



SUSTAINABILITY COMMISSION AGENDA

Thursday, August 15, 2024

6:30 p.m.

Coon Rapids City Center

Civic B

Call to Order

Roll Call

Adopt Agenda

1. Approval of Minutes

Old Business

2. Summer Project Recap

New Business

3. EV Stations Research and Promotion

Other Business

4. Staff Updates
5. Chair and Commissioner Comments

Adjourn



Sustainability Commission - Regular

1.

Meeting Date: 08/15/2024

SUBJECT: Approval of Minutes

Approve minutes from May 16 meeting.

Attachments

May 16 Minutes

COON RAPIDS SUSTAINABILITY COMMISSION MEETING MINUTES FOR May 16, 2024

The May 16, 2024 meeting of the Sustainability Commission was called to order at 6:34 p.m.

Commission Members Present: Kate Anderson, Kelsey Brodt, Elzaki Ishag, Keygan McClellan, Lynne Riley, Josh Zeller

Commission Members Absent: Chris Backes, Peter Butler, Eve Commerford

Staff Present: Olivia Dorow Hovland

1. Adopt Agenda & Approve Minutes

Motion by Commissioner Brodt, seconded by Commissioner Anderson to adopt agenda. The motion passed unanimously.

Motion by Commissioner Brodt, seconded by Commissioner Zeller to approve minutes of the April 18, 2024 Sustainability Commission meeting, as presented. The motion passed unanimously.

2. Active Transportation Plan – Focus Group

Staff presented on the Active Transportation Plan and led an engagement activity for commissioners using Mentimeter.

3. Water Use Reduction Education – Next Steps

Commissioners discussed what information to provide on water use reduction at Summer in the City events.

Commissioner Anderson suggested providing a handout on the smart irrigation program given that the city will know the status of this year's program by June.

Commissioners discussed creating a poster on water use reduction that could include information on the quantity of water different household activities use. Commissioner Anderson also suggested including information on watering your lawn in the morning or evening when there is less evaporation.

Commissioners discussed providing information on drought-tolerant landscaping, low-flow fixtures, and where to get rain barrels. Commissioner McClellan suggested providing a basic list of drought-tolerant plants and where to buy them, perhaps a DNR-created list of native plant suppliers.

Commissioners Anderson, Riley, and Zeller volunteered to finalize content for the poster.

4. Sustainable Garden Tour – Next Steps

Commissioners discussed how to recruit host sites for the garden tour, and how to vet sites if there are too many volunteers.

Commissioner Riley suggested that people submit photos of their gardens.

Commissioner Anderson suggested having an even mix of categories, or doing a random drawing.

Commissioner Zeller suggested grouping sites in clusters so they are easy to travel to.

Commissioner Anderson suggested suggesting sites that are easily accessible, and avoiding culs-de-sac. She noted that we should choose people who will be around day-of to interact with tour participants.

Commissioner McClellan suggested that the applications to be a host site include a brief description, including a list of what plants are in the garden.

Commissioner Riley noted the importance of having an example of a newly planted garden so that people can see what things look like at the early stages.

Commissioner McClellan asked that someone from the city take photos day-of.

Commissioner Anderson noted that the yard signs should include a QR code to the story map.

Commissioner Riley suggested that City Hall could be a stop with more engagement materials, coloring sheets, honey sticks, etc. Tour participants could collect secret words at each tour stop and bring them back to City Hall for a prize.

5. Summer in the City – Next Steps

Commissioners discussed general needs for tabling events throughout the summer. Commissioners are interested in creating a poster that provides an overview of what the Sustainability Commission does.

Commissioner Anderson asked if the poster should be focused on the commission, or on the sustainability work of the city in general.

Commissioner expressed the need to show people that living in the suburbs doesn't necessarily restrict them from doing sustainable things with their homes.

Commissioner McClellan suggested a historical overview as an entry point, showing what the commission has done over the years.

Ms. Dorow Hovland said that she would work with the communications team on the poster. She said if commissioners are interested in tabling at events throughout the summer, they can reach out to her for support.

6. Staff Updates

Ms. Dorow Hovland shared the following list of updates:

- The city is waiting to hear back on a potential award from the Water Efficiency Grant.
- The Native Plant Sale pick up is on Saturday.

- The commission will take a hiatus for June and July.
- Organics drop sites are going live tomorrow at Sand Creek and Wintercrest parks.

7. Chair and Commissioner Comments

Motion by Commissioner Brodt, seconded by Commissioner Riley to adjourn the meeting at 8:02 pm.
The motion passed unanimously.



Sustainability Commission - Regular

2.

Meeting Date: 08/15/2024

Subject: Summer Project Recap

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

The Sustainability Commission did not meet in June or July. Since the Commission's last meeting in May, there have been multiple projects and efforts that the Commission has been involved in.

DISCUSSION

The Sustainability Commission has previously discussed or been a part of the following projects:

1. Summer in the City tabling
2. Farmer's Market tabling
3. Sustainable Garden Tour
4. Active Transportation Plan

RECOMMENDATION

Staff recommends the Commission share feedback and takeaways from the above list of summer projects.



Sustainability Commission - Regular

3.

Meeting Date: 08/15/2024

Subject: EV Stations Research and Promotion

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

The Sustainability Commission's 2024 work plan includes an initiative on "EV Stations Research and Promotion."

DISCUSSION

In the work plan, the following items are called out:

- Promote existing EV stations across the city
- Research best practices for siting EV stations
- Create report for City Council on EV recommendations

RECOMMENDATION

Staff recommends the Commission discuss next steps for this work plan item.

Attachments

Initiative #4 - EVs

Initiative #4			
Initiative Type: ☒ Project ☐ Ongoing/Annual ☐ Event			
Council Charge: ☒ Study & Report (council requested) ☐ Review & Comment (council requested)			
Initiative Title EV Stations Research and Promotion	Deliverable - Promote existing EV stations across the city - Research best practices for siting EV stations - Create report for City Council on EV recommendations	Leads	Target Completion Date Q4 2024
Budget Required: NA			
Staff Support Required: Coordination with communications team for promotion of current EV stations, receive the best practices report			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			



Sustainability Commission - Regular

4.

Meeting Date: 08/15/2024

Subject: Staff Updates

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Staff will provide an update on sustainability-related work going on at the city.

DISCUSSION

NA

RECOMMENDATION

Receive the update.



Sustainability Commission - Regular

5.

Meeting Date: 08/15/2024

Subject: Chair and Commissioner Comments

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Commissioners are invited to share any new or relevant sustainability-related information with the group.

DISCUSSION

NA

RECOMMENDATION

Receive the comments.
