



**AGENDA**  
**Environment and Sustainability**  
**Commission Regular Meeting**  
**Tuesday, October 8, 2024**  
**6:00 PM**  
**Council Chambers**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. ADMINISTRATIVE ITEMS**
  - a. Approval of the August 19, 2024, Environment & Sustainability Commission Work Session Minutes
  - b. Approval of the August 19, 2024, Environment & Sustainability Commission Regular Meeting Minutes
- 4. PRESENTATIONS**
- 5. OLD BUSINESS**
  - a. Work Plan Updates
  - b. Education and Outreach Activities
- 6. NEW BUSINESS**
  - a. Annual Goals Review and Update
  - b. Climate Action Plan Options
- 7. ANNOUNCEMENTS**
- 8. STAFF REPORT**
  - a. Set Next Meeting Agenda for December 10, 2024
- 9. ADJOURNMENT**

**ROSEMOUNT ENVIRONMENT AND SUSTAINABILITY COMMISSION  
REGULAR MEETING PROCEEDINGS  
AUGUST 19, 2024**

**CALL TO ORDER**

Pursuant to due call and notice thereof, a regular meeting of the Environment & Sustainability Commission was held on Monday, August 19, 2024, at 5:31 PM in Rosemount Council Chambers, 2875 145th Street West.

Chairperson Springer called the meeting to order with Commissioner Andrews. Commissioner Burman was absent.

Staff present included the following; City Engineer Brian Erickson, Stormwater Specialist Jane Byron, Recording Secretary Amy Simonson.

**FOLLOWING THE ENVIRONMENTAL & SUSTAINABILITY REGULAR MEETING:** The Commission may choose to reconvene the work session after the adjournment of the regular meeting if the business of the work session is unable to be completed in the allotted time.

**DISCUSSION**

**2.a. Environment & Sustainability Commission Revisioning**

The Commissioners reviewed the previous work session discussions and discussed options for providing comment on large projects.

Commissioners inquired and discussed ways to encourage community members to join the commission and proposed promoting scheduled meeting presentations on the city's social media platforms. Staff will consult with the Communications Coordinator to resolve any potential issues or concerns.

**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 5:58 p.m.

Respectfully submitted,

Amy Simonson  
Recording Secretary

**ROSEMOUNT ENVIRONMENT AND SUSTAINABILITY COMMISSION  
REGULAR MEETING PROCEEDINGS  
AUGUST 19, 2024**

**CALL TO ORDER**

Pursuant to due call and notice thereof, a regular meeting of the Environment & Sustainability Commission was held on Monday, August 19, 2024, at 6:02 pm in Rosemount Council Chambers, 2875 145th Street West.

Chairperson Springer called the meeting to order with Commissioner Andrews. Commissioner Burman was absent.

Staff present included the following, City Engineer Brian Erickson, Stormwater Specialist Jane Byron, and Recording Secretary Amy Simonson.

**APPROVAL OF AGENDA**

**Motion by Andrews Second by Springer**  
**Motion** to approve the agenda.  
**Ayes: 2**  
**Nays: None. Motion Carried.**

**ADMINISTRATIVE ITEMS**

**3.a. Approval of June 11, 2024, Environment and Sustainability Commission Work Session Minutes**

**Motion by Andrews Second by Springer**  
**Motion** to approve the minutes of the June 11, 2024, Environment & Sustainability Work Session  
**Ayes: 2**  
**Nays: None. Motion Carried.**

**3.b. Approval of June 11, 2024, Environment and Sustainability Commission Regular Meeting Minutes**

**Motion by Andrews Second by Springer**  
**Motion** to approve the minutes of the June 11, 2024, Environment & Sustainability Commission Regular Meeting  
**Ayes: 2**  
**Nays: None. Motion Carried.**

**PRESENTATIONS**

None.

**OLD BUSINESS**

**5.a. Work Plan Updates**

Staff reported that Parks & Rec staff, Solid Waste & Recycling Coordinator Violet Penman, and Park Supervisor Greg Lund, reviewed the Green Step Cities Best Practice items. Several items were

identified that the city is already undertaking that can be claimed, as well as a few additional items that could be claimed with some additional effort.

The proposed sustainable purchasing policy was also reviewed and updated based on staff feedback. The revised policy has been distributed to staff for further review.

Coordinator Penman is tentatively scheduled to present the 2025 Planned Sustainability Outreach at the December Environment & Sustainability Commission meeting. Commissioners expressed interest in promoting this presentation on the city's social media platforms.

#### **5.b. Education and Outreach Activities**

Commissioners discussed upcoming blog post topics and assignments for September and October. The August blog will be posted soon.

#### **NEW BUSINESS**

None.

#### **ANNOUNCEMENTS**

##### **7.a. Dakota County Solid Waste Management Plan Open for Public Comment Through August 21<sup>st</sup>**

Dakota County's draft Solid Waste Management Plan is available for review and comment through August 21, 2024. The city has shared the link on social media, inviting residents to provide their feedback on the draft plan.

#### **STAFF REPORT**

##### **8.a. Set Next Meeting Agenda for October 8, 2024**

- i. Discuss pilot commissioner input plan
- ii. Review of goals for amendment
- iii. Investigate climate action plans for budget recommendation

#### **ADJOURNMENT**

There being no further business to come before the Environment and Sustainability Commission at the regular meeting and upon a motion by Springer and a second by Andrews, the meeting was adjourned at 6:24 p.m.

Respectfully submitted,

Amy Simonson  
Recording Secretary

Environment and Sustainability Commission Regular Meeting: October 8, 2024

<b>AGENDA ITEM:</b> Work Plan Updates	<b>AGENDA SECTION:</b> OLD BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 5.a.
<b>ATTACHMENTS:</b> April 2024-March 2025 Work Plan though September 25	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**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 is attached and 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.

## 2024/2025 ESC Work Plan Through September 25

Month	Action	Associated Goal	Responsible Party	Progress	Notes
April	Attend Commission Meeting - April 9	N/A	Commissioners	Complete	
	Website Article: Water Conservation/Mayor's Water Challenge	Water Quality Conservation	City Staff	Cancel and cover irrigation under Mow Less May post	Mayor's Water Challenge on hiatus for 2024. The County will be hosting a Water Wise Challenge over the summer that may delay outreach on water conservation to closer to May.
	Mow Less May (No Mow May) Proclamation to Council	Pollinators & Habitat	City Staff	Approved April 2.	Outreach expected mid-April
	Speaker @ Commission Meeting: Dakota County Solid Waste**	Sustainable Consumption	City Staff	Confirmed for April 9	**Invitation to Dakota County must be extended, Solid Waste Plan; Dakota County contacted on 02/21
	Review State Air Quality Permitting Program	Air Quality	City Staff	Reached out to MPCA on 03/15 and 03/18 with request with no response.	MPCA Possible guest speaker
	Review Community Survey Questions	All	City Staff	completed April 9	
	ESC Work Plan presentation to City Council - April 16	N/A	Commissioners	Postponed	Preference is for presentation of the work plan by the ESC Chair
May	Website Article: Mow Less May/Pollinators	Pollinators & Habitat	City Staff	Completed May 2024	Will also include other information on low input lawn care.
June	Attend Commission Meeting - June 11	N/A	Commissioners	Complete	
	Website Article: Solid Waste Reduction & Recycling	Air Quality	Commissioners	Complete	Fireworks disposal and safety
	Update Draft Sustainable Purchasing Framework Policy	Greening Operations	City Staff	Complete	New draft being routed through city staff
	Speaker @ Commission Meeting: Overview of the IRA clean energy incentives	Energy	City Staff	Completed June 11	CERTs reached out in March with an invitation. Bruce Odegaard is an Inflation Reduction Act Ambassador volunteer with CERTs and will give the presentation.
	Leprechaun Days Prep	All	Commissioners	Cancelled	The Leprechaun Days booth will be handled by the Solid Waste Coordinator due to current small commission size.
July	Website Article: Reporting Environmental Issues	Sustainable Consumption	Commissioners	Completed	
	Table @ Leprechaun Days: July 26 & 27	All	Commissioners	commission not hosting booth in 2024	Volunteer opportunities will be available to assist with the recycling booth and City Council booth.
	Sustainable Purchasing Framework to Council	Greening Operations	City Staff	In progress	New draft being routed through city staff
August	Attend Commission Meeting - August 13	N/A	Commissioners	completed	
	Website Article: Energy Sustainability, Energy Conservation, Renewable Energy	Energy	Commissioners	cancelled	Cooling Strategies for the Home - Commissioner Andrews volunteered
	<del>Speaker @ Commission Meeting: VRWJPO Watershed Plan**</del>	<del>Water Quality Conservation</del>	<del>City Staff</del>	<del>Moved to future activities as a draft plan is unlikely to be completed by 03/31/2025</del>	<del>**Invitation to VRWJPO must be extended; contacted VRWJPO on 02/21; watershed plan still under development as of 09/25/2024</del>
	Investigate Climate Action Plan options	Energy	City Staff	completed	high level review included in 10/08/2024 packet
September	Website Article: Composting & Yard Waste	Water Quality Conservation	Commissioners	completed	published 09/24/2025
October	Attend Commission Meeting - October 8	N/A	Commissioners		
	Website Article: Energy Sustainability, Energy Conservation, Renewable Energy	Energy	Commissioners		National Energy Awareness Month
	Review Goals for Amendment	All	Commissioners		

	Investigate Climate Action Plan Options	Energy	Commissioners		
November	Website Article: America Recycles Day	Sustainable Consumption	TBD		Top tips for successful recycling
	<del>Website Article: Environmental Features of the New PW/PD Campus &amp; Practices During Construction</del>	<del>Greening Operations</del>	City Staff	Moved to future activities	Moved to future date to better coincide with open house event TBD. Likely spring or summer of 2025.
December	Attend Commission Meeting - December 10	N/A	Commissioners		
	Website Article: Water Quality - Salt Reduction	Water Quality Conservation	City Staff		
	Draft 2025/26 Work Plan	All	Commissioners		
	ESC Approve Amended Goals	All	Commissioners		
	Speaker: 2025 Planned Sustainability Outreach**	Sustainable Consumption	City Staff	Confirmed for December 10	**Invitation must be extended to Solid Waste & Recycling Coordinator; contacted Coordinator on 02/22
	Facility Tour: Public Works & Police Campus**	Greening Operations	City Staff		**Contingent on completion of work; November 30, 2024, estimated move in date; Likely to be moved to a later date
	New Commissioner Orientation	N/A	City Staff		Moved to December due to lack of commissioner candidates
	Review businesses to tour in 2025/26	Business Incentives	Commissioners		Touch base with Eric Van Oss
January	Website Article: Incentive Environmental Programs for Business	Business Incentives	City Staff		
February	Attend Commission Meeting - February 11	N/A	Commissioners		
	Website Article: Incentive Programs for Residents	All	City Staff		
	ESC Approve 2025/26 Work Plan	All	Commissioners		
	Facility Tour: Spectro Alloys**	Air Quality	City Staff		**Invitation must be extended to Spectro Alloys; current construction projects may delay event
	Develop Climate Action/Sustainability Plan Budget Recommendation for 2025	Energy	Commissioners		<a href="https://www.lmc.org/news-publications/magazine/mar-apr-2022/cities-climate-action-plans/">https://www.lmc.org/news-publications/magazine/mar-apr-2022/cities-climate-action-plans/</a>
	Planning for Rosemount Community Expo	All	Commissioners		
March	Website Article: Environmental Volunteering Opportunities	All	City Staff		
	Council Approve 2025/26 Work Plan	All	City Staff		
	ESC Yearly Progress Report @ Council Meeting	All	Commissioners		
	Table @ Rosemount Community Expo: Date TBD	All	Commissioners		

**Future Activities**

- 1 VRWJPO Speaker Invitation to talk about updated 10 year plan
- Website Article: Environmental Features of
- 2 the New PW/PD Campus & Practices During Construction

Environment and Sustainability Commission Regular Meeting: October 8, 2024

<b>AGENDA ITEM:</b> Education and Outreach Activities	<b>AGENDA SECTION:</b> OLD BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 5.b.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> 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 and 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. none
2. News & Highlights Posts on RosemountMN.gov:
  - a. September 24: Yard Work Tips for Fall
  - b. October 2: ESC Energy Sustainability Webpage [www.rosemountmn.gov/692/Energy-Sustainability](http://www.rosemountmn.gov/692/Energy-Sustainability)
  - c. November: Top Tips for Successful Recycling - commissioners
  - d. December: Deicing Salt Best Practices/Reduction - city staff
3. Upcoming events and holidays of note:
  - a. October 12 - Oktoberfest!
  - b. November 2-3 - Pumpkin Collection
  - c. November 15 - America Recycles Day
  - d. November 30 - Steeple Center Tree Lighting

**RECOMMENDATION**

Discuss education and outreach opportunities for October, November, and December.

Environment and Sustainability Commission Regular Meeting: October 8, 2024

<b>AGENDA ITEM:</b> Annual Goals Review and Update	<b>AGENDA SECTION:</b> NEW BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 6.a.
<b>ATTACHMENTS:</b> Environment & Sustainability Commission Goals	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**BACKGROUND**

The Environment & Sustainability Commission has a set of goals that helps guide yearly activities and development of the annual work plan. Each year, the Commission reviews goals to determine if new direction is needed or edits are warranted. The current goals cover the following topics:

- 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 most recent goals document is attached for reference.

**RECOMMENDATION**

Discuss updates and edits to goals to bring to the December ESC meeting for approval.

# Environment and Sustainability Commission Goals

The Rosemount Environment and Sustainability Commission has set the following goals to pursue as amended at its July 12, 2023, 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: Sustainable Consumption and Waste

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

## Actions

1. Work with the city to adopt and develop practices to implement a sustainable purchasing policy.
2. Work with the city to promote the organics drop site in coordination with Dakota County.
3. Promote the city's education hub on the website regarding waste reduction topics and provide education to the public, businesses, and the City on recycling, waste reduction, composting, and organics recycling/composting.
4. Explore best practices to increase reuse and recycling of construction and demolition building materials.
5. Research current best practices, new technologies, and successful programs by other cities regarding waste reduction, including programs discouraging single use plastics at city events.
6. Use yard waste and/or food waste compost in city construction and landscaping projects.

## 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: October 8, 2024

<b>AGENDA ITEM:</b> Climate Action Plan Options	<b>AGENDA SECTION:</b> NEW BUSINESS
<b>PREPARED BY:</b> Jane Byron, Stormwater Specialist	<b>AGENDA NO.</b> 6.b.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> BE, NE
<b>RECOMMENDED ACTION:</b> Discussion	

**BACKGROUND**

In support of its Energy Conservation, Energy Efficiency, and Renewable Energy goal, the Environment & Sustainability Commission (ESC) is seeking to encourage the City to develop a climate action plan. A first step in developing a recommendation for the City Council is to investigate options available for plan development and to come up with a budget recommendation. City staff has done some initial research into available plan options with the expectation that ESC commissioners will continue forward with any additional research needed to provide a recommendation and estimated budget to the City Council.

The City has found that the following are the most likely options available for a climate action plan:

- Update the resilience section of or add a new section to the [Rosemount Comprehensive Plan](#)
- Update the [2018 Rosemount PiE Energy Action Plan](#)
- Develop a separate climate action or resilience plan

City staff will also present a list of resources they have compiled to help the ESC in their research going forward.

**RECOMMENDATION**

Discuss climate action plan options, and create a plan for commissioners to do further research and make a 2026 budget recommendation to the City Council for climate action plan development.