

**CITY OF PLYMOUTH  
AGENDA  
Regular Environmental Quality Committee  
Medicine Lake Room  
3400 Plymouth Boulevard, Plymouth, MN  
November 12, 2025, 7:00 PM**

**1. CALL TO ORDER**

- 2. PUBLIC FORUM** - Individuals may address the committee about any item not contained on the regular agenda. A maximum of three minutes is allotted per individual with a total of 15 minutes for the forum. If the full 15 minutes are not needed for the forum, the committee will continue with the agenda. The committee will take no official action on items discussed at the forum, with the exception of referral to staff for future report.

**3. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS**

- 4. APPROVE AGENDA** - Environmental Quality Committee members may add items to the agenda for discussion purposes or staff direction only. The committee will not normally take official action on items added to the agenda.

- 5. CONSENT AGENDA** - These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a committee member or individual so requests, in which event the item will be removed from the consent agenda and placed elsewhere on the agenda.

**5.1 Minutes**

1. EQC 10-08-2025

**6. GENERAL BUSINESS**

**6.1 Plymouth Environmental Academy**

**6.2 2025 Environmental Quality Committee Annual Report and 2026 Work Plan**

1. EQC DRAFT 2025 Report  
2. 2026 Work Plan - Draft

**7. REPORTS AND STAFF RECOMMENDATIONS**

**8. FUTURE MEETINGS -**

**9. ADJOURNMENT**



**To:** Environmental Quality Committee

**Prepared by:** Ben Scharenbroich, Water Resources Supervisor

**Reviewed by:** Michael Payne, City Engineer/Deputy Public Works Director

**Item:** **Minutes**

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**1. Action Requested:**

Adopt proposed Environmental Quality Committee minutes from October 8, 2025.

**2. Background:**

N/A

**3. Budget Impact:**

N/A

**4. Attachments:**

1. EQC 10-08-2025

# Proposed Minutes Environmental Quality Committee Meeting October 8, 2025

Chair Blakely called a Regular Meeting of the Plymouth Environmental Quality Committee to order at 7:00 p.m. in the Medicine Lake Room of City Hall, 3400 Plymouth Boulevard, on October 8, 2025.

COMMITTEE MEMBERS PRESENT: Chair Blakely, Committee members Babcock, Dmytrenko, Matthiesen, Polzin, Tinjum, and Vavreck.

COMMITTEE MEMBERS ABSENT: None.

STAFF PRESENT: Water Resources Supervisor Scharenbroich, and Environmental Stewardship Coordinator MK Anderson.

OTHERS PRESENT: Councilmember Gregor and Resident Scott Grinde.

## **Plymouth Forum**

Scott Grinde commented that he was unsure why chemicals would be sprayed/applied to areas other than sports fields. He confirmed that he did receive an email response from parks and recreation staff.

Water Resources Supervisor Scharenbroich explained the process that is followed when a complaint is received and noted that if the committee desires, that topic could be added to a future agenda.

The committee confirmed that they would like to add the topic to a future agenda. It was noted that item could be discussed as part of the 2026 work plan discussion at the next meeting, with the item to appear on a 2026 agenda.

## **Presentations and Public Information Announcements**

There were no presentations or public information announcements.

## **Approval of Agenda**

Motion was made by Committee member Mattheisen and seconded by Committee member Polzin to approve the agenda as presented. With all members voting in favor, the motion carried.

## **Consent Agenda**

Motion was made by Committee member Polzin and seconded by Committee member Tinjum to approve the consent agenda that included the following items:

### **(5.1) Adopt September 10, 2025, Regular Environmental Quality Committee Minutes**

With all members voting in favor, the motion carried.

### **General Business**

#### **(6.1) Public Hearing for the Storm Water Pollution Prevention Program (SWPPP)**

Water Resources Supervisor Scharenbroich provided a presentation on the water resources within the community and the purpose of the Storm Water Pollution Prevention Program (SWPPP). He presented the details of the SWPPP and the minimum control measures found within the plan. He provided additional information on the total maximum daily load (TMDL) for water quality and strategies used to manage and improve water quality. He reviewed more details related to street sweeping and the benefits provided. He also highlighted projects the city is currently working on or has upcoming. He reviewed information related to ongoing monitoring efforts.

There was additional discussion related to street sweeping, water monitoring, chloride, and additional educational efforts.

Water Resources Supervisor Scharenbroich continued to review details related to specific waterbodies and the potential water quality projects.

Chair Blakely opened the public hearing at 8:04 p.m.

There were no comments and no members of the public attending.

Chair Blakely closed the public hearing at 8:05 p.m.

#### **(6.2) Plymouth Environmental Academy**

A member of the committee provided an update on the last session of the PEA, which was a tour of stormwater projects.

It was noted that while the last session focused on what the city does through development, the next session will focus more on what can be done on private residential properties. There was a suggestion to have a follow-up discussion at a future meeting to recap the sessions and explore potential ways to increase participation.

### **Reports and Staff Recommendations**

There were no reports and staff recommendations.

### **Future Meetings**

Environmental Stewardship Coordinator Anderson advised of a climate action kick-off event scheduled for November 2, 2025, from 11 a.m. to 4 p.m. and welcomed members of the committee to volunteer for the event.

Water Resources Supervisor Scharenbroich noted other upcoming meetings.

The group discussed potentially holding an event to clean up the street that is sponsored by the committee.

### **Adjournment**

Chair Blakely adjourned the meeting at 8:22 p.m.

**To:** Environmental Quality Committee

**Prepared by:** Ben Scharenbroich, Water Resources Supervisor

**Reviewed by:** Michael Payne, City Engineer/Deputy Public Works Director

**Item:** **Plymouth Environmental Academy**

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### **1. Action Requested:**

Receive updates from Environmental Quality Committee members on the 2025 Plymouth Environmental Academy

### **2. Background:**

The Environmental Quality Committee (EQC) 2025 Work Plan includes a continuation of the Plymouth Environmental Academy (PEA), which will begin in August. The committee discussed topics at their February 12 meeting, and will continue further planning efforts for each proposed topic as listed below at their April 9 meeting.

#### 1. Tree Care and Food Production - August 21, 2025 - 7:00 p.m.

- Committee member Babcock, Blakely and Dmytrenko
- Presenters - City Forester Paul Buck and TBD

#### 2. Tour of Schmidt Woods Park - September 11, 2025 - 5:00 p.m

- Committee members Blakely, Dmytrenko and Vavreck
- Presenters - City of Plymouth Parks and Recreation Director Tomlinson

#### 3. Plants, Ponds and Practices for Water Quality Tour - September 25, 2025 - 6:00 p.m

- Committee members Matthiesen and Polzin
- Presenters - Water Resources Supervisor Scharenbroich

#### 4. Stormwater Practices 101 October 9, 2025 - 7:00 p.m.

- Committee members Matthiesen, Polzin and Tinjum
- Presenters - TBD

### **3. Budget Impact:**

N/A

### **4. Attachments:**

**To:** Environmental Quality Committee

**Prepared by:** Ben Scharenbroich, Water Resources Supervisor

**Reviewed by:** Michael Payne, City Engineer/Deputy Public Works Director

**Item:** **2025 Environmental Quality Committee Annual Report and 2026 Work Plan**

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### **1. Action Requested:**

Review and provide feedback on the draft 2025 Environmental Quality Committee Annual Report and 2026 Work Plan

### **2. Background:**

The City Council established the Environmental Quality Committee (EQC) in 1994 and refined its mission and organizational objectives in 2002 and 2007. The EQC's current focus includes promoting familiarity and compliance with federal, state, regional, and local environmental regulations; reviewing city policies and ordinances; and recommending environmentally related actions to the City Council.

The EQC addresses several required topics and activities, including:

- EQC refresher and orientation
- Election of committee Chair and Vice Chair
- Stormwater Pollution Prevention Plan (SWPPP) Public Meeting
- Drop Off Days Annual Report
- Spring and Fall Adopt-a-Street

Each year, staff recommends annual discussion topics based on upcoming projects or community needs. For 2026, potential topics include:

- GreenStep Cities implementation
- Energy Action Plan implementation
- Climate Action Plan development

- Water Resources Education Plan development
- MS4 Permit Update (2026-2030)
- Plymouth Environmental Academy
- 2026-2028 Water Efficiency Rebate Program (if funding is renewed)

### **3. Budget Impact:**

N/A

### **4. Attachments:**

1. EQC DRAFT 2025 Report
2. 2026 Work Plan - Draft

# CITY OF PLYMOUTH



## ENVIRONMENTAL QUALITY COMMITTEE

### 2025 ANNUAL REPORT

Approved by EQC: December \_\_, 2025

Accepted by City Council: \_\_, 2026

# **2025 ANNUAL REPORT**

## **I. INTRODUCTION**

The City Council established an Environmental Quality Committee (EQC) in 1994 and in 2007 adopted an updated Mission and Organization Statement to provide guidance for the review, consideration, initiation and recommendation to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The EQC's scope includes but is not limited to matters of water quality, wetland preservation, ground water protection, solid waste collection and disposal, recycling and reuse programs, ecological preservation, erosion control, and air, noise, and light pollution.

The EQC serves in an advisory capacity to the City Council. The Council Coordinating Representative (CCR) was Councilmember Gregor. EQC regular meetings are scheduled for the second Wednesday of each month at 7:00 PM. Additionally, some members also attended and/or volunteered at special events such as the Plymouth Environmental Academy, Music in Plymouth, Adopt-A-Street and Drop-Off Day.

## **II. POLICY**

The City Council on January 9, 2007, adopted the following resolution outlining the EQCs objectives, composition, and areas of concentration:

*POLICY ESTABLISHING  
PLYMOUTH ENVIRONMENTAL QUALITY COMMITTEE  
MISSION/ORGANIZATION STATEMENT*

Resolution 2007-028  
January 9, 2007

(Supersedes Resolution 2003-317, July 22, 2003; Resolution 2003-260, May 27, 2003; Resolution 2002-216, January 8, 2002; Resolution 94-4, January 24, 1994; Resolution 95-140, February 21, 1995)

### Objective

The Plymouth Environmental Quality Committee shall review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The Committee's scope shall include, but not necessarily be limited to matters of water quality, wetland preservation, ground water protection, solid waste collection and disposal, recycling and reuse programs, ecological preservation, control of soil erosion and air, noise and light pollution. The Committee shall also review upon request environmental assessment worksheets and environmental impact statements referred to from time by the Planning Commission or City Council.

### Composition

The Committee shall consist of seven members, with one member from each of the city's four wards, and three members at-large. In order to strike a balance between continuity of membership and providing additional opportunities for volunteer service, the City Council has determined that initial appointments to its boards, commissions, and committees shall be for one full term; if members wish to continue serving after their first full term, they must reapply and interview for each additional term thereafter. The Chair shall be selected by the membership. The City Engineer or designee shall provide staff assistance to the Committee.

Areas of Concentration:

To accomplish their objective, the Committee will:

1. Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of issues. Receive information regarding role of Watershed Management Organizations, municipalities, Department of Natural Resources, Army Corps of Engineers and other regulatory agencies on environmental issues. Review related data.
2. Review environmentally related city policies and ordinances and recommend appropriate revisions to the City Council.
3. Recommend actions to the Council for consideration in the city budget to preserve and enhance environmental quality throughout Plymouth.

**III. 2025 MEMBERSHIP**

In 2025, the EQC was made up of seven voting representatives. One member represents each city ward (4) and three members served as at-large. Each member is appointed for a three-year term by the City Council. The committee chair and vice-chair are elected annually by the committee members. Committee members for 2025 were:

<i>Members</i>	<i>Area</i>	<i>Member Since</i>	<i>Term Expires</i>
1. Robert Blakely <sup>1</sup>	Ward 1	02/1/22	1/31/27
2. Andy Polzin	Ward 2	12/14/10	1/31/28
3. Ed Matthiesen	Ward 3	06/28/22	1/31/26
4. Aaron Tinjum	Ward 4	02/01/24	1/31/27
5. Kate Dmytrenko <sup>2</sup>	At-Large	2/1/2025	1/31/29
6. Genevieve Vavreck	At-Large	2/1/2025	1/31/28
7. Laura Babcock	At-Large	01/08/19	1/31/27

1. Chair
2. Vice-Chair

**IV. ACCOMPLISHMENTS**

1. Developing and hosting the 2025 Plymouth Environmental Academy, with the objective to educate residents about steps they can take to reduce their environmental impact at home, work and around the community.

Through a series of four workshops, more than 22 participants gained useful tips on topics such tree care, food production and water quality practices. New to the Academy in 2025 was the inclusion of a tour of Schmidt Woods Park and a bus tour of water quality practices across the city.



2. Holding the City’s annual public hearing around the City’s storm sewer system (MS4) and reviewing staff progress on activities like chloride management, street sweeping, water quality

improvements & capital projects, stormwater monitoring and the delisting of impaired waters such as Pomerleau and Bass Lakes.

3. Received an update on the progress of the City of Plymouth's Energy Action Plan & Climate Action Plan.
4. Providing oversight and recommendations on the Water Efficiency Rebate Program with funding from the City of Plymouth Water Fund and the Metropolitan Council. The 2024-2026 Program was active throughout 2025 and the EQC reviewed the progress of the program this year and made recommendations for outreach.



The 2024-2026 program results for the program as of October 31, 2025 included upgrades of 428 devices serving 951 residents. Conserving an estimated 7.9 million gallons of water annually.

- 101 toilets
- 105 washing machines
- 118 dishwashers
- 104 irrigation system upgrades.

The City, in partnership with the Metropolitan Council, also started a new Equity Focused Water Efficiency Rebate Program in July 2025. The program allows for a rebate of \$100 on the purchase of a WaterSense toilet should the applicant be located in specific equity focused areas of the city.

5. Providing oversight and recommendations on the Home Energy Rebate Program. To date, the program has funded \$30,000 in rebate funds of the \$35,000 allocated for the program. Improvements include but are not limited to insulation upgrades, EV charging, select appliance upgrades or renewable energy systems.
6. The EQC provided public outreach and education to attendees of the Music in Plymouth & Discover Plymouth



7. The EQC participated in the City's Annual Spring Drop Off Day, the fall Shred Event and Adopt-A-Street

Listed below are the areas of concentration for the EQC and activities undertaken in 2025 to as compared to the EQC objectives:

AREA OF CONCENTRATION	ACTIVITY
Familiarity with federal, state, regional, and local regulations	<ol style="list-style-type: none"> <li>1. Reviewed the City’s Storm Water Pollution Prevention Program.</li> <li>2. Review and discuss updates to the local watershed management organizations 4<sup>th</sup> generations planning efforts</li> <li>3. Reviewed Total Maximum Daily Load Updates for local lakes and streams</li> </ol>
Review of environmentally related topics, city policies, and ordinances	<ol style="list-style-type: none"> <li>1. Reviewed the City of Plymouth Energy Action Plan framework</li> <li>2. Reviewed the Equity Focused Water Efficiency Grant Program through the Metropolitan Council.</li> <li>3. Received an update on the Climate Action and Resiliency Plan.</li> </ol>
Recommend actions to the Council for consideration to preserve and enhance environmental quality throughout Plymouth.	<ol style="list-style-type: none"> <li>1. Review the GreenStep Cities Best Management Practice Submittal #3, which helped the City make progress towards becoming a Step 3 City.</li> </ol>

### Commission Purpose

To provide guidance for the review, consideration, initiation, and recommendation to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The EQC’s scope includes but is not limited to matters of water quality, wetland preservation, ground water protection, solid waste collection and disposal, recycling and reuse programs, ecological preservation, erosion control, and air, noise, and light pollution.

	GOALS/PLANNING	Strategic Themes
<b>ON-GOING</b>	<ul style="list-style-type: none"> <li>GreenStep Cities Implementation</li> <li>Community Resiliency Plan development</li> <li>Volunteer participation and community leadership at events</li> <li>Climate Action Plan &amp; Energy Action Plan</li> </ul>	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A
<b>FIRST QUARTER</b>	<ul style="list-style-type: none"> <li>Refresher, Committee Orientation and Organization</li> <li>Appoint Committee Chair &amp; Vice Chair</li> <li>Received presentation regarding City property maintenance</li> <li>Environmental Academy Introduction and Planning</li> <li>Sustainable Purchasing Policy Review</li> </ul>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A
<b>SECOND QUARTER</b>	<ul style="list-style-type: none"> <li>Water Resources &amp; Environmental Stewardship Education Plan</li> <li>Adopt-A-Street (Spring)</li> <li>Drop off Day Evaluation</li> <li>Environmental Academy Planning</li> <li>Climate Action Plan Draft Review*</li> <li>2025-2030 MS4 Permit Review</li> </ul>	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A
<b>THIRD QUARTER</b>	<ul style="list-style-type: none"> <li>Environmental Academy Planning &amp; Sessions</li> <li>TMDL and MS4 Permit Review</li> <li>SWPPP Public Information Meeting</li> <li>Climate Action Plan</li> </ul>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A
<b>FOURTH QUARTER</b>	<ul style="list-style-type: none"> <li>Environmental Academy Sessions</li> <li>Climate Action Plan Review*</li> <li>FEMA Flood Mitigation Map Changes</li> </ul>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> N/A <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> N/A

### City Council Strategic Themes

- City Center Reimagined – A vibrant hub for living, working, dining and recreating.
- Connected & Thriving Community – Residents have a safe place to live with high quality infrastructure and recreational opportunities.
- Environmental Stewardship – Plymouth’s environment and natural resources are clean and healthy for future generations.
- Economic Stability & Vitality – A business-friendly environment that fosters economic opportunities and innovation.
- Operational Excellence – A community where residents choose to live, businesses choose to grow, employees choose to work and visitors choose to return.