AGENDA
Environmental Management Commission

REGULAR MEETING
April 18, 2022
7:00 PM
Oakdale City Council Chambers

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**
   a. February 7, 2022

5. **ENVIRONMENTAL MANAGEMENT COMMISSION REVIEW**
   a. **OLD BUSINESS**
      i. Draft EV-ready ordinance and guidelines update

   b. **NEW BUSINESS**
      i. Review of 2021 GreenStep Cities metrics
      ii. Review of 2022 Washington County Recycling Grant draft projects
      iii. 2022 Grow Solar Twin Cities solar group buy program update

6. **OTHER**
      i. Monthly review of the 2022 EMC Editorial Calendar
      ii. Commissioner update(s)*
      iii. Council liaison update(s)*
      iv. Community Development Department update(s)*

7. **ADJOURNMENT**

*Items marked with an asterisk have no accompanying materials

The next regular Environmental Management Commission meeting will be held May 16, 2022 @ 7PM in the Council Chambers at Oakdale City Hall.

REGULAR MEETING
OAKDALE ENVIRONMENTAL MANAGEMENT COMMISSION
FEBRUARY 7, 2022

CALL TO ORDER

The Oakdale Environmental Management Commission (EMC) held a meeting on Monday, February 7, 2022 at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 7:00PM with the Pledge of Allegiance.

CALL OF ROLL

On a call of roll, the following were present:

Chairperson:	Keith Miller, Chairperson
Commissioners:	Nick Kantola Connor Brown Gretel Fink Bonnie Wilson
Absent:	Noah Gerding, Vice Chair Kevin Zabel, City Council Liaison
Also Present:	Shannon Reidlinger, Sr. Community Development Specialist

Quorum Present: YES ☒ NO ☐

APPROVAL OF MINUTES

A MOTION WAS MADE BY COMMISSIONER KANTOLA, SECONDED BY COMMISSIONER FINK, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 10, 2022, WITH THE FOLLOWING CORRECTION:

Page Five, Paragraph Eight, to read: "Chair Miller compared his personal home energy bill from last year to present and calculates the costs to be 60% higher for approximately the same amount of energy use."

5 AYES
0 NAYS

MOTION CARRIED

ENVIRONMENTAL MANAGEMENT COMMISSION REVIEW

a. OLD BUSINESS

i. Review of draft EV-ready zoning ordinance amendment language

Ms. Reidlinger provided an update on amending the Oakdale Code of Ordinances to include electric vehicle (EV)-ready language and reviewed draft EV-ready amendments with the EMC. She shared that the draft language was crafted to align with similar EV-ready ordinances in 11 Minnesotan cities. Additionally, she explained that the draft language was intended to offer high level guidelines and best practices – but not requirements – for EV charging infrastructure design and installation in Oakdale, with the purpose of providing structure for residents and business owners interested in EV charging capacity.

Ms. Reidlinger detailed the ways in which the draft EV-ready amendments addressed feedback on sample EV-ready ordinance language shared by the Oakdale Planning Commission at its November 4, 2021 meeting, including:

- Increasing flexibility for EV charging infrastructure by focusing design and installation guidelines at a high level, rather than on specific details.
- Identifying guildelines for EV charging in Single-Family or Two-Family Dwellings versus in Multiple-Family Dwellings and Non-Residential Structures.
- Clarifying the lack of inherent difference in EV charging guildelines for parking lots versus parking structures.

Ms. Reidlinger summarized the main updates to the draft EV-ready amendments, including:

- Allowing electric vehicle charging stations as an accessory use in all zoning districts.
- Recommending that a certain percentage of parking spaces in a non-residential structure or multiple-family dwelling be EV-capable, EV-ready, and/or EV-installed.

In response to Chair Miller's question regarding whether the EV-ready guidelines might be codified into enforceable ordinance requirements in the future, Ms. Reidlinger explained that the Code of Ordinances could be changed at any time following a standard procedure. In response to Chair Miller's question regarding guidelines about direct current fast charging, Ms. Reidlinger replied that a majority of EV-ready ordinances in peer cities primarily described design and installation criteria for Level 2 EV charging equipment.

Chair Miller commented that some EV-ready ordinances in other cities included more granular information about charging station design and installation, but he understood why the proposed high level draft ordinance language would provide more flexibility to EV charging installers in Oakdale.

In response to Commissioner Kantola's question regarding current statutes that reserve EV charging spaces for electric vehicles, Ms. Reidlinger clarified that there were no statutes in Oakdale which protect EV charging spaces for sole use by electric vehicle owners.

In response to Commissioner Fink's question regarding whether the draft ordinance language might include a guideline about charging stations being accessible to the general public, Ms. Reidlinger explained that the draft ordinance language did not distinguish between public and private use charging stations.

In response to Commissioner Kantola's question regarding conformity of the charging stations already installed at HyVee in Oakdale to the draft EV-ready ordinance guidelines, Commissioner Fink indicated that the charging stations seemed to conform to the draft design and installation guidelines as proposed.

In response to Commissioner Fink's question regarding whether the City would be allowed to deny an installer's plans to add charging infrastructure to a parking space, Ms. Reidlinger replied that the draft EV-ready guidelines would need to be codified into ordinance requirements.

In response to Chair Miller's question regarding the availability of EV charging station signage, Ms. Reidlinger confirmed that signage could be installed to indicate a parking space is for EV charging only.

A MOTION WAS MADE BY COMMISSIONER FINK, SECONDED BY COMMISSIONER KANTOLA, TO APPROVE THE DRAFT DATED FEBRUARY 2, 2022 OF THE EV-READY ZONING ORDINANCE AMENDMENTS.

5 AYES
0 NAYS

MOTION CARRIED

b. NEW BUSINESS

i. Discussion of 2022 CERTs Seed Grant projects

Chair Miller noted that the Clean Energy Resource Teams (CERTs) had SEED grants for projects that addressed clean energy goals, and commented that a number of projects funded in 2022 aligned with focus areas of the 2022 Oakdale EMC Work Plan. He summarized projects from a selection of municipalities that received a SEED grant in 2022, including:

- A study to determine opportunities for reducing energy consumption and lowering residential energy bills.
- A study to determine barriers to rooftop solar installation in naturally occurring affordable housing.
- A project to raise community awareness clean energy technologies.
- A project to install a public electric vehicle charging station.

Chair Miller discussed reaching out to peer commissioners in neighboring cities to receive information on project outcomes, and committed to following up on projects specifically related to reducing energy consumption and installing rooftop solar panels. Commissioner Wilson committed to following up on the project to install a public electric vehicle charging station with the intention of determining whether data sharing and reporting was a stipulation of the SEED grant agreement. Chair Miller proposed inviting a representative from CERTs to speak at a spring meeting of the EMC about their programs and resources, including outcomes for SEED grant-funded projects.

Chair Miller recounted a conversation with a CERTs staff member about the Solar for Schools program highlighted in a recent CERTs newsletter. The program provided funding for solar installation in school buildings outside of Xcel Energy's service territory. Chair Miller mentioned that a similar program called Solar Rewards for Schools would launch in the summer of 2022; the program would target school buildings within Xcel Energy's service territory, including Oakdale schools. Chair Miller emphasized that community schools in the process of completing or having recently completed development or redevelopment work – including Eagle Point, Skyview, and Tartan – might be eligible for the Solar Rewards for Schools program and should be made aware of the application process.

c. OTHER ITEMS

i. Monthly review of the 2022 EMC Editorial Calendar

The EMC reviewed the themes and dates relevant to the 2022 environmental communications strategy for the months of February and March. Ms. Reidlinger noted that starter kits for Washington County's food scraps drop-off program were made available at the Oakdale Indoor Market in January, and that the EMC was invited to table for the program again at the February 19 and March 19 Indoor Markets. Commissioner Wilson suggested utilizing the table at the Indoor Market to share information about other environmental initiatives.

Chair Miller proposed focusing on environmentally-friendly outdoor salt use in February, and on educating about rain barrels and rain gardens in March.

ii. Commissioner update(s)

Commissioner Kantola provided an update on the work of the Oakdale Tree Board. He noted that a review of the City's canopy preservation ordinance was underway and committed to reporting back to the EMC when results of that review were available.

Additionally, Commissioner Kantola highlighted the impending launch of the online signup process for the Tree Giveaway (to be hosted in April 2022).

iii. Council liaison updates

No update.

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER KANTOLA, SECONDED BY COMMISSIONER WILSON, TO ADJOURN THE FEBRUARY 7, 2022 REGULAR MEETING OF THE OAKDALE ENVIRONMENTAL COMMISSION AT 7:54 P.M.

5 AYES
0 NAYS

MOTION CARRIED

Meeting Adjourned

NEXT MEETING DATE

The next meeting of the EMC will be Monday, March 21, 2022.

Respectfully submitted,

Shannon Reidlinger
Sr. Community Development Specialist

TO: **Environmental Management Commission**
FROM: **Shannon Reidlinger**
DATE: **April 13, 2022**
SUBJ: **Draft EV-ready ordinance and guidelines update**

The purpose of this memorandum is to provide an update to the Environmental Management Commission (EMC) about draft electric vehicle (EV)-ready zoning ordinance amendment language and EV charging infrastructure guidelines.

Background

Greenhouse gases, like the carbon dioxide released when vehicles burn gasoline, trap heat in the atmosphere and cause climate change. Electric vehicles are recognized by Oakdale's 2040 Comprehensive Plan as an important method to mitigate the impact of transportation-related climate change in the community (Chapter Eight, Goal One, Section Six). As electric vehicle offerings broaden and the number of stations in the regional charging network multiply, the City of Oakdale is uniquely positioned to facilitate EV readiness by proactively encouraging the usage of EVs now and in the future. In particular, amending Oakdale's Code of Ordinances to incorporate EV-ready language and providing EV charging infrastructure design and installation best practice guidelines supports private and public use of electric vehicles in the city.

A selection of example EV-ready ordinance language based upon peer city and nationwide best practices compiled by the Great Plains Institute [1] was presented to the EMC on October 15, 2021 and to the Oakdale Planning Commission on November 4, 2021 for consideration. Following review of example EV-ready ordinance language by the EMC and the Planning Commission, staff prepared a draft of EV-ready edits to the City's Code of Ordinances and an EV charging infrastructure guideline document based upon:

- Feedback provided by members of both commissions;
- EV charging recommendations for residential and commercial energy codes prepared for the U.S. Department of Energy [1]; and
- A staff review of EV-ready ordinances passed by 11 Minnesotan cities.

Draft EV-ready amendments to Chapter 25 (Zoning) of the Oakdale Code of Ordinances and EV charging infrastructure guidelines were presented to and reviewed by the EMC during its February 7, 2022 meeting; to City departments on February 16, 2022; and to the Planning Commission during its March 3, 2022 meeting. A public hearing of the draft EV-ready ordinance amendments was held during the April 7, 2022 Planning Commission meeting; there were no comments from the public. Following the public hearing, the Planning Commission voted to approve the below ordinance amendments and EV charging infrastructure guidelines. The ordinance amendments and EV charging infrastructure guidelines will be presented to City Council for final consideration before adoption (if approved) in late April or early May, 2022.

[1] Ross, B., & Cooke, C. (2019). *Summary of best practices in electric vehicle ordinances*. Great Plains Institute.
[2] Salcido, V.R., Tillou, M., & Franconi, E. (2021, July). *Electric vehicle charging for residential and commercial energy codes*. Pacific Northwest National Laboratory.

ARTICLE 6. R-1 DISTRICT, VERY LOW-DENSITY HOUSING

Sec. 25-23 Uses in the R-1 District [3].

(b) Accessory Uses:

(6) Electric vehicle charging station.

ARTICLE 11. R-6 DISTRICT, MANUFACTURED HOMES

Sec. 25-58 Uses in the R-6 District.

(c) Accessory Uses:

(2) Electric vehicle charging station.

ARTICLE 12. C-1 DISTRICT, NEIGHBORHOOD COMMERCIAL

Sec. 25-69 Uses Permitted in the C-1 District.

(c) Accessory Uses:

(1) Electric vehicle charging station.

ARTICLE 13. C-2 DISTRICT, COMMUNITY COMMERCIAL

Sec. 25-74 Uses in the C-2 District.

(b) Accessory Uses:

(4) Electric vehicle charging station.

ARTICLE 14. I-O DISTRICT, INDUSTRIAL-OFFICE

Sec. 25-90 Uses in the Industrial-Office District.

(b) Accessory Uses: In addition to those subordinate uses which are clearly and customarily incident to the principal uses, such as parking lots and off-street loading facilities, the following additional accessory uses will be permitted on the lot occupied by the principal use:

(4) Electric vehicle charging station.

ARTICLE 15. G.I. DISTRICT, GENERAL INDUSTRIAL

Sec. 25-102 Uses in the General Industrial District.

[3] Per the Oakdale Code of Ordinances, all Accessory Uses permitted in the R-1 District are permitted in the R-2 District; all Accessory Uses permitted in the R-2 District are permitted in the R-3 District; all Accesory Uses permitted in the R-3 District are permitted in the R-4 District; and all Accessory Uses permitted in the R-1 District are permitted in the R-5 District.

(b) Accessory Uses: In addition to those subordinate uses which are clearly and customarily incident to the principal uses, such as parking lots and off-street loading facilities, the following additional accessory uses will be permitted on the lot occupied by the principal use:

(3) Electric vehicle charging station.

ARTICLE 18. GENERAL BUILDING AND PERFORMANCE REQUIREMENTS

Sec. 25-161 Off-Street Parking Requirements.

(b) Stall, Aisle, and Driveway Design:

(17) Electric Vehicles Charging Station:

a) Electric vehicle charging infrastructure shall be installed in compliance with the state building and electrical codes.
b) The installation of electric vehicle supply equipment shall not reduce the overall minimum parking space area dimensions below those required in Sec. 25161(b)(1).
c) Parking spaces equipped with electric vehicle charging infrastructure shall count toward meeting minimum parking space requirements.
d) All electric vehicle charging station wayfinding and station signage shall conform to the standards in Chapter 25, Article 19 of the Oakdale Code of Ordinances.
e) Individuals seeking to install electric vehicle charging infrastructure in residential and non-residential settings should refer to the recommendations in the City of Oakdale Electric Vehicle Charging Infrastructure Guidelines document.

ELECTRIC VEHICLE CHARGING INFRASTRUCTURE GUIDELINES

The intent of this electric vehicle (EV) charging infrastructure design and installation guideline document is to support private and public infrastructure that accommodates and encourages use of electric vehicles. The following are guidelines but are not required. This guideline document is subject to change as technological advances evolve charging infrastructure for electric vehicles.

(A) Definitions.

(1) *Charging level* means the standardized indicators of electrical force, or voltage, at which an electric vehicle's battery is recharged. Level 1, Level 2, and direct current (DC) are the most common charging levels, and include the following specifications:

(a) Level 1 (L1) means electrical service and charging equipment operating on 120v outlets.
(b) Level 2 (L2) means electrical service and charging equipment operating on 240v outlets.

(c) Direct current fast charger (DCFC) means electrical service and charging equipment operating on outlets greater than 240v.

(**2**) *Electric vehicle (EV)* means a vehicle that operates, either partially or exclusively, on electrical energy from the electrical grid or an off-grid source that is stored on-board for motive purposes. 'Electric vehicle' includes:
(a) Battery electric vehicle.
(b) Plug-in hybrid electric vehicle.

(**3**) *Electric vehicle charging infrastructure* means the conduit/wiring, structures, machinery, and equipment necessary to support electric vehicle charging.

(**4**) *Electric vehicle charging station (EVCS)* means a public or private parking space that is served by electric vehicle supply equipment that has as its primary purpose the transfer of electric energy to a battery or other energy storage device in an electric vehicle.

(**5**) *Electric vehicle supply equipment (EVSE)* means any equipment or electrical component used in charging electric vehicles at a specific location. EVSE does not include equipment located on the electric vehicle itself.

(**6**) *EV-capable space* means a parking space which is provided with electrical panel capacity to support a future minimum 40-ampere, 208/240-volt branch circuit for each future EVCS, and the installation of raceways, both underground and surface mounted, to support future EVSE.

(**7**) *EV-installed space* means a parking space which is provided with EVSE.

(**8**) *EV-ready space* means a parking space which is provided with one 40-ampere, 208/240-volt dedicated branch circuit for each future EVCS. The circuit should terminate in a suitable termination point such as a receptacle, junction box, or an EVSE, and be located in close proximity to the proposed location of the EVCS. The circuit should have no other outlets. The service panel should include an over-current protective device and provide sufficient capacity and space to accommodate the circuit and over-current protective device and be located in close proximity to the proposed location of the EVCS.

(B) General recommendations for Single-Family or Two-Family Dwellings.

(**1**) EVSE should be located in a garage, or on the exterior wall of the home or garage adjacent to a parking space.

(C) General recommendations for Multiple-Family and Non-Residential Structures.

(**1**) **Signage.**

(a) Wayfinding signage is encouraged to help electric vehicle drivers navigate to an EVCS.
(b) Charging station signage should indicate the space is for electric vehicle charging purposes.
(c) Signage should provide information regarding:
  (i) Voltage and charging levels;
  (ii) Hours of operation, if applicable;
  (iii) Usage fees, if applicable;
  (iv) Safety information; and
  (v) Contact information to report problems with the charging equipment.

(d) Pavement markings painted on the surface of a parking space may be used to further indicate that the space is for electric vehicle charging purposes.

(2) **Location.** EVCS equipment should be:

(a) Located in a parking island;
(b) Mounted to an adjacent structure; or
(c) Protected by a curb, wheel stops, or concreted-filled bollards if located directly in a parking lot.

(3) **Accessibility.** The following best practices for consideration of individuals protected under the Americans with Disabilities Act (ADA) are encouraged with regard to EVCS outlets and connector devices:

(a) The EVSE should be located so it is accessible for a person in a wheelchair on an access aisle, and the EVSE should not encroach on the access aisle.
(b) Reach, range, and turning radius requirements from ADA are good standards for accessing the equipment.
(c) EVSE-protective bollards and wheel stops should not obstruct the use of the charging station.
(d) Charging equipment may be shared between accessible EVCS and regular EVCS.
(e) It is recommended that at least one accessible EVCS be included when providing multiple charging stations. If installing only one EVCS, strong consideration should be given to making it accessible.

(4) **Design.**

(a) The EVCS should be designed to minimize potential damage by accidents and vandalism, and to be safe for use in inclement weather.
(b) EVSE cords should be retractable or have a place to hang the connector and cord sufficiently above the pedestrian surface as to minimize tripping hazards. Any cords connecting the charger to a vehicle should be configured so that they do not cross a driveway, sidewalk, accessibility routes, or passenger unloading area.
(c) The EVCS should have adequate lighting available for ease of night time use.

(5) **Maintenance.**

(a) The EVCS should be maintained in all respects, including operation of the charging equipment.
(b) A phone number or other contact information should be provided on the equipment to report problems.

(D) Recommended electric vehicle make-ready standards.

In order to proactively plan for and accommodate anticipated future growth in market demand for electric vehicles, it is encouraged that all new and expanded development parking areas add the electrical infrastructure necessary to support the future installation of electric vehicle charging stations. This may include increasing electrical panel capacity, installing conduit or raceway, or other actions. Installing electric vehicle charging infrastructure during construction is significantly more cost effective than retrofitting parking areas to be EV-ready.

(1) Recommended electric vehicle parking capacity and minimum parking recommendations.

(a) Multiple-Family and Non-Residential Structures:

The following table outlines the number and/or percentage of recommended EVSE-installed, EV-ready, and/or EV-capable spaces as a portion of total parking spaces. Parking spaces equipped with electric vehicle charging infrastructure count toward meeting minimum parking space requirements.

Total number of parking spaces	Recommended EVSE-installed spaces	Recommended EV-ready spaces	Recommended EV-capable spaces
1	1	1	--
2-10	1	2	--
11-15	1	2	1
16-19	1	2	2
21-25	2	3	2
26+	5% of total parking spaces	10% of total parking spaces	10% of total parking spaces

(i) Where the number of EV-ready spaces exceeds the recommendation, additional EV-ready spaces count towards the recommended number of EV-capable spaces.
(ii) Spaces that terminate with Level 2 EVSE are considered EV-ready spaces and count towards the recommended number of EV-ready spaces.

TO: **Environmental Management Commission**
FROM: **Shannon Reidlinger**
DATE: **April 13, 2022**
SUBJ: **Review of 2022 GreenStep Cities metrics**

Minnesota GreenStep Cities is a voluntary challenge, assistance, and recognition program designed to help cities achieve their sustainability and quality-of-life goals. The free, continuous improvement initiative is based upon 29 best practices that are tailored to Minnesota cities and encourage civic innovation. The 29 best practices focus on cost savings and energy use reduction.

The City of Oakdale is a Step 4 & 5 GreenStep city. In order to maintain this designation year after year, the City is required to provide an annual report on key sustainability metrics (submitted this year on April 1, 2022). This memorandum summarizes select reported metrics which have earned Oakdale its Step 4 & 5 designation for 2022. Rows highlighted in green indicate metrics core to Step 5 designation with recorded annual improvement.

Metric category number	Metric category description	Data reported
1.1	City Buildings and Lighting	4.9% increase in kilo-British thermal units (kBTUs) per ft^2 per year for City buildings over 2020
1.2		25.2% increase in $ spent on energy per ft^2 per year for City buildings over 2020
2.5	Green Buildings	The Waters of Oakdale received ENERGY STAR certification in 2021
3.1	City Fleets	10.7% increase in fleet vehicles miles traveled over 2020
3.2		12.3 average miles per gallon for gasoline fleet in 2021
3.4		4.19 average miles per gallon for diesel fleet in 2021
4.1	Infrastructure for Walking and Biking	1.94 miles of reconstructed sidewalks and trails completed in 2021
8.2	Open Space, Parks, Trees	761 acres of parkland reported in 2021
8.3		90% of housing within a ½ mile (10 minute) walk of parkland in 2021
8.6		162 more trees planted in 2021 than in 2020
11.1	Waste Water	Residential gallons of waste water produced per person per day increased 9.4% over 2020
11.2		Business gallons of waste water produced per job per day increased 72.5% over 2020
13.1	Solid Waste	4.84 lbs of residential solid waste generated per city resident per day in 2020 (most recent year of recorded data)
13.2		13.3 lbs of commercial waste generated per job per day in 2020 (most recent year of recorded data)

13.3		50.8% of residential solid waste recycled in 2020 (most recent year of recorded data), an 8.8% increase over residential solid waste recycled in 2019
14.1	Renewable Energy	10 more City-owned and private renewable energy generation sites in 2021 than 2020
14.2		18.4% increase in generation capacity of City-owned and private renewable energy sites over 2020
14.4		7.5% decrease in megawatt hours (MWhrs) per year of energy purchased from community solar gardens for City operations over 2020
14.5		63 more non-City entities participating in renewable energy purchasing/green power programs in 2021
14.6		78.7% total City operations energy use that is generated and purchased renewable energy in 2021
14.7		78.1% total City operations energy that is purchased from a community solar garden in 2021
17.4	Climate	19% reduction in greenhouse gas emissions in 2020 over 2019 (most recent year of recorded data)

TO: **Environmental Management Commission**
FROM: **Shannon Reidlinger**
DATE: **April 13, 2022**
SUBJ: **Review of 2022 Washington County Recycling Grant draft projects**

This memorandum informs the Environmental Management Commission (EMC) of select project outcomes for the 2021 Washington County Recycling Grant and invites discussion regarding proposed projects for the 2022 grant application.

Grant overview

Chapter Eight, Goal One, Policy Seven of Oakdale's Comprehensive Plan commits the City to promoting and encouraging strategies that reduce waste generation and increase options for reuse, recycling, and composting of items in City operations, residential, and commercial developments. Implementation of this policy is supported by a grant administered through Washington County. The purpose of the grant is to assist municipalities with recycling program expenses.

2021 Recycling Grant project outcomes

The City applied for grant funding in 2021 to support projects related to Washington County programs like the food scraps drop-off program and BizRecycling, and to encourage recycling, reuse, and waste reduction through educational content.

Select project outcomes in 2021 include:

- 133 Oakdale residents signed up for a free food scraps drop-off program starter kit, nearly doubling the total number of Oakdale households participating in the County's food scraps drop-off program to date. 68 Oakdale residents (plus 6 non-Oakdale residents of Washington County) signed up for and received a starter kit at the Farmers Market; 65 Oakdale residents signed up online.
- Two EMC commissioners demonstrated the County's food scraps drop-off program in action and described its benefits in an informational video produced in collaboration with Suburban Community Channels.
- Information about the Environmental Center, the County's food scraps drop-off program, the Adopt-A-Drain program, and proper pet waste disposal was included in the Spring, Summer, and Fall/Winter editions of the Oakdale Update Newsletter. The newsletters were delivered to over 13,000 households in the city.
- Recycling and waste reduction tips, recommendations, and reminders were pushed throughout the year via social media channels including Facebook, Instagram, and Twitter.
- Two rounds of informational postcards about Washington County's BizRecycling program were sent to local businesses. The second round of postcards included a URL unique to Oakdale, allowing for more accurate tracking of project outcomes.

2022 Recycling Grant draft project proposals

The City will apply for grant funding to support recycling, reuse, and waste reduction projects in the spring of 2022. Funding awards are expected to be distributed shortly after application and project approval. The following are draft project proposals only; staff seeks feedback from the EMC on all proposed projects to incorporate into the final grant application.

1. Promote Washington County's food scraps drop-off program.
   a. *Project deliverable:* Collection bins for organic material at community events (like Summerfest); articles in the Oakdale Update newsletter; informational content shared via social media; program sign-up and food scraps starter kit giveaway at the Farmers Market
   b. *Outcome target:* Increase the number of Oakdale households that register for a drop-off starter kit and/or the organics curbside pick-up program (if applicable); decrease the amount of organic material placed in traditional solid waste trash bins at community events (like Summerfest)

2. Promote Washington County's BizRecycling program.
   a. *Project deliverable:* Spotlights of Oakdale businesses that have participated in the program (delivered in video, article, and/or newsletter format); informational content shared via social media; informational content shared at Oakdale Chamber of Commerce meetings
   b. *Outcome target*: Increase the number of eligible Oakdale businesses and multi-family dwellings that complete one or more action steps towards enrolling in the BizRecycling program

3. Understand recycling and waste reduction needs and opportunities as public parks.
   a. *Project deliverable:* Recycling system analysis and needs assessment for public parks owned by the City, including a waste sort
   b. *Outcome target*: Increase awareness of hurdles to recycling at public parks, and generate recommendations for implementing pilot recycling and waste reduction programs at targeted park facilities

4. Promote residential and commercial recycling through simple, high-level education.
   a. *Project deliverable:* Bite-sized educational material pushed via the Oakdale Update newsletter, social media, digital and physical signage (yes/no recycling list, short videos, resident stories, etc.); resource catalog updated on the Oakdale City website; flyers and posters delivered to multiple family dwellings for inclusion in common areas
   b. *Outcome target*: Increase pounds of recycling collected by residential waste service providers

TO: **Environmental Management Commission**
FROM: **Shannon Reidlinger**
DATE: **April 13, 2022**
SUBJ: **2022 Grow Solar Twin Cities solar group buy program update**

The purpose of this memorandum is to facilitate discussion among the Environmental Management Commission (EMC) regarding the commission's support of the 2022 Grow Solar Twin Cities solar group buy program.

Context

It is the City's policy to promote solar energy as a method of mitigating the impacts of climate change on the community; specifically, the City shall "protect and encourage on-site solar energy development that maintains community character while utilizing local solar resources to the fullest potential" (2040 Comprehensive Plan Chapter Eight, Goal One, Policy Three). In accordance with this policy, Oakdale has participated in solar group buy programs led by the Midwest Renewable Energy Association (MREA) since 2018.

The group buy program is targeted to residential and small commercial properties. According to the MREA, the goal of a solar group buy is to "increase consumer education and PV installation in the Twin Cities…through a group purchase involving a competitive contractor selection process, an advantageous pricing and rebate structure, and free information sessions" [4]. During an informational session, called a Solar Power Hour, homeowners and small business owners are educated on energy efficiency, the basics of solar energy, and relevant incentives and financing options for solar installation. Attending a Solar Power Hour is also a first step in participating in the group buy program. Oakdale hosted two Solar Power Hour information sessions at City Hall in 2018, two sessions at City Hall in 2019, and one virtual session in 2021.

Notable program outcomes

- In 2018, households or small businesses in Oakdale who signed a contract, received a proposal, or were in the queue to receive a proposal from TruNorth Solar by the end-of-year participation deadline received a $.30/watt rebate off the contracted price of their system.
- 93 homes in the Twin Cities and five county metro area went solar during the 2018 and 2019 group buy programs combined, putting 488.7 kW of clean, renewable energy into the region [5].
- The 2021 group buy program alone secured 750kW of installed new solar capacity for home owners around the Twin Cities – roughly three times larger than past programs [6].

Commission action

Staff recommends the EMC support sponsoring the 2022 Grow Solar Twin Cities group buy program (at no cost to the City) by helping to provide educational content to Oakdale residents and hosting one or more Solar Power Hour informational sessions.

[4] Grow Solar. (2021, May 20). *Request for proposals: Grow Solar Twin Cities 2021 solar group buy*.
[5] Grow Solar. (2022). *About Grow Solar Twin Cities*.
[6] T. Redmond, personal communication, 2022 March 2.

TO: **Environmental Management Commission**
FROM: **Shannon Reidlinger**
DATE: **April 13, 2022**
SUBJ: **Monthly review of the 2022 EMC Editorial Calendar**

The 2022 Environmental Management Commission (EMC) Editorial Calendar is designed to generate public outreach and communication about the Commission's priorities related to solid waste, recycling, composting, air and water quality, and energy conservation. Topics of interest, dates of note, and relevant community resources may vary as the calendar is refined and updated; consequently, the EMC shall provide a recommendation to staff on the messages and resources of highest importance month-to-month.

This memorandum seeks to open discussion on the message and resources of focus in April and May of 2022.

<table>
<tr><th colspan="2">2022 EMC Editorial Calendar</th></tr>
<tr><th colspan="2">April: Environmental Stewardship</th></tr>
<tr><th>Dates related to monthly topic</th><th>Resources related to monthly topic</th></tr>
<tr><td>Earth Day – Apr 22</td><td rowspan="3">Adopt-A-Park
Adopt-A-Drain
Adopt-A-Wetland</td></tr>
<tr><td>National Park Week – the week of Earth Day</td></tr>
<tr><td>Keep America Beautiful Month</td></tr>
<tr><th colspan="2">May: Bicycling and Transportation</th></tr>
<tr><th>Dates related to monthly topic</th><th>Resources related to monthly topic</th></tr>
<tr><td>Bike to Work Day – May 20</td><td rowspan="3">Local trails and routes
Bicycle safety and education
General emission reduction education (including electric vehicles)</td></tr>
<tr><td>National Bike to Work Week – May 16 – 22</td></tr>
<tr><td>National Bike Month</td></tr>
</table>

Select social media posts of note in March and April 2022 include:

- Promotion of the Arbor Day Tree Giveaway event
- Promotion of the Indoor Garage Sale at the Discovery Center
- Promotion of the Landscape Revival Expo & Market
- Promotion of a free mobile shredding event
- Promotion of a County-sponsored rain barrel sale
- Promotion of the 2022 Oakdale Citywide Garage Sale