

**CITY OF PLYMOUTH
AGENDA
Regular Environmental Quality Committee
Medicine Lake Room
3400 Plymouth Boulevard, Plymouth, MN
April 8, 2026, 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** Adopt proposed minutes
1. EQC 03-11-2026

- 5.2** Metropolitan Council Water Efficiency Grant Program Application
1. 2026-2028 Water Efficiency Grant Program Application - City of Plymouth

6. GENERAL BUSINESS

- 6.1** Plymouth Environmental Academy
6.2 Solid Waste and Recycling Overview

7. REPORTS AND STAFF RECOMMENDATIONS

- 8. FUTURE MEETINGS** - Drop Off Days – May 1 & 2, 2026 – Plymouth Maintenance Facility (14900 23rd Avenue North) Climate Action and Resiliency Plan Listening Sessions: May 5, 2026 – 6:00pm - 8:30pm – Plymouth Community Center (14800 34th Avenue North) May 7, 2026 – 6:00pm - 8:30pm – Parkers Lake Building (15205 County Road 6) May 12, 2026 – 6:00pm - 8:30pm – Fire Station 2 (13205 County Road 6) May 14, 2026 – 6:00pm - 8:30pm – Bass Lake Park Building (5450 Northwest Blvd) Rain Barrel / Compost Bin Pick Up & Plate To

Garden Event – May 9, 2026 – 8:00am - 12:00pm - Plymouth Maintenance Facility (14900 23rd Avenue North) Regular Environmental Quality Committee Meeting – May 13, 2026 – 7:00pm – Plymouth City Hall (3400 Plymouth Boulevard)

9. ADJOURNMENT

Proposed Minutes Environmental Quality Committee Meeting March 11, 2026

Chair Tinjum 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 March 11, 2026.

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

COMMITTEE MEMBERS ABSENT: None.

STAFF PRESENT: Water Resources Supervisor Scharenbroich, Environmental Stewardship Coordinator Anderson, Senior Water Resources Technician Dunsworth, Water Resources Technician Lilly Bowman, and City Engineer/Deputy Public Works Director Mike Payne

OTHERS PRESENT: Councilmember Gregor and Ted Redmond (virtual attendee) of paleBLUEdot.

Plymouth Forum

There was no one present to address the Committee.

Presentations and Public Information Announcements

There were no presentations or public information announcements.

Approval of Agenda

Motion was made by Committee member Polzin and seconded by Committee member Babcock to approve the agenda as presented. Upon a roll call vote, with all members voting in favor, the motion carried.

Consent Agenda

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

(5.1) Adopt February 11, 2026, Regular Environmental Quality Committee Minutes

Upon a roll call vote, with all members voting in favor, the motion carried.

General Business

(6.1) Climate Action and Resiliency Plan Update

Ted Redmond provided an update on the planning process for the climate action and resiliency plan. He provided information on the three phases of the process and community engagement. He reviewed the data collected through foundational research, climate risks, vulnerable population, greenhouse gas inventory, comparison information, and greenhouse gas forecasts. He provided additional information on groundcover and tree canopy. He reviewed starter goals and stated that the intent is to receive feedback as they continue to work on the goals. He provided information on the next steps and timeline.

Environmental Stewardship Coordinator Anderson stated that input on the starter goals is desired by March 17th.

Committee member Matthiesen stated that he provided his questions to staff, and they could be addressed at a later time.

Committee member Vavreck asked where school buses would fall under transportation emissions.

Mr. Redmond provided additional information on the data sets used to develop the total community-wide miles traveled, modeling, and associated emissions. He noted that school buses are not called out specifically as a detailed point, but are reasonably accounted for within the emissions.

Committee member Mathiesen asked about the most cost-effective way to reduce greenhouse gases and asked if a summary page could be created for the goals/actions in a similar format to a capital improvement plan.

Mr. Redmond referenced fuel combustion for vehicles and home heating, which are consistent without focused effort. He stated that education and incentives in those areas can help to decrease those numbers. He stated that the reduction of burning fuel in vehicles and in homes could be the most cost-effective reduction.

Committee member Vavreck referenced section six, noting that it does not mention decreasing reliance on animal agriculture and increasing access to plant-based food options to reduce climate impacts and land use. She noted goals that could be created that would focus on an increase in plant-based business and vendors.

Mr. Redmond stated that is currently not listed as a goal but could be added if desired, or could be actions under another goal.

A committee member asked for clarification on the greenhouse gases and whether those are specific to the community.

Mr. Redmond provided additional clarification on the greenhouse gas emissions and how those are tracked for the community.

Environmental Stewardship Coordinator Anderson stated that there will be an implementation plan included in the final draft of the plan.

(6.2) Water Resources Education and Outreach Plan

Senior Water Resources Technician Dunsworth presented the draft education and outreach plan. She provided background information and reviewed the pre-public draft of the MS4 permit update.

Water Resources Technician Bowman provided an overview of the education and outreach program and reviewed the education and outreach written plan.

Water Resources Supervisor Scharenbroich stated that this will be a public-facing document that will be available on the website for the public to review. It was noted that there will be an annual review of the program and feedback received, which will then assist in adjusting the program to meet the needs and requests of the community.

A committee member asked if there is enough data to put numbers around those goals.

Water Resources Supervisor Scharenbroich believed that there was sufficient data to do that.

A committee member noted the great resources on the website that are often difficult to find and asked how the seasonal information would be placed on the website to be easy to find.

Senior Water Resources Technician Dunsworth stated that they are working with communications staff and can try to make the seasonal information easier to find on the website. She also provided information on the distribution plan that was developed as well.

A suggestion was made to add an environmental portal or some type of branding to make the information easier to find and identify.

(6.3) Plymouth Environmental Academy

Environmental Stewardship Coordinator Anderson recapped the previous discussion and direction to have four events, two of which would overlap with other city events and two would be standalone events. She asked if there would be interest in a drop-off day.

Water Resources Supervisor Scharenbroich provided additional details on the drop-off event, which is a vehicle-based event, but noted that there are touch points and opportunities for discussions.

A suggestion was made to distribute a flyer with information that could include a QR code. Another suggestion was made to have a simple list of six options, and they could gather information on the topics with the most interest.

The committee supported being involved in Discover Plymouth and perhaps providing a flyer for an upcoming event on drop-off day. The committee provided input on the topics to be included in the survey, which would align with initiatives from the climate action plan and GreenStep Cities.

Reports and Staff Recommendations

There were no reports or staff recommendations.

Future Meetings

Water Resources Supervisor Scharenbroich asked for volunteers for an upcoming Discover Plymouth event and also highlighted other upcoming events. He noted that he will not be present at the next committee meeting and reviewed the topics on that agenda.

Adjournment

Chair Tinjum adjourned the meeting at 8:50 p.m.



2026 – 2028

METROPOLITAN COUNCIL WATER EFFICIENCY GRANT PROGRAM

APPLICATION FORM

updated 02 / 25 / 2026

1. Applicant information:

MUNICIPALITY:	
MUNICIPAL UTILITY:	
MAILING ADDRESS:	

2. Primary contact information:

Municipality primary authorized representative (all correspondence regarding the Water Efficiency Grant Program should be addressed to individual named below):

Name:	
Title:	
Phone:	
Email:	
Mailing Address:	

3. Secondary contact information:

Municipality secondary authorized representative:

Name:	
Title:	
Phone:	
Email:	
Mailing Address:	

4. Water use information:

Municipal Total Per Capita Water Use, in gallons per person-day (2025):	
Municipal Residential Per Capita Water Use, in gallons per person-day (2025):	
Municipal Ratio of Peak Month to Winter Month Water Use (2025):	

Program design

The following questions help describe the type of program your municipality is proposing, including planned grant activities and optional program elements. For more information about the low-income cost assistance option and grant activities on municipal properties, see the Guidelines document.

5. Will your proposed program be a rebate or grant program?

6. Will your proposed program include a low-income cost assistance option?

7. Will your proposed program include approved grant activities on municipal properties (for example, device replacements or turfgrass conversion)?

8. If your proposed program includes approved grant activities on municipal properties, does the funding supplement and not supplant? (Additional documentation may be requested.)

9. Approximately what portion of your requested grant amount will be used for approved grant activities on municipal properties?

10. Planned grant activities

Which eligible grant activities will your program include? Please provide an estimated number of device replacements/other grant activities for each category you plan to include in your program.

	Grant activity	Property type		
		Residential	Commercial	Municipal
Indoor water use	Toilet replacement			
	Clothes washer replacement			
	Dishwasher replacement			
	Showerhead replacement			
	Faucet replacement or faucet accessory			
Outdoor water use	Irrigation system audit*			
	Irrigation controller replacement*			
	Irrigation spray sprinkler body replacement*			
	Turfgrass conversion/replacement			

* Please note, the Met Council strongly encourages an irrigation system audit be conducted before the replacement of an irrigation controller or spray sprinkler bodies. An initial audit ensures the user has information for proper set-up and operation of their irrigation system.

11. Estimated water savings per device from WaterSense and Energy Star (if available) will auto-populate in quarterly reporting forms to establish baseline consistency in estimates. Some municipalities may have developed (or plan to develop) specific water savings calculations based on household size, age of device being replaced, and other factors. Municipalities are welcome to submit water savings estimates other than those provided by the WaterSense and Energy Star programs. If your municipality has plans to calculate estimated water savings in-house or using an external resource, please describe below.

12. If your proposed program includes grant activities at municipal properties, please walk through your plans for device replacements and/or turfgrass conversion. In the case of turfgrass conversion, please describe where the work will occur, area removed, species removed, area replaced, species replaced, watering and maintenance needs, and estimated annual gallons of water saved (with explanation of estimate).

A large, empty rectangular box with a thin black border, intended for the user to provide detailed information regarding grant activities and turfgrass conversion as requested in the text above.

Program budget and administration

13. Please outline the amount of funding your municipality is requesting, including – if applicable – an estimate of funds that will be used for low-income cost assistance (no municipality match required).

Grants will be made available in amounts with a minimum of \$5,000 and a maximum of \$75,000. In the event that there are unused or returned funds, municipalities may apply for a grant amendment to increase their award beyond \$75,000 (at the discretion of Met Council). Additionally, if a municipality offers low-income cost assistance, it can apply for an additional \$10,000 (max grant of \$85,000).

A	Requested grant amount (must be 80% of row C):	
B	Required municipality matching amount (must be 20% of row C):	
C	Traditional grant program subtotal (row A + row B):	

D	<i>(OPTIONAL)</i> Low-income cost assistance requested amount (100% covered by Met Council funds):	
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E	Total program budget (row C + row D):	
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Example calculation:

A	Requested grant amount (must be 80% of row C):	\$16,000
B	Required municipality matching amount (must be 20% of row C):	\$4,000
C	Traditional grant program subtotal (row A + row B):	\$20,000

D	<i>(OPTIONAL)</i> Low-income cost assistance requested amount (100% covered by Met Council funds):	\$5,000
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E	Total program budget (row C + row D):	\$25,000
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14. Please outline what cost coverage your municipality plans to offer for each of the selected grant activities.

For example: **70%** of the cost of a **toilet**, up to a maximum of **\$200**. Limited to **2** per household.

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15. Please indicate ways in which you will advertise your program and water conservation.
(Examples to be provided in program work plan.)

Newsletter	
Flyer in water bill	
Email	
Tabling at events	
Municipality website	
Billboard / physical display	

Radio	
Television	
Newspaper	
TikTok	
Instagram	
Facebook	
Nextdoor	

Other	
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16. Work plan

In your application submission, please attach a work plan that details the municipality's schedule, strategy for promoting the program and communications with potential participants – including example communications, program administration, and spending down the requested grant amount by 6/30/28.

Task Description	Responsible Person	Start Date	Completion Date
Complete Metropolitan Council Grant Application	Ben Scharenbroich	3/23/2026	4/13/2026
Develop Plymouth Water Efficiency Rebate Program	Ben Scharenbroich, assigned staff & Plymouth Environmental Quality Committee (EQC)	6/1/20206	6/30/2026
Advertise Water Efficiency Rebate Program	Ben Scharenbroich and assigned staff	7/1/2026	6/30/2028
Review Applications, Issue Rebates, Conduct Quarterly Reporting, Marketing Program	Ben Scharenbroich and assigned staff	7/1/2026	6/30/2028
Project Close Out	Ben Scharenbroich	6/30/2028	6/30/2028

Evaluating applications

Program proposals will be evaluated based on the answers provided in the application form as well as the attached work plan. Strong applications will include clear answers to the questions in the application form and a thoughtful work plan that outlines strategies for structuring, administering, and promoting (if applicable) the program. For municipalities intending to conduct grant activities on municipal property, applications should include intended plans for device/landscape installation and estimated hours/cost of labor (whether being done by the municipality or a contractor).

In the event that funds requested exceed funds available, the following criteria will be used to determine the amount granted to a given municipality.

- Municipal residential per capita water use
- Municipal ratio of peak month to winter month water use
- Estimated water savings from proposed program

Additionally, municipalities may be asked to provide additional information and/or be awarded less than their requested grant amount if their application is lacking detail, a clear work plan, etc. In future grant cycles, a past participant's record of spending down their award may be used to inform award amounts.

Applications are due by April 13, 2026

To: Environmental Quality Committee

Prepared by: MK Anderson, Environmental Stewardship Coordinator

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

Item: **Plymouth Environmental Academy**

1. Action Requested:

Discuss the 2026 Plymouth Environmental Academy

2. Background:

The Environmental Quality Committee 2026 Work Plan includes a continuation of the Plymouth Environmental Academy (PEA) set to begin in the second quarter of 2026. At the first three meetings of 2026, Committee members had lengthy discussions on the future of the Academy. The discussion included, but was not limited to, the potential options for the restructuring and rebranding of the Academy.

At the April 2026 meeting, the Committee will discuss and set topics for the 2026 Academy based on results from the survey conducted at Discover Plymouth on March 21, 2026. 20 people participated in the survey. Topics in order of interest from the public survey were:

- Building & Energy / Health & Safety (11)
- Local Food (9)
- Land Use (8)
- Transportation (6)
- Water, Stormwater Wastewater (6)
- Green Space & Carbon Sequestration (5)
- Waste Management (3)

Based on these results, staff recommends topics for the 2026 Environmental Academy to focus around: Buildings & Energy, Health & Safety, and/or Local Food.

3. Budget Impact:

N/A

4. Attachments: