



Environment and Natural Resources Trust Fund

M.L. 2022 Approved Work Plan

General Information

ID Number: 2022-291

Staff Lead: Becca Nash

Date this document submitted to LCCMR: June 14, 2022

Project Title: Morris GHG Emissions Inventory and Mitigation Strategies

Project Budget: \$170,000

Project Manager Information

Name: Blaine Hill

Organization: City of Morris

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Project Reporting

Date Work Plan Approved by LCCMR: June 27, 2022

Reporting Schedule: March 1 / September 1 of each year.

Project Completion: July 31, 2025

Final Report Due Date: September 14, 2025

Legal Information

Legal Citation: M.L. 2022, Chp. 94, Art. , Sec. 2, Subd. 07b

Appropriation Language: \$170,000 the second year is from the trust fund to the commissioner of natural resources for an agreement with the city of Morris to conserve natural resources by conducting a greenhouse gas (GHG) emissions inventory of city and county operations as part of the Morris Model partnership, implementing policy to achieve targeted reductions, and disseminating findings. This appropriation is available until June 30, 2026, by which time the project must be completed and final products delivered.

Appropriation End Date: June 30, 2025

Narrative

Project Summary: Conduct GHG emissions inventory of City and County operations within the operational boundary of the Morris Model partnership, implement policy to achieve regional targeted reductions, and document and disseminate findings

Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.

The City of Morris has been working on improving the resiliency and clean energy economy of its community and surrounding region for over ten years. While the city has recently realized many successes in the development of clean energy projects and energy efficiency initiatives, community resiliency planning, and waste management practices to divert municipal solid waste from landfills, what has been lacking in these efforts is an explicit climate-focused approach objectively evaluate the results of these practices in line with the State's greenhouse gas (GHG) emissions reduction targets as stated in the Next Generation Energy Act of 2007. The city has inherently been contributing towards these goals via decarbonization of local energy resources and raising resident awareness of their individual contributions to a changing climate from consequential GHG emissions, however at this time the city has lacked the operational capacity to conduct a thorough stock-take of its emissions profile. An ongoing LCCMR-funded initiative is aggregating all the requisite county-scale energy production and consumption data, creating resiliency and energy efficiency and conservation strategy planning documents, and building volunteer and citizen-advocacy capabilities to support this important next step of quantifying the impacts of this work on actual GHG emissions.

What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.

This proposal seeks to hire a full-time project manager to oversee the implementation of a GHG emissions tracking and reduction program for Morris city operations, as well as identify and execute the most accurate method of modeling and reducing the GHG emissions resulting from residential housing stock and commercial operations within the county. The project manager will also be responsible for integrating GHG reduction initiatives and identifying reduction targets for inclusion in local government planning documents and ordinances. These efforts will expand upon recent successes of the Morris Model partnership to encourage clean energy development and energy conservation/efficiency improvements, and realizes the importance of evaluating these projects within the context of aiding the state in reaching its climate and GHG reduction goals. Through the work of a LCCMR-funded sustainability coordinator the city has drafted solar-friendly zoning ordinances, electrified some of its school and city transit fleet, and is reviewing proposals to install PV systems on municipal buildings. This work will also provide a valuable service to state-level policy makers and program administrators as it will offer a lens through which they can judge the effectiveness and relevance of programs as implemented in Greater Minnesota.

What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?

The specific project outcomes include the production of an accurate tracking system for quantifying and evaluating the climate impacts of Morris Model initiatives as the partnership continues to shape public behavior and implement policy to increase energy efficiency, conservation, and clean energy system deployment. These GHG emission metrics will also provide a single common unit of assessment for prioritizing energy, waste management, transportation, and other improvement projects and policy recommendations to City and County officials. The ultimate goal is to formulate a model process by which other rural communities can implement and evaluate their own processes.

Project Location

What is the best scale for describing where your work will take place?

Region(s): Central

What is the best scale to describe the area impacted by your work?

Statewide

When will the work impact occur?

During the Project and In the Future

Activities and Milestones

Activity 1: Greenhouse Gas Emissions Inventory and Assessment

Activity Budget: \$57,745

Activity Description:

This activity strives to limit anthropogenic impacts to local, regional, and state natural resources by establishing a system whereby elected officials, business owners, and citizens can establish the metrics required to track the consequential GHG emissions from business-as-usual policies and operations. With this critical information in hand, the Morris Model can then turn to promoting best practices and policies to mitigate these emissions, thus improving local air quality and identifying the most effective natural resource conservation and preservation policies to safeguard these resources. By becoming a signatory member to the ICLEI alliance, local government officials will gain access to a national network and program of communities and sustainability professionals working towards these same goals. This ready access to information and best management practices will aid in integrating climate-sensitive and resiliency-themed goals into the administrative and regulatory proceedings of local government at the city and county levels, and will consistently reinforce the importance of environmental stewardship and responsible energy use in the decision-making process. Finally, the data and conclusions will be compiled into a guidance document that can be distributed to other rural communities, allowing them to create their own initiatives in this regard despite similar funding or staffing limitations.

Activity Milestones:

Description	Approximate Completion Date
Conduct complete inventory of City Government Operations-derived GHG Emissions (Scopes 1, 2, and 3)	March 31, 2024
Create baseline GHG emissions inventory at the County scale	September 30, 2024
Create and present formal report to regional partners and rural communities	January 31, 2025

Activity 2: Public education and outreach, implementation of Activity 1 findings into government decision-making process

Activity Budget: \$57,265

Activity Description:

Armed with the data and observations obtained via the pursuit of Activity 1 goals, the project coordinator will serve as a critical subject matter expert to key decision-makers in the community. Leveraging the established networks within the Climate Smart Municipalities program, GreenStep Cities program, ICLEI network, and other state and regional agencies the project coordinator will work closely with elected officials in the drafting and implementation of planning processes and sustainable targets within local government ordinances and zoning laws. This work will ultimately result in the codification of sustainable goals and climate action plans into formal government policy, and cement the ambitions of the Morris Model into the future of the city and county. This work will inevitably require community outreach and education as well, and the project coordinator will be expected to liaise with citizen advocacy groups, relevant conservation agencies and non-profits, and local media organizations to raise awareness of the importance of the work and build grassroots support for its inclusion in public conversations around prioritizing taxpayer resources and concerns toward climate conservation and adaptation to secure a sustainable future for the region.

Activity Milestones:

Description	Approximate Completion Date
Coordinate local government administrative and regulatory intent with State goals	December 31, 2024

Draft policy recommendations for Planning Commission, Morris City Council, and County Board of Commissioners	December 31, 2024
Document and disseminate project obstacles and best practices in instituting local climate-sensitive government policy	July 31, 2025

Activity 3: Energy audit and monitoring at community scale

Activity Budget: \$54,990

Activity Description:

Actions within this activity are in line with the proposed Long Term Implementation and Funding goals of the City’s 2019 LCCMR-funded project, “Modeling Energy and Environmental Roadmaps for Minnesota Communities.” Phase One of this project saw the rapid expansion of data collection and analysis capabilities related to energy use and production patterns in the County in accordance with the goals of the Morris Model and the Strategic Plan of 2018. Significant difficulties have been experienced in attempting to accurately quantify community consumption profiles for targeting areas for improvement. Phase Two, as referenced in the long term implementation section of the 2019 application, calls for a large-scale energy audit to ascertain the thermal efficiencies of building envelopes using thermal imaging technology. Stevens County has an average household energy burden of 5% (compared to the state average of 2%) and this fact, in addition to the older housing stock present in the community, points to the existence of large, cost-effective improvement potential to end-use energy efficiency profiles once they can be accurately quantified. ENRTF Funding will not be used for thermal imaging; we will be working with UMN and the West Central CERTS to secure funding.

Activity Milestones:

Description	Approximate Completion Date
Milestone 1: Coordinate partners and secure funding for thermal imaging of public/private buildings	July 31, 2024
Coordinate outreach campaign with utility providers and funding sources to address Milestone 1 findings	January 31, 2025
Continue tracking and reporting energy consumption trends for city operations	July 31, 2025

Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Bryan Herrmann, Vice Chancellor of Finance and Facilities	University of Minnesota - Morris	As a member of the Morris Model partnership, continue to provide technical and administrative support to the implementation of Morris Model initiatives in coordination with applicable University resources and programs.	No
Troy Goodnough, Sustainability Director	University of Minnesota - Morris, Office of Sustainability	As a member of the Morris Model partnership, continue to provide technical and administrative support to the implementation of Morris Model initiatives in coordination with applicable University resources and programs. Provides oversight and mentorship to student interns who assist the Morris Model.	No
Eric Buchanan, Renewable Energy Scientist	University of Minnesota - West Central Research and Outreach Center	As a member of the Morris Model partnership, continue to provide technical expertise and analysis support to the implementation of Morris Model initiatives in coordination with applicable University resources and programs.	No
Rebecca Young, County Administrator	Stevens County, MN	As a member of the Morris Model partnership, continue to provide coordination with Stevens County Board of Commissioners and other key decision-makers and elected officials to assist in the implementation of County-scale projects and policy derived from Morris Model work.	No

Dissemination

Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.

The City of Morris is committed to working on sustainability and resiliency projects and goals. We are also committed to sharing this information with the collaborators that help fund the work we do, as well as, the local collaborators with work with in the Morris Model, the public and others on social media. We attend many events where we share what we learn.

The Environment and Natural Resources Trust Fund 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 Acknowledgment Guidelines.

Long-Term Implementation and Funding

Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?

The project will create a suite of documentation and recommendations for incorporation into City and County planning and regulatory creation processes. The only ongoing work that will need to be continued at the completion of the project is the data entry and maintenance of the GHG tracking dashboard to continually monitor performance vs. reduction targets. One of the deliverables of the project will be a plan that streamlines the requisite data entry to facilitate the continued tracking into existing city administrative operations that minimizes the additional time requirements for current staff, thus no additional funding should be required to support.

Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded
Morris Energy and Environment Community Resilience Plan	M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 07d	\$150,000

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
Project Coordinator		Conduct research, analysis, and project implementation in accordance with proposed outcomes			32%	3		\$164,970
							Sub Total	\$164,970
Contracts and Services								
							Sub Total	-
Equipment, Tools, and Supplies								
	Tools and Supplies	Subscription to ICLEI ClearPath software (3 years)	Purchase a 3 year membership to ICLEI to obtain access to online GHG reporting tool and network					\$1,530
	Tools and Supplies	As-needed multi-media supplies for dissemination of findings and reports	Educational signage and other multi-media supplies to be used by project coordinator and manager for dedicated education and outreach programming.					\$1,050
							Sub Total	\$2,580
Capital Expenditures								
							Sub Total	-
Acquisitions and Stewardship								
							Sub Total	-
Travel In Minnesota								
	Miles/ Meals/ Lodging	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	In-state travel for project manager and coordinator to conduct outreach to Minnesota communities					\$2,450

		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.						
							Sub Total	\$2,450
Travel Outside Minnesota								
							Sub Total	-
Printing and Publication								
							Sub Total	-
Other Expenses								
							Sub Total	-
							Grand Total	\$170,000

Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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Non ENRTF Funds

Category	Specific Source	Use	Status	\$ Amount
State				
			State Sub Total	-
Non-State				
Cash	UMN, Clean Energy Resource Teams (CERTS)	Funding will be used for Activity 3 Milestones 1 and 2 to procure thermal imaging of public and private owned buildings. In pursuit of trying to understand weak spots in building envelope and to implement cost effective solutions for building owners.	Potential	\$5,000
			Non State Sub Total	\$5,000
			Funds Total	\$5,000

Attachments

Required Attachments

Visual Component

File: [57300674-570.pdf](#)

Alternate Text for Visual Component

General map showing location of Stevens County and Morris, MN...

Board Resolution or Letter

Title	File
City Manager Letter re: Incoming board resolution	c0b6fd0f-dfd.doc
Board Resolution Approval for LCCMR Grant Application 2022	313ecf8a-f38.doc
Background check letter	293d435e-78a.pdf

Optional Attachments

Support Letter or Other

Title	File
Morris Sustainability Strategic Plan (2018)	c2e8b76d-13e.pdf

Difference between Proposal and Work Plan

Describe changes from Proposal to Work Plan Stage

,None

Additional Acknowledgements and Conditions:

The following are acknowledgements and conditions beyond those already included in the above workplan:

Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?

N/A

Do you agree travel expenses must follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?

Yes, I agree to the Commissioner's Plan.

Does your project have potential for royalties, copyrights, patents, or sale of products and assets?

No

Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?

N/A

Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?

N/A

Does your project include original, hypothesis-driven research?

No

Does the organization have a fiscal agent for this project?

No

Map of Stevens County and Morris, MN



