



*Our Mission is to Provide Quality Public Services
in a Fiscally Responsible Manner While Preserving
the City's Open Space Character*

Environmental Committee

Meeting Monday, April 22, 2019

4:30 p.m.

**City Council Chambers
3800 Laverne Avenue North**

AGENDA

- A. Call to Order**
- B. Minutes-March 25, 2019**
- C. Smart Controller Pilot Program**
- D. UWRF Students Water Conservation Presentation**
- E. Lake Elmo Inn Sustainable Practices Recognition**
- F. Next Meeting-TBD**
- G. Adjourn**

**City of Lake Elmo
Environmental Committee Meeting
Minutes of March 25, 2019**

COMMITTEE MEMBERS PRESENT: Chair Tedi Carlson, Committee Members Brenda Jo Carlson and Scott Drommerhausen

COMMITTEE MEMBERS ABSENT: Committee Members Beverly Schwalbach and Dominic Travis

STAFF PRESENT: Assistant City Administrator Jake Foster

Call to Order

By Chair Carlson at 5:23PM

Minutes – Monday, March 29, 2018

Motion by Brenda Jo Carlson, seconded by Committee Member Drommerhausen to approve the minutes from the March 29, 2018 meeting. Motion carried 3-0.

John Hodler – Water efficiency

John Hodler, gave a presentation outlining a proposed pilot program for the City to enter into a cost sharing agreement for smart controllers prior to a third member of the committee being present. The full presentation was given without a quorum, so no official committee business could take place. Once a quorum was present, and the meeting was called to order, the program proposed was quickly recapped and summarized.

No official committee action was taken on this agenda item.

Arbor Day Tree Giveaway 2019

The committee discussed logistics and volunteer availability for the 2019 Arbor Day Tree Giveaway which will be held on Saturday, April 27 from 9:00AM – 11:00AM for Lake Elmo residents only.

Next Meeting – Monday, April 22 at 4:30PM

Meeting adjourned at 5:42PM

Respectfully Submitted,
Jake Foster



STAFF REPORT

DATE: April 22, 2019

TO: Environmental Committee

AGENDA ITEM: Smart Controller Pilot Program

SUBMITTED BY: Jake Foster, Assistant City Administrator

BACKGROUND:

At their April 2, 2019 meeting, Council approved a cost sharing agreement to fund a pilot program for smart controllers. The agreement authorized a 50% cost share between the City and homeowner for the smart controllers. The City will purchase 25 Rachio smart controllers up-front, and they will be sold to homeowners in the Fields of St. Croix II at a subsidized cost. The cost to the City and homeowner will be a 50% split when the homeowner pays for the installation of the controllers.

This project is for Lake Elmo resident, John Hodler's capstone project for his Master Water Steward certification. Mr. Hodler will be largely running the program. In exchange for the subsidized smart controller, home owners will be expected to take a picture of their controller after it is installed, consent to water usage data being used to measure the success of the program, and be responsible for the on-going maintenance of the controller throughout the pilot program.

ISSUE BEFORE COMMITTEE:

Should the committee volunteer to help Mr. Hodler with aspects of the smart controller pilot program?

PROPOSAL DETAILS/ANALYSIS:

Mr. Hodler and staff have been working with the City of Woodbury and Rachio representatives to get bulk pricing on the controllers. Once these details are confirmed, there will be a number of volunteer opportunities to help Mr. Hodler support his program.

Mr. Hodler is coming before the committee to provide an update on the pilot program, to describe volunteer opportunities and seek volunteers, and detail the next steps and future of the program.

FISCAL IMPACT:

N/A

RECOMMENDATION:

None

ATTACHMENTS:

- Homeowner smart controller agreement

I, _____, a homeowner using Lake Elmo city water, whose home address is _____, agree to participant in the City of Lake Elmo Smart Controller pilot project. I will complete the following actions as part of the pilot program.

I will purchase a Rachio Smart controller provided by the City of Lake Elmo at a subsidized price. Within two weeks of the controller’s delivery/pickup I will install (at my cost) the controller and set it up to control my lawn irrigation system. (It will be set to water on the odd-even day pattern per Lake Elmo’s water regulation.) Once the controller is installed and operational, I will send a picture of the installed controller to the City with its operational date shown in or printed on the picture.

I grant the City of Lake Elmo permission to share water usage at the afore-listed address for the years of 2015, 2016, 2017, and 2018 to establish a water usage baseline for the pilot’s analysis purposes.

Additionally, the City of Lake Elmo has my permission to share my water usage and water bills in 2019, 2020, and 2021. This usage will be used to evaluate the Smart Controller’s effectiveness in reducing unnecessary water consumption. The results of the pilot project analysis will be shared with each homeowner, Lake Elmo staff, Lake Elmo Environmental Committee, and the Lake Elmo City Council. The data may also be used in a general manner to market the program for future use.

Homeowners are also expected to maintain their smart controller, and keep it in working order throughout the duration of the pilot programs (through 2021).

Participant:

City of Lake Elmo:

Name: _____

Name: _____

Signature: _____

Signature: _____

Email: _____

Tel. no: _____



STAFF REPORT

DATE: April 22, 2019

AGENDA ITEM: UWRF Water Conservation Marketing Materials

SUBMITTED BY: Jake Foster, Assistant City Administrator

BACKGROUND:

A group of students from UW-River Falls (Nick McGrath, Derek Chevalier, Derek Bow, and Michael Amare) are completing a service learning project this semester in their Urban/Local Politics course. Their professor reached out to the city in January seeking project ideas. One of the projects we gave them was to create marketing materials for water conservation throughout the City.

ISSUE BEFORE COUNCIL:

Does the Committee have any questions about the presented materials? Should the Committee recommend that staff use these materials?

PROPOSAL DETAILS/ANALYSIS/OPTIONS:

Included in your packet is a draft tree trimming policy that the student put together after reviewing other communities and consulting with city staff (public works and planning). They will be at the meeting to present their recommendation and answer any questions.

FISCAL IMPACT:

N/A

RECOMMENDATION:

“Move to recommend to staff that the water conservation marketing materials presented by UWRF students be used citywide.”

ATTACHMENTS:

None



STAFF REPORT

DATE: April 22, 2019

TO: Environmental Committee

AGENDA ITEM: Lake Elmo recognition

SUBMITTED BY: Jake Foster, Assistant City Administrator

BACKGROUND:

Committee Chair, Tedi Carlson, nominated Lake Elmo Inn to be added to the agenda and discussed for recommendation to Council to be recognized for their environmentally-friendly practices.

ISSUE BEFORE COMMITTEE:

Should the committee recommend to Council the recognition of Lake Elmo Inn for environmentally-friendly practices?

PROPOSAL DETAILS/ANALYSIS:

Chair Carlson will provide some details as to why they should be recognized, and committee members can further discuss whether or not they would like to recommend them for recognition.

FISCAL IMPACT:

None

RECOMMENDATION:

“Move to recommend to Council that Lake Elmo Inn be recognized for engaging in environmentally-friendly practices.”

ATTACHMENTS:

None