

Regular Meeting Agenda

Terrace Room – Second Floor
Northbrook Village Hall, 1225 Cedar Lane
Thursday, June 15, 2023

5:30 PM

1. **CALL TO ORDER**

2. **MINUTES APPROVAL**

- A. Review and Approval of the May 18, 2023 Sustainability Commission Meeting Minutes

3. **PUBLIC COMMENTS**

Please Note - Members of the public wishing to respectfully share thoughts about any matter concerning the Northbrook Sustainability Commission may do so by coming to a meeting and speaking during the "Public Comment" time on general matters, or by speaking if and when comment is called on a specific matter that is listed on the agenda. Members of the public can also submit a written comment via the Village's website. Each written comment submitted on the website will be delivered to each member of the Sustainability Commission prior to the meeting but will not be read out loud at the meeting unless specifically requested.

4. **COMMUNITY PLANNING REPORT**

5. **2023-2024 CLIMATE ACTION PLAN PRIORITY ITEMS**

6. **UPDATES ON OTHER ITEMS**

- A. Communications Initiatives
- B. Solar Permits
- C. Waste Collection Data

7. **OLD BUSINESS**

8. **NEW BUSINESS**

9. **REMARKS FOR THE GOOD OF THE ORDER**

10. **NEXT SCHEDULED MEETING**

July 20, 2023

11. **ADJOURN**

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facilities, are requested to contact Debbie Ford, 847 664-4013, promptly to allow the Village of Northbrook to make reasonable accommodations for those persons. Hearing impaired individuals may call the TDD number, 847 564-8645, for more information.

**MEMORANDUM**

To: Sustainability Commission
From: Tessa Murray, Sustainability Coordinator
Date: June 15, 2023
Subject: 2023-2024 Climate Action Plan Priority Items

Background

Northbrook's Climate Action Plan (CAP) calls to foster sustainability and reduce 80% of community-wide carbon emissions by 2050 through strategic planning and action item implementation. When the CAP was first adopted in 2021, the Village Board of Trustees' Community and Sustainability Committee met and established the first set of CAP Top Ten Priorities. The Sustainability Commission was actively involved in creating programs for the first list of priorities, which are now being initiated.

Following a review of Northbrook's CAP Progress Report for 2021-2022, the environmental consultant from paleBLUEdot provided their recommendation for the next set of CAP Top Ten Priorities. The Sustainability Commission agreed with this list. At the January 2023 Community and Sustainability Committee meeting, the Village Board of Trustees officially established the 2023-2024 CAP Priority Items.

Since then, the Commission provided specific guidance for LF 4-2 (discount compost programming) and preliminary recommendations for GS 1-4 (solar and tree compatibility study). Staff is working on a plan to launch LF 4-2 as recommended. GS 1-4 is in progress using GIS staff resources, however this has been delayed due to issues with data access. If there are updates to the status of this item, it will be presented at the June 15 meeting for further discussion.

CAP Item BE 1-1 Overview

In advance of the June 15 Sustainability Commission meeting, membership is asked to look at BE 1-1:

Conduct a renewable energy Master Plan for achieving 50% renewable energy for all Village facilities and operations by 2030, and a pathway to achieve 100% by 2040. Master Plan should include exploration of energy efficiency, on-site renewable options, community/shared renewable options, Renewable Energy Credit (REC) options, and opportunities for hosting community solar projects on Village buildings/properties.

Staff is drafting a Request for Proposals seeking consultant services to develop this Renewable Energy Master Plan. Membership should research similar organizational plans for consideration. A Dropbox folder link with examples to review has been shared. Commissioners should research to find relevant examples and email staff for addition to the folder.

Considerations for BE 1-1

Data collection has begun for the CAP Progress Report for 2022-2023: this includes consumption and emissions from 2022 Village operations (and community-wide). Ten buildings are responsible for municipal building emissions, including the Village Hall, Fleet Garage, Public Works Center, Water Plant, Police Station, Metra Station, Civic Building, and Fire Stations. The Village currently does not procure any renewable energy associated with municipal buildings or operational use. The updated municipal assessment for the CAP Progress Report will inform Renewable Energy Master Plan recommendations.

The Capital Improvement Plan includes funds for solar panel installation on the Public Works Center's roof, which is nearing the end of its useful life. A structural engineer will need to review the feasibility of this installation based on the weight of a solar panel system.

There are ongoing Facilities Plan discussions being held by the Village Board of Trustees to consider renovations or replacements of older and undersized municipal buildings (Police, Fire, and Fleet Garage). CAP goals are being incorporated into recommendations for these facilities. The Renewable Energy Master Plan will need to be flexible in consideration of the different options being presented for facilities that will undergo major changes.

The Renewable Energy Master Plan should evaluate the extent to which emissions from municipal operations can be reduced through distributed generation, or if supplemental RECs are necessary to reach the CAP goal. The plan should provide recommendations for how to ensure REC procurement supports additional renewable energy generation (for example, long term contracts with project investors). Ideally, multiple pathways will be recommended. Approximate costs and economic paybacks should be defined. Additionally, the plan may want to include considerations for future utility franchise agreements, as the current agreement term expires in 2027.

At the June 15 meeting, Commissioners should discuss considerations as the Village moves forward with a Renewable Energy Action Plan. Any example documents should be shared with staff for addition to the Dropbox for review.