



AGENDA
Environment and Sustainability
Commission Regular Meeting
Tuesday, April 9, 2024
6:00 PM
Council Chambers

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. ADMINISTRATIVE ITEMS**
 - a. February 13, 2024, Environment and Sustainability Commission Meeting
 - b. Election of Commission Chair & Vice Chair
- 4. PRESENTATIONS**
 - a. Dakota County Solid Waste Plan Update
- 5. OLD BUSINESS**
 - a. Work Plan and Goals Updates
 - b. Education and Outreach Activities
 - c. Community Survey Overview
 - d. Environment & Sustainability Commission Revisioning
- 6. NEW BUSINESS**
- 7. ANNOUNCEMENTS**
- 8. STAFF REPORT**
 - a. Set Next Meeting Agenda for June 11, 2024
- 9. ADJOURNMENT**

**ROSEMOUNT ENVIRONMENT AND SUSTAINABILITY COMMISSION
REGULAR MEETING PROCEEDINGS
FEBRUARY 13, 2024**

CALL TO ORDER

Pursuant to due call and notice thereof, a regular meeting of the Environment and Sustainability Commission was held on Tuesday, February 13, 2024, at 5:32 PM in Rosemount Council Chambers, 2875 145th Street West.

Chairperson Springer called the meeting to order with Commissioners Burman, Andrews, and Reed. Commissioner Angerer was absent.

Staff present included the following; Stormwater Specialist Jane Byron, City Engineer Brian Erikson, Public Works Office Specialist Amy Simonson.

APPROVAL OF THE AGENDA

Motion by Andrews Second by Burman

Motion to approve the amended agenda.

Ayes: 4.

Nays: None. Motion Carried.

ANNUAL MEETING

3.a. Presentation of Commissioner Angerer's Resignation

Chairperson Springer presented former Commissioner Angerer's resignation and thanked her for her time and service on the Commission.

3.b. Update on Applications for Commission Vacancies - Verbal Only

City Engineer Erickson advised that no applications have been received for ESC commissioner vacancies. Commission vacancies have been advertised by the City Clerk in the city news, on the city website and on social media.

Commissioner Springer asked about a closing date for applications. Staff clarified that the application process remains open until all vacancies are filled. Commissioner Andrews raised a question regarding interactions among the three remaining Commissioners outside of meetings, considering open meeting laws. Staff indicated no Commission business should be discussed outside of meetings. However, staff will ask the City Clerk to advise.

ADMINISTRATIVE ITEMS

4.a. January 9, 2024 Environment and Sustainability Commission Meeting

Motion by Reed Second by Andrews

Motion to approve the January 9, 2024, Environment & Sustainability Commission meeting minutes.

Ayes: 4.

Nays: None. Motion Carried.

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PRESENTATIONS

None.

OLD BUSINESS

6.a. Goals Updates

Discussions were opened to Commissioners and staff for updates relating to the commission's goals. Commissioner Burman inquired about the status of the sustainable purchasing policy she submitted. Staff noted that this item is included in the annual work plan and assigned to city staff. Staff will work to format the policy to align with the Green Step Cities format. At this time, no updates have been received from the directors based on the current format language.

6.b. Education & Outreach Activities

Blog posts have been assigned through April and this information has been updated in the work plan. The commission will work to assign blog posts for May through July at the April meeting.

Commissioners discussed plans for tabling at the Home & Business Expo on March 2, 2024. Staff have obtained approximately 300 nightlights and LED lights from Xcel Energy to hand out and may also receive kids' activity books. The commission will focus on water and energy conservation, and waste reduction will be handled by the Park & Rec Solid Waste Coordinator. Commissioner Springer requested recruitment materials for commission vacancies. Byron will coordinate set-up for the event.

Commissioner Springer inquired if the table would close at 12:30 PM if no commissioners are available to cover that time slot. Per Byron, if there are giveaway items remaining, it is likely a staff member will cover the table, but it needs to be discussed with supervisors.

Byron requested commissioners to review the ESC pages on the city's website and provide feedback directly to her relating to broken links, errors, updates, etc.

6.c. Annual Work Plan Development

Specialist Byron presented the draft annual work plan to the commissioners and noted that it incorporates educational items and was developed with feedback from commissioners. Discussion was opened to commissioners for comments.

Commissioner Springer requested to add a list of commissioner requests. Staff will add a "future activities" section to the work plan which will hold summarized requests. Commissioner Andrews asked if the work plan would replace the goals updates. Staff explained that the annual work plan and goals would be combined as a living document. Commissioners requested to review the draft work plan prior to voting on the document next year. Staff advised that the commission can plan a worksession to draft and review a work plan prior to voting on it next year. Commissioner Burman requested to receive updates about construction projects and the opportunity to suggest adding greener features. City Engineer Erickson also indicated that staff

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could reach out to the City's Economic Development Coordinator for businesses that are working towards green initiatives. Commissioner Burman recommended moving the Dakota County Solid Waste speaker from June to the April meeting, so that the ESC has the opportunity to provide input on the Dakota County 2024-2044 solid waste management plan.

Motion by Reed Second by Springer

Motion to approve the 2024-2025 Environment and Sustainability Commission Work Plan with the amendment to move up the Dakota County Solid Waste speaker from June to April.

Ayes: 4.

Nays: None. Motion Carried.

NEW BUSINESS

7.a. Environment & Sustainability Commission Bylaws Updates

Specialist Byron went over the changes in the bylaws as per recommendations on revision as provided by the City Council. Notable changes made include the following:

- Membership - Reducing the commission members from 8 to 7.
- Meetings - Reducing meetings to every other month (even months) starting at 6:00 PM. The odd months shall be reserved for special work sessions which can be called by the commission on a specific topic and by a majority vote.
- Goals - Updated to reflect current goals.
- Volunteering - Defines expectations of volunteering as relating to commission duties.

Motion by Springer Second by Andrews

Motion to amend the Environment & Sustainability Commission Bylaws per t attachment.

Ayes: 4.

Nays: None. Motion Carried.

7.b. Set Meeting Dates for 2024-2025

Commissioners reviewed the proposed 2024-2025 meeting schedule.

Motion by Burman Second by Springer

Motion to set the 2023-2024 Environment & Sustainability Commission Meetings per the Attached Calendar

Ayes: 4.

Nays: None. Motion Carried.

ANNOUNCEMENTS

Commissioner Springer recognized Youth Commissioner Reed's input, insight, and involvement with the commission. No further announcements were available.

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STAFF REPORT

9.a. Set Next Meeting Agenda for April 9, 2024

- Presentation from Dakota County on the 2024-2025 Solid Waste Plan
- Debrief on the Home & Business Expo
- Blog posts for May-July

ADJOURNMENT

There being no further business to come before the City Council at the regular council meeting and upon a motion by Springer and a second by Burman the meeting was adjourned at 6:13 p.m.

Respectfully submitted,

Amy Simonson
Recording Secretary

Environment and Sustainability Commission Regular Meeting: April 9, 2024

AGENDA ITEM: Election of Commission Chair & Vice Chair	AGENDA SECTION: ADMINISTRATIVE ITEMS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 3.b.
ATTACHMENTS:	APPROVED BY: BE, NE
RECOMMENDED ACTION: Nomination and election of Environment & Sustainability Commission Chair and Vice Chair for 2024/2025. Adopt a motion to elect a Chair to Serve until April 2025. Adopt a motion to elect a Vice-Chair to serve until April 2025.	

BACKGROUND

The Environment & Sustainability Commission elects a Chair and Vice Chair annually. As part of this meeting, members are requested to nominate and elect a Chair to preside over the meeting for the rest of 2024 and the first quarter of 2025. 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 2024.

Environment and Sustainability Commission Regular Meeting: April 9, 2024

AGENDA ITEM: Dakota County Solid Waste Plan Update	AGENDA SECTION: PRESENTATIONS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 4.a.
ATTACHMENTS:	APPROVED BY: BE, NE
RECOMMENDED ACTION: Discussion only.	

BACKGROUND

Gena Gerard, with Dakota County, will be presenting to the Environment & Sustainability Commission on revision of the Dakota County Solid Waste Management Plan, a plan that will guide waste management within Dakota County over the next 20 years. Timelines for revision of the plan and issues related to the plan will be presented. The County is looking at updating strategies that will reduce waste going to landfills, make progress towards the State of Minnesota goal to recycle 75% of waste by 2030, and show compliance with the Minnesota Pollution Control Agency's Metropolitan Solid Waste Management Policy Plan.

Residents can complete a survey to share what waste management policies and strategies they would like to see included in the plan by visiting <https://www.co.dakota.mn.us/Environment/ReportsStudies/solid-waste-master-plan/Pages/default.aspx>.

RECOMMENDATION

Provide comments to Dakota County on required and optional strategies being explored as part of the development of the 20-year Dakota County Solid Waste Management Plan.

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AGENDA ITEM: Work Plan and Goals Updates	AGENDA SECTION: OLD BUSINESS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 5.a.
ATTACHMENTS:	APPROVED BY: BE, NE
RECOMMENDED ACTION: Discussion only	

BACKGROUND

The Environment & Sustainability Commission approved a Work Plan at the February 2024 meeting to guide its activities to address goals covering the following topics for 2024/2025:

- Industrial Air Permitting
- Greening City Operations
- Water Conservation and Quality Protection
- Sustainable Consumption and Waste
- Energy Conservation, Energy Efficiency, and Renewable Energy
- Pollinators and Habitat Protection
- Incentivizing Green Practice Adoption by Local Business

The Work Plan is a working document that changes slightly from month to month as new information becomes available as activities are pursued. The updated Work Plan will be presented at the meeting.

RECOMMENDATION

Commissioners will be given an opportunity to update the Chair on any progress they have made on activities listed in the 2024/2025 Work Plan.

Environment and Sustainability Commission Regular Meeting: April 9, 2024

AGENDA ITEM: Education and Outreach Activities	AGENDA SECTION: OLD BUSINESS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 5.b.
ATTACHMENTS:	APPROVED BY: BE, NE
RECOMMENDED ACTION: Discussion	

BACKGROUND

The Environment & Sustainability Commission (ESC) regularly participates in and promotes education and outreach activities that align with their goals. Activities are often assigned to specific commissioners to organize or complete. The intent of this item is to review the success of recently completed activities and share ideas for upcoming activities. Below is a listing of recent and upcoming programs and dates of significance:

1. Recap of previous events:
 - a. Rosemount Community Expo - March 2, 2024
2. News & Highlights Posts on RosemountMN.gov:
 - a. April - water conservation topic - city staff
 - b. May - Mow Less May - city staff
 - c. June - reporting environmental issues - city staff
3. Upcoming Events and Holidays of Note
 - a. April 26 - Arbor Day
 - b. April 27 - City of Rosemount Arbor Day Celebration and Tree Giveaway - 10:00AM at Rosemount Public Works Garage
 - c. May - Mow Less May
 - d. May - Arbor Month
 - i. Plant Resilient Trees, Grow Resilient Communities
 - e. May 11 - World Migratory Bird Day
 - f. May 17 - Endangered Species Day
 - g. June 17-23 - National Pollinator Week
 - i. Vision 2024: Thriving Ecosystems, Economies, and Agriculture

RECOMMENDATION

Discuss education and outreach opportunities for April, May, and June.

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AGENDA ITEM: Community Survey Overview	AGENDA SECTION: OLD BUSINESS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 5.c.
ATTACHMENTS:	APPROVED BY: NE, BE
RECOMMENDED ACTION: Discussion only	

BACKGROUND

The Commission received an overview of the citywide community survey at its May 9, 2023, meeting and requested an additional update for the April 2024 meeting.

The City of Rosemount hosts a citywide survey about every three years to gauge how residents feel the community is doing. The last community survey was completed in 2021, the results of which can be found at <https://www.rosemountmn.gov/591/Community-Survey>. The next community survey is scheduled to start in April 2024.

The City uses the National Community Survey (NCS) to implement the survey. The NCS format and methods allow for an apples to apples comparison from one survey year to the next and with other participating communities. The NCS captures residents’ opinions on ten central facets of a community:

- Economy
- Mobility
- Community Design
- Utilities
- Safety
- Natural Environment
- Parks and Recreation
- Health and Wellness
- Education, Arts, and Culture
- Inclusivity and Engagement

RECOMMENDATION

Discuss the community survey

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AGENDA ITEM: Environment & Sustainability Commission Revisioning	AGENDA SECTION: OLD BUSINESS
PREPARED BY: Jane Byron, Stormwater Specialist	AGENDA NO. 5.d.
ATTACHMENTS:	APPROVED BY: BE, NE
RECOMMENDED ACTION: Discussion	

BACKGROUND

A discussion of potential operational and administrative changes to improve the workings of the Environment & Sustainability Commission was completed in the fall of 2023. Though many of the recommended changes from that earlier discussion have been or are in the process of being implemented, a renewed discussion at this time is appropriate. No applications from members of the community to participate on the Commission has led to a concern that additional changes are likely needed. Staff would like to have a discussion with the Commission to get their thoughts on additional changes.

RECOMMENDATION

Discuss changes to ESC procedures and structure.