



SUSTAINABILITY COMMISSION AGENDA

Thursday, October 17, 2024

6:30 p.m.

Coon Rapids City Center

Civic A

Call to Order

Roll Call

Adopt Agenda

1. Approval of Minutes

Old Business

2. EV Stations Research and Promotion: Approve Report

New Business

3. Presentation from Kessa Andrews
4. 2025 Work Plan Brainstorm
5. 2025 Chair and Co-Chair Election

Other Business

6. Staff Updates
7. Chair and Commissioner Comments

Adjourn



Sustainability Commission - Regular

1.

Meeting Date: 10/17/2024

SUBJECT: Approval of Minutes

Approve Minutes from September 19 meeting.

Attachments

September 19 Minutes

COON RAPIDS SUSTAINABILITY COMMISSION MEETING MINUTES FOR SEPTEMBER 19, 2024

The September 19, 2024 meeting of the Sustainability Commission was called to order at 6:35 p.m.

Commission Members Present: Kate Anderson, Chris Backes, Peter Butler, Lynne Riley, Josh Zeller

Commission Members Absent: Kelsey Brodt, Elzaki Ishag, Keygan McClellan

Staff Present: Olivia Dorow Hovland

1. Adopt Agenda & Approve Minutes

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

Motion by Commissioner Butler, seconded by Commissioner Riley to approve minutes of the August 15, 2024 Sustainability Commission meeting, as presented. The motion passed unanimously.

2. EV Stations Research and Promotion

Ms. Dorow Hovland presented the draft EV report, compiled with the research and contributions of commission members. She stated that the next steps would be to clean up the report and present a final draft in October for approval.

Commissioner Backes suggested that the city have resources on EVs and charging available at the permit counter, and on the building permit webpage.

Commissioners requested that the report be published on the city website.

Commissioners requested an opportunity to present the report to Planning Commission and/or City Council with a PowerPoint.

Commissioner Riley noted that prior to an official presentation, the commission should be aware of potential areas of pushback or questions and be prepared to address those concerns.

4. Staff Updates

Ms. Dorow Hovland shared the following list of updates:

- The city's solar grant application was due Monday.
- The Active Transportation demonstration project has been installed and commissioners are invited to take the survey and share it with others.
- Commissioners should consider signing up to be a part of CERTs' energy ambassador program.
- The city is hosting an EV event next week at farmer's market.
- Commissioner Commerford resigned as she moved out of the city.

5. Chair and Commissioner Comments

Commissioner Riley shared that she tabled at the farmer's market for sustainability and that it went well.

Motion by Commissioner Backes, seconded by Commissioner Butler to adjourn the meeting at 7:10 pm. The motion passed unanimously.



Sustainability Commission - Regular

2.

Meeting Date: 10/17/2024

Subject: EV Stations Research and Promotion: Approve Report

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

At their August 15 meeting, the Commission drafted an outline for a report to City Council. Staff presented a compiled draft report in September. Staff will now present the attached final report.

RECOMMENDATION

Staff recommends the Commission approve the final report.

Attachments

EV Report

October, 2024

A report of the Coon Rapids Sustainability Commission

Electric Vehicles in Coon Rapids

The Coon Rapids Sustainability Commission identified “EV Stations Research and Promotion” as an item in their 2024 work plan. This report is the culmination of that work plan item.

Justification

Current EV Ownership

Electric vehicle registrations have seen a steady growth in Coon Rapids since 2018, according to the Minnesota Public Utilities Commission. EV registrations have been increasing by approximately 35% each year since 2021. As of January 2023, there are an estimated 306 battery and plug-in hybrid electric vehicles registered to Coon Rapids residents.

Year	Battery EV	Plug-In Hybrid EV	Total
2018	27	40	67
2019	41	51	92
2020	67	74	141
2021	86	80	166
2022	122	105	227
2023	185	121	306

Vehicle Emissions Considerations

Vehicle emissions include both air pollutants and greenhouse gases.

Greenhouse gas emissions for a vehicle’s working lifetime can include tailpipe emissions from fuel combustion and the emissions produced when electricity is generated (for plug-in vehicles). Battery electric vehicles produce no tailpipe emissions.

According to the US Department of Energy, in Minnesota, average annual greenhouse gas emissions per vehicle can be summarized as follows:

	GHG Emissions in lbs of CO2
Gasoline vehicles	12,594
Hybrid electric vehicles	6,898
Plug-in hybrid electric vehicles	4,728 CO2 equivalent (38% from electricity generation)
Battery electric vehicles	2,674 CO2 equivalent (100% from electricity generation)

Based on per capita CO₂ emissions per year for US citizens (about 29,000 pounds CO₂ according to the World Bank), driving a gasoline vehicle would account for about 44% of the average person's entire yearly emissions. Put another way, almost half of a typical (gasoline vehicle-driving) person's yearly emissions are produced entirely by their vehicle. Switching to any kind of electric vehicle could reduce personal average emissions by a significant margin.

In addition to greenhouse gas emissions from fuel combustion, all vehicles which combust fuel produce air pollutants including nitrogen oxide (can combine with hydrocarbons to form smog), carbon monoxide (poisonous), carbon-containing compounds (can contribute to ozone and smog), particulate matter (can induce respiratory distress), and formaldehyde (an irritant and carcinogen).

As a suburb of the Twin Cities, Coon Rapids exists within and contributes to a larger regional hot spot of air pollution. It should also expect similar effects as the larger region. According to the Minnesota Pollution Control Agency, in 2015, air pollution "played a role in 10% of all deaths" in the Twin Cities metro. According to a 2022 State of Global Air report (produced by the Health Effects Institute and the Institute for Health Metrics and Evaluation), in 2019, air pollution was responsible for 320 deaths in the Twin Cities (noted in the *Minnesota Reformer* as making death due to air pollution about four times likely as death due to homicide). Air pollution also has severe impacts on health (increasing a person's risk of heart disease, lung diseases, respiratory infections, type 2 diabetes, and other illnesses), especially for infants.

According to the Minnesota Pollution Control Agency, vehicles emit "almost half the air pollution in Minnesota."

Fuel Cost Savings

Electric vehicles can help save drivers money. The EPA and DOE use 15,000 miles/year as the average for most fuel use estimates. Over the last year in Minnesota, the average cost of regular gas has been \$3.54. The typical Coon Rapids resident pays about \$0.12 cents per kWh of electricity. Using these numbers and comparing an average gas vehicle with an average electric one, gas will cost a driver \$2,212 per year to travel 15,000 miles, while electricity will cost a drive \$586 to travel the same distance. This is an annual savings of \$1,625.

There are many electric vehicle fuel cost calculators available online to explore when factoring cost into the decision to drive electric.

Peer Cities

Many cities around the Twin Cities metro are taking steps to promote EV adoption among their residents and their city-owned fleet. See examples below.

Eden Prairie

- Added a fully electric (Tesla Model Y) patrol vehicle to their fleet in 2021 as a pilot program.
- Worked with Xcel Energy to improve charging infrastructure for future EV growth within the city.
- Now have a variety of EV models within their fleet
- [Learn more](#)

Brooklyn Park

- Ongoing project as of fall/winter 2023 to determine electric mobility priorities.
- Conducted community wide workshops and questionnaires to engage with the community.
- [Learn more](#)

Roseville

- Has one electric vehicle in the city's fleet.
- Actively exploring options to add additional EVs and charging stations.
- Has an energy action plan that includes EVs
- [Learn more](#)

Edina

- Has a Green Fleet Policy that sets goals and metrics for city fleet replacements. This includes plans to increase municipal electric vehicles and corresponding charging infrastructure.

The following cities (as well as many others) are also actively introducing EVs to their city fleets:

- Apple Valley
- Eden Prairie
- Brooklyn Park
- Burnsville
- Minneapolis
- Roseville
- Edina

Most peer cities that provide EV information have a page or two on their websites regarding available federal and state tax credits along with rebates from energy companies such as Xcel Energy and Connexus Energy. These tax credits and rebates are for the purchase of EVs or installation of home charging equipment. These city webpages also include educational information on charging levels, EV types, charger installation resources, and a map or list of public charging stations throughout the city.

Existing Resources

There are many existing resources for EV purchase and charger installation. The city can utilize these resources itself and can point residents and businesses to them to help defray the cost of going electric.

Utility Rebates

Xcel Energy and Connexus Energy both currently offer equipment rebates and rate discounts for EV charger installation and usage.

Connexus:

- EV Time of Day Program
- EV Subscription

- Level 2 EV Charger rebate (\$500)
- Level 20PHEV Charger rebate (\$100)
- Workplace/Public Electric Vehicle Charger Installation (\$1,000)
- [Learn more](#)

Xcel Energy:

- EV Accelerate At Home charger rental
- Off-peak charging bill credit
- Time-of-day Separate Meter Plan
- Time-of-day Whole Home Plan
- [Learn more](#)

Federal Grants and Rebates

The federal government provides the following incentive programs related to electric vehicles. Coon Rapids can take advantage of some of these programs, and can direct residents to take advantage of them as well. The list below also outlines broad federal EV programs that are aimed at increasing charger availability and increasing electric vehicle uptake.

- National Electric Vehicle Infrastructure program
 - Provides funds to States to build a convenient, affordable, reliable and equitable fast charging network of EV charging stations over 5 years (2022-2026).
 - Minnesota expects to receive and invest about \$68 million from this program.
 - MnDOT is responsible for administering the NEVI funds.
 - The money must be used to build Alternative Fuel Corridors (AFC's) with fast charging stations.
 - The current plan has I-35 and I-94 as AFC's.
 - In July 2024 a request was made to add I-90 as an AFC.
 - Locations for stations must be within 1 mile of an AFC exit.
 - Stations must have a minimum of 4 150kW ports to operate simultaneously.
 - Stations are open to the public with no entrance fees to operate 24 hours a day, 7 days a week.
 - Source: [National Electric Vehicle Infrastructure Program - MnDOT \(state.mn.us\)](https://state.mn.us/national-electric-vehicle-infrastructure-program)
- "Volkswagen Settlement" funds
 - Settlement was reached in 2017; Gov. Dayton designated MPCA to manage the \$47 million awarded to Minnesota.
 - The settlement is to be spent within 10 years; all funds must be spent or committed to projects by 11/2/27.
 - Up to %15 of each states' funds may be used for EV charging infrastructure.
 - In 2018 the City of Coon Rapids received funds to install level 2 EV dual port EV charging stations; \$7263 for Coon Rapids Ice Center and \$7653 for City Hall.

- In 2020 the focus of these funds was for building outstate corridors to add 2,500 miles of EV corridors to the charging network.
- In 2023 the outstate focus awarded grants to outstate resorts and casinos, as well as to the “SW station” which serves Mpls, Eden Prairie, Edina, Chanhassen, and Chaska.
- A list of 2023 funds awarded by location is available at: [Electric vehicle charging stations | Minnesota Pollution Control Agency \(state.mn.us\)](#)
- Federal Tax Credit
 - 30D New Clean Vehicle Tax Credit
 - \$7,500 federal tax credit for new EV
 - \$4,000 federal tax credit for used EV
 - As part of the Federal Reduction Act, as of June 2024 the tax credit can be transferred to registered dealers at the time of sale, instead of when the buyer files taxes.
 - That reduces the point-of-sale price by \$7,500 or \$4,000 depending on new or used vehicle.

Federal Elective Pay

The Inflation Reduction Act of 2022 (“IRA”) makes several clean energy tax credits available to businesses; tax-exempt organizations; state, local, and tribal governments; other entities; and individuals. The IRA also enables entities to take advantage of certain clean energy tax credits through its elective pay provision (also colloquially known as direct pay). Elective pay allows several types of entities, such as tax-exempts and governments, to treat the amount of certain credits as a payment against tax on their tax returns and as a result receive direct payments for certain clean energy tax credits.

Qualifying vehicles include passenger vehicles, buses, ambulances, and certain other vehicles for use on public streets, roads, and highways. Credit Amount: Up to \$40,000 (max \$7,500 for vehicles <14,000 lbs).

Minnesota State Grants and Rebates

Like the federal government, the State of Minnesota has additional electric vehicle programs, incentives, and rebates as outline below.

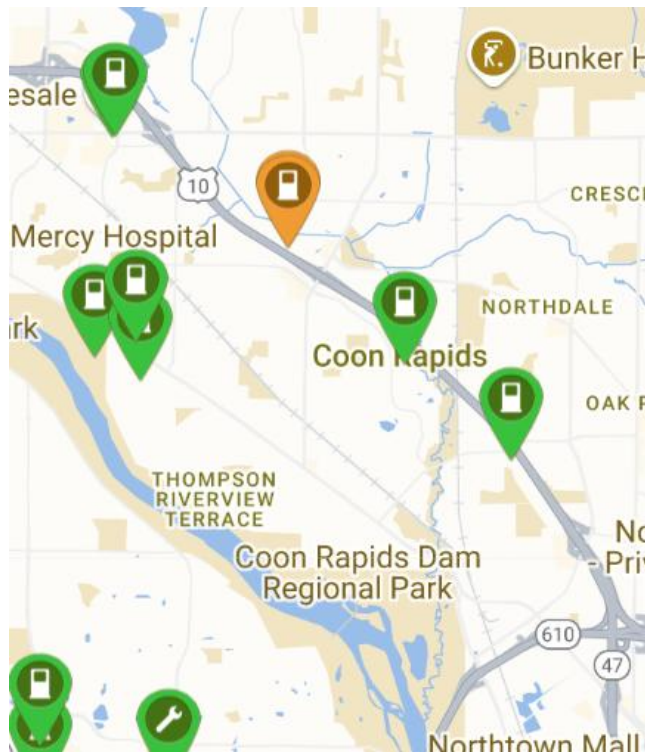
- 2023 – legislation signed to expand carbon-free electrification in the State with \$200 million. That funding is to be used for:
 - Consumer rebates for EV purchases
 - Provides \$13.6 million in matching funds to help establish charging infrastructure through the National Electric Infrastructure program.
 - Provides \$2 million in one-time grants to auto dealers to off-set costs of infrastructure investments needed to sell EV’s.
- Minnesota Commerce Department, energy and utilities division oversees State EV rebate program for individuals.
 - New EV’s rebate up to \$2,500.00 on vehicles purchase price of \$55,000 or less
 - Used EV rebate up to \$600 with purchase price of \$25,000 or less.
 - A business, non-profit or government entity may not receive more than 1 EV rebate per fiscal year. (July 1 – June 30).

- Fleet operators can receive up to 1 EV rebate per fiscal year.
- Applications for rebates accepted until funding has been fully distributed or 6/30/2027, whichever occurs first.
- ***All funds for State of MN EV Rebate Program have been reserved at this time.***

Current City Chargers

There are currently six public chargers available in the city, as well as a few at car dealerships. The chargers are located at:

- Starbucks
- Wells Fargo
- Goodwill
- Anoka-Ramsey Community College
- Coon Rapids Civic Center
- Coon Rapids Ice Center



City Actions

There are many actions Coon Rapids can take to help improve air quality, decrease fleet fuel expenses, and support residents and businesses who want to go electric

Adopt Regulatory Best Practices

The Great Plains Institute has published two reports that the city can draw from to follow regulatory best practices for electric vehicles.

- [Summary of Best Practices in Electric Vehicle Ordinances](#)

- [Transforming Minnesota's Electric Vehicle Market: Comprehensive Plan Best Practices for Local Action](#)

Explore Fleet EVs

Coon Rapids should explore adding more plug-in hybrid and fully electric vehicles to its city fleet. These vehicles are now eligible for federal tax credits that bring down the up-front purchase cost, and the city can take advantage of Connexus' programs to "fuel" vehicles for a low price.

The city currently has a plug-in hybrid Mitsubishi outlander in the city fleet.

In 2023, that vehicle logged 1,850 miles averaging 71.06 miles per gallon of gas and cost the city \$77.09 in gasoline costs.

Many EVs now have ranges well over 200 miles per charge, and few city vehicles exceed that mileage in a day. Many city vehicles spend much of their time idling, emitting polluting exhaust. If those idling vehicles were switched to EVs, staff could maintain usage of onboard functionality without using gas to idle.

Participate in the ChargingSmart Program

Charging Smart is an EV readiness program whose aim is to reduce barriers to equitable charging and electric vehicle adoption at the local government level. The program is funded by the Interstate Renewable Energy Council, and The Great Plains Institute is a lead partner. Charging Smart is modeled similarly to the SolSmart Program. Coon Rapids has participated in SolSmart since 2021 and has achieved Silver designation.

The Charging Smart program provides free technical support to local governments to adopt best practice policies around EV charger expansion. To achieve a designation, participants complete specific criteria in six categories, which focus on planning, regulation, utility engagement, education and incentives, government operations, and shared mobility. Many of the Bronze and Silver criteria require no budget to implement. Criteria that would include additional spending, such as installing chargers and electrifying City fleet vehicles, are designated Gold level.

In April 2024, nine Minnesota cities achieved Charging Smart designation: Roseville, Eden Prairie, Hopkins, Falcon Heights, Oakdale, Inver Grove Heights, St James, La Crescent, and Faribault.

Promotion and Communication

New Construction

The city should educate new construction applicants on EV-readiness best practices that allow for future installation of chargers as desired, including pre-wiring for chargers and installing enough electric capacity for future chargers.

Current Residents and Businesses

The city should create a webpage to educate residents and businesses on EV programs, incentives, and best practices.

The city should have information on charging programs available at the permit counter and on the building permit webpage.



Sustainability Commission - Regular

3.

Meeting Date: 10/17/2024

Subject: Presentation from Kessa Andrews

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Staff have been working with Kessa Andrews, a graduate student who chose to do a sustainability assessment of the city for a portion of her coursework.

DISCUSSION

Ms. Andrews will present the results of her assessment and take feedback from commissioners.

RECOMMENDATION

Staff recommends the commission receive the presentation.



Sustainability Commission - Regular

4.

Meeting Date: 10/17/2024

Subject: 2025 Work Plan Brainstorm

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Each year the Commission must create a work plan for City Council to review and approve. The 2024 work plan is attached.

DISCUSSION

Staff will lead the Commission in a brainstorming activity to determine focus areas for 2024. Staff recommends the Commission focus on projects that involve concrete deliverables and trackable performance measures.

RECOMMENDATION

Staff recommends the Commission participate in the brainstorming activity.

Attachments

2024 Work Plan

Initiative #1	Initiative Type: ☐ Project ☒ Ongoing/Annual ☒ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)		
Initiative Title Tabling and Engagement	Deliverable - Engagement materials to distribute at tabling events. - A table/presence at 3-6 public events in 2023 including Summer in the City and the Native Plant Sale	Leads	Target Completion Date Q3 2024
Budget Required: \$100 for printing, engagement supplies			
Staff Support Required: Printing of materials, staffing events, coordinating volunteers, purchasing materials			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #2	Initiative Type: ☒ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)		
Initiative Title Earth Month	Deliverable - Create awards for residents, businesses, and institutions undertaking sustainable actions - Work with City Council to do an Earth Month proclamation - Outline weekly communications topics - Organize a planting or clean-up event	Leads	Target Completion Date Q2 2024
Budget Required: \$200 for award printing and clean-up day supplies			
Staff Support Required: Coordinate with City Council on Earth Month proclamation and awards presentation, collaborate with communications group on messaging, coordinate with Parks Department on clean-up event			
Progress Q1:			
Progress Q2:			
Progress Q3:			

Progress Q4:

Initiative #3	Initiative Type: ☐ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☒ Study & Report (council requested) ☐ Review & Comment (council requested)		
Initiative Title Landscape Standards Revision	Deliverable • Research landscape standards best practices • Create report for staff on recommended changes to landscape standards	Leads	Target Completion Date Q2 2024
Budget Required: NA			
Staff Support Required: Receive the report, help coordinate research with internal staff as necessary			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

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:			

Initiative #5 Initiative Type: ☒ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)			
Initiative Title Water Use Reduction Education	Deliverable Communications materials on best practices for residents	Leads	Target Completion Date Q4 2024
Budget Required: NA			
Staff Support Required: Coordination with communications team on publication of messaging			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #6 Initiative Type: ☐ Project ☐ Ongoing/Annual ☒ Event Council Charge: ☐ Study & Report (council requested) ☐ Review & Comment (council requested)			
Initiative Title Pollinator Week	Deliverable - Educational messaging around protecting pollinators - Potential tour or map of best pollinator gardens around the city, with awards or recognition	Leads	Target Completion Date Q3 2024
Budget Required: NA			
Staff Support Required: Coordination with communications team on messaging, creation of webpage for pollinator tour			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #7 Initiative Type: ☐ Project ☐ Ongoing/Annual ☐ Event Council Charge: ☐ Study & Report (council requested) ☒ Review & Comment (council requested)	
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Initiative Title	Deliverable	Leads	Target Completion Date
Project comment	Review and comment on various city-led projects, at staff request		Q4 2024
Budget Required: NA			
Staff Support Required: Present on city projects that require commission comment			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (These items have been considered by the SC, but not proposed as part of this year's work plan.)
Wildlife education
Community solar project
Promotion of WasteWise for businesses
Outreach to businesses on organics recycling
Sustainable transportation

KEY

Initiative Types:

- Project
 - Project initiated by the board/ commission
- Ongoing/Annual
- Event

Council Charge: Projects tasked to a board/commission by the city council

1. Study & Report
 - a. Board/commission will study a specific issue or topic and report its findings or comments to the city council in writing
 - b. No direct action is taken by the board/commission
2. Review & Comment
 - a. Board/commission will review a specific issue or topic and provide comments to the city council in writing
 - b. No direct action is taken by the board/commission



Sustainability Commission - Regular

5.

Meeting Date: 10/17/2024

Subject: 2025 Chair and Co-Chair Election

From: Olivia Dorow Hovland, Sustainability Planner

INTRODUCTION

Each year the commission recommends the council appoint two individuals as the chair and co-chair of the commission. The appointments are a one-year term starting January 1 each year.

DISCUSSION

Commissioners are invited to nominate themselves or other commissioners for the roles. The chair and co-chair work with staff each month to determine agenda items for meetings.

RECOMMENDATION

Staff recommends commissioners nominate and elect a chair and co-chair for 2025.



Sustainability Commission - Regular

6.

Meeting Date: 10/17/2024

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

7.

Meeting Date: 10/17/2024

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.
