prioritized energy issues. - Gained initial insight into what metrics are important to the community. - Reacted to a draft energy vision.
Workshop 1 July 9, 2020	- Team introductions and Partners in Energy process overview. - Finalized an energy vision for Wayzata. - Learned about the Wayzata's energy use and demographics. - Discussed focus areas and prioritized initial short-term focuses.
Pre-Workshop 2 Survey August 2020	- Confirmed goal metrics. - Finalized focus areas and energy priorities. - Reacted to draft strategies and submitted strategies ideas.
Workshop 2 August 12, 2020	- Mapped Wayzata's assets, identifying what makes the community great. - Reviewed utility programs and opportunities to save energy and support renewable energy.

	• Discussed resources needed for strategies and what would make us successful. • Drafted preliminary community-wide goals.
Focus Groups September 2020	• Split into focus groups to analyze the draft strategies for both the Public and Private Buildings and Residential Energy focus areas. • Captured group input on specific needs to make the strategies successful in implementation.
Workshop 3 October 22, 2020	• Reviewed and celebrated Energy Action Team's progress toward completing Wayzata's Energy Action Plan. • Discussed strategies and identified gaps in tactics. • Finalized community-wide goals and charted a course for success. • Reviewed next steps and process after the final workshop.



APPENDIX 5: ENERGY TERMS

Multi-family 15 x 15 rule: Xcel Energy's privacy rule, which require all data summary statistics to contain at least 15 premises, with no single premise responsible for more than 15% of the total. Following these rules, if a premise is responsible for more than 15% of the total for that data set, it is are removed from the summary.

British Thermal Unit (BTU): The amount of heat needed to raise one pound of water at maximum density through one degree Fahrenheit.

Carbon-Free: Refers to sources of energy that will not emit additional carbon dioxide into the air. Wind, solar, and nuclear energy are examples of carbon-free sources, but only wind and solar are renewable.

Carbon-Neutral: Also described as "net zero." Could include carbon-free sources but is broader and refers to energy that removes or avoids as much carbon dioxide as is released over a set period of time. Carbon-neutral is sometimes used to describe a site that produces an excess amount of electricity from a renewable energy source, such as solar, compared to what it consumes. That excess energy is put back into the grid in an amount that offsets the carbon dioxide produced from the electricity it draws from the grid when it is not producing renewable energy.

Community Data Mapping: A baseline analysis of energy data in a geospatial (map) format across the community.

Conservation Improvement Programs (CIP): Portfolio of approved utility energy efficiency and demand management programs. Minnesota electric utilities have a goal of saving 1.5% of their total energy sales each year via customer conservation efforts.

Minnesota natural gas utilities have a goal of saving 0.5% of their total energy sales each year via customer conservation efforts.

Demand Side Management (DSM): Modification of consumer demand for energy through various methods, including education and financial incentives. DSM aims to encourage consumers to decrease energy consumption, especially during peak hours or to shift time of energy use to off-peak periods, such as nighttime and weekends.

Direct Installation: Free energy-saving equipment installed by Xcel Energy or other organization for program participants that produces immediate energy savings.

Energy Burden: Percentage of gross household income spent on energy costs.

Energy Reduction: The result of behavior changes that cause less energy to be used. For example, setting the thermostat lower *reduces* the energy used in your home during the winter. Since energy reductions can be easily reversed, they are not accounted for when calculating changes in energy usage.

Energy Savings: Comes from a permanent change that results in using less energy to achieve the same results. Example: A new furnace uses X% less to keep your home at the same temperature (all things being equal), resulting in energy *savings* of X%. For accounting purposes, energy savings are only counted in the year the new equipment is installed.

Greenhouse Gases (GHG): Gases in the atmosphere that absorb and emit radiation and significantly contribute to climate change. The primary greenhouse gases in the earth's atmosphere are water vapor, carbon dioxide, methane, nitrous oxide and ozone.

Grid Decarbonization: The current planned reduction in the carbon intensity of electricity provided by electric utilities through the addition of low- or no-carbon energy sources to the electricity grid.

Kilowatt-hour (kWh): A unit of electricity consumption.

Million British Thermal Units (MMBtu): A unit of energy consumption that allows both electricity and natural gas consumption to be combined.

Metric Tons of Carbon Dioxide Equivalent (MTCO_{2e}): A unit of measure for greenhouse gas emissions. The unit "CO_{2e}" represents an amount of a greenhouse gas for which the atmospheric impact has been standardized to that of one-unit mass of carbon dioxide (CO₂), based on the global warming potential (GWP) of the gas.

Megawatt (MW): A unit of electric power equal to 1 million watts.

Premise: A unique identifier for the location of electricity or natural gas service. In most cases, it is a facility location. There can be multiple premises per building, and multiple premises per individual debtor.

Renewable Energy Certificate (REC): For every megawatt-hour of clean, renewable electricity generation, a renewable energy certificate (REC) is created. A REC embodies all of the environmental attributes of the generation and can be tracked and traded separately from the underlying electricity. Also known as a Renewable Energy Credit.

Resilience: The ability to prepare for and adapt to changing conditions and withstand and recover rapidly from disruptions. Resilience includes the ability to withstand and recover from deliberate attacks, accidents, or naturally occurring threats or incidents.

Recommissioning: An energy efficiency service focused on identifying ways that existing building systems can be tuned-up to run as efficiently as possible.

Solar Garden: Shared solar array with grid-connected subscribers who receive bill credits for their subscriptions.

Solar Photovoltaic (PV): Solar cells/panels that convert sunlight into electricity (convert light, or photons, into electricity, or voltage).

Subscription: An agreement to purchase a certain amount of something in regular intervals.

Therm (thm): A unit of natural gas consumption.

Trade Partner: Trade Partners, also known as Trade Allies or Business Trade Partners, are vendors and contractors within the utility's network that provides servicing, installing, and consulting regarding the equipment associated with utility rebate programs. Their support for utility programs can range from providing equipment and assisting with rebate paperwork to receiving rebates for equipment sold.

APPENDIX 6: IMPLEMENTATION MEMORANDUM OF UNDERSTANDING

To be inserted once signed.