



# Climate Action Plan Advisory Board Update

January 2019

Compiled by Alex Miller and Alan Anderson, Co-Chairs of the Climate Action Plan Advisory Board

---

To Whom It May Concern,

Thank you for your time with this pressing issue of a changing climate. The Climate Action Plan Advisory Board (CAPAB) is thankful for your leadership and involvement with the City of Northfield Climate Action Plan. The Climate Action Plan will successfully address four indicators of a sustainable community:

- **Economic health** for a local and prosperous economy
- **Physical health** for healthy and active residents of all ages
- **Environmental health** for clean air, water, and land
- **Quality of life** for all

We present this packet of information to you as an update to our current progress. We are thankful for the support and please don't hesitate to contact us if you have any questions.

Sincerely,

Alex Miller  
amiller3@carleton.edu

Alan Anderson  
luckyduck49@gmail.com

## **In this update...**

Climate Action Plan Advisory Board Team	<b>3</b>
Climate Action Plan Outline	<b>4</b>
CAPAB Timeline	<b>5</b>
CAPAB Progress to Date:	<b>6</b>
Summary of Climate Action Plan Priority Areas	<b>7</b>
Summary of Climate Action Plan Priority Areas (Continued)	<b>8</b>
Climate Action Quick Hits	<b>10</b>
Working Teams Schedule and Contact List	<b>11</b>

# Climate Action Plan Advisory Board Team

## CABAP Co-chairs

Alex Miller  
Alan Anderson

## CAPAB members

Bruce Anderson, Transportation Team Lead  
Bruce Morlan, Water & Wastewater Team Lead  
Martha Larson, Energy Team Lead  
Mary Jo Cristofaro, Food Team Lead  
Pat Allen, Land Team Lead  
Philip Spensley, Materials & Waste Team Lead

## CAPAB Liaisons

Erica Zweifel, City Council Liaison  
Brad Ness, City Council Liaison  
Joe Gasior, Planning Commission Liaison  
Katie Schroeer, Youth Liaison

## CAPAB Staff

Dave Bennett, Public Works Director/City Engineer  
Justin Wagner, Utilities Manager  
Wanda Playter, Administrative Associate

## Meetings

First Wednesday of the Month  
Second Floor Training Room, City Hall  
7 to 8:30 pm

# Climate Action Plan Outline

This outline frames the bulk of the Northfield Climate Action Plan. The topic areas were created from the basic needs of Northfield residents. Each topic area will then include elements that are cross sectional for all topic areas within the plan.

## Indicators of a Sustainable Community:

- **Economic health** for a local and prosperous economy
- **Physical health** for healthy and active residents of all ages
- **Environmental health** for clean air, water, and land
- **Quality of life** for all

## Climate Action Plan Topic Areas:

- Energy
- Land
- Transportation
- Materials & Waste
- Water, Stormwater, & Wastewater
- Food

## Elements for each Topic Area:

- **Municipal, commercial, residential, and industrial goals and action steps:** Each of these areas are unique and will need their own set of goals and action items.
- **Carbon Reduction Goal:** Current emission sources, targets, and an ultimate reduction goal.
- **Emergency Response and Resilience Plan:** Hope for the best, plan for the worst.
- **Funding:** What are the expenses for achieving the carbon reduction goals and identify possible funding sources for each expense.
- **Education and Outreach Campaigns:** How will this information be spread? How to we create aware citizens and guests to Northfield?
- **Implementation and Action Steps:** Who needs to be involved? What groups or organizations? How to keep the work going beyond writing the CAP?

## CAPAB Timeline

This timeline comes from the City’s Climate Change Impacts section of the Strategic Plan and is combined with the CAPAB Co-Chairs timeline to make the deadlines set forth in the Strategic Plan.

Timeline items in **bold** are from the City’s Strategic Plan.

<b>Date:</b>	<b>Action:</b>
<b>June 2018</b>	<b>Scope of work for CAP is established</b>
<b>July 2018</b>	<b>Funds budgeted for CAP consultant</b>
August 2018	Survey developed and approved by EQC
September 2018	Establish subcommittees, chairs, and members for CAP.  Initial meeting as subcommittees, worksheet completed and submitted to CAPAB Co-Chairs
October 2018	Questions, logistical holes, recruitment, and goals for subcommittees
November 2018	2 to 3 big ideas from each subcommittee is presented to the CAPAB and gallery walk activity
December 2018	Survey, public outreach, and brief updates
January 2019	Updates from team chairs on top 3-4 priority areas
February 2019	Working session with all teams and consultant, Worksheet #2
March 2019	1st subcommittee drafts presented to CAPAB
April 2019	2nd subcommittee drafts presented to CAPAB
May 2019	Full draft compiled by consultant and executive summaries written by CAPAB.
<b>June 2019</b>	<b>Draft outline presented to EQC</b>
July 2019	
<b>August 2019</b>	<b>Draft to EQC for approval to send to Council</b>
<b>September 2019</b>	<b>Draft CAP to Council</b>
<b>October 2019</b>	<b>Final Draft to EQC for approval to go to City Council</b>
<b>November 2019</b>	<b>CAP Resolution is brought to City Council by EQC</b>
<b>December 2019</b>	<b>Adoption of CAP by City Council</b>

## CAPAB Progress to Date:

### Quick Hits

The CAPAB has a strong sense of urgency to halt Northfield's impact on a changing climate. The "Quick Hits" list was created and designed to allow these action items to work parallel to the CAP planning and drafting. More information on specific Quick Hits is on page 9.

### Survey

The CAPAB felt it was necessary to hear from Northfield Residents *before* drafting a CAP. The survey was designed to hear where residents think Northfield should focus its time, as well as what strategies residents know the most about. This information will help frame our educational conversations as the CAP develops. The survey was conducted over the month of October with over 1,000 responses to the survey. Key takeaways are as follows, for a full report, please visit the City's CAPAB website.

- Over 80% of respondents are supportive of the city taking action to reduce climate change impacts.
- Respondents stated that they would like much more information about individual and collective actions to reduce greenhouse gas emissions and how to adapt to climate change.

### CAP Consultant- Great Plains Institute

Great Plains Institute has been working with LHB Associates and the City to gather baseline data to measure the carbon impact of the community. The consultants also worked with the co-chairs to develop a worksheet to extract information from each working team (land, transportation, etc.) in preparation for an all-team working session in February.

### Working Teams

Each topic area of the Climate Action Plan has its own working group and meets outside of the CAPAB meetings, see page 11 for the full calendar. These teams are lead by a member of the CAPAB and are comprised of other CAPAB members, residents, and local experts in each topic area. Page 7 has an updated set of working priority areas for each team.

## Summary of Climate Action Plan Priority Areas

The CAPAB is hard at work and has accomplished much in a short time and is on target with the timeline laid out in the City's Strategic Plan. Working teams have been meeting regularly and have each identified priority areas for the CAP:

### Food:

- Expand food recovery, education and promote composting food waste and individuals food carbon footprint
- Create a community wide response in support of our local farms when extreme weather hits
- Create sustainable growing of food on city land and educate and create the storage of food

### Materials & Waste:

- Divert overall waste going to the landfill
- Educate Northfield residents and visitors about waste and how to reduce it
- Policy at the city level to incentivize waste reduction and circular economies

### Water, Wastewater & Storm Water:

- Open city planning - ensure that our findings are built into the City's planning, zoning and staffing processes to ensure long term resilience
- Identify the limitations on water and how to evaluate projects against the limits we have on potable, waste and storm waters
- Provide a framework for evaluating mitigation, conservation and recovery efforts

### Energy:

- Vision of "energy for all"
- Energy conservation strategies by sector (municipal, industrial, institutional, commercial, residential)
- Renewable energy strategies by sector
- Resilience planning by sector
- Intersections with codes and city planning
- The future of the public grid

## Summary of Climate Action Plan Priority Areas (Continued)

### Land:

- Natural carbon solutions through biological sources
- Built environment best practices
- Health of community related to shade, air quality, and temperature

### Transportation:

- Reduce greenhouse gas emissions by reducing vehicle miles traveled through integrated land use and transportation solutions
- Increase bicycle and pedestrian transportation
- Increase the use of public transit systems
- Increase employee commuter options
- Embrace electric vehicles, alternative fuel vehicles, and other emerging technologies



## Climate Action Quick Hits

The list below should be considered a working document that will continue to grow and evolve over time. **Bolded** actions are current priorities. Many items have now shifted responsibility to the consultant, the Great Plains Institute.

### Quick hits are intended to achieve one or more of the following:

- Demonstrate immediate tangible action
- Build community support, excitement, and momentum
- Address “low hanging fruit”

### Quick hits should:

- Be low or no cost
- Engage little to no political adversity
- Require minimal time commitment to be easy and clear to delegate
- Be flexible and fresh

### Quick hits Focus Areas:

- Data Compilation and Distribution
- Research and Information Exchange
- Outreach & Community Building
- Resilience Building and Carbon/Waste Reduction
- Parking Lot Ideas or Other

## Climate Action Quick Hits

Quick Hit	Assigned Lead	Status
City of Northfield environmental progress report card, progress to date	Great Plains	In Progress
Inventory of Community Renewable Energy	Great Plains	In Progress
Carbon Footprint Baseline Calculation	Great Plains	In Progress
Business and development community outreach, hosting a community educational event in Feb.	Alex Miller & Alan Anderson	In Progress
CAP outreach at First Fridays, March 1st at Content Bookstore	Pat Allen & Philip Spensley	In Progress
Evaluate existing land use code	EQC	In Progress
Calculate landfill methane produced annually	TBD	No Action
City Hall join Northfield Community Compost	City	No Action
Green business recognition program	CAPAB	No Action
<b>Host a round table with similar communities</b>	<b>EQC or GNSC</b>	<b>No Action</b>
Outreach on existing energy data to residents	TBD	No Action
Join the EPA Landfill Methane Outreach Program (LMOP)	TBD	No Action
Review sample city ordinances for single use plastics	Philip Spensley	No Action
Community Meeting about Landfill & Recycling	TBD	No Action
<b>Promotion of the CAP</b>	<b>CAPAB</b>	<b>Ongoing</b>
Develop a list of resources for a CAP	Philip Spensley	Ongoing
Master map of local food resources in Northfield	Ben Kopec	Complete
Join a Coalition of Cities, ICLEI	David Bennett	Complete
Waste reduction incentives through DSI	EQC	Complete
Community Survey about climate change and CAP	Carla Hansen	Complete

## Working Teams Schedule and Contact List

### Food

Mary Jo Cristofaro, [mjcristofaro@gmail.com](mailto:mjcristofaro@gmail.com)

Second Thursday of the month, Just Food Community Room, 7-8:30 pm

\*January's meeting will be on the 17th

\*February's meeting will be on the 21st

### Materials & Waste

Philip Spensley, [pspensley@earthlink.net](mailto:pspensley@earthlink.net)

First & Third Thursdays of the month, Weitz 136, 7-8:30 pm

\*January 3rd meeting held in the Just Food Community Room

### Water, Wastewater, & Storm Water

Bruce Morlan, [brucewmorlan@gmail.com](mailto:brucewmorlan@gmail.com)

Second Wednesday of the month, CRWP Office, 4-5 pm

### Energy

Martha Larson, [mlarson@carleton.edu](mailto:mlarson@carleton.edu)

In partnership with Xcel Energy, contact the chair for more information.

### Land

Pat Allen, [patanddavidallen@gmail.com](mailto:patanddavidallen@gmail.com)

Fourth Tuesday of the month, location TBD, 7-8:30 pm

### Transportation

Bruce Anderson, [bruce@sustainablecommunitysolutions.com](mailto:bruce@sustainablecommunitysolutions.com)

Second Tuesday of the month, The Hideaway, 7-8:30 pm