



STAFF REPORT

DATE: February 7, 2017

REGULAR

ITEM #: 18

AGENDA ITEM: Environmental Committee Operating Policies and Procedures

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The Council last adopted the Environmental Committee Operating Policies and Procedures in November 2015. At the January 3rd meeting, there was some discussion about limiting the scope of the committee.

ISSUE BEFORE COUNCIL:

What should be the operating policies and procedures for the Environmental Committee?

PROPOSAL:

Included in your packet are proposed changes to the Environmental Committee Operating Policies and Procedures. In order to narrow the scope, staff would recommend removing storm water runoff and storm water management (already covered by ordinance, state rules for reporting, etc.), water quality improvements (this is the main purpose of the watershed districts), wetland conservation and management (covered by state and federal rules and oversight from the watershed districts), addition of composting to reflect the fall leaf drop off days event the committee conducted last year, ground and drinking water (removed since it is covered by a host of state and federal regulations), include water conservation as that is an area the city could look to develop more policies, programs or educational efforts.

The second item was removed, as the committee did not seem to address any of these notifications separately from any agenda item they were already covering so it seems redundant.

The meeting schedule is currently to be determined as many found that the 8am Friday time could be difficult to attend themselves or difficult for the public to attend.

Lastly, the composition has been update to include five voting age citizens of Lake Elmo and to have them serve three year staggered terms similar to other commission and boards in the city.

So far, we have seven applicants for the committee and anticipate at least one more based upon forms we have distributed. The Council may want to set a deadline for applications, then follow up with interviews or a review of applications, and make appointments.

FISCAL IMPACT:

NA

OPTIONS:

- 1) Approve the Environmental Operating Policies and Procedures
- 2) Amend and then Approve the Environmental Operating Policies and Procedures
- 3) Do not adopt Operating Policies and Procedures for the Environmental

RECOMMENDATION:

“Motion to adopt the Environmental Committee Operating Policies and Procedures as presented.”

ATTACHMENTS:

- Environmental Committee Operating Policies and Procedures-redlined

Environmental Committee Operating Policies & Procedures



Scope & Purpose: The committee will seek to improve the environment in Lake Elmo, and will act as a liaison between the community, regulatory agencies, private businesses, city staff, and city council.

Committee Activities:

A. The committee will advise and make recommendations to the city council on matters pertaining to:

- ~~storm water run-off and storm water management~~
- ~~water quality improvements~~
- ~~wetland conservation and management~~
- solid waste ~~and recycling~~ and composting
- air quality
- ~~ground and drinking water~~
- tree preservation
- energy and water conservation
- other environmental issues as requested by staff or Council

~~B. The committee will advise and make recommendations to the city council on issues stemming from data released by the following agencies:~~

- ~~Environmental Protection Agency (EPA) such as Toxic Release Inventory Data~~
- ~~Minnesota Pollution Control Agency (MPCA)~~
- ~~Minnesota Department of Health (MDH)~~
- ~~Minnesota Department of Natural Resources (MDNR)~~
- ~~Valley Branch Watershed District (VBWD)~~
- ~~Other Federal/State agencies addressing environmental issues~~

~~C.B.~~ The committee seeks to ensure Lake Elmo retains status as a Minnesota Green Step City and Tree City USA.

~~D.C.~~ The committee will publicly recognize residential and business property owners who have demonstrated proactive initiatives to protect the environment and/or save energy.

~~E.D.~~ The committee will sponsor community events having an environmental focus (including those that will satisfy application criteria for a Washington County recycling grant).

Meeting Schedule:

~~The Environmental Committee will meet once per month on the second Friday of the month at 8:00 a.m. TBD~~

Committee Composition:

~~Not more than (2) City Council Members along with Lake Elmo Residents who have an interest in environmental issues~~ Five citizens who are voting age residents of the City. Citizen members will serve by appointment of the City Council for three-year, staggered terms.

| Submitted: ~~November 24, 2015~~ February 2017