



**AGENDA**  
**Environment and Sustainability**  
**Commission Regular Meeting**  
**Wednesday, July 12, 2023**  
**5:30 PM**  
**Council Chambers**

- 1. CALL TO ORDER**
- 2. ADDITIONS OR CORRECTIONS TO AGENDA**
- 3. ANNUAL MEETING**
  - a. Presentation of Commissioner Delaney's Resignation
  - b. Update on Filling Commission Vacancies - Verbal Only
  - c. Election of Commission Chair & Vice Chair
- 4. APPROVAL OF MINUTES**
  - a. May 3, 2023 Environment and Sustainability Work Session Meeting Minutes
  - b. June 13, 2023 Environment and Sustainability Commission Meeting Minutes
- 5. PRESENTATIONS**
- 6. OLD BUSINESS**
  - a. Existing Goals Updates
  - b. Near Term Education & Outreach
  - c. Land Acknowledgement Subcommittee Update
- 7. NEW BUSINESS**
  - a. 2023 Goals Development
- 8. ANNOUNCEMENTS**
- 9. STAFF REPORT**
  - a. Set Next Meeting Agenda for August 8, 2023
- 10. ADJOURNMENT**

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> Presentation of Commissioner Delaney's Resignation	<b>AGENDA SECTION:</b> ANNUAL MEETING
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 3.a.
<b>ATTACHMENTS:</b> Environment and Sustainability Commission Bylaws	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> Motion to accept the resignation of Commissioner Delaney	

**BACKGROUND**

Commissioner Delaney submitted her resignation from the Environment & Sustainability Commission on June 13, 2023. Per the Commission bylaws, it is required that resignations be provided in writing and presented by the Chair at the next meeting of the Commission. A copy of the ESC Bylaws is attached. The Bylaws state the following with regards to resignations:

**RESIGNATION**

Any member wishing to resign from the Commission shall give a written notice of resignation to the Chair and city staff representative. The Chair shall present the resignation to the Commission at its next meeting.

**RECOMMENDATION**

Accept the resignation of former commissioner Delaney.

## Environment and Sustainability Commission By-laws

### I. DEFINITION

The Environment and Sustainability was established by the City of Rosemount City Council on February 4, 2020.

### II. PURPOSE AND SCOPE

The purpose of the Commission is to advise the City Council on issues related to the sustainability, environment stewardship and opportunities for advancement on those fronts. The commission shall recommend any policies and initiatives to the City Council that enhance and preserve the environment and natural resources.

The issue of sustainable city services is a complex topic that includes a wide range of city services. Rosemount currently has citizen commissions that advise council on: planning issues, parks and utilities. Although commission members meet once per month and generally only focus on current city projects, and new development, there are significant issues around sustainability and citizen engagement that are not being addressed. The City Council's objective creating an Environment and Sustainability Commission is to look at areas where we can have a better impact on issues and look for creative ways to engage residents through education and opportunities to improve neighborhoods. Members are encouraged to volunteer at community engagement events such as the Rosemount Home and Business Expo and Leprechaun Days. Outcomes could be specific projects or recommendations on city policy.

Following are some areas of focus:

- Storm Water Catch Basins and Ponds
- Surface Water Quality
- Water Conservation and Water Reuse
- Energy Usage and Emissions

### III. MEMBERSHIP

The Commission consists of 7 members and 1 youth member, all of whom shall be residents of the City of Rosemount, appointed by the City Council. The youth member shall be 14 to 18 years old at the time of selection, serve a one-year term, and shall be eligible for reappointment if in good standing at the end of each term. The term of Commission members is three years, ending at the March meeting. Commission members may reapply to be appointed by the City Council which occurs in March each year. The requirement for residency does not apply to citizen volunteers, or students. A city staff representative and ex-officio non-voting City Council member(s) may serve as liaisons.

### IV. RESIGNATION

Any member wishing to resign from the Commission shall give a written notice of resignation to the Chair and city staff representative. The Chair shall present the resignation to the Commission at its next meeting.

V. ATTENDANCE

Regular Attendance. Regular attendance at meetings by all voting members is necessary if the Commission is to be effective.

Absence from meeting. It shall be the duty of each member to notify the city staff representative prior to the meeting that he/she will not be attending. The Commission members can vote a member out due to four or more absences in a calendar year.

VI. MEETINGS

- A. Date and time. Regular meeting dates and times shall be determined by the Commission, but currently are scheduled for the third Tuesday of each month.
- B. Place. Meetings shall be held in the City Hall conference room unless otherwise noted.
- C. Special Meeting. Special meetings may be called by the Chair, any four members of the Commission or the City Council. The members must be notified of the call for a special meeting at least three (3) days before the date of the meeting.
- D. Meetings with City Council as deemed necessary.
- E. Minutes. City staff will prepare the minutes after each meeting.
- F. Report to City Council. The Commission Chair, ex-officio council member or city representative will provide an annual report to the City Council at either a Council meeting or work session.

VII. ORGANIZATION

Chair Person. The Chair Person shall preside over all meetings and be selected annually by the members, typically at the April meeting each year. The Chair Person may assign specific tasks to members, with the consent of the members, establish subcommittees and assist with developing meeting agendas.

Vice Chair Person. The Vice Chair Person shall preside over meetings in the absence of the Chair Person.

Staff. A city staff representative shall distribute the agenda packet to each member prior to the meeting either electronically or paper version.

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> Election of Commission Chair & Vice Chair	<b>AGENDA SECTION:</b> ANNUAL MEETING
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 3.c.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> Nominate Candidates and Adopt Motions to Elect a Chair and Vice Chair of the Environment & Sustainability Commission to Serve until April 2024.	

**BACKGROUND**

The Environment & Sustainability Commission elects a Chair and Vice Chair annually. Due to a recent resignation, the position of Chair is open. Members are requested to nominate and elect a Chair to preside over meetings for the rest of 2023 and the first quarter of 2024. The Vice Chair will preside over the meeting in the absence of the Chair.

**RECOMMENDATION**

Staff recommends that the Environment & Sustainability Commission nominate and elect a Chair and Vice Chair for 2023.

**ROSEMOUNT ENVIRONMENT AND SUSTAINABILITY COMMISSION  
WORK SESSION PROCEEDINGS  
MAY 3, 2023**

**CALL TO ORDER**

Pursuant to due call and notice thereof, a work session meeting of the Rosemount Environment and Sustainability Commission was held on Wednesday, May 3, 2023, at 5:30 PM in Rosemount City Hall, Conference Room, 2875 145th Street West.

Commission Chair Johnson called the meeting to order with Commissioners Angerer, Burman, Delaney, Reed, Shoe, Springer. Commissioner Andrews arrived at 5:46 p.m. Commissioner Reed left at 6:32 p.m.

Staff present included the following; Stormwater Specialist Byron

**DISCUSSION**

**2.a. 2023 Goals Development**

Commissioners reviewed each goal and discussed amendments and revisions. Commissioners further discussed ways to move forward with development of the final language goal. The Commissioners determined that working groups would be formed to work on the final goal language. A motion to adopt working groups for individual goals will be made at the next regular meeting, May 9, 2023. Current goals will remain in effect until the Commission votes on an updated draft.

**UPDATES**

None.

**ADJOURNMENT**

There being no further business to come before the Environment and Sustainability Commission at the work session meeting and upon a motion by Johnson and a second by Andrews the meeting was adjourned at 6:58 p.m.

Respectfully submitted,

*Amy Simonson*

Amy Simonson  
Public Works Office Specialist

**ROSEMOUNT ENVIRONMENT AND SUSTAINABILITY COMMISSION  
REGULAR MEETING PROCEEDINGS  
JUNE 13, 2023**

**CALL TO ORDER**

Pursuant to due call and notice thereof, a regular meeting of the Rosemount City Council was held on Tuesday, June 13, 2023, at 5:34 PM. in Rosemount Council Chambers, 2875 145th Street West.

Vice-Chair Angerer called the meeting to order with Commissioners Burman, Delaney, Andrews, and Reed.

Staff present included the following; Stormwater Specialist Byron

**ADDITIONS OR CORRECTIONS TO AGENDA**

Stormwater Specialist Byron announced that Commissioner Johnson and Commissioner Shoe submitted their resignations this afternoon.

Vice-Chair Angerer agreed to act as the Interim Chair. Voting for chairs to replace the vacancies will take place at the next regular meeting on July 12, 2023.

**Motion by Burman Second by Delaney**

**Motion** to approve the agenda.

**Ayes: 5.**

**Nays: None. Motion carries.**

**APPROVAL OF MINUTES**

**3.a. May 9, 2023 Environment and Sustainability Commission Meeting**

**Motion by Burman Second by Andrews**

**Motion** to approve the May 9, 2023 Environment and Sustainability meeting minutes.

**Ayes: 5.**

**Nays: None. Motion carried.**

**PRESENTATIONS**

**4.a. Girl Scout Gold Award Project Presentation - Project Bee Population**

Jada Lindell, a student at Rosemount High School, presented her Girl Scout Gold Award project, called Project Bee Population, to the Commission. The project focuses on investigating bee habitats and nesting tendencies as a way to address the declining bee population. Information and progress on this project can be found on her project webpage: <https://beethefight.webador.com/>

The Commission invited Lindell to join the Environment and Sustainability Commission booth at Leprechaun Days where she can engage with residents and demonstrate her DIY bee box.

## **OLD BUSINESS**

### **5.a. Existing Goals Updates**

The Commissioners discussed updates to their 2022 goals. Commissioner Burman inquired about the status of review of the Sustainability Purchasing Policy by city staff. Specialist Byron indicated that the policy has still not been fully reviewed yet due to current workload and priorities.

### **5.b. Near Term Education & Outreach**

Specialist Byron provided updates on No Mow May and noted participation was down from 2022, which could be due to several factors including the retraction of the study that was published in 2020 claiming more bees were found in local yards that did not cut their grass for the month of May. The Commission will discuss considering discontinuing participation in No Mow May and looking at alternative ideas for 2024.

Commissioners determined the July blog post will promote visiting the Environment and Sustainability Commission booth at Leprechaun Days.

Commissioner Andrews noted the Leprechaun Days Planning Sub-Committee has not had a chance to meet yet. The Commissioners discussed interactive ideas for the booth.

### **5.c. Land Acknowledgement Subcommittee Update**

Commissioner Delaney announced that she has prepared binders for presentation to City Council. Commissioners noted they would like to view the binders before going to City Council. Commissioner Delaney will send the information to Specialist Byron to disperse.

## **NEW BUSINESS**

### **6.a. 2023 Goals Development**

Commissioners discussed updates to their 2023 goals.

Commissioner Angerer indicated she would like to make recommendations to move some Greening Cities items forward and will email the specific information to Engineer Erickson.

The Energy Conservation goal is down to only Commissioner Reed with the recent resignations. Commissioner Angerer volunteered to join the work group.

## **ANNOUNCEMENTS**

Specialist Byron noted the next meeting will be held on Wednesday, July 12, 2023 due to the holiday.

## **STAFF REPORT**

### **8.a. Set Next Meeting Agenda for July 12, 2023**

- i. Leprechaun Days planning
- ii. Vote on 2023 Goals draft language
- iii. Vacancies update
- iv. Tree diseases presentation

**ADJOURNMENT**

There being no further business to come before the Environment and Sustainability Commission at the regular meeting and upon a motion by Angerer and a second by Reed, the meeting was adjourned at 7:03 p.m.

Respectfully submitted,

*Amy Simonson*

Amy Simonson  
Recording Secretary

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> Existing Goals Updates	<b>AGENDA SECTION:</b> OLD BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 6.a.
<b>ATTACHMENTS:</b> 2022 ESC Goals	<b>APPROVED BY:</b> BLE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**BACKGROUND**

The Environment & Sustainability Commission Goals for 2022 were approved at the January 2022 Commission Meeting and cover the following topics:

1. Industrial Air Permitting Research
2. Greening City Operations
3. Water Conservation and Quality Protection
4. Recycling and Solid Waste Reductions
5. Energy Conservation, Energy Efficiency, and Renewable Energy
6. Pollinators and Habitat Protection
7. Incentivizing Green Practice Adoption by Local Business

The Commission formed working groups geared at advancing each goal at its February meeting. The 2022 Goals document is attached for reference.

The Commission is currently in the process of reviewing its existing goals and developing new goals. Goal development is covered under a different agenda item.

**RECOMMENDATION**

A representative of each work group will be provided an opportunity to update the Chair on any progress they have made since the last meeting.

# Environment and Sustainability Commission

## 2022 Goals

The Rosemount Environment and Sustainability Commission has set the following goals to pursue during 2022 as approved at its January 11, 2022, meeting. The Goals listed below are aspirational, and implementation schedules may extend beyond the year's end and change as the year progresses.

### Goal: Industrial Air Permitting Research

Further expand the knowledge base of the Commission, residents, local businesses, and the City regarding outdoor air quality and industrial air permitting.

#### Actions

1. Provide information on the City website and otherwise educate residents on how to access current air quality information, industrial air permitting, industrial air permitting enforcement, and nearby outdoor air pollution sources.
2. Assist the City with dissemination of information on air quality/permitting violations or problems that affect the City and its inhabitants.
3. Tour local industries that have industrial air permits to learn about measures they are taking to mitigate impacts.
4. Research industrial air permitting and air quality issues, including best practices residents and businesses can take to reduce outdoor air pollution.
5. Invite guest speakers to future commission meetings from regulatory agencies to speak on industrial air permitting and air quality issues.

### Goal: Greening City Operations

Update City policies, plans, and procedures to reduce the environmental impact of city operations. Use available environmental certification programs to help guide the City on where to make improvements.

#### Actions

1. Pursue implementation of BMPs that can advance the City to Step 3 under the GreenStep Cities certification program
  - i. BP 15.1 – Develop a sustainable purchasing policy
    1. Relates to Recycling & Waste Reduction Goal
  - ii. Develop a green city buildings policy for construction of new or retrofit of old City owned buildings
  - iii. Advise the City on other improvements that can advance the City's certification level

2. Document new city green practices in the context of the LEED for Cities certification program for a higher certification level at a future date
  - i. Research the LEED for Cities certification program further
3. Research successful policies, plans, and procedures implemented by other communities that reduce the impact of city operations on the environment

## Goal: Water Conservation and Quality Protection

Promote and incentivize actions that improve water conservation, protect surface water quality, and protect ground water quality.

### Actions

1. Promote Smart Salting strategies for winter de/anti-icing and snow removal for homes and businesses.
  - i. Research and promote the Minnesota Smart Salting for Property Management Certification program and other certification programs
  - ii. Research and promote publicly available education products and policy tools
2. Promote the Adopt-a-Drain.org program
3. Encourage planting for clean water practices and other stormwater reduction and water quality improvement best management practices (BMPs) at residences and businesses. Examples of BMPs include raingardens, native plant buffers along waterbodies, native plant gardens, and rain barrels.
  - i. Research and learn about programs that promote, provide financial incentives, or technical assistance for planting for clean water and installation of private stormwater BMPs.
    1. Dakota County SWCD Landscaping for Clean Water
    2. BlueThumb.org
    3. Lawns to Legumes
    4. Other programs available
  - ii. Promote and research how planting for clean water practices intersect with protection of pollinators and habitat.
4. Promote irrigation reduction practices, including the use of drought tolerant lawn grasses.
5. Make recommendations to the City on opportunities for water conservation and quality protection in City operations and policies
6. Stay current on best practices and new technologies for water conservation and quality protection.
7. Recommend the City continue to train staff responsible for winter snow and ice removal operations in practices that reduce deicer use.
8. Assist the City with efforts to educate residents, businesses, and organizations on the importance of protecting local drinking water sources (e.g. the aquifer) from overuse and degradation.

## Goal: Recycling and Solid Waste Reduction

Promote programs and practices that move the City, its residents, and local business towards a zero waste future.

## Actions

1. Develop a sustainable purchasing policy
2. Assist the City with efforts to install an organics drop site in coordination with Dakota County
3. Provide education to the public, businesses, and the City on recycling, waste reduction, composting, and organics recycling/composting.
4. Develop or assist the City with improvement on an education hub on the website regarding waste reduction topics.
5. Explore developing one or more actions under BP 22: Sustainable Consumption and Waste under the Green Step Cities certification program.
6. Research current best practices, new technologies, and successful programs by other cities regarding waste reduction, including programs discouraging single use plastics.

## Goal: Energy Conservation, Energy Efficiency, and Renewable Energy

Promote programs, develop policies, and look for financial incentives to reduce energy consumption and transition to a greater share of renewable energy within the community.

## Actions

1. Pursue an update the City's Energy Action Plan which expired in 2020.
2. Pursue policies and programs that encourage increased use of electric vehicles within the community, including installation of electric vehicle charging stations in town.
3. Promote programs and policies that educate and provide incentives to businesses and community members to switch to renewable low carbon energy and encourage energy efficiency.
  - i. Working in partnership with local utility providers is a key component of this action.
4. Research best practices, new technologies, and successful programs by others that promote energy efficiency and green house gas reduction and mitigation.

## Goal: Pollinators and Habitat Protection

Promote best practices for landscaping and green space management within the community that encourage increased use of native plants and pollinator habitat.

## Actions

1. Develop policies and a promotion campaign for No Mow May
2. Develop policies and promote bee lawns
3. Promote state and local programs that incentivize or provide technical assistance on planting for pollinators and habitat that focus on preservation and installation of native plants/ecosystems.
4. Develop a pollinator resolution and advise adoption by the City Council
5. Research designation programs that certify or otherwise recognize the City or city greenspace as pollinator friendly.
6. Look for opportunities within City greenspace to increase pollinator friendly habitats and incorporate native landscaping.
7. Research best practices, new technologies, and successful programs by others that promote pollinator and habitat preservation and creation.

## Goal: Incentivizing Green Practice Adoption by Local Business

Promote adoption of green best practices by local businesses.

### Actions

1. Develop a program or research existing programs that acknowledge businesses that implement green practices and encourage participation by local businesses.
2. Highlight local businesses that have won awards or have otherwise been acknowledged for implementation of green practices.
3. Provide information on the City website and otherwise educate local businesses on environmental incentive programs and technical assistance programs.
4. Engage with local businesses to learn more about impediments to adopting green practices and what green practices they would be interested in learning about.

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> Near Term Education & Outreach	<b>AGENDA SECTION:</b> OLD BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 6.b.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BLE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**BACKGROUND**

The Environment and Sustainability Commission (ESC) developed an Education & Outreach Calendar. It is a working document that will be updated as the year progresses. Some outreach items will be assigned to specific commissioners for completion, such as some of the blog posts. The intent of this item is to review the calendar for updates and share ideas. Highlights are below:

1. July blog post - Come see us at Leprechaun Days
2. August blot post
  - a. Commissioners will provide ideas for the August blog post
3. Leprechaun Days Planning
4. Holidays/events of note:
  - a. July 28-29 - Leprechaun Days Midsummer Faire
  - b. August 1 - Night to Unite
  - c. September 4 - Labor Day

**RECOMMENDATION**

Assign education activities for August. Plan Leprechaun Days booth and education activities.

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> Land Acknowledgement Subcommittee Update	<b>AGENDA SECTION:</b> OLD BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 6.c.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BLE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**BACKGROUND**

The Environment & Sustainability Commission formed a Land Acknowledgement Subcommittee at its April 2023 meeting. The purpose of the subcommittee is to offer guidance and background necessary for successful implementation of a Land Acknowledgement ahead of presentation to and anticipated approval by the City Council. The Subcommittee will investigate the following:

- Training recommendations for City Staff and Council to assist in successful implementation
- Recommendation on long form Acknowledgement development
- Recommendations on other program components for successful implementation

The proposed Land Acknowledgement statement recommended for adoption by the City Council is as follows:

Rosemount sits upon the traditional and Treaty land of the Dakota people who, along with the Ojibwe people, are the Indigenous peoples of the land now called Minnesota. We would like to recognize and honor the Dakota people for the working of, knowledge, connections and care of this land, this water and soil, that has brought us here and has contributed to our lives.

**RECOMMENDATION**

Commissioners will be given an opportunity to ask questions and provide feedback to the Subcommittee.

Environment and Sustainability Commission Regular Meeting: July 12, 2023

<b>AGENDA ITEM:</b> 2023 Goals Development	<b>AGENDA SECTION:</b> NEW BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 7.a.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BLE, NE
<b>RECOMMENDED ACTION:</b> Motion to Adopt Individual Goal Working Groups for Revising Environment & Sustainability Commission Goals	

**BACKGROUND**

The Environment & Sustainability Commission has developed a set of goals to help guide yearly activities. The goals cover outreach and policy initiatives that the Commission would like to address. Each year, the Commission reviews goals to gauge progress and determine if a new direction is needed. The Commission held special work sessions in September and May for their annual goal review and amended goal development. Working groups to research and present recommended updates for each goal were adopted at the May meeting. Working groups will have to be readjusted so that no more than two Commissioners sit on a working group as a quorum is now 3 commissioners. The working groups adjusted for recent resignations are as follows:

- Industrial Air Permitting Research - Commissioners Angerer and Andrews
- Greening City Operations - Commissioners Angerer, Burman, and Springer
- Land, Water, and Habitat Conservation, Preservation, and Protection - Commissioner Andrews
- Recycling and Solid Waste Reduction - Commissioners Burman, Springer, and Reed
- Energy Conservation, Energy Efficiency, and Renewable Energy - Commissioner Reed
- Incentivizing Green Practice Adoption by Local Business - none

Current goals remain in effect until the Commission votes on an updated draft.

**RECOMMENDATION**

Adopt new working groups for each individual Environment & Sustainability Commission goal. Each goal working group will be given an opportunity to discuss progress they've made towards updating goal language.