Minutes of the CARP Implementation Task Force of the Evanston Environment Board  
Tuesday, November 26, 2019  
Room 2404 Morton Civic Center 2100 Ridge Avenue, Evanston, IL 60201

In attendance: Jerri Garl (Chair), Cherie LeBlanc Fisher, Jonathan Nieuwsma, Caroline Peyer, Wendy Pollock, Michelle Redfield

ACTION ITEMS SUMMARY:
- Jonathan and Wendy will draft letters to the Mayor, acting City Manager, and City Council about CARP; Cherie will help with editing (if needed).
- Hal, Wendy, and Jonathan will request a meeting with the Mayor to discuss CARP implementation and selection of a new City Manager.
- Citizens Greener Evanston (CGE) will develop talking points about CARP for the Aldermen.
- Jerri will simplify her metrics chart and align language with CARP sections.

1. CALL TO ORDER / DECLARATION OF QUORUM (6:02 pm)
2. PUBLIC COMMENT -- No members of the public in attendance
3. INTRODUCTION OF TASK FORCE MEMBERS
   - Jerri Garl (chair)
   - Wendy Pollock
   - Cherie LeBlanc Fisher
   - Michelle Redfield
   - Caroline Peyer
   - Chris Kucharczyk (technical advisor)
   - Hal Sprague, ex-officio member, CGE
   - Lauren Marquez-Viso, ex-officio member, CGE
   - Jonathan Nieuwsma, ex-officio member, Utilities Commission

4. DISCUSS AND AGREE ON: the function of the Task Force, the roles of CGE, the City’s CARP (Climate Action and Resilience Plan, 2018), coordination committee, and others, in strategic implementation of the CARP.
   - Regarding CARP, CGE is more outward-focused toward the community and mobilization with the Environment Board is more focused on metrics, public policy and goals.
   - One role of the Task Force (TF) is to identify gaps in implementation.
   - CARP goals involve the whole community so implementation must do the same.
   - How does this TF fit with the larger multi-organization CARP Coordination Group convened by Kumar Jensen that meets quarterly? That group’s purpose is to share info about what each org is already doing and look for opportunities to work together -- this TF will
identify and track metrics and help call out City projects that already address goals (but we need to be careful that that doesn’t translate to ‘see, the City is already doing a lot and doesn’t need to do more’

- Michelle did benchmarking with Toronto, circular cities program -- in Toronto, they created strategic plans for implementation by topic -- do we have the expertise and bandwidth to do that? Probably not but we need to encourage strategic planning

- CARP has a lot of inconsistencies in content and format

- Need to train City staff on sustainability principles

- What areas of CARP can we actually influence?

- City needs to be leading by example in all of its operations

- City Council to vote on its 2020 priorities soon -- how do we get them to add CARP implementation as one of their priorities?

- TF needs to develop a relationship with the acting City Manager

- Even more important, try to influence job description and selection process for new City Manager

- Also important to engage both pro- and anti-CARP Aldermen

- Draft memos to Mayor, City Council and acting City Manager about CARP implementation -- add language from CGE about other/peer cities’ accomplishments

MOTION to support drafting and sending memos to Mayor, City Council and acting City Manager -- Jerri moves, Wendy seconds, all in favor.

5. Review and discuss input to date on the CARP Implementation Tracking Table at https://docs.google.com/forms/d/1Y1iSDjn1Nc_voDaulaaM0IPSi3nn2dKf5k8IbjdTNo/edit

- Suggestion to make language and organization line up with CARP

- Urban forestry as a good example of an easy goal that engages people

6. Review a draft outline and format for tracking progress in accomplishing specific CARP Recommendations.
Current format is complex and needs to be simplified to make it easier to use. Jerri will work on another version for review prior to the next meeting

7. Draft a preliminary agenda and set a date for the next meeting
The next task force meeting will be on January 6th at 6 PM. Draft agenda to be distributed within the next 2 weeks.

8. ADJOURNMENT (7:42 PM)