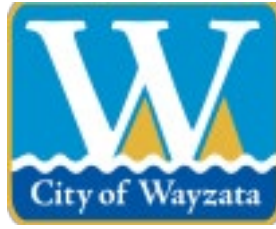


ENERGY AND ENVIRONMENT COMMITTEE

Tuesday, July 30, 2024 5:00 PM – 6:30 PM

**Wayzata City Hall
600 Rice Street East
Wayzata, MN 55391**

1. Roll Call
2. Approve Agenda
3. Approve June 25, 2024 Meeting Minutes
4. Dark Sky Presentation
5. Sustainability Champion Award Process
6. Local Climate Action Grant Update
7. Next Meeting – Tuesday, August 27
8. Adjournment



ENERGY AND ENVIRONMENT COMMITTEE

Meeting Minutes

Tuesday, June 25, 2024 5:00 PM – 6:00 PM

1. Roll Call

Committee Attendees: Chair Lauren Lindelof, KC Chermak, David Ferri, Meaghan Yorro, and Ava McNanley.

Wayzata City Staff Member: Nick Kieser, Parks and Environment Planner.

2. Approve Agenda

Motion to approve agenda, first by Chermak, seconded by Ferri. Motion passed unanimously.

3. Approve May 28, 2024 Meeting Minutes

Motion to approve minutes as shown, first by Yorro, seconded by Chermak. Motion passed unanimously.

4. Dark Sky Initiative Review

Staff noted that a Dark Sky representative, Todd Burlet, will join the July Energy and Environment Committee meeting to provide information on this initiative and describe how Wayzata could be involved. A list of Minnesota cities that have incorporated various aspects of Dark Skies was included in the packet for review. Committee Members can review this information before the next meeting to have any questions ready for the presentation.

The Committee reviewed the Dark Sky five lighting principles for responsible outdoor lighting which include:

- Useful – Use light only if it is needed.
- Targeted – Direct light so it falls only where it is needed.
- Low Level – Light should be no brighter than necessary.
- Controlled – Use light only when it is needed.
- Warm-Colored – Use warmer color lights where possible.

These principles can be reviewed further to determine how any changes could be incorporated into Wayzata. The Committee noted that safety is a key concern with lighting. Ideas such as dimming lights or have lights on motion sensors could work in certain areas. More information will be discussed at the next meeting.

5. Sustainability Champion Award

The Committee and staff discussed a possible nomination process to award the 2024 Sustainability Champion Award. Staff will start to create a nomination form that will be promoted with this process. A draft nomination form will be reviewed by the Committee at the July meeting. Staff will also include information and the nomination form in the August Wayzata Portal in addition to promoting the form in various other city outlets.

The nomination form could include examples of what businesses could be nominated for including:

- Waste reduction/organics
- Increased energy efficiency
- Lower energy consumption
- Renewable energy
- Electric vehicles
- Native/pollinator gardens
- Heat island reduction
- Water reduction
- Reduce stormwater runoff

All these ideas and more could be reasons to award the Sustainability Champion Award and will be reviewed by the E&E Committee at the end of the nomination process.

6. Review Solar Production/Discuss Educational Opportunities

Chair Lindelof noted that the new municipal solar project could be incorporated into the Aces National Solar Tour and MN Sustainability Tour. Lindelof will work with staff and Blue Horizon to gather the information needed to add the municipal solar project to the tour.

In addition, information regarding the solar production could be included in an upcoming Wayzata Portal to educate residents and promote the new solar systems. Staff will determine when this information could be in an upcoming Portal.

7. Pollinator Garden at Hennepin County Library

McNanley and staff noted that students from Wayzata High School planted new pollinator gardens on the south side of the Hennepin County Library. The group paid for the materials and volunteered their time to install the gardens. They will also continue to maintain the garden as needed for the rest of the season. The Committee and staff was very appreciative of the work the students did and are excited to see the garden grow.

8. Next Meeting – Tuesday, July 30

9. Adjournment

Motion to adjourn the meeting, first by Chermak, seconded by Ferri. Motion passed unanimously.

Five Lighting Principles for Responsible Outdoor Lighting



Responsible outdoor lighting is

1 Useful

Use light only if it is needed

All light should have a clear purpose. Consider how the use of light will impact the area, including wildlife and their habitats.



2 Targeted

Direct light so it falls only where it is needed

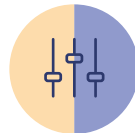
Use shielding and careful aiming to target the direction of the light beam so that it points downward and does not spill beyond where it is needed.



3 Low Level

Light should be no brighter than necessary

Use the lowest light level required. Be mindful of surface conditions, as some surfaces may reflect more light into the night sky than intended.



4 Controlled

Use light only when it is needed

Use controls such as timers or motion detectors to ensure that light is available when it is needed, dimmed when possible, and turned off when not needed.



5 Warm-colored

Use warmer color lights where possible

Limit the amount of shorter wavelength (blue-violet) light to the least amount needed.



Dark Sky Initiative Information

The links listed below were provided by Dark Sky that showcase examples of lighting ordinances that were created throughout Minnesota. These examples can be reviewed to determine options to pursue for Wayzata.

- [Plymouth](#)
- [Duluth](#)
- [Otsego](#)
- [Moorhead](#)
- [Lakeville](#)
- [Lakeland](#)
- [Center City](#)

Details

The City of Wayzata's Energy & Environment Committee has established the Sustainability Champion Award to recognize local businesses and organizations that have demonstrated significant progress in sustainability efforts. This award highlights initiatives implemented by Wayzata businesses and aims to promote education and foster connections among them. Recipients of the Sustainability Champion Award receive a plaque for display at their establishment, recognition during a Council meeting, and promotion through City media channels.

For additional details and to explore the previous award recipient, please visit this [link](#).

Your First Name *

Your Last Name *

Your Email Address *

Business Name *

Business Address *

Business Address

City *

State *

Zip *

Business Phone Number

Business Email Address

Describe sustainability initiatives that have been implemented for this business below. *

This could include:

- Waste reduction/organics
- Increased energy efficiency
- Lower energy consumption
- Renewable energy
- Electric vehicles
- Native/pollinator gardens
- Heat island reduction
- Water reduction
- Reduce stormwater runoff

Examples of projects can be found [here](#).

Include any future sustainability initiatives that will be implemented and the proposed timeline for these projects:

Please note your relationship to the business listed (e.g. owner, employee, customer, etc.): *

Project title:

Wayzata City Operations Climate Adaptation and Resilience Plan

Project description, deliverable(s), workplan tasks and subtasks**Project description (maximum 250 words):**

The intended project entails the formulation of a comprehensive Climate Adaptation and Resiliency Plan specifically tailored for the Wayzata's city operations. This initiative seeks to address the imperative need for sustainable practices and resilience-building measures within the community. The plan aims to underscore Wayzata's commitment to environmental stewardship while providing a blueprint for enhancing resilience in the face of climate change. Wayzata currently lacks a structured sustainability framework, necessitating the development of a cohesive plan to guide future endeavors. Through collaboration between the Energy and Environment Committee, city staff, and the City Council, this initiative endeavors to fill this gap.

The project would be create an existing conditions report of city operations, conduct a climate vulnerability assessment, analyze greenhouse gas emissions, and create a implementation plan with specific action items to complete. For these tasks, climate and city operations data will be compiled to inform the implementation plan. A chosen consultant will perform each task in collaboration with city staff. After the planning process, city staff and the Wayzata Energy and Environment Committee will complete the action items over the specified time period.

Upon completion of the city operations-focused plan, the momentum could transition towards a broader community-wide resiliency plan. This progression seeks to extend the benefits of resilience-building efforts to encompass all community stakeholders, fostering a collective commitment towards a sustainable and resilient future.

Project deliverables:

- City Operations Climate Adaptation and Resilience Plan
 - Existing Conditions assessment
 - Climate vulnerability assessment
 - Greenhouse gas inventory/analysis
 - City operations implementation plan

Workplan:**Task 1: Project Launch and Management****Subtask 1a: Project Launch and Coordination**

Brief description of activities involved: Meet with project team and start the collaboration between city staff, consultant team, and the Energy and Environment Committee.

Timeframe: July, 2024

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner.

Task 2: Existing Conditions Report**Subtask 2a: Review Existing Data and Reports**

Brief description of activities involved: Complete the following work:

- Review EV fleet study
- Review GIS data on condition of utility infrastructure
- Review emergency preparedness information
- Review forestry plans/tree inventory/EAB plans
- Review Parks and Trails Master Plan
- Review energy, water, and waste data for city-owned buildings

Timeframe: July, 2024 – October, 2024

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant team.

Subtask 2b: Conduct Vulnerability Assessment

Brief description of activities involved: Utilize the data collected to conduct a vulnerability assessment and summarize the findings.

Timeframe: July, 2024 – October, 2024

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant.

Subtask 2c: Analyze Greenhouse Gas Data

Brief description of activities involved: Complete a city operations inventory of the greenhouse gas emissions. Analyze the emissions data and draft a summary section for the plan.

Timeframe: July, 2024 – November, 2024

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant.

Task 3: City Operations Strategy Development

Subtask 3a: Identify Strategies

Brief description of activities involved: Identify strategies for resilience, adaptation, and greenhouse gas emissions reduction.

Timeframe: November, 2024 – January, 2025

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant.

Task 4: Resilience and Implementation Plans

Subtask 4a: Develop City Operations Implementation Plan

Brief description of activities involved: Develop implementation details for near-term actions and tracking method.

Timeframe: December, 2024 – April, 2025

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant.

Subtask 4b: Develop City Operations Resilience Plan

Brief description of activities involved: Complete draft plan, incorporate city feedback, and finalize the plan.

Timeframe: January, 2025 – April, 2025

Name and Title of person(s) responsible: Nick Kieser, Parks and Environment Planner and chosen consultant.

Task 5: Final Report and Project Deliverables

Subtask 5a: Submit Grant Final Report

Brief description of activities involved: Will provide a final grant project report using the MPCA template approximately one month prior to the end of the grant agreement on June 30, 2025, or at completion of the project, whichever occurs first. Will respond promptly to any requests by the MPCA authorized representative for additional information and/or corrections to the report.

Timeframe: May-June 2025

Name and Title of Person(s) Responsible: Nick Kieser, Parks and Environment Planner

Subtask 5b: Submit Project Deliverables

Brief description of activities involved: Will provide electronic files of all project deliverables to the MPCA authorized representative prior to the end of the grant agreement on June 30, 2025, or at the completion of the project, whichever occurs first.

Timeframe: May-June 2025

Name and Title of Person(s) Responsible: Nick Kieser, Parks and Environment Planner