

**Minneapolis Clean Energy Partnership**  
**ENERGY VISION ADVISORY COMMITTEE**  
330 Second Avenue South Building, Training Center  
Tuesday, December 7, 2016  
4:00 – 6:00 p.m.

**Q4 2016 Meeting Notes**

**Committee members present:** Chairs: Jamez Staples, Billy Weber. Members: Louis Alemayehu, Trevor Drake, Chris Duffrin, John Farrell, Janne Flisrand, Matt Kazinka, Kevin Lewis, Julia Silvis

**Committee members excused:** Cameran Bailey, Timothy Gaetz, Annie Levenson-Falk, Karen Monahan

**Guests:** Timothy DenHerder-Thomas, Abby Finis, Marcus Mills, Patty O’Keefe, Rebecca Olson, Lee E. Samelson, Shane Stennes

**Planning Team/staff present:** Sarah Barrow, Bridget Dockter, Luke Hollenkamp, Nick Mark, Louis Mondale, Kelly Muellman, Audrey Partridge, Gayle Prest, Brady Steigauf, Al Swintek, Marsha Wagner

**1. Welcome and Introductions**

Co-Chair Billy Weber called the meeting of the Energy Vision Advisory Committee (EVAC) to order. Billy reviewed the agenda, then invited EVAC members, staff and guests to introduce themselves.

**2. Review and Approval of Agenda and Minutes**

It was MOVED and SECONDED that the minutes from August 29 (Q3 2016) be approved. Motion CARRIED.

**3. EVAC Membership (Planning Team)**

On behalf of the Planning Team and Clean Energy Partnership (CEP) Board members, Luke Hollenkamp thanked EVAC members, adding that the great recommendations made by EVAC and their hard work during the past two years are valued and much appreciated. Brady Steigauf distributed to EVAC members present Certificates of Appreciation signed by Mayor Betsy Hodges and Laura McCarten, Chair and Vice Chair, respectively, of the CEP Board.

Looking forward to the next two year term, ten EVAC members are returning: Louis Alemayehu, Cameran Bailey, Trevor Drake, John Farrell, Timothy Gaetz, Matt Kazinka, Kevin Lewis, Julia Silvis, Jamez Staples and William Weber. Five EVAC members are departing: Chris Duffrin, Center for Energy & Environment; Karen Monahan, Sierra Club; Janne Flisrand, Flisrand Consulting; Annie Levinson Falk, Private Citizen; and Sydney Jordan, Union Representative (previously resigned). The five new members are: Timothy DenHerder-Thomas, Cooperative Energy Futures; Abby Finis, CR Planning/Great Plains Institute; Patty O’Keefe, MN350; Rebecca Olson, Neighborhood Energy Connection; and Shane Stennes, University of Minnesota.

On the Planning Team Nick Mark is being replaced by Audrey Partridge as the primary representative of CenterPoint Energy, transitioning over the next few months. Sarah Barrow has replaced Ani Backa as a Community Relations representative of Xcel Energy.

#### **4. Review and Discussion of 2017-2018 Work Plan Recommendations (Weber/Staples)**

[Please see [website](#) for meeting documents]

Billy said there are three major items for business at this meeting: (1) adopting the recommendations for the 2017-2018 Work Plan, (2) reviewing the prioritization survey completed by EVAC members, and (3) discussing the function of Work Groups in the future. He thanked those who participated in the recent Residential and Commercial small group meetings, as well as the City Enterprise meeting. All the meetings were productive and led to the recommendations proposed for the new Work Plan.

Introducing the Work Plan Recommendations (Attachment B), Billy steered EVAC members to Item #5, City Enterprise, and allowed a few minutes for them to read through that section which contains specific activities recommended by EVAC for the Work Plan. EVAC members were then invited to offer feedback and suggestions specifically about City Enterprise. In the following discussion these points were made:

- This 2017-2018 Activities appear to be a piece of something greater. It would be helpful to be informed about what the big picture and ultimate goal is that we're trying to achieve.
- On the fleet item:
  - It would be good to use this as a pilot or in some way capture the learning so it could be applied in the future to citizens.
  - It should explicitly address carbon emissions.
  - It was **MOVED** and **SECONDED** that the following Motion be approved:  
EVAC recommends adding specific language about (1) carbon emissions and (2) capture learning to transfer to the private sector.  
Motion **CARRIED**.
- On the renewable energy policy item:
  - It was clarified that the City enterprise has 0.4% in renewable energy credits (RECs) from wind source.
  - It does not state a specific number or deadline. Since technology exists now to economically meet these goals, after considerable discussion it was **MOVED** and **SECONDED** that the following Motion be approved:  
EVAC recommends adding goals of 100% renewable electricity by 2030, and net zero energy by 2050.  
Motion **CARRIED**.
- On the item regarding an RFP for development of solar gardens hosted on city property, an adder (bonus credit on electric bill for each kWh of solar produced) in the residential market is not included because it has not yet been determined. The Department of Commerce is currently studying that issue.
- The Sustainable Building Policy will be widely applicable to both commercial and residential and does not need to be stated as such.

Expanding on his point about the big picture and how to get there, Louis Alemayehu explained that while it is good to look at the various parts, it would be helpful to look at the vision for where we need to go in order to have a livable, sustainable region. John Farrell said that this work is driven by the Climate Action Plan (CAP) and Energy Vision document, which lay out the long-term vision for all of the Work Plan items. Billy said that it has been a struggle to make time for these kinds of conversations in the past, but discussions have already been held with the Planning Team about carving out space to do this during future EVAC meetings, especially as five new EVAC members are being initiated. It was determined by consensus that the Q1 2017 meeting should contain a review of relevant goals in the CAP and allow time for discussion.

Referencing the EVAC recommendations for the 2017-2018 Work Plan in its entirety, Billy invited people to offer any feedback, changes or additions they might have.

- The recommendations seem to have a lot of references to the 2015-2016 Work Plan. While the bullet points regarding activities have been updated, the preceding descriptions seem to describe where we were two years ago. That text will be updated by the Planning Team.
- A procedural question was asked about prioritization of recommendations. The prioritization resulting from the survey of EVAC members has been included in its entirety, although some of the items have been augmented. Prioritization was requested by the CEP Board at its Q4 2016 meeting, and they will have access to EVAC recommendations prior to the Q1 2017 CEP Board meeting. [Further discussion on the prioritization survey was conducted later in the meeting.]
- In Item #1, Residential, 1-4 Unit Activities:
  - First bullet: Regarding community engagement, priority should be given to the worst-performing buildings. That item already states “particularly in historically underserved areas and populations” but language could be added to specifically target this group. At the CEP Board meeting Council Member Glidden discussed expanding benchmarking to the 403 multi-family housing buildings that are larger than 50,000 square feet. While the Planning Team is working on several approaches, this would be one way to identify the lowest quartile performers. Gayle Prest cautioned that this was put forward by one Council Member but has not been vetted by the City Council.
  - Second bullet: Add the word “financing” so it reads: “Implement on-bill repayment or financing mechanism...”
  - Third bullet: Rather than mandating disclosure of energy usage at “time-of-sale or time-of-rent” it should be changed to state “time-of-listing or time-of-advertising” which is when people are making their decisions about what they are considering. It was discussed that the language implied it would happen during the decision making time frame, for which “of-sale” is standard shorthand.
- Under Key Strategies, a section should be added about Funding and establishing a budget for community engagement, program development, staffing, research, etc. One possibility would be to increase the franchise fee.

At the conclusion of this discussion, it was **MOVED** and **SECONDED** that the Motion to adopt the proposed EVAC recommendations to the CEP Board for the 2017-2018 Work Plan, as amended, be approved. Motion **CARRIED**. A red-lined version showing changes to the recommendations will be provided by Billy Weber to EVAC members.

Prioritization (by EVAC member survey) has not been used to re-order the Work Plan, but the recommendations have been re-ordered in the separate survey results document that will also be given to CEP Board members. The CEP Board will receive the survey results in a separate document, along with a preamble or cover letter by EVAC asking them to keep in mind the overarching goal of reducing carbon emissions. It should also be stressed that funding is a high priority, and is directly linked to accomplishing all of the goals. The verbatim comments elicited from the survey were good, and some could possibly be used in the preamble to the CEP Board. For instance, it was pointed out that some of the goals are easier than others to accomplish. Even if they have lower priority the easy things should just be done, and they should begin working on the things that are more difficult.

At the conclusion of the discussion on the survey results document, it was **MOVED** and **SECONDED** that the Motion to forward the document, *Memorandum: EVAC Survey Results for 2017-2018 Work Plan Recommendations*, to the CEP Board with a cover letter by EVAC be approved. Motion **CARRIED**.

#### **5. Work Group Discussion (Weber/Staples)**

EVAC Co-chairs and the Planning Team have discussed staffing availability for Work Groups. EVAC can have as many Work Groups as they wish, but due to time and funding constraints not all of them will have Planning Team staff available to manage and be present at their meetings. EVAC has been asked to determine which Work Groups are short-term (“fast-burning”) and would benefit from having staff involvement, and which are long-term (“slow-burning”) or have just a couple of members and can be self-managed and work independently. Billy asked those involved in Work Groups in the past year to give a brief description of what they did, what their needs are going forward, and whether they are “slow” or “fast” burning.

*Multi-Family Building Efficiency Program (MFBE)*: Janne Flisrand said this has two phases, one of which would be short-term and one which may or may not happen but would be long-term. The first phase is assessing the viability of using MFBE as a mechanism to preserve existing affordable housing that is not currently subsidized. It would involve exploring what it would look like, someone who could help do this, what the options are, and whether it is appealing enough to owners that they would be willing to participate. It would require participation of someone from CPED (possibly Angie Skildum, Manager of Residential Finance, Housing Policy & Development, or someone on her team), other city staff, and EVAC/Planning Team members. It would be interdisciplinary and beyond the scope of EVAC to be viable. If the first phase moves forward, the second phase would be the process of determining what that looks like. The concept is that the MFBE has two levels of rebates: one level for buildings that are not classified as affordable according to the Department of Commerce, and a higher level of rebates for buildings that do meet that standard. It is a very appealing program, and with the current crisis in the City of Minneapolis of losing buildings that have affordable rent, there could be a partnership between CPED’s Multifamily Housing division and MFBE to preserve some of those buildings as affordable and cap their rents. This Work Group would require staff involvement.

*Community Engagement Work Group*: Matt Kazinka was involved in leading this group that met to determine what is needed to improve engagement of people in Minneapolis – especially those

in underserved communities – in energy efficiency programs and opportunities. EVAC ultimately recommended and the CEP Board adopted a plan to conduct a pilot community engagement project with a pool of money going to community-based organizations to engage certain groups on energy efficiency. An RFP went out and the Planning Team is in the process of selecting proposals for designing and implementing projects that will be accomplished next year. They will report on what EVAC and CEP do to improve engagement in the future. Going forward this Work Group will monitor what is happening with the pilot projects, and consider and propose next steps. This Work Group would support the Planning Team in working with the pilot projects, and can be activated as needed.

*Funding:* This Work Group would be considered “fast-burning” and staff-intensive during the next three to six months. EVAC wants to get funding in place as quickly as possible; and if an increase in the franchise fee is to be considered as one of the primary funding alternatives, EVAC would like to have it voted on in 2017. In discussions with city staff a timeline has been established to accomplish this. Billy offered to share that timeline with any interested EVAC members.

*Work Force:* Jamez said this should be clearly addressed and taken into consideration by EVAC. As we move down the path to achieving the goals that have been set, it is important to begin to think about how we will get there on the front side. This did not rise to the top in the survey; however, Jamez is working with other people on these issues and they are interested in participating as part of an ad hoc group. This is currently considered “slow-burning,” and while staff is not needed at this point they may ask for staff participation in the future. Billy added that workforce training and job opportunities are emphasized in several places in the Work Plan. When there are questions that arise it would be helpful to have a Work Group in place to respond.

*Small Business:* Trevor said this is “fast-burning” but he doesn’t think staff support is necessary at all times. The Lake Street pilot project that was monitored in the previous Work Plan is being completed and is shifting into the next phase. The Lake Street Council and GPI are seeking funding to explore expanding that model, including in the City of Minneapolis, which is likely to happen in 2017. It would be helpful to have some investment of staff time in the scoping process, with that possibly increasing in the piloting phase. Matt invited other EVAC members to join this Work Group, and added that he and Trevor have staff time available on their respective jobs to work on opportunities like this.

Based on these descriptions Billy concluded that he does not believe staff will be spread too thin. In 2017 there will be some short exploratory phases occurring, including potential funding, that will require staff involvement to provide information, language, etc. He asked Planning Team members to address this topic. Gayle said that the Multi-Family Work Group will be interesting and they have already identified different departments that can be brought in. Planning Team staff can provide a lot of the data that the Funding Work Group will need. They know what is happening with Engagement and will be announcing in a couple of weeks the contracted pilot partners who will be moving forward. Workforce Development is important and will certainly receive staff support as needed, as will the Small Business scoping and piloting processes. Jamez

requested that those involved in Engagement make sure that workforce opportunities are embedded into the conversation.

Gayle added that through the Engagement Work Group the Planning Team learned that an engaged group can get things done, with the bulk of the work accomplished by the Work Group Chair. Luke agreed, reiterating that each Work Group should have a Chair so there is one point person to communicate with. As we are entering a transition stage with five new incoming EVAC members, it will be interesting to see what priorities will emerge. Billy asked the incoming members to consider which of these Work Groups they might be interested in participating in, and what topics they would like to see considered in their service on EVAC.

Becky Olson: She is interested in being involved in one or two groups, and asked about the decision process on when to create a new Work Group. Billy replied that a Work Group is formed when a topic arises that needs to be delved into more in-depth, or is a project like Community Engagement which culminated in release of an RFP.

Abby Finis: She had the same questions as Becky about formation of Work Groups, but also the duration of the Work Group's existence, and she wondered about cross-pollination. Billy replied that when a Group Work is created they try to be very clear about the task or outcome so they know when it has been accomplished. As an example, the Multi-family Energy Efficiency Program is initially tasked with exploring the viability of the program, then reports back to EVAC. The tendency is to have a discussion, then charge a group.

Timothy DenHerder-Thomas: He is interested in the Funding discussion, and would like to see Work Groups formed around the City Enterprise renewable energy piece and financing energy efficiency programs.

Patty O'Keefe: She is also interested in the Funding discussion, thinking not only about the franchise fee but also other potential funding sources to ensure that CEP is fully funded for the long term. She is very excited to get involved where and as needed.

Shane Stennes: He is happy to participate wherever needed, but can contribute a fair amount to Community Engagement.

Billy said that continuing EVAC members are interested in getting started on some of these things, particularly Funding. He asked that current EVAC members charge that Work Group at this meeting so staff can begin to gather data and information, and address and respond to technical questions this year. EVAC members approved by consensus to charge the Funding Work Group to explore and pursue potential strategies to fund CEP's work, specifically through the exploration of the utility franchise fee. Work of this group would include creating recommendations to the CEP Board on budget, sources and program funding allocation. John Farrell volunteered to be Chair (or Co-Chair with another EVAC member) and convener of the Funding Work Group. John, with assistance from Luke, will send a notice to existing and new EVAC members to convene a meeting of those interested in being on the Funding Work Group. Staff will be required.

As a general rule a Work Group must have an EVAC member as its Chair and convener. Billy invited EVAC members to consider being involved at that level, particularly with the Multi-family Work Group since Janne is stepping down from EVAC. Work Group discussion and formation will take place during the Q1 2017 meeting.

## 6. Open Discussion and Announcements

- On behalf of the Planning Team Luke again thanked EVAC members for their great work, especially acknowledging and thanking Billy and Jamez for the amazing amount of work they did as Co-Chairs. Applause ensued.
- Regarding the content in the Work Plan around City Enterprise and regulatory items, a request was made that the Planning Team be shown the data around rental licensing to incentivize efficiency, time of advertising, etc. Gayle said that the Planning Team will update the data and present it at a future meeting. Billy requested that it be part of the briefing at the Q1 EVAC meeting. He also asked that data for fleet conversion that was done for heavy trucks be included in a briefing packet for Q1.
- Bridget offered to provide updates from the utilities on their respective programs.
- Luke said Doodle polls will be sent out soon to establish the 2017 meeting schedule. He suggested that in addition to presentations and updates at the Q1 EVAC meeting, an orientation specifically for new members will be held beginning one hour prior to the meeting. Returning members would also be invited to attend that meeting.
- With Billy and Jamez stepping down as EVAC Co-Chairs, the CEP Board will appoint one Chair prior to the Q1 EVAC meeting. The other Chair will be selected by EVAC members at the Q1 meeting. Luke invited anyone interested in serving as the EVAC nominated Co-Chair to contact Billy, Jamez or Planning Team members to learn more about what it entails.

The meeting was adjourned at 5:59 p.m.

*This constitutes my understanding of items discussed and decisions reached.  
If there are any omissions or discrepancies, please notify the author in writing.*

Submitted by:

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