

**SUMMARY OF THE  
CLIMATE ACTION PLANNING TEAM MEETING  
VILLAGE OF NORTHBROOK  
March 1, 2021**

**Call to Order**

Deputy Director of Development and Planning Services Michaela Kohlstedt called the CAPT meeting to order at 5:00 p.m. in a remote meeting through Zoom virtual meeting platform. Ms. Kohlstedt was present in the Village Hall, but there were no members of the public in attendance in the building.

**Roll Call**

The following Members were in attendance: Trustee Israel, Trustee Ross, John Albrecht, Frank Bleeker, Steven Elisco, Jill Franklin, Robyn Kole, Pat Lederer, Clare Poupart, Len Rago, Aaron Stash, Patti Vile, Sandy Weiss, Joan Scovic, Pat Lederer, Nell Badgley, and Derrik Chen.

Members absent: Melissa Hirsch, Kim Ptak, and Scott Robson.

The following Village Staff were in attendance: Michaela Kohlstedt, Madeline Farrell, Corey Friedman, Erik Jensen, Matt Morrison, Kelly Hamill, Chan Yu, and Swati Pandey.

Also Present: paleBLUEDot consultant Ted Redmond, Greenest Region Corps Member Tessa Murray.

**Public Comments Regarding Items Not on the Agenda**

No members of the public were present at the meeting.

**Welcome and Meeting Goal Overview**

Member Rago inquired on how many actions are expected for the final CAP, to which Mr. Redmond estimated 3-5 actions per strategic goal, with the largest subcategories (like Buildings/Energy) totaling around 40-60 action items. Member Vile asked how long paleBLUEDot will be involved in the CAP process and Mr. Redmond responded that he anticipates staying until June and following up regularly as needed.

Before moving into subteam breakout sessions, Trustee Israel spoke on incorporating action items that represent initiatives already in progress (SolSmart designation, electrification of Village fleet vehicles, etc.) into sector goals. Trustee Israel encouraged members to make note of listed items already in progress and consider these priorities to include in the finalized plan. Director of Public Works Kelly Hamill agreed and added that the CAP serves as an opportunity to make these in-progress improvements public-facing, educational, and allowing for sustained growth towards carbon neutral.

Trustee Ross encouraged members to attend the tour of Northbrook Park District's new Net Zero Energy facility at Techny Prairie Activity Center. The Park District's Director of Marketing Joan Scovic reiterated that all CAPT members are welcome to sign up for a tour to learn about the green functions and how Net Zero Energy is achieved in the facility.

Mr. Redmond reminded members that the intent of this meeting is to complete the review of ranking actions by screening criteria to refine the proposed items by priorities using the ActionFinder tool. The screening criteria are as follows: support, impact of implementation, potential for success, affordability, and overall cost to benefit. Upon reviewing definitions of criteria, Trustee Israel requested "overall cost to benefit" be changed to "overall benefit to cost" as it more aligns with the actual ratio being weighed against each other in this screening component. Mr. Redmond agreed and offered to adjust this language and upload a revised document.

### **Breakout Round 1: Transportation/Land Use, Waste Management, Local Food**

Director Kohlstedt reported back to the group for the Local Food subteam, which finished rating all actions and discussed making repetitive items into combined actionable goals. The subteam will begin to sort between potential partners and primary responsibility-holders for each action before the next CAPT meeting.

Assistant to the Village Manager Madeline Farrell shared that the Waste Management group also began consolidating items, and clarified language in terms of requiring or encouraging waste practices for commercial and residential goals.

Member Stash said the Transportation and Land Use subteam continued ranking items as a group from where they left off at February's meeting and noted that many items need more clear language. Member Scovic added that sometimes too many goals appear in one item, and the group should parcel out what in these items suit Northbrook best before the next meeting.

### **Breakout Round 2: Buildings and Energy, Climate Health and Safety**

When the CAPT returned from the second breakout session, Trustee Israel reported that the Buildings and Energy team clarified many aspects of this sector's goals. He explained that some actions were revised from requirements to encouragements (such as pushing commercial and multi-family buildings to go all-electric). The team also decided to remove benchmarking as a major commitment due to its high cost and relatively low benefit to emissions mitigation. Additionally, the large upfront cost of receiving LEED or Energy Star certification for Village buildings was cited as a reason to remove this action.

For Climate Health and Safety, Member Weiss explained that all actions ranked below 4 were agreed upon as unfeasible or redundant and removed from the list. The group discussed its role as an actor for strategies of climate resiliency more than mitigation, but still includes items that mitigate greenhouse gasses through committing to air quality improvements.

### **Breakout Round 3: Water and Waste Water, Greenspace/Tree, Climate Economy**

Trustee Ross represented the Climate Economy team that agreed upon the ranking score of 4 as a threshold for prioritization of action items, but made note of goals they wish to be looked at by Ted for guidance on what is considered feasible.

Trustee Israel added that the Water team agreed to use 4 as a threshold number as well, with any item ranked 4 or above moving onto assignments of primary and secondary stakeholders for next week's meeting. The team also narrowed down multiple repetitive items into a larger consolidated goals. Member Rago added that based on their helpful discussion with Director Hamill, activities already moving forward in the Village increased favorably in ranking.

For the Greenspace and Tree Canopy team, Member Stash explained that this group has few items ranked lower than 4 therefore needs a higher threshold number than the other teams. Mr. Redmond responded that the next step is for paleBLUEdot to work in each subteam's ActionFinder spreadsheet and will establish a threshold they think is best for each group that has not already decided on a number. Actions that fall below the threshold will not be deleted but rather change in color on the document, to denote that these items have moved to a standby list.

Member Scovic inquired on when the team will be specifying language of each action, regarding whether Northbrook will move forward to require, incentivize, or advocate for each agreed upon climate initiative. Mr. Redmond suggested members should flag and bold items that need wordsmithing between now and during the next meeting. Establishing a consensus on the language in each goal will occur at April's CAPT meeting.

### **Next Steps**

Mr. Redmond clarified that members should flesh out one primary responsibility-holder for each action before the next meeting (March 8, 2021 at 6:00 p.m.). This should be one singular Northbrook entity such as: one Village Department (Public Works, Development and Planning Services), Board of Trustees, Park District, School District, or Public Library. Additional supporters may be included as secondary partners, but it is important to assign responsibility to a small group that understands its commitment.

### **Adjourn**

At this time, Ms. Kohlstedt told members any questions can be directed to her or Tessa Murray via phone or email. She adjourned the meeting at 7:02 p.m.

Respectfully submitted,

/s/ Tessa Murray  
Recorder