

## MINUTES

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### ROLL CALL

Present: Hanelitz, Hart, Heid, Larson, Lyng, Myers, Myrfield, Sande, Pendaz-Foster

Absent: Hansen, Lincoln

Staff: Kayla Kirtz, Sustainability Coordinator; Gwen Casey, Minnesota GreenCorps Member; Tim Sandvik, City Manager

### CONSIDERATION OF MINUTES

#### A. April 15th, 2026 Meeting Minutes

Sande motioned and Myers seconded to approve the April 15th, 2026 Meeting Minutes. The minutes were unanimously approved.

### NEW BUSINESS

#### A. City Council 2026 Top Goals and Priorities

Kirtz introduced the City Council's 2026 Top Goals and Priorities, explained the annual goal-setting process, and explained that this document is being shared with all the City's commissions and committees. Sandvik shared a brief recap of the goal-setting process. Staff and the Committee discussed how sustainability can be woven into the annual goals. They discussed the difference between "top priority" and "opportunity goals." Sandvik elaborated upon the "staffing study." Staff and the Committee discussed the feasibility study on Robbinsdale Middle School and potential uses for that site. The Committee discussed ways in which they could help with enhancing the Welcome Packet and add sustainability resources to it. Heid motioned to add the Top Priority Goals to the upcoming agenda for further discussion and Hanelitz seconded. The motion unanimously passed.

#### B. Volunteer Shirt Policy

Kirtz explained that the volunteer shirts are still in production but should be ready for the Committee's next public engagement appearance. Kirtz passed around the Volunteer Shirt Policy and asked the Committee members to sign the document, thereby acknowledging the policy.

#### C. Franchise Fees 101 & other updates from City Manager Tim Sandvik

Sandvik shared information about the City's franchise fees and how they are allocated to the City budget. Committee members asked how our rates compare to other cities and Sandvik explained that our rates are competitive. He confirmed that the franchise fee rates are 5% for both gas and electricity. Sandvik explained that the dollars generated from franchise fees are split between street projects and the general fund. He explained that if franchise fees get reallocated to a different budget, then funding for street projects would have to come from elsewhere, by increasing the general levy or increasing other fees for example. Heid stated that there are other cities in the metro that use franchise fees to offer an energy-efficient appliance rebate program for residents. The Committee discussed other projects or recommendations they could focus on that do not involve budget allocations, such as policy recommendations. Hart motioned to include the franchise fee discussion on next meeting's agenda and Sande seconded. The motion unanimously passed.

Sandvik shared that the Committee's recommendation to make updates to the City Code regarding residential solar systems was not supported by staff nor the City Council. The item was discussed at a recent City Council Work Session.

Sandvik shared that the Council is supportive of creating more structure for the Committee by implementing some guidelines. Staff intend to put together a set of recommendations.

**OLD BUSINESS**

None.

**INFORMATION ONLY**

A. Adopt-a-Park Clean-Up Dates

Kirtz reminded the Committee of their preferred Adopt-a-Park clean up dates at South Halifax Park: Wednesday, July 15th and Wednesday, October 21st.

Kirtz also noted the community-wide trash pick-up happening on Thursday, May 21st at 6:30 p.m. at Hollingsworth Park.

B. Volunteer Appreciation Dinner — July 8th, 2026

Kirtz reminded the Committee of the Volunteer Appreciation Dinner scheduled for Wednesday, July 8th at 5:30 p.m. at Graeser Park.

**ADJOURNMENT**

Heid motioned to adjourn the meeting and Myrfield seconded. The motion passed and the meeting adjourned at 8:03 p.m.

*Kayla Kirtz*  
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Kayla Kirtz, Sustainability Coordinator

06-22-2026  
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Date