

## **AGENDA**

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1. ROLL CALL: Greenberg, Hansen, Hanelitz, Hart, Heid, Lyng, Pendaz-Foster, Presler, Myers, Sande, Larson
2. CONSIDERATION OF MINUTES
  - A. November 19, 2025 Meeting Minutes
  - B. January 21, 2026 Meeting Minutes
3. NEW BUSINESS
  - A. Community Engagement Planning
4. OLD BUSINESS
5. INFORMATION ONLY
6. ADJOURNMENT

## MINUTES

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### ROLL CALL

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

Absent: Larson, Hansen

Staff: Gwen Casey, Minnesota GreenCorps Member; Kayla Kirtz, Sustainability Coordinator

### CONSIDERATION OF MINUTES

#### A. October 1, 2025 Meeting Minutes

Hanelitz motioned to approve the minutes of the October 1, 2025 Sustainability Committee meeting, and Lyng seconded. The meeting minutes were unanimously approved.

### NEW BUSINESS

None.

### OLD BUSINESS

#### A. City Council Presentation Recap: Engagement, Green Spaces, & Climate Action Plan

The Committee debriefed the City Council presentation. Kirtz provided a few updates about outcomes from the presentation. Kirtz directed the Committee to compile a list of specific asks and a budget for community engagement needs. The group discussed creating reusable nametags and handing out reusable bags. They discussed determining a tabling "focus area" for each event to minimize confusion at the table. Lyng said he could 3D-print nametags for the Committee. The Committee determined that they would not table at the upcoming Tree Lighting event.

Kirtz informed the Committee that staff are requesting a meeting with Prairie Restorations Inc. to discuss replacing the turf grass at City Hall with native plantings.

Kirtz informed the Committee that she is submitting an application to the Minnesota Pollution Control Agency for a Local Climate Action Planning Grant. The application will request funding to create a climate action plan for Robbinsdale.

Kirtz informed the Committee that she is initiating participation in the Gold Leaf challenge, with formal approval to come from the City Council at the November 18th, 2025 meeting.

Kirtz explained that she and staff from Community Development are conducting research on City Code limitations on side yard heat pump installations. Kirtz also informed the Committee that she is researching neighboring cities' green cost share programs.

Kirtz said she hopes to have more updates for the group at their next meeting.

**INFORMATION ONLY**

The group confirmed that they would not table at the upcoming annual Tree Lighting event on Tuesday, December 2nd.

Kirtz asked if the Committee is available for their regular meeting in December. The group decided to meet socially at Pig Ate My Pizza in lieu of a regular meeting. Kirtz said she would post proper public notices on the City website.

The group discussed inviting additional City staff to present at future Committee meetings. They expressed interest in hearing more from the Sustainability Coordinator, the Communications Coordinator, and a spokesperson from DarkSky International.

**ADJOURNMENT**

Kirtz adjourned the meeting at 7:04 p.m.

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Kayla Kirtz, Staff Liaison

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Date

## MINUTES

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### ROLL CALL

Present: Hanelitz, Larson, Lyng, Myers, Pendaz-Foster

Absent: Hansen, Hart, Heid, Myrfield, Sande

Staff: Rachel Leen, Communications Coordinator; Gwen Casey, Minnesota GreenCorps Member; Kayla Kirtz, Sustainability Coordinator

### CONSIDERATION OF MINUTES

#### A. November 19, 2025 Meeting Minutes

Consideration of the November 19, 2025 Meeting Minutes was postponed for a future meeting. Committee members noted they did not have any edits to make to the minutes.

### NEW BUSINESS

#### A. Guest Speaker: Rachel Leen, Communications Coordinator

Rachel Leen gave a presentation on the City's communications channels, including information about the City newsletters, social media pages, partner agencies, and scheduling cadence. The Committee asked how much visit traction the Sustainability pages get on the City website. Leen said she could look into the analytics and provide the data to the Committee. A Committee member asked which of the City's channels has the most reach. Leen said that the City Facebook has the most broad ranging audience. Committee members requested edits to the Sustainability landing page on the City website, such as explaining GreenStep Step 5 and adding a link to the Organics Recycling page. The group also discussed the possibility of creating short-form video content.

#### B. Plastic-Free Challenge

Kirtz introduced the Plastic-Free Challenge to the Committee and explained that the City has signed on to be a partner organization this year. Kirtz was seeking the Committee's support and involvement in various ways:

- Join the City of Robbinsdale's Plastic-Free Challenge Team.
- Promote the City's PFC Team.
- Promote the multi-city educational events occurring on February 3rd and February 4th.

Kirtz said that she would send the PFC link and additional information to the Committee.

### OLD BUSINESS

#### A. Bike/Pedestrian Infrastructure Letter of Support

Kirtz was seeking the Committee's approval of the Bike/Pedestrian Infrastructure Letter of Support to be submitted to the City Council during an upcoming Work Session. The Committee voiced their support for the draft letter and Kirtz said she would submit it accordingly. Kirtz also stated she would inform the Committee when the meeting details are finalized.

**INFORMATION ONLY**

A. City Council Recommendations Follow-Up

Kirtz updated the group that a grant application has been submitted to the Minnesota Pollution Control Agency for local climate action planning. She also stated that she has been working with the City Forester/Natural Resources Specialist and the Water Resources Specialist on the City Hall turf grass conversion project. They received a proposal from Prairie Restorations Inc. and plan to apply for grant funding from the Department of Natural Resources. Finally, Kirtz informed the group that staff intend to design and purchase general "City Volunteer" t-shirts for committee members and commissioners to use while volunteering on behalf of the City. Then the Committee discussed various ideas for tabling and engagement. Kirtz said that she will plan to ask the Committee to make a more robust plan for tabling and engagement at the next Sustainability Committee meeting.

**ADJOURNMENT**

Kirtz adjourned the meeting at 7:37 p.m.

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Kayla Kirtz, Staff Liaison

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Date

TO: Sustainability Committee  
 PREPARED BY: Kayla Kirtz, Sustainability Coordinator  
 DATE: March 18, 2026  
 RE: Community Engagement Planning

**Background:**

## Year Ahead: Community Engagement Events

Events			Awareness Programming			
						
<b>Tabling at Events:</b> - Whiz Bang - Chamber of Commerce - Boo Bash - Native Plant Sale - Diggers Plant Sale	<b>Compost Pickup</b> - Native Plant Sale - Rain Garden Planting - Community Garden Seed Swap	<b>Electric Energy 101</b> In-person workshop to educate on moving to electric energy-sourced items in the home (appliances, yard tools, lighting, etc.)	<b>Fall into Winter Awareness</b> - Campaign about Fall and Winter yard best-practices, including storm drain, responsible yard waste cleanout and smart salting - Home energy	<b>New Habits Awareness</b> - Campaign around easy intro ways to incorporate sustainable practices - Meet people where they are - Small changes make a difference	<b>Electrify Your Ride</b> In-person workshop to educate on electric and hybrid vehicles with: - Cars to tour - Information on how to decide which option meets your needs - Answering charging questions	<b>Organics &amp; Awareness</b> Campaign to encourage adoption of composting and recycling including reusing plastic

The Community Engagement subcommittee proposed some programming ideas for the committee to address. There have also been numerous discussions at Committee meetings about tabling strategies, information sharing, and giveaways.

**Analysis:**

The following is a list of upcoming City events that would be considered opportunities for the Committee to table at.

Month	Date	Time	Location	Event
April	22nd	4:00-5:30 p.m.	South Halifax Park	Earth Day Clean Up
April	25th	9:30-11:00 a.m.	TBD	Arbor Day
May	16th	9:00 a.m.-12:00 p.m.	Robbinsdale Public Works	Furniture Reuse Collection Event

May	16th	TBD	Lee Park	Native Plant Kit Pick Up + Compost Giveaway
May	21st	6:30-7:30 p.m.	South Halifax Park	Community Clean Up
June	6th	TBD	Downtown Community Garden	Kids Compost Event w/ Gwen
June	6th	9:00 a.m.-3:00 p.m.	Robbinsdale Historic Library	Diggers Plant Sale
July	9-12th	Various	Various	Whiz Bang Days
July	23rd	6:00-8:00 p.m.	Kelly Park	Pets in the Park
August	4th	Various	Various	National Night Out
August	8th	11:00 a.m.-3:00 p.m.	Robbinsdale Public Safety Building	Public Safety Open House
September	TBD	TBD	Downtown Robbinsdale	Chamber of Commerce Meet & Greet
September	19th	10:00 a.m.-12:00 p.m.	Crystal Community Center	Vehicle Fair
October	3rd	5:00-7:00 p.m.	Sanborn Park	Birdtown Boo Bash

Other ideas to consider:

- Partner with Diggers Garden Club
- Hennepin County Swap Event
- Shred Event (fall)
- Additional South Halifax clean up
- Event w/ City Hall EV charger

**Recommendation:**

Identify which City events the Committee would like to table at. Determine what information you'd like to prioritize at each event. Identify a list of items you'd like to have at each event. Identify and/or schedule any other Committee-sponsored events.

**Attachments:**

None