

ENVIRONMENT AND ENERGY COMMISSION

Meeting Minutes
May 2, 2023, 7:00 p.m.

Village Hall, Room 201

Commission Members Present: Liz Lukehart (Chair), Lisa Boone, Darryl Baker, Ramona Blaber, Carly Provost-Rizor, Emily Neumann

Commission Members Absent: Madisyn Burke, Cassandra West

Staff Present: Marcella Bondie Keenan, Chief Sustainability Officer; Abby Zielinski, Sustainability Coordinator

Call to Order: The meeting was called to order by Chairperson Lukehart at 7:00 p.m.

1. **Approval of Agenda:** A Motion was made to approve the agenda, and it was unanimously approved with no revisions.
2. **Approval of Minutes:** A Motion was made to approve the previous meeting minutes, it was unanimously approved with none opposed.
3. **Public Comment:** There were no public comments.
4. **2023 EEC Work Plan Review:** Commissioner Lukehart led the review of the 2023 Q1/Q2 work plan tasks that are policy-related.
 - The EEC discussed the work plan item on a building energy code ordinance in coordination with the Building Code Advisory Council (BCAC). The BCAC voted on a proposed new construction ordinance presented by staff. The ordinance is tentatively scheduled for presentation and Board vote on June 20th. Commissioner Baker stated he would contact BCAC Chair Tim Kelly, to coordinate.
 - The EEC discussed work plan item on community waste reduction. Commissioners Boone and Provost-Rizor have met with Park District of Oak Park facilities staff regarding a proposed smart waste pilot program at Scoville Park. An analysis of the environmental and team production impact was completed. The Park District may budget for the pilot program for implementation in 2025, with an estimated annual cost of \$23,000. The pilot program could inform a Village-wide program. Commissioner Boone requested that the Village financially support the Park District's pilot program to enable implementation in 2024. Staff liaison Bondie Keenan explained that the Park District would need to make the request to the Village Board, who has the authority to approve a budget amendment. Bondie Keenan stated that the EEC could draft a memo to the Village Board regarding the proposed pilot project and budget. Commissioner

Boone stated she intends to also look for external grant funding for the project.

- Staff liaison Bondie Keenan discussed the work plan item on the Village's refuse rate ordinance. Although the fees paid to the Village's waste hauler are established by contract, the Village can determine how the rates are distributed throughout the community. An example is charging different rates depending on the customer type, such as income-qualified, and amount of waste disposed. The EEC should provide a recommendation to the Village Board by September in order for Village staff to review and draft a proposed ordinance amendment.
- Bondie Keenan discussed the work plan item on a community green infrastructure data collection strategy, explaining that the Village doesn't have comprehensive data on green infrastructure on private land.
- The EEC can implement biodiversity-related policy by advising on an ordinance on spring bird migration.
- Bondie Keenan explained that the EEC could ask Village staff from Neighborhood Services to present the leaf blower policy and program. The EEC could also propose recommendations to Neighborhood Services regarding zero-emissions landscaping equipment.

5. **Commission Policy Advisory Process:** Staff liaison Bondie Keenan presented an overview of how commissions engage in the Village's policy-making process. A survey and additional information will be provided by the Village Clerk at a future date. The presentation is attached with these meeting minutes.

- Bondie Keenan explained the EEC's enabling language and work plan, the Village Board's agenda creation process, and the commission process for recommendations to the board.

6. **Funding Allocated to Climate Ready Oak Park Implementation:** Sustainability Coordinator Zielinski presented the 2023 budget allocation in support of the Climate Ready high impact actions. The presentation is attached with these meeting minutes. The discussion included:

- Funding for transit agencies (CTA, Pace, Metra) are at the state level.
- The projects discussed in the presentation are currently in different phases. Specifically, the next step for the Fire Station geothermal project is design.
- The budget process starts internally in June.
- Village-wide emissions reductions will be tracked periodically. It will likely take a couple of years to see emissions impacted by community-facing policies implemented by the Village.

7. **Community Engagement Activities:** Upcoming opportunities include Go Green Days at the Farmers' Market on May 20th and 27th, climate poetry event at the Main Library on May 16th, Greening your Business webinar on May 18th, Grow Geo

Chicagoland hybrid event on May 23rd, Day in Our Village on June 4th, Juneteenth parade and picnic on June 18th, and Pride party on June 24th.

Commissioner Neumann suggested an information booth for Downtown Oak Park Thursday Nights Out.

There are currently Oak Park energy grants for income-qualified households. The Oak Park Green Business Program is a resource available for businesses seeking to transition from polystyrene foodware. The Energy Upgrades page on Sustain Oak Park has also been updated with more resources. More information is available at the SustainOakPark.com website.

A No Mow May demonstration is occurring during the month of May, and a feedback survey for residents is open. Commissioner Boone asked that staff add a link on sustainoakpark.com to engageoakpark.com, and she will provide a suggestion for where to place the link.

8. New Business:

- Commissioner Neumann requested a discussion about environmental justice, and the role that class and race play in sustainability.
- Chair Lukehart would like the parkway ordinance to be updated to allow residents to plant pollinator gardens. River Forest has adopted a similar ordinance.

9. Adjourn: At 8:01 p.m. a motion was made, seconded and unanimously approved to adjourn the meeting.



Commission Policy Advisory Process

May 1, 2023



EEC Enabling Ordinance

The Commission shall advise the Board of Trustees with regard to the following: **energy**-related matters of concern to the Village; methods of promoting energy efficiency and energy conservation for the Village government and Village residents; the best methods of maintaining an **environment** beneficial to the Village and as free from **pollution** as is practical and is reasonable; methods to promote recycling and reduce **waste** in the Village; and solid waste management-related matters generally in the Village. (Ord. 1997-0-32, 8-4-97)



EEC Work Plan

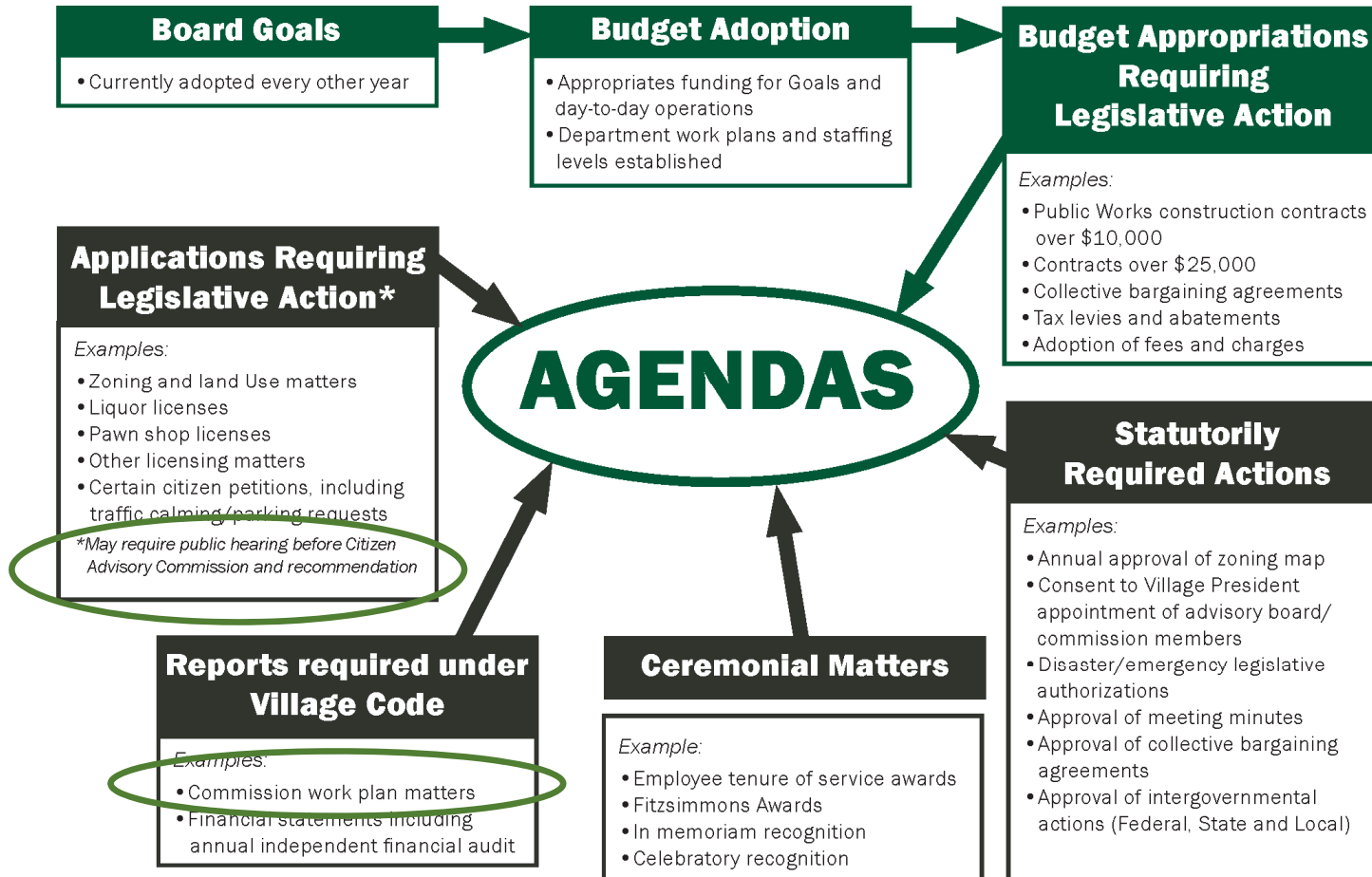
2023 Work Plan for Environment and Energy Commission
Supporting Sustainability

2023 Initiatives and Ongoing Projects

ENABLING LANGUAGE	PROJECT	OUTCOMES/METRICS	OWNER/WORKING PAIR	TIMEFRAME	BUDGET	2023 UPDATES
Advise on energy-related matters of concern; Promote energy efficiency	Building Energy Benchmarking Program	<ul style="list-style-type: none"> - Advise on ordinance and launch program. - Education, outreach and engagement to 80% covered building owners/property managers. - All covered buildings benchmarked by 2024 Q4. 	Mona Blaber / Darryl Baker	<ul style="list-style-type: none"> Q1. Develop & distribute educational materials to building owners. Q2. Building owner "Data jam" for Energy Star Portfolio Manager. Q3. Outreach to non-reporting buildings. Q4. Program evaluation and improvement recommendations. 	\$1,000: Printing, Postage, Refreshments, Data Jam raffle, Utility data request fees, Energy Star trainer fee	
Advise on energy-related matters of concern; Promote energy efficiency	New Construction Building Stretch Energy Code	<ul style="list-style-type: none"> - Advise on ordinance and launch program. Board adoption of new code. - Perform education, outreach and engagement to developers. Engage 50 	Mona Blaber / Darryl Baker	<ul style="list-style-type: none"> Q1/Q2. Develop & implement developer engagement strategy. Coordinate with BCAC to finalize code and present recommended code to Board. 	\$200: In-person engagement events – refreshments; Printing, postage	



Village Board Meeting Agenda Development



Commission Process

1. Staff liaison & Commission identifies and recommends a policy issue via a proposed work plan. Board will review recommendations and approve a final work plan for each Commission annually. The Board can accept the work plan as written, revise the work plan or ask the Commission to review Board feedback and return at another date.
2. Commission deliberates/votes on a recommendation for work plan items.
3. Staff liaison notifies Village Manager's Office of recommendation.
4. Village Manager's Office identifies agenda date for Village Board policy discussion.
 - a. During this stage in the process, staff in different departments are required to review each agenda item prior to Village Board review for implications to operations in other departments, such as legal review, adherence to financial policies, equity, sustainability, public safety, transportation. The staff liaison will communicate this feedback from staff to the Commission. At times staff may have a different recommendation than the Commission recommendation. Depending on the issue, this step may also occur during #2.
5. Commission presents recommendation to Board. If there is a different staff recommendation, it will be presented as well.
6. The Village Board will listen to the recommendations. The Village Board will determine if the recommendations will be voted on that same evening or scheduled for a later date.

** Additional information regarding Commissions is contained in the Chairperson's Manual.*





CLIMATE READY OAK PARK

[Read the Plan](#)

On Aug. 1, 2022, the Village Board adopted Climate Ready Oak Park, a comprehensive and long-range plan developed in response to the global climate crisis. The plan offers an ambitious vision, concrete commitments and actions that can be undertaken by all community members and organizations.

Climate Ready Oak Park Commitments

1. Decrease community-wide greenhouse gas emissions by 60% by 2030.
2. Achieve community-wide net zero greenhouse gas emissions by 2050.
3. Meet the energy needs of Village facilities with 100% renewable electricity by 2030.
4. Establish 30% of Oak Park's land as green infrastructure or enhanced park management.
5. Direct 40% of public climate and sustainability dollars to the most vulnerable.
6. Partner with the most impacted to create climate and sustainability policies and programs.

Implementation of Funding Allocated to Climate Ready Oak Park

May 1, 2023



Climate Ready Commitments

- Decrease community-wide GHG emissions by 60% by 2030, relative to 2019 emission levels
- Achieve net zero community GHG emissions by 2050
- Preserve or convert 30% of community land to enhanced management for native plants & wildlife
- Direct 40% of public climate & sustainability dollars to the most vulnerable & impacted community members
- Partner with frontline organizations & the most impacted to create climate & sustainability policies and programs



2023 Budget Expenditures in alignment with High-Impact CROP Actions

- \$745,000 in Sustainability Fund
- \$695,000 in Building Maintenance Fund
- \$370,000 in Water/Sewer Fund
- \$2,468,000 in Main Capital Fund
- \$48,000 in Fleet Fund

Total: \$4,326,000



Building Improvement Fund (3012)

	Fund	Dept	Prgm	Account	Priority Code	Approved Budget FY 2023	Sustainability Totals	Notes	Page Num
Sta. 1 MEP and Fire Protection System Repairs	3012	43790	101	540673	A	\$ 25,000	\$ 25,000	Goal EE02 - adopt enhanced building performance standards	85
Sta. 1 Renovate Women's Bunk Room Modifications	3012	43790	101	540673	A	\$ 240,000	\$ 60,000	Goal EE02 - adopt enhanced building performance standards	86
Sta. 2 Geothermal System	3012	43790	101	540673	B	\$ 350,000	\$ 300,000	Goal EE02 - adopt enhanced building performance standards	92
Sta. 2 Re-asphalt Parking Lot	3012	43790	101	540673	A	\$ 60,000	\$ 15,000	Goal GI02 - Pursue opportunities for green infrastructure	94
Sta. 3 Roof Repairs	3012	43790	101	540673	A	\$ 200,000	\$ 50,000	Goal EE01 - enhance building performance standards for on-site solar energy	101
Safety and Security Improvements - Multi Modal Station	3012	43790	101	540673	A	\$ 45,000	-		
Transit Station Improvements	3012	43790	101	540673	A	\$ 150,000	-		
Property Condition Assessment Program - PWC & FS1	3012	43790	101	540673	A	\$ 25,000	\$ 25,000	Goal EE02 - adopt enhanced building performance standards	104
Energy Audit Project - All Facilities	3012	43790	101	540673	A	\$ 80,000	\$ 80,000	Goals EE02 - adopt enhanced building performance standards, EN01 - perform annual energy benchmarking, and EN03 - transition buildings to electrical units	105
Replacement Police Station	3012	43790	101	540673	A	\$ 750,000	-		
Building Automation System (BAS) Repairs/Upgrades - PWC	3012	43790	101	540673	B	\$ 90,000	-		
HVAC Air and Fan Motor Balancing and Monitoring - PWC	3012	43790	101	540673	A	\$ 30,000	-		
Salt Brine Maker - PWC	3012	43790	101	540673	A	\$ 175,000	\$ 175,000	Goal DW05 - minimize salt use	124
Totals:						\$ 2,220,000	\$ 730,000		

CROP High-Impact Actions Supported through the 2023 Budget

- Increase building energy efficiency
 - Funds: Building, Water & Sewer, Sustainability
- Shift buildings from natural gas to electricity
 - Funds: Building, Sustainability
- Develop on-site renewable energy at commercial buildings
 - Funds: Building, Sustainability
- Shift from gas cars to zero-emission transportation
 - Funds: Main CIP, Fleet
- Protect and create high-impact green infrastructure and green corridors
 - Funds: Building, Main CIP, Water & Sewer, Sustainability



Sustainability Fund Projects

\$745,000 / \$745,000 towards **Sustainability**

- Community Benchmarking Program: \$25,000
- Energy & Climate Resiliency Housing Retrofit Pilot Program: \$100,000
- Income-Qualified Energy Efficiency Grant Program: \$170,000
- Community Building Electrification Program: \$100,000
- Renewable District Energy Feasibility Study: \$200,000
- Community Light Pollution Mitigation Study: \$150,000

Related CROP HIA

- EN01: Building energy benchmarking
- BD06: Energy/resiliency/health housing retrofits program
- EN02: Transition building natural gas units to electric
- PE03: Light pollution mitigation study



Building Improvement Fund Projects

\$695,000 / \$2,220,000 towards Sustainability

- Fire Station 1 cooling & lighting: \$25,000
- Fire Station 3 reflective roof: \$50,000
- Village Facility Energy Audits: \$80,000
- Fire Station 2 Geothermal & Heat Pump: \$300,000
- Fire Station 3 Rooftop Solar Assessment: \$50,000
- Fire Station 2 Permeable Parking: \$15,000
- Salt Brine Maker: \$175,000

Related CROP HIA

- EE02: Enhanced building performance standards
- EN01: Building energy benchmarking
- EN02: Transition building natural gas units to electric
- GI02: Green infrastructure & stormwater best practices
- DW05: Minimize/eliminate road salt



Water/Sewer Fund Projects

\$370,000 / \$11,723,780 towards **Sustainability**

- Central Pumping Station Variable Frequency Drive (VFD):
\$355,000
- RainReady: \$15,000

Related CROP HIA

- EE02: Enhanced building performance standards
- CA03: Establish green corridors to support wildlife habitat



Main Capital Improvement Fund Projects

\$2,468,000 / \$10,473,000 towards **Sustainability**

- Vision Zero Plan: \$150,000
- Madison St streetscaping: \$1,000,000
- Madison St corridor traffic calming studies: \$35,000
- Traffic calming improvements – various: \$75,000
- Home St bridge deck replacement engineering: \$300,000
- Forest/Ontario traffic calming: \$488,000
- Bicycle Boulevard improvements: \$235,000
- Parking lot 10 permeable paving design: \$50,000
- Landscape improvements: ROW & parking lots: \$60,000
- Replacement of parkway trees: \$175,000

Related CROP HIA

- VT02: Improve reliability for traffic safety infrastructure
- VT09: Explore the creation of bike lanes
- GI02: Green infrastructure & stormwater best practices
- CA03: Establish green corridors to support wildlife habitat
- EP03: Implement an urban forestry plan for the Village



Fleet Replacement Fund Projects

\$48,000 / \$2,642,841 towards **Sustainability**

- Replacement of 12 vehicles with electric hybrid or full electric
 - Police: \$18,000
 - DPW: \$18,000
 - Parking Enforcement: \$3,000
 - Administrative: \$9,000
- Approx. cost difference between an internal combustion engine vehicle and a hybrid or fully electric vehicle is \$3,000

Related CROP HIA

- DP01: Pursue Federal and State funding, financing, and technical assistance to transition fleets to zero-carbon vehicles



Questions?

