



August 31, 2018

Citizens Environmental Quality Committee
Winona, Minnesota 55987

Dear Committee Members:

The next meeting of the Citizens Environmental Quality Committee meeting will be held on **Thursday, September 6th, 2018 at 4:30 p.m. in the Misato Room of City Hall.**

1. **Call to Order**
2. **Review and approval of August 2, 2018 meeting notes**
3. **Business outreach/contact re: Commission status (20 minutes)**
4. **Electric Vehicle Charging RFP update (10 minutes)**
5. **CDP Annual Report (5 minutes)**
6. **Ongoing Initiatives Update (10 minutes)**
 - 6.1. **Partners in Energy**
 - 6.2. **GreenStep Cities**
 - 6.3. **Membership**
7. **Other Business (5 minutes)**
8. **Adjournment**

Sincerely,

John Howard

Natural Resources Sustainability Coordinator

CITIZENS ENVIRONMENTAL QUALITY COMMITTEE MEETING NOTES

DATE: Thursday August 2, 2018
TIME: Scheduled for 4:30 pm at the City Hall Misato Room
PRESENT: Dan Hall, Hans Madland, and Bruno Borsari
GUESTS: Chris Rogers
STAFF: Natural Resources Sustainability Coordinator John Howard

1. Call to order at 4:34 pm by chair Hall.
2. Motion to approve July 2018 meeting minutes made by Bruno, seconded by Dan. Approved unanimously.
3. **Review of City code update document and business outreach/contact:** Dan recalled the meeting he and John had with a subset of the Public Policy committee of the local chamber of commerce. The meeting proved very useful in understanding concerns of the business community. The Chamber is concerned about creep in the scope of an Environmental Commission (EC) and the impact of additional regulation on their members. In response, John made some text edits to the proposed code, which are included in the meeting packet.

Hans is curious why “Quality” is struck from the Commission name in the new code. John and Dan explained that “Quality” implied regulation and setting standards for pollution to some people, which was a sticking point. In John’s opinion, “Quality” does not denote or connote regulation, but is not essential to the name or purpose, so he removed “Quality” to reduce confusion and conflict. The CEQC did not voice opposition to this change in title.

At 4:58 pm, the meeting moved to the Wenonah room for the duration of the meeting.

Bruno believes that it is important to make the statement that the CEQC is not telling anyone what to do. Dan reiterated this point to the Chamber committee, but there is still concern by the Chamber’s members that a future group of Environmental Commissioners may not have this background or thought process, so the Chamber’s committee request that this be explicit in the code and charter.

Hans asked about change to City Code section 22.14 where Citizens Environmental Quality Committee is struck through. John explained that this strike through would end the CEQC so that there is not both a CEQC and an Environmental Commission. Presently the CEQC is listed as being part of the Community Development Department, but John advises against specifying a department for the Environmental Commission since departments and the personnel in departments can change.

Hans wished to discuss the changes to 22.33 (d) Duties and Responsibilities. Hans is concerned that change to (d)(2) would preclude enlisting resources from or working with state agencies like the MPCA. John and Dan did not intend for this change in text to have that meaning, and do not read it to mean as

Hans inferred. They are open to alternative text to better communicate that the Environmental Commission would still be able to coordinate and work with other organizations and entities.

Bruno was surprised that there were objections to the making the CEQC into the EC since no concerns rose up in previous meetings with the Planning Commission and City Council.

Hans believes that (d)(4) would limit CEQC to only do planning and limit the EC to the same role as the CEQC. John indicated that the goal of (d)(4) was to retain the planning advisory component that the CEQC currently has, and not limit the CEQC to only this.

Bruno believes the role of the CEQC is advising, educating - not acting as inquisitor.

Hans stated that he was concerned that the CEQC may not be able to sustain itself if its role is limited. He has talked with people about joining the CEQC who have held off applying because they are not sure the group can have an impact in the current form. Ultimately Hans would like the EC to be about the vision for healthier, cleaner environment.

Dan says the group is not an activist committee, and never has been. Hans believe the group can advocate though.

Hans believes it is the nature of the beast that at some point the EC will come into conflict with other entities, since government sets boundaries and limitations.

Dan recommends Hans work with John to revise text edits.

4. **Electric Vehicle Charging RFPs** – John described that grant funds are being provided for electrical vehicle charging infrastructure out of the VW diesel cheating settlement. About \$ 7 million in total will go towards grants run by the Minnesota Pollution Control Agency. There are two types of grants: one for fast chargers that will recharge a vehicle in less than 30 minutes and another for level 2 chargers that take 2-4 hours to charge vehicles. Unfortunately, the City has been precluded from the fast charging grants because only four highway corridors are allowed to submit applications. The City is eligible for level 2 chargers and John is hoping to get CEQC about applying for these funds.

Hans suggested talking with Fastenal to get support since they are building large new spaces in the downtown area. Bruno asked about whether electricity comes from clean sources, and whether this is a paradox to simply change gasoline for coal or natural gas. John replied that Xcel is increasingly supplying clean energy, and that the MPCA generally rates electric vehicles as having far higher MPGs than standard internal combustion engines.

Bruno is still concerned about promoting a car culture when many people could bike or walk rather than drive.

Hans moves that a letter of support be drafted stating that the CEQC supports an application for level 2 electric vehicle chargers. Dan seconded, and after deliberating, all voted in favor.

5. **CDP Annual Report Discussion** – CDP is an international organization that records and supports disclosing greenhouse gas emissions. They are more often utilized by businesses, but nearly 170 cities also participate. Winona was asked to join, and John requests input from the CEQC about whether the City should join. John relayed that Fran, who was unable to attend the meeting, supports joining CDP.

Bruno asked about the benefits of joining and John stated that CDP gives support to reach goals, may help the City find lower cost funding, and would raise Winona's prominence in the world of city sustainability. Most participating cities are much larger than Winona, so joining would put Winona into a bigger realm. Dan is not opposed. Hans is totally supportive. Dan made a motion: The CEQC supports joining the CDP program. Seconded by Bruno, and all in favor.

6. **Ongoing initiatives:**

6.1 Partners in Energy: Sadie, the intern for business energy efficiency, has completed her internship, and is moving to Indiana for grad school. She spoke with nearly all the businesses in town, and signed up nearly 100 businesses for energy audits. She started work with non-profits that John will continue.

In the next month, John hopes to formulate a Green Ribbon Commission of businesses to advance energy efficiency within the business community. This group would likely meet quarterly and not be an official City commission in the traditional sense.

6.2. Green Step Cities: The City will be getting a GreenCorps member to work on air quality and energy that will do much to move the City forward within the GreenStep framework over the next year. The CEQC discussed that the City is currently a step one within the GreenStep program and is likely to be moving up to step 2 or 3 in the next year.

7. **Other Business:** Hans – each member find one person to join the CEQC. Hans would like John to send out the application and create a powerful sales pitch. Follow up and make it easy to apply.

8. **Adjournment:** Bruno departed at 5:47 pm and quorum is lost. Meeting adjourned.

CITIZENS ENVIRONMENTAL QUALITY COMMITTEE

AGENDA ITEM: 3. Business outreach/contact re: Commission Status

PREPARED BY: John Howard

DATE: Sept. 6, 2018

The CEQC's plans and commission status received some publicity in the Aug. 22nd Winona Post: <http://www.winonapost.com/Archives/ArticleID/60486/Winona-hears-out-concerns-over-environmental-group>

City Staff recommend setting up a defined session, such as a special meeting, to invite members of the community to learn about the CEQC's goals and work. A particular emphasis should be made toward inviting the business community to the session.

| |
|--|
| CITIZENS ENVIRONMENTAL QUALITY COMMITTEE |
| AGENDA ITEM: 4. Electric Vehicle Charging RFP |
| PREPARED BY: John Howard |
| DATE: Sept. 6, 2018 |

John will share City work on preparing an application for Level 2 EV chargers. The item is being considered at the Sept. 4th City Council meeting.

CITIZENS ENVIRONMENTAL QUALITY COMMITTEE

AGENDA ITEM: 5. CDP Annual Report

PREPARED BY: John Howard

DATE: Sept. 6, 2018

At the August meeting, the CEQC voted to participate in CDP's voluntary reporting program for cities. John input data to the disclosure form (attached), and submitted it to the CDP web portal. The disclosure form is not fully filled in due to time constraints and incomplete information, but CDP does not require all information to be completed.

CDP website: <https://www.cdp.net/en>

City of Winona, MN - Cities 2018

Introduction

(0.1) Please give a general description and introduction to your city including your city's reporting boundary in the table below.

City boundary

Administrative boundary

City / Municipality

Description of city

The City of Winona, MN is located on the Mississippi River approximately 100 miles southeast of Minneapolis and St. Paul, MN. Approximately 27,000 residents live in Winona, including students from two 4 year universities. The City is able to report on municipal operations, and the aggregate energy emissions from electricity and heating use for the portion of the city within Xcel Energy's service territory.

City Details

(0.3) Please provide information about your city's Mayor or equivalent legal representative authority in the table below:

| | Leader title | Leader name | Current term start year | Current term end year | Total time in office (years) |
|-----------------|--------------|---------------|-------------------------|-----------------------|------------------------------|
| Please complete | Mayor | Mark Peterson | 2017 | 2021 | 5.5 |

(0.4) Please select the currency used for all financial information disclosed throughout your response.

USD US Dollar

(0.5) Please provide details of your city's annual operating budget, in the currency reported in question 0.4.

| | Annual operating budget | Budget year start | Budget year end |
|-----------------|-------------------------|-------------------|-----------------|
| Please complete | | | |

(0.6) Please provide details of your city's current and projected population.

| | Current population | Current population year | Projected population | Projected population year |
|-----------------|--------------------|-------------------------|----------------------|---------------------------|
| Please complete | 26928 | 2017 | | |

(0.7) Please provide details of your city's GDP in the currency reported in question 0.4.

| | GDP | Year of GDP | Source |
|-----------------|-----|-------------|--------|
| Please complete | | | |

(0.8) Please provide further details about the geography of your city.

| | Average annual temperature (in Celsius) | Land area (in square km) | Average altitude (m) | Longitude (e.g. -120.9762) | Latitude (e.g. 41.25) |
|-----------------|---|--------------------------|----------------------|----------------------------|-----------------------|
| Please complete | | | | | |

Governance and Data Management

Governance

(1.0) Please describe the impact of national and/or regional climate change activities on your city's own climate change activities.

The largest impact of regional or national activity are the state's electricity policy, specifically the Renewable Energy Standard (RES) enacted in 2007. The RES requires the main electric utility in the city (Xcel Energy) to obtain 30% of its electricity from clean renewable sources by 2020. A solar energy standard of 1.5% was added in 2013. A small portion of the City receives electricity from the MiEnergy Coop that is required under state law to have 20% renewable energy by 2020 with an additional 1.5% via solar.

National and state support for climate change activities facilitates and aids our City's climate change activities, but does not have a direct bearing on the actions our City takes at the present moment.

(1.1) Please describe how your city manages overall responsibility for climate change mitigation (emissions reduction) and adaptation (climate risk reduction).

The City's Natural Resources Sustainability Coordinator is the most active of City staff in climate change mitigation and adaptation, but the City does not have a formal climate change strategy or plan. Mitigation is addressed somewhat by an Energy Action Plan completed in late 2017, which calls for carbon neutrality of electricity and natural gas use by 2050.

(1.2) Please describe the administrative structure of your government.

Government structure

Administrative structure

One tiered – city government responsible for all city functions

Description of administrative structure

The City is governed by a seven member City Council. Daily operations are overseen by a City Manager designated by the City Council.

(1.4) Does your city incorporate sustainability goals and targets (e.g. GHG reductions) into the master planning for the city?

Yes

(1.4a) Please detail which goals and targets are incorporated in your city's master plan and describe how these goals are addressed in the table below.

Goal type

Emissions reduction targets

How are these goals/targets addressed in the master plan?

An energy action plan passed in fall 2017 sets a goal of reducing emissions by 100% (carbon neutral) city wide by 2050.

Goal type

Energy efficiency targets

How are these goals/targets addressed in the master plan?

An energy action plan passed in fall 2017 sets a goal of reducing energy use 10% city wide by 2025. Chapter 7 of the City's Comprehensive Plan, which was approved in 2007, states that the City will "support energy conservation" as a policy objective.

Goal type

Renewable energy targets

How are these goals/targets addressed in the master plan?

Chapter 7 of the City's Comprehensive Plan, which was approved in 2007, states that the City will "support renewable energy" as a policy objective.

Hazards and Adaptation

Climate Hazards

(2.0) Has a climate change risk or vulnerability assessment been undertaken for your local government area?

In progress

(2.0a) Please select the primary process or methodology used to undertake the risk or vulnerability assessment of your city. If your city uses a combination of methodologies, please select the main methodology used.

Risk assessment methodology

Primary methodology

Please select

Description

Winona County is developing a hazard mitigation plan that will apply to the City of Winona.

(2.2) Do the current and/or anticipated effects of climate change present a significant risk to your city?

Yes

Climate Hazards

(2.2a) Please list the most significant climate hazards faced by your city and indicate the probability and consequence of these hazards, as well as the expected future change in frequency and intensity. Please also select the top 3 assets or services that are affected by the climate hazard, and provide a description of the impact.

(2.3) Do you consider that the effects of climate change could negatively impact the ability of businesses to operate successfully in your city?

Please explain

Response

Do not know

Explanation

If flooding intensity increases within the upper Mississippi River basin due to climate change, the levee protecting Winona from seasonal floods could be tested. A levee breach or threat of severe flooding could significantly impact businesses and potentially deter future investment in the area. A longer growing season afforded by warmer weather may be beneficial to area farmers, and could extend the shipping season along the Mississippi River.

(2.4) Please identify the factors that most greatly affect your city's ability to adapt to climate change, and indicate how those factors either enhance or challenge this ability.

Factors that affect ability to adapt

Poverty

Enhance/ Challenge

Challenge

Description

Above average numbers of people live in poverty within the City of Winona.

Adaptation

(3.0) Has the Mayor or local government committed to adapting to climate change across the geographical area of the city, town or settlement?

No

(3.1) Has your city council published a plan that addresses climate change adaptation?

No

(3.1b) Please explain why not and any future arrangements you have to create a plan.

Please explain

Reason

Please select

Comment

Adaptation Actions

(3.3) Please describe the actions you are taking to reduce the risk to, or vulnerability of, your city's infrastructure, services, citizens, and businesses from climate change as identified in the Climate Hazards section.

Social Risks

(4.0) Does your city face any social risks as a result of climate change?

Yes

(4.0a) Please complete the table to indicate which social risks your city faces as a result of climate change and indicate if these risks have been covered by your city's action plan.

Opportunities

(5.0) Does addressing climate change provide any opportunities for your city?

Yes

Opportunities

(5.0a) Please indicate the opportunities and describe how the city is positioning itself to take advantage of them.

| Opportunity | Describe how the city is maximizing this opportunity |
|---|--|
| Increase in clean technology businesses | City is participating in a community solar garden and looking at solar energy for city buildings. All would save money and carbon in the long run. |
| Extended agricultural seasons | |
| Increased infrastructure investment | |

(5.1) Does your city collaborate in voluntary partnership with businesses in your city on sustainability projects?

In progress

Financing Projects

(5.2) List any emission reduction, adaptation, water related or resilience projects you have planned within your city for which you hope to attract financing, and provide details on the

estimated costs and status of the project in the currency reported in question 0.4. If your city does not have any relevant projects, please select No relevant projects under Project Area.

Local Government Emissions

Boundary & Scope

(6.0) Do you have an emissions inventory for your local government operations to report?

In progress

City Wide Emissions

GHG Emissions Data

(7.0) Does your city have a city-wide emissions inventory to report?

Yes

(7.1) Please state the dates of the accounting year or 12-month period for which you are reporting a city-wide GHG emissions inventory.

| | From | To |
|-----------------------|----------------|------------------|
| Accounting year dates | January 1 2016 | December 31 2016 |

(7.2) Please indicate the category that best describes the boundary of your city-wide GHG emissions inventory.

Other (Xcel Energy's Winona service territory)

(7.3) Does your city have a city-wide emissions inventory that aligns with the Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC)?

Please select

(7.5) Please attach your city-wide inventory in the table below.

Emissions inventory format

Custom or older GPC format

Inventory document title and attachment

Level of confidence

High

Comment on level of confidence

Data includes electricity and natural gas use based on metering by the utility and their resource mix.

(7.10) Do you have any credits or offsets resulting in a change to your city's net emissions that you would like to report?

No

(7.11) Please indicate if your city-wide emissions have increased, decreased, or stayed the same since your last emissions inventory, and please describe why.

Please explain

Change in emissions

Please select

Reason for change

<Field Hidden>

Please explain

City-wide external verification

(7.12) Has the city-wide GHG emissions data you are currently reporting been externally verified or audited in part or in whole?

Do not know

Re-stating previous emissions inventories

(7.13) Since your last submission, have you needed to recalculate any past city-wide GHG emission inventories previously reported to CDP?

No

Strategy

Emissions Reduction: Local Government

(8.0) Do you have a GHG emissions reduction target in place for your local government operations?

Yes

(8.0a) Please provide details of your local government operations emissions reduction target.

| Sector | Target start year | Baseline year | Baseline emissions (metric tonnes CO2e) | Percentage reduction target | Target year | Percentage of target achieved | Comment |
|---------------|-------------------|---------------|---|-----------------------------|-------------|-------------------------------|---------|
| Please select | 2017 | 2017 | | 100 | 2050 | | |

Emissions Reduction Actions: Local Government

(8.1) What actions are you undertaking to reduce your emissions in your local government operations?

Emissions Reduction: City-wide

(8.2) Does your city have a climate change action plan for reducing city-wide GHG emissions?

In progress

(8.3) Do you have a GHG emissions reduction target in place at the city-wide level? Select all that apply.

Base year emissions (absolute) target

(8.3a) Please provide details of your total city-wide base year emissions reduction (absolute) target. In addition, you may add rows to provide details of your sector-specific targets, by providing the base year emissions specific to that target.

| Sector | Target start year | Base year | Base year emissions (metric tonnes CO2e) | Percentage reduction target | Target year | Percentage of target achieved so far | Comment |
|---------------|-------------------|-----------|--|-----------------------------|-------------|--------------------------------------|---------|
| Please select | 2017 | 2017 | | 100 | 2050 | | |

Emissions Reduction Actions : City-wide

(8.4) What actions is your city taking to reduce emissions? Please also indicate estimated emissions reduction potential and status of the emissions reduction actions your city has planned.

Energy

(9.0) Please indicate the energy mix of electricity consumed in your city.

2016 Energy mix

Energy consumption percentage

Coal

29

Gas

16

Oil

0

Nuclear

30

Hydro

7

Biomass

3

Wind

15

Geothermal

0

Solar

0

Other sources

0

Total - please ensure this equals 100%

<Calculated field>

(9.1) How much (in MW capacity) renewable energy is installed within the city boundary in the following categories?

| | MW capacity |
|---------------------------------|-------------|
| Renewable district heat/cooling | |
| Solar PV | |
| Solar thermal | |
| Ground or water source | |
| Wind | |
| Other | |

(9.2) Does your city have a renewable energy or electricity target?

(9.3) Does your city have an agreement to purchase a level of renewable electricity from the grid or from a national or municipal utility?

Yes

(9.3a) What is the agreement or target?

Approximately 40% of municipal electricity use will be sourced from a community solar garden, although the RECs will not be retained by the City.

Transport

(11.0) What is the mode share of each transport mode in your city?

Please complete

Private motorized transport

Rail/Metro/Tram

Buses (including BRT)

Ferries/ River boats

Walking

Cycling

Taxis or For Hire Vehicles

Other

(11.4) Please provide the total fleet size and number of vehicle types for the following modes of transport:

| | Number of private cars | Number of buses | Number of municipal fleet (excluding buses) | Number of freight vehicles | Number of taxis | Transport Network Companies (e.g. Uber, Lyft) fleet size | Customer-drive carshares (e.g. Car2Go, Drivenow) fleet size |
|------------------|------------------------|-----------------|---|----------------------------|-----------------|--|---|
| Total fleet size | | | | | | | |
| Electric | | | | | | | |
| Hybrid | | | | | | | |
| Plug in hybrid | | | | | | | |
| Hydrogen | | | | | | | |

Water

Water Supply

(15.0) What are the sources of your city's water supply?

Please select

(15.3) Do you foresee substantive risks to your city's water supply in the short or long term?

Submit your response

Please read and accept our Terms and Conditions

I accept the Terms and Conditions

Please confirm how your response should be handled by CDP.

| | |
|-----------------------------|---------------------------------|
| | Public or non-public submission |
| I am submitting my response | Publicly (recommended) |

What language are you submitting your response in?

English