



Environment and Natural Resources Trust Fund (ENRTF)

M.L. 2019 ENRTF Work Plan (Main Document)

Today's Date: October 25, 2018

Date of Next Status Update Report: March 1, 2020

Date of Work Plan Approval:

Project Completion Date: June 30, 2022

Does this submission include an amendment request? No

PROJECT TITLE: Modeling Energy and Environmental Roadmaps for Minnesota Communities

Project Manager: Blaine C. Hill, City Manager

Organization: City of Morris

College/Department/Division: City Manager Office

Mailing Address: 610 Oregon Avenue

City/State/Zip Code: Morris, Minnesota 56267

Telephone Number: 320-589-3141

Email Address: bhill@ci.morris.mn.us

Web Address: www.ci.morris.mn.us

Location: Statewide

Total Project Budget: \$150,000

Amount Spent: \$0

Balance: \$150,000

Legal Citation: M.L. 2019, Chp. xx, Sec. xx, Subd. xx

Appropriation Language:

I. PROJECT STATEMENT:

We propose to develop a model community for energy and environmental stewardship which can then serve as a roadmap for other communities across state. Minnesota communities are searching for opportunities to improve their energy use and become more environmentally sound. Many opportunities exist to become more energy efficient, develop local energy systems, protect water resources, better manage municipal waste, and become more vibrant and resilient communities. However, communities like Morris have limited financial resources to contend with ever-growing energy and environmental challenges. A roadmap will help communities make key energy and environmental decisions and provide much needed education for citizens. Teaming with others such as the University of Minnesota, the City of Morris is leading an effort to model an energy and environmental roadmap for Minnesota communities. The “Morris Model” roadmap will provide insights on incorporating energy and environmental best management practices to achieve improvements in air and water quality, climate impacts, energy efficiency, waste management, recycling, and overall resiliency.

The City of Morris is a formal sister-city with Saerbeck, Germany. This German community won the European Energy Award and is a global leader in developing innovative approaches to address energy and environmental issues at the community level. With guidance from Saerbeck, the Morris Model team has developed a list of 100 projects to pursue. The projects were developed with input from businesses, city and county government, local hospital, elementary and secondary schools, Saerbeck officials, and University campuses within the community. The Morris Model projects are divided into five categories including Energy Conservation, Clean Energy, Community Resilience and Sustainability Planning, Saerbeck Partnership, and Community Education and Capacity-Building. After reviewing the project list, the team realized two important factors. First, we can complete the vast majority of the projects with assistance of a full-time coordinator. And second, the Morris Model can serve as an effective roadmap for other Minnesota communities. Therefore, we respectfully request funding to develop an energy and environmental roadmap, educate our local citizens, and provide outreach to communities across the state.

The outcomes of the project will be:

- An Energy Conservation and Clean Energy Plan for the City of Morris, which includes municipal- scale energy and energy security goals and activities
- A Community Resilience and Conservation Ethic Plan for the City of Morris, which includes water and energy conservation and waste reduction goals and activities as well as the community engagement needed for their implementation.
- Initiation of implementation of at least 2 goals identified in the plans
- A “road map” guide that will be shared with other Minnesota communities so they can develop their own sustainability and resilience plans.

II. OVERALL PROJECT STATUS UPDATES:

First Update March 1, 2020

Second Update September 1, 2020

Third Update March 1, 2021

Fourth Update September 1, 2021

Fifth Update March 1, 2022

Final Report between project end (June 30) and August 15, 2022

III. PROJECT ACTIVITIES AND OUTCOMES:

ACTIVITY 1 Title: Developing and Implementing Energy Conservation and Clean Energy Plans

Description:

Data from local government buildings will be compiled using existing meters and invoices. Data will be summarized in order to get baseline energy consumption. Based on this data, the city, county, school, and University will be encouraged to establish goals for reducing energy consumption and increasing clean energy generation. The same approach will then be applied to residential and commercial buildings. A comprehensive plan will be developed to achieve these goals. We will then begin implementing this plan.

ACTIVITY 1 ENRTF BUDGET: \$60,120

Outcome	Completion Date
<i>1. Summarize available energy consumption data on all local residential, municipal, and commercial buildings</i>	<i>12/31/2020</i>
<i>2. Establish goals for reducing energy consumption in public facilities</i>	<i>6/30/2021</i>
<i>3. Establish goals for energy conservation and clean energy for residents and businesses</i>	<i>6/30/2021</i>
<i>4. Develop and begin implementing at least 2 goals from the plan to incorporate energy conservation measures and clean energy alternatives in public facilities</i>	<i>12/31/2021</i>
<i>5. Develop and begin implementing at least 2 goals from the energy conservation and clean energy plan for residents and businesses.</i>	<i>5/31/2022</i>
<i>6. Complete a feasibility study on developing a resilient and smart micro-grid for the city</i>	<i>5/31/2022</i>

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Activity 2 Title: Developing and Implementing a Community Resilience and Conservation Ethic Plan

Description:

Resilience and conservation stewardship plans will be developed, including activities that can be undertaken at a residential and individual scale with support from the city and county. Plans will incorporate items such as waste reduction, composting, improving water quality and use, recycling, use of recycled materials, bike and bike path programs, energy conservation, GHG reduction, planning for extreme weather, electric vehicle adoption, incentivizing participation, and community education and outreach.

ENRTF BUDGET: \$59,627

Outcome	Completion Date
<i>1. Complete a community resilience and conservation stewardship plan including activities that can be undertaken at a residential and individual scale with support from the city and county.</i>	<i>12/31/2020</i>

2. Establish programs that promote and incentivize conservation stewardship	6/30/2021
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Activity 3 Title: Community Education, Capacity Building, and Statewide Outreach

Description:

The coordinator will establish a volunteer program to build capacity for implementing the community resilience and conservation stewardship programs. Education programming will be developed and implemented for local elementary and secondary schools, local governments, businesses, and residents of the community. Program materials and results will be compiled into a guide for other communities to use as a roadmap. The roadmap will be disseminated in many formats and the project team will provide outreach to communities across Minnesota.

ENRTF BUDGET: \$30,253

Outcome	Completion Date
1. Develop a community volunteer program to build capacity	12/31/2020
2. Initiate at least two goals from the community resilience and conservation stewardship plan	6/30/2021
3. Complete the guide "Energy and Environmental Roadmap for Minnesota Communities"	12/31/2021

First Update March 1, 2020

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Third Update March 1, 2021

Fourth Update September 1, 2021

Fifth Update March 1, 2022

Final Report between project end (June 30) and August 15, 2022

IV. DISSEMINATION:

Description:

The purpose of this project is to generate various projects and to share that information with other communities so that they can learn how to do what we do. The sharing of this information will be done through various media to include depositing the information on our current website www.morrismodel.com. In addition the plan is to generate presentations that can be provided at various locations. This includes traveling several times during the year to make presentations. Finally, the City of Morris is in the process of developing social media

platforms for the dissemination of information to the general public. These platforms can be used to disseminate this information. It may be written or even in the form of a video that could be shared. At a minimum, the project coordinator and manager will insure that prepared reports are disseminated at the noted times.

The Minnesota Environment and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the [ENRTF Acknowledgement Guidelines](#).

First Update March 1, 2020

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Third Update March 1, 2021

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Fifth Update March 1, 2022

Final Report between project end (June 30) and August 15, 2022

V. ADDITIONAL BUDGET INFORMATION:

A. Personnel and Capital Expenditures

Explanation of Capital Expenditures Greater Than \$5,000: None

Explanation of Use of Classified Staff: N/A

Total Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation: 1

Enter Total Estimated Personnel Hours for entire duration of project: 5,200 – 2.5 years	Divide total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: 1
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Total Number of Full-time Equivalents (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation: None

Enter Total Estimated Contract Personnel Hours for entire duration of project: N/A	Divide total contract hours by 2,080 hours in 1 yr = TOTAL FTE: N/A
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VI. PROJECT PARTNERS:

A. Partners receiving ENRTF funding

Name	Title	Affiliation	Role
Blaine Hill	City Manager	City of Morris	Project Manager

B. Partners NOT receiving ENRTF funding

Name	Title	Affiliation	Role
Bryan Herrmann	Vice Chancellor, Finance	UMN, Morris	Morris Model Team
Eric Buchanan	Renewable Energy Scientist	UMN WCROC	Morris Model Team

VII. LONG-TERM- IMPLEMENTATION AND FUNDING:

A second phase is anticipated using thermal imaging drones to audit energy losses within government facilities, businesses, and residences. Once established, programs are intended to be financed in part through energy savings and possibly service fees intended to encourage a conservation ethic.

VIII. REPORTING REQUIREMENTS:

- Project status update reports will be submitted March 1 and September 1 each year of the project
- A final report and associated products will be submitted between June 30 and August 15, 2022

IX. SEE ADDITIONAL WORK PLAN COMPONENTS:

A. Budget Spreadsheet. See Attached.

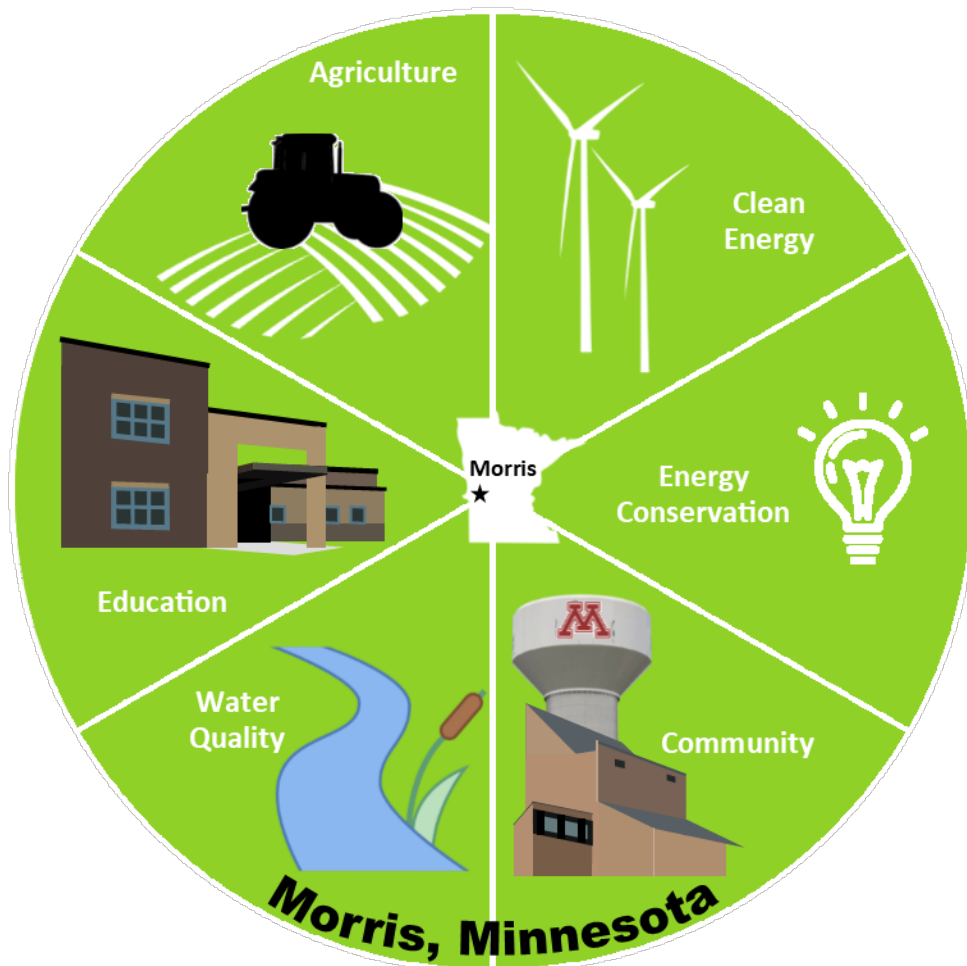
B. Visual Component or Map. See Attached.

C. Parcel List Spreadsheet. N/A

D. Acquisition, Easements, and Restoration Requirements. N/A.

E. Research Addendum. N/A

B. Visual Component or Map



Located along the Pomme De Terre River in west central Minnesota, the City of Morris has 5,349 residents. Agriculture and farming is the main industry of the region, but the community is also home to a vibrant manufacturing base. The city has rich educational and research resources including the University of Minnesota – Morris, University of Minnesota -West Central Research and Outreach Center, and the USDA ARS North Central Soils Conservation Research Lab. As the county seat for Stevens, the city also has a public and private elementary school, public high school, and the Stevens Community Medical Center (clinic and hospital). In recognition of past leadership in the area of energy and the environment, the City of Morris has won many awards including the 2017 Local Government Innovation Award from the University of Minnesota Humphrey Institute. The award was sponsored by the Bush Foundation, the League of Minnesota Cities, the Minnesota Association of Townships, the Association of Minnesota Counties, and the Minnesota School Boards Association. The city has achieved GreenStep Cities II certification from the MPCA and was one of five cities within the state to be included in the Climate-Smart Municipal Partnership with North Rhine Westphalia, Germany. To learn more about the Morris Model and community energy and environmental stewardship efforts, go to www.morrismodel.org.

Attachment A:
Environment and Natural Resources Trust Fund
M.L. 2019 Budget Spreadsheet



Legal Citation:

Project Manager: Blaine C. Hill

Project Title: City Manager

Organization: City of Morris

Project Budget: \$150,000

Project Length and Completion Date: 3 Year - June 30, 2022

Today's Date: October 25, 2018

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET	Budget	Amount Spent	Balance
BUDGET ITEM			
Personnel (Wages and Benefits)	\$ 142,975	\$ -	\$ 142,975
Personnel: \$137,475 to fund a project coordinator position for two and one half years as follows (1 FTE, 2.5 years, 32% Fringe, 2% COLA): \$54,120 in Year 1, \$55,202 in Year 2, \$28,153 in Year 3. \$5,500 to fund undergraduate student intern positions as follows (1 year, 0% Fringe) \$5,500 all in Year 1.			
Professional/Technical/Service Contracts			
N/A	\$ -	\$ -	\$ -
Equipment/Tools/Supplies			
Educational signage and other multi-media supplies to be used by project coordinator and manager for dedicated education and outreach programming.	\$ 2,975	\$ -	\$ 2,975
Capital Expenditures Over \$5,000			
N/A	\$ -	\$ -	\$ -
Fee Title Acquisition			
N/A	\$ -	\$ -	\$ -
Easement Acquisition			
N/A	\$ -	\$ -	\$ -
Professional Services for Acquisition			
N/A	\$ -	\$ -	\$ -
Printing			
The printing of an "Energy and Environmental Roadmap for Minnesota Communities" guide to be used by the project coordinator and manager (\$8/ copy x 200 copies).	\$ 1,600	\$ -	\$ 1,600
Travel expenses in Minnesota			
In-state travel for project manager and coordinator to conduct outreach to Minnesota communities. Amount includes \$1,635 for mileage (4 trips per year x 2.5 (rounded to 3) x average round trip of 250 miles x \$.545 / mile), \$600 lodging (2 nights per year x 2.5 (rounded to 3) years x \$100 per room), \$216 for employee meals while on trips assuming 12 lunches and 6 dinners due to overnight stays, also assuming lodging will have continental breakfast @ \$12 /meal for lunches and dinners.	\$ 2,450	\$ -	\$ 2,450
Other			
N/A	\$ -	\$ -	\$ -
COLUMN TOTAL	\$ 150,000	\$ -	\$ 150,000

OTHER FUNDS CONTRIBUTED TO THE PROJECT	Status (secured or pending)	Budget	Spent	Balance
Non-State:		\$ -	\$ -	\$ -
State:		\$ -	\$ -	\$ -
In kind:		\$ -	\$ -	\$ -

PAST AND CURRENT ENRTF APPROPRIATIONS	Amount legally obligated but not yet spent	Budget	Spent	Balance
Current appropriation:		\$ -	\$ -	\$ -
Past appropriations:		\$ -	\$ -	\$ -