

**Red Wing Sustainability Commission
Workshop
Community Development Building
April 22, 2025**

Members Present: Chair Kristen Bandurski; Commissioners Mark Berman, Hugh Brown, Maddie Brown, Joshua Meyer, Shawn Carney, and Dan Evanson

Members Absent: None.

Others Present: Brandy Howe, Staff Liaison; Kim Beise, Council Liaison; Michelle Leise, Community Engagement Facilitator; Gary Iocco, Mayor

1. Roll Call

Chair Bandurski convened the workshop at 5:31 p.m. Roll call was conducted. Chair Bandurski and Commissioners M. Brown, Carney, Berman, Meyer, Evanson, and H. Brown were in attendance along with Council Liaison Beise, Community Engagement Facilitator Leise, Mayor Iocco, and Staff Liaison Howe.

Commissioner Evanson introduced himself, described his background and interest in sustainability. He stated that he looks forward to making a difference in the community.

2. Communication Items

A. City Council Liaison Report.

Council Liaison Beise stated that he looks forward to working with the Sustainability Commission once again. He commented that the pollinator lawn demonstration project and the ADA raised bed project, both in Featherstone Park, might qualify for a State sustainability award. Chair Bandurski reviewed the award criteria, and the submission deadline was clarified. It was suggested to ask former Sustainability Commission member Mike Johnson if he would be willing to assist with drafting the submission. Chair Bandurski asked Sustainability Commission members who would be willing to continue the legacy by helping to maintain the plantings to contact Staff Liaison Howe. Maintenance needs were discussed. Council Liaison Beise suggested asking community garden participants to assist as well.

B. City Liaison Report.

There was no report.

3. Workshop Items

A. Commission Training.

Community Engagement Facilitator Leise expressed appreciation to Sustainability Commission members for their service to the community. She stated that videos are being developed that will assist with Board and Commission training in the future.

Ms. Leise provided a primer on the basics of Robert's Rules of Order. She discussed the purposes of using Robert's Rules of Order to manage meetings.

- 1) Ensures that everyone has an opportunity to speak.
- 2) Ensures that all members and the public know what is being discussed and voted on.
- 3) Helps keep the meeting on track.

Ms. Leise reviewed the roles and responsibilities of the meeting chair. Chair Bandurski commented that she has already served as the Sustainability Commission Chair for two consecutive years.

Ms. Leise detailed the process of making, seconding, discussing, re-stating, and voting on motions. She also provided examples of improper meeting behaviors, such as side conversations and phone use during meetings. Ways to manage differing opinions were also discussed. It was clarified that, while the meeting chair can make motions and participate in discussions, the meeting chair should not dominate the discussion. Remote meeting attendance was discussed, and it was clarified that remote meeting participants may not vote on motions. The process of amending a motion (friendly amendment) was reviewed. The process of either withdrawing a motion or voting down the motion and then making a new motion was discussed. Voice votes and roll call votes were discussed. It was noted that secret ballots are never conducted, as public government meetings need to maintain transparency. The option to abstain from a vote, in order to avoid a conflict of interest, was discussed.

Chair Bandurski and Council Liaison Beise encouraged members to consider serving as the Sustainability Commission Chair.

B. Sustainability Commission Flyer.

Chair Bandurski discussed an opportunity to promote the Sustainability Commission during a recent performance at the Sheldon Theatre.

Commissioner Berman provided additional information regarding the tabling event and discussed the flyer. The use of a QR code was discussed. Chair Bandurski suggested that Sustainability Commission members review the draft flyer content, with further discussion and action during the next voting meeting. It was noted that the flyer includes a Spanish language translation. Potential uses for the flyer were discussed. It was suggested to reduce the size of the flyer to one-half page.

It was clarified that the number of Sustainability Commission members has been changed to seven. Mayor Iocco discussed recruiting challenges.

C. Jay McCleary Sustainability Award.

Chair Bandurski provided background information regarding the award, the nomination process, and the selection criteria. She stated that in the past a subcommittee has been formed to review the nominations.

It was suggested to update the nomination deadline and promote the nomination process. Council Liaison Beise stated that in the past nomination forms were mailed or dropped off at City Hall. An online process was also suggested.

Past nominations were discussed. It was suggested to promote the nomination of businesses or organizations along with individuals. It was suggested to forward the nomination form to the Chamber and other local organizations. Other promotional mechanisms were discussed.

It was noted that past award presentations have been made during Earth Week. A nomination deadline for the 2025 award was discussed and June 30 was suggested, with the subcommittee to provide a recommendation during the July Sustainability Commission meeting.

Commissioners Berman and H. Brown volunteered to serve on the subcommittee along with Chair Bandurski. It was suggested that the subcommittee review past nominations. It was noted that this will be the fifth annual Jay McCleary Sustainability Award. Options for presenting the award during a Sustainability Commission meeting and/or during a City Council meeting public comment period were discussed. The award plaque was discussed. Staff Liaison Howe indicated that she will compile the nominations and forward them to the subcommittee.

D. Pollinator Lawn Ordinance.

Chair Bandurski stated that the Sustainability Commission has been asked to provide a recommendation relating to pollinator lawns and the maximum height of lawn grass. She also referenced No Mow May, noting that the City is not currently participating in or promoting this initiative. She also suggested drafting a definition of a pollinator lawn.

Council Liaison Beise referenced the current City policy. He discussed resident concerns about longer grass and pollinator lawns and the challenges faced by City staff to enforce policies when complaints are received. He suggested consideration of signage designating these lawns along with discussion of boulevard plantings.

The distinction between a potential No Mow May policy and a potential pollinator lawn policy was discussed. It was suggested to review the current City ordinances and/or policies.

Chair Bandurski suggested developing criteria and a registration process. It was discussed that this might be a big commitment on the part of the Sustainability Commission.

It was discussed that the Sustainability Commission and City staff could work together in terms of enforcement. It was suggested to involve Master Gardeners in the process to help identify native plants.

Commissioner Evanson stated his understanding that the City Council is requesting a recommendation relating to lawn height and pollinator lawns. He spoke in support of green initiatives but suggested seeking clarity regarding what is being requested of the Sustainability Commission at this time.

It was suggested to form a subcommittee to request clarity, conduct research, and draft potential policy language for discussion during a future Sustainability Commission meeting. Chair Bandurski and Commissioners Berman and Meyer volunteered to serve on the subcommittee.

E. Event Calendar 2025.

Chair Bandurski reviewed a proposed 2025 event calendar. Sustainability Commission participation in past community events was discussed.

Commissioner H. Brown discussed a Friends of the Bluffs buckthorn removal program and asked the Sustainability Commission to consider supporting this program. Staff Liaison Howe suggested promoting this program via *City Beat*. It was stated this could potentially serve as a model program for other areas of the community.

Quorum considerations relating to volunteer activities were discussed.

Upcoming river clean-up activities were discussed. Chair Bandurski also discussed a tree giveaway in celebration of Earth Week.

F. Project Plan Brainstorm 2025.

Chair Bandurski asked Sustainability Commission members to suggest goals, projects, or themes for 2025.

There was discussion of another native prairie planting. Commissioner M. Brown referenced the five-year plan and suggested supporting and encouraging existing native plantings.

There was discussion of a potential summer solstice tour of Prairie Moon Nursery for the Sustainability Commission.

It was suggested to support or promote projects organized by other local groups.

Commissioners discussed biochar and other carbon sequestration and waste management processes. It was suggested to gather more information and consider developing a cost/benefit analysis for City staff and the City Council to review. It was decided to add this topic to a future meeting or workshop agenda and potentially form a subcommittee to work on this project.

The current committee structure and members were reviewed.

4. Announcements

A. Topics for Future Agendas.

Suggestions were offered for future agenda topics.

Mayor Iocco suggested consideration of adding a Student Advisory Member to the Sustainability Commission. Commission members spoke in support of this and referenced past student members. It was clarified that nonvoting student members can be added at this time. Mayor Iocco stated that he plans to ask the City Council to consider allowing voting student members to participate on Boards and Commissions.

B. Next Meeting Date: TBD.

Potential dates for the May meeting were discussed, and it was decided to schedule a special meeting on May 29 beginning at 5:30 p.m. at City Hall.

5. Adjournment

The workshop adjourned at 7:30 p.m.