



January Sustainability Commission Meeting  
Agenda • Tuesday, January 11, 2022 • 6:00 p.m.

Virtual option via Zoom: contact [laron\\_m@cityofelgin.org](mailto:laron_m@cityofelgin.org) for the link.

In-person option: Edward Schock Centre of Elgin, West Conference Room,  
100 Symphony Way, Elgin, IL 60120

#### **A. Call to Order: 6:00pm**

1. Zoom Recording Disclaimer: Under Open Meetings Act, a verbatim recording must be taken of this virtual meeting.
2. Roll Call
  - i Present: **In-Person:** Chairperson Tom Armstrong, Staff Liaison Mikala Larson. **Zoom:** Commissioners: Curt Mette, Dan Brosier, David Jurina, Dekovia Livingston, Jeff Biss, Katie Gronke, Kevin Zaldivar, Council Liaison Carol Rauschenberger.
  - ii Absent: Commissioner Chris Flaherty, Student Representative Jordon Hill.

#### **B. Approval of Meeting Minutes**

1. December 14, 2021
  - i *Commissioner Biss motioned to approve December 14<sup>th</sup> meeting minutes, Commissioner Livingston seconded. Motion passes unanimously.*

#### **C. Recognize Persons Present**

1. Sandy Kaptain and Jean Muntz attended via Zoom.

#### **D. Discussion Items**

1. Resource Packet Review: Staff Liaison led a brief review of the Commissioner Resource Packet that included City Core Values, City Defined Goals, Commissioner attendance policy, purpose of monthly meetings, and opportunities to engage the public.
2. Sustainable Elgin Community Grant Program: Staff Liaison led an overview of the current Sustainable Elgin Community Grant Program structure. 2021 was the first year using a formal grant program, and two grants were awarded. The existing grant program was modeled after multiple other grant programs, and after one year of the program, Commission is revisiting program to reflect and improve. Staff Liaison provided four recommendations for Commission to consider for the grant program. Commissioners discussed the existing program and proposed changes. The program is currently promoted on City webpage and through social media, but there is much more opportunity to get the word out about the program. The program is intended

to fund projects that align with goals and objectives of Elgin Sustainability Action Plan, and the Metropolitan Mayors Caucus Greenest Region Compact.

Commissioner Zaldivar motioned to approve changes with intent to follow up with Legal team. Commissioner Livingston seconded. Commissioner Jurina suggested providing a percentage of funding upfront, then upon project completion pay the remaining amount.

*Commissioner Jurina moved to amend the motion to exclude the recommendation to transition grant payment structure from reimbursement to upfront payment structure. Commissioner Livingston seconded. Motion passes 6-2.*

*Commissioner Zaldivar's motion, with respect to the motion amendment, to approve recommended changes with intent to follow up with Legal team. Commissioner Livingston seconded. Motion passes 7-0 with one abstention.*

Changes will be made and brought back at future meeting.

3. Presentation on Greenhouse Gas Emissions Inventory (GHG): Staff Liaison led presentation regarding Greenhouse Gas Inventorying, and the benefits an inventory will bring to Elgin. A GHG inventory is a detailed report documenting emissions of greenhouse gases. Services that may be captured in GHG inventories: assess emissions in 3 categories (Scope 1, Scope 2, Scope 3), set emissions reduction targets, calculate carbon reductions (sequestration), calculate municipality and community emissions. GHG inventories offer benefits such as: collects explicit emissions data, provides a baseline, can deliver snapshot of municipal and community emissions. City of Elgin will be posting a Greenhouse Gas Emissions Inventory Request for Proposals.
4. Presentation on Metropolitan Mayors Caucus Climate Action Plan for the Chicago Region (CAP): The Metropolitan Mayors Caucus, a not-for-profit serving the Chicago region, developed the Climate Action Plan for the Chicago Region. The plan was unveiled in July 2021. Elgin City Council endorsed the CAP by resolution at the October 27, 2021 meeting. The CAP addresses climate action through the goals of mitigation and adaptation. For each goal, interim targets were set and specific objectives identified. Each objective is further broken down into strategies, with opportunity for municipal action outlined, as well as outlining equity considerations and outcomes & co-benefits. The CAP utilizes emissions reduction modeling to achieve net-zero by 2050. Commission will begin process of reviewing and adapting CAP for implementation in Elgin. Utilizing CAP and Greenhouse Gas inventory will add impact and data to Commission's initiatives. Commissioners to review CAP and document any notes for implementation of CAP in Elgin.

## **E. Other Business**

1. Commissioner Surveys: Update from Staff Liaison: thank you to Commissioners for sharing feedback on increasing Commission impact and efficiency in 2022. Staff Liaison will gather the feedback and share at a future meeting.

Commissioner Biss excused at 8:21pm.

## **F. Adjourn: 8:26pm**

1. *Commissioner Jurina motioned to adjourn, Commissioner Zaldivar seconded. Motion passes 6-0 with one abstention.*

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