



MEETING MINUTES

Mayor's Climate Action Resilience Plan Working Group Meeting (CARP)

Tuesday, June 5, 2018 at 6:30 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge, Room 2402

Members Present: Likwan Cheng, Jack Darin, Henry Eberhart, Joel Freeman, Sarah Lovinger, Lauren Marquez-Viso, Gabriela Martin, Mariana Oliver, Judy Pollock, Gajan Sivandran

Members Absent: Bob Dean, Christopher Kucharczyk, Emily Lawrence, John Moore, Lonnie Wilson, Jerri Garl, Vickie Jacobsen

Staff Present: Kumar Jensen, Kelly Hutchins

Guests: Nura Zaki, Beatriz Pavon-Echeverria, Sylvia Wooller

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1. **Declaration of Quorum:** The meeting was called to order at 6:43 p.m. and a quorum was established.
 2. **Approval of May 1, 2018 Meeting Minutes:** It was motioned to approve, a second was voiced, and minutes were unanimously approved as presented.
 3. **Public Comment: None**
 4. **Reports:**
 - A. **Planning Process Timeline** – Co-chairs J. Freeman and L. Marquez-Viso, along with K. Jensen recently met separately for an assessment on the planning process and timeline, and transitioning ideas to the actual final document. The official climate action plan will be sent by staff to local Covenant of Mayors in December. More lead time is needed for community connections and conversations on climate action education with individuals or groups who have expressed wanting to learn more. There will be a deadline to close public feedback collection for incorporation into the plan, in order to finalize the document. However it is still important to educate and offer public discourse on climate change. Moving the plan draft release for public comment was pushed out to August, to allow more time to finalize recommendations. The group needs to identify which City Council Boards, Committees, and Commissions should receive the plan for endorsement, as it will impact and affect their work.
 - B. **Working Group Transition from Idea Generation to Prioritization** – K. Jensen has been researching sample recommendations on how to produce the plan in writing. Using the working group initiatives and task force-created documents, the climate action plan will be comprised of a more structured, prioritizing set of goals, eliminating any overlaps that may exist.

Some strategies are important to focus on initially. Without a good foundation for them, it can be difficult to make progress on goals later (e.g., it may not be as clear how to attain some emissions goals through zoning or building codes). Conversely, some initiatives may be easier to attain, such as procuring renewable energy, as there is likely more availability and fewer barriers to overcome. Assigning a responsible party or agent can be a challenge given the city may not be able to focus on all goals at once due to lack of resources. Working group members voiced wanting the plan to be as aggressive as possible, propelling Evanston towards being a 100% renewable energy city. Attendees also expressed consideration of engagement event feedback and the public who requested that the plan be as thoughtful, impactful, and meaningful as possible, and that the business community be urged to actively respond to the plan. Members also raised investigating costs of the plan and to consider who the costs would be born upon, before the plan is eventually voted on.

- C. [Engagement Strategy Moving Forward](#) – Given capacity considerations of working group members, K. Jensen suggests staff take responsibility for attending future events and meeting logistics. This will allow task forces to focus on prioritizing plan recommendations. Members are still welcome to lead presentations or attend to collect feedback, however. Additionally, if there are engagements contacts that K. Jensen should speak with, members should share the contact information with him.
- D. [Plan “Drafting” Process Overview Next Steps](#) – The group is not responsible for typing or preparing the plan, but it will reflect recommendations with CARP’s consistent verbiage and language that the group has worked on during this process. The deadline to have these recommendations from the working group is by the end of June.

Drafting Timeline:

1. Submit preliminary draft recommendations to staff (end of June), including a preliminary review by the Mayor
2. Staff provide comments back to CARP; note that staff does not have approval authority; merely their comments will be collected (prior to July mtg.)
3. CARP revises based on staff comments (July mtg.)
4. Release draft plan for comment at open forum events (Open all of August)
5. CARP reviews comments and revises (September)
6. Plan revised and submitted to City Council (October)

This process can go past October deadline if necessary however, the first week in December is the last possible City Council meeting for consideration. The final document presented to City Council will be a full document and resolution that aldermen will vote on to adopt. A more fully fledged out objective is an official adoption of goals that support the Mayor’s pledge of 100% renewable energy at the Mayor’s accord. For clarification, a resolution simply provides direction and record; adoption happens by resolution. The group is looking for something that is binding or perhaps even an executive order from the Mayor to enact the

initiatives, e.g., San Diego has a legally binding group of climate goals. S. Lovinger suggested that a media strategy be in place to roll out the plan. L. Marquez-Viso suggested members meet with the alderman assigned to their ward or email him/her to share some talking points that are tailored in context to their ward's climate related needs.

- 5. Task Force Breakout Sessions:** Attendees recessed into their respective task force groups to engage in discussion in their assigned categories: Climate Mitigation, Climate Adaptation, and Community Engagement.
- 6. Adjournment:** It was moved and seconded, and the meeting was adjourned at 8:32 p.m.

Next Meeting – Tuesday, July 10, 2018

Respectfully Submitted,
Kelly Hutchins
Administrative Assistant, Administrative Services Department