

PUBLIC NOTICE

In accordance with the Statutes of the State of Illinois and the Ordinances of the City of Highland Park, the next meeting of the Natural Resources Commission of the City of Highland Park is scheduled to be held at the hour of 6:30 p.m. on Wednesday, September 10, 2014 at the City of Highland Park City Hall, 1707 St. Johns Avenue, Highland Park, Illinois, during which it is anticipated there will be a discussion of the following:

CITY OF HIGHLAND PARK  
NATURAL RESOURCES COMMISSION  
WEDNESDAY, SEPTEMBER 10, 2014  
HIGHLAND PARK CITY HALL  
1707 ST. JOHNS AVENUE  
HIGHLAND PARK, ILLINOIS  
6:30 P.M.

**MEETING AGENDA**

**I. Call to Order**

**II. Roll Call**

**III. Approval of Minutes:** July 9, 2014

**IV. Business from the Public**

**V. New Business**

- A. Consideration of Fee Proposals Pertaining to Amended Article XIX Code & Steep Slope Best Practices Brochure
- B. Wege Small Cities Sustainability Award – Great Lakes St. Lawrence Cities Initiative
- C. Consideration of 2015 Work Plan Projects

**VI. Old Business**

- A. Status Report on Recycling Center Operations
- B. Status Report on Environmental Movie Screenings
- C. Status Report on Zipcar and EV Station Usage

**VII. Other Business**

- A. Commissioner Comments
- B. Administrative Items

**VIII. Adjournment**

**MINUTES OF A REGULAR MEETING OF  
THE NATURAL RESOURCES COMMISSION OF THE CITY OF HIGHLAND  
PARK, ILLINOIS**

**MEETING DATE:** July 9, 2014

**MEETING LOCATION:** Mayor's Conference Room, Highland Park City Hall, 1707 St. Johns Avenue, Highland Park, Illinois

**CALL TO ORDER**

At 6:34 p.m., Chairwoman Coyle called the meeting to order and the Deputy City Clerk called the roll.

**ROLL CALL**

Members Present: Coyle, Hannick, Rheinstrom, Stumpf, Matthews, Lewittes

Members Absent: Ross, Wagenius, Sultan, Stone and Faccini

The Chairwoman declared that there was a quorum of the Commission present.

Staff Present: Deputy City Clerk Megan Fulara

**MINUTES**

**A. Regular Meeting of the Natural Resources Commission—June 11, 2014**

Commissioner Hannick moved to approve the minutes of a regular meeting held on June 11, 2014 as presented. Commissioner Rheinstrom seconded the motion.

On a voice vote, Chairwoman Coyle declared that the motion passed unanimously (4-0).

**BUSINESS FROM THE PUBLIC**

Bruce Goodman, 2 Roger Williams Avenue, stated his home exists on the bluff where he has lived for 35 years. Mr. Goodman expressed his frustration that the Park District has engaged the Army Corps of Engineers to enlarge Rosewood Beach. He requested the Natural Resources Commission investigate if the proper permits were issued to allow this project.

Chairwoman Coyle stated the Commission is unable to address this issue at this time as it is not listed on the evening's agenda.

Park District Representative Rick Stumpf noted this matter is in litigation and is not permitted to be discussed.

Joel Cahn, 26 Lakeview Terrace, distributed a written grievance to members of the

Commission. Mr. Cahn then read his letter into the record.

Chairwoman Coyle noted the letter would be turned over to the City Manager and the City's Corporation Counsel.

## **NEW BUSINESS**

- A. Wege Small Cities Sustainability Award—Great Lakes St. Lawrence Cities Initiative  
Chairwoman Coyle noted this item will be moved to the September meeting agenda.

- B. Discussion on Seasonal Update of Educational Display at Rosewood and Millard Parks

The group discussed the information posted at the kiosks noting it is rotated seasonally. It was suggested City Forrester Joe O'Neill and the Park District may be able to turn the Steep Slopes Best Practices brochure into a poster to be displayed.

## **OLD BUSINESS**

- A. Status Report on Recycling Extravaganza Events  
Chairwoman Coyle noted she met with Staff Liaison Karen Berardi and Public Works Director Ramesh Kanapareddy. She noted recycling will continue weekly on Tuesdays with monthly drop off at Public Works the first Saturday of the month.

Commissioner Rheinstrom noted this information should be communicated in the Highlander and citizens should be reminded the City does not guarantee privacy when recycling hard drives, etc.

- B. Status Report on Coastal Management Educational Program Regarding Lake Michigan Protection Zone Standards

Park District Representative Rick Stumpf gave a report recommending several topics for the Coastal Management Educational Program. The Commission discussed which topics were most relevant deciding coastal processes, coastal engineering and learning how other municipalities treat coastal care were most salient.

Commissioner Hannick suggested the Commission acquire financial resources to help fund this programming. Chairwoman Coyle noted the Commission's 2015 budget request can include educational funding.

- C. Status Report on Article XIX Code Amendments & Steep Slope Best Practices Brochure

Park District Representative Rick Stumpf noted Code Amendments are being presented to the City Council this month. Chairwoman Coyle suggested City Forrester Joe O'Neill be invited to address the Commission in September regarding the new amendments.

Deputy City Clerk Megan Fulara noted the City posts the Agenda for Council Meetings at 12:00p.m. the Thursday before the meeting.

Commissioner Matthews asked to be notified when the Steep Slope Best Practices Brochure is brought before the City Council.

**OTHER BUSINESS**

A. Commissioner Comments

Commissioner Coyle noted she was approached concerning a community garden project. She noted the Green Alliance and area schools may be interested in participating in a program like this for 2015.

Commissioner Hannick noted the City's rose garden is a poor location for a garden due to insufficient light.

Commissioner Rheinstrom noted the only way this program will be successful is if organizations that are already interested in pursuing this effort are jointly organized. He continued seeking out groups and attempting to interest them is not likely to be effective.

B. Administrative Items

There were no administrative items this evening.

**ADJOURNMENT**

Commissioner Matthews motioned to adjourn the meeting. Commissioner Rheinstrom seconded. Chairwoman Coyle adjourned the meeting at 7:22 p.m.

Respectfully Submitted,

Megan Fulara, Deputy City Clerk

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MINUTES APPROVED BY THE NATURAL RESOURCES COMMISSION ON

\_\_\_\_\_

- WITH NO CORRECTIONS \_\_\_\_\_
- WITH CORRECTIONS \_\_\_\_\_  
(SEE MINUTES OF [ \_\_\_\_\_ ] MEETING FOR CORRECTIONS)



# Memorandum

To: Members of the Natural Resources Commission

From: Karen Berardi, Management Analyst

Date: September 5, 2014

Re: Agenda Items for the September 10<sup>th</sup> Meeting of the Natural Resources Commission

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## **NEW BUSINESS:**

### A. Consideration of Fee Proposals Pertaining to Amended Article XIX Code & Steep Slope Best Practices Brochure

City Forester Joe O'Neill will be present to discuss fee proposals as they relate to the amended Article XIX of the City Code and the Steep Slope Best Practices Brochure.

### B. Wege Small Cities Sustainability Award – Great Lakes St. Lawrence Cities Initiative

Citizen Advisor Mark Nolan Hill will provide an overview of the annual Great Lakes St. Lawrence Cities Initiative Conference, where the City of Highland Park was awarded the Wege Small Cities Sustainability Award. Attached is the application that was submitted for the award.

### B. Consideration of 2015 Work Plan Projects

Chairwoman Coyle will lead a discussion on potential 2015 work plan projects.

This year, the City has advised that budget requests are maintained with zero growth from the previous year. The Commission's yearly work plan is tied to the budget request, and it gives the City Council and staff an understanding of the year's deliverables and work load. In past years, the Commission has successfully used an excel spreadsheet format, which is made a topic of discussion at each January meeting to determine which Commissioner will volunteer for each item.

In an effort to align the Natural Resources Commission with the City's sustainability initiatives, many of the action plan items have stemmed from the Sustainability Master Plan

regarding policy changes. Other items are carry-over items from 2014 or have been topics recorded during commission meetings to address in 2015.

Attached is the draft 2015 work plan with 11 action items and 23 tasks. The proposed budget for 2015 is below:

<b>Service/Action</b>	<b>CY14 Request</b>	<b>Proposed CY15 Request</b>
Education – Environmental Education Events Including: Arbor Day, 4 <sup>th</sup> of July, Earth Day, beach and river cleanups, and Movie Screenings	\$2,000	\$1,500
Business Expense – Commission Dinners	\$1,500	\$1,500

**OLD BUSINESS:**

A. Status Report on Recycling Center Operations

Staff Liaison Berardi will provide an update on the Recycling Center operations. Proposed changes to the Recycling Center operations will be presented as part of the 2015 proposed budget to City Council. The Highland Park Recycling Center, located at 1180 Half Day Road, currently operates on Tuesdays and Fridays from 7:00 a.m. to 1:00 p.m. with one “Recycling Extravaganza” on the first Saturday of the year. Proposed changes include eliminating the Friday operation hours and opening the center on the first Saturday of each month in 2015. The proposed budget will be presented to City Council on September 22.

On August 25, 2014, the City Council approved a clothing and textile recycling program in partnership with the Solid Waste Agency of Lake County (SWALCO). Attached is a release that the City issued detailing the initiative. At this time, it is projected that the recycling bin will be available at the Recycling Center by October 1, 2014. Revenue received from the program will be distributed into the City’s Sustainability Fund.

B. Status Report on Environmental Movie Screenings

As a reminder, the City Dark movie screening is scheduled for November 14 at 6:00 p.m. This movie screening is co-sponsored by the Park District of Highland Park and will feature an after-movie discussion. More information on the film can be found at <http://www.thecitydark.com/>.

An additional movie screening could take place in January or February of next year if the commission desires. At this time, one movie has been proposed: Food Patriots, which was filmed in Northbrook, Illinois and inspires audiences to make a 10% change in how they buy, eat, and talk about food. More information on this film is available at <http://www.foodpatriots.com/>.

### C. Status Report on Zipcar and EV Station Usage

Staff Liaison Berardi will report on usage for both the Electric Vehicle Charging Station in Port Clinton Garage as well as the two Zipcars located in the downtown Metra parking lot.

#### **ATTACHMENTS:**

- Wege Small Cities Award Application
- Clothing & Textile Recycling Program Release
- 2015 Draft Work Plan w/ Action Items



## CITY OF HIGHLAND PARK

1707 ST. JOHNS AVENUE  
HIGHLAND PARK, ILLINOIS 60035  
(847) 432-0800

May 7, 2014

Simon Belisle  
Program Assistant  
Great Lakes and St. Lawrence Cities Initiative  
20 N. Wacker Drive, Suite 2700  
Chicago, Illinois 60606

Dear Simon,

The City of Highland Park is pleased to submit the Water Conservation & Efficiency Initiative for consideration of the Wege Small Cities Sustainability Best Practices Award. Personally, I am most excited and optimistic about our application for this award. As you know, I have represented the City of Highland Park and attended every annual meeting since its founding by Mayor Daley over 10 years ago. With humility, I do believe my City of Highland Park is deserving of this most prestigious and notable award.

Highland Park is nestled along nearly five miles of Lake Michigan and understands the need to protect and preserve this critical natural resource. In 2013, the City initiated the Water Conservation & Efficiency Initiative that set in place certain regulations and tiered water rates, and also included efforts to educate the public on the environmental impacts of excessive water consumption. The initiative is expected to bring in water savings and a reduction of the environmental impact on diminishing resources in Lake Michigan.

If the City were to receive the \$5,000 grant award, it would use the funds to provide public education and outreach tools to encourage conservation of water at work, at school and at home. The City would consider public education tools such as a transportable water display demonstrating average household water waste, and informational material with tips to conserve water in our daily lives.

City Manager David Knapp and Water Superintendent Don Jensen endorse the City's application for this reputable award. We thank you for considering the Water Conservation & Efficiency Initiative for the Wege Small Cities Sustainability Best Practices Award. If you have additional questions, please contact me at [mnhillmd@aol.com](mailto:mnhillmd@aol.com).

Sincerely,

Mark Nolan Hill, MD, FACS  
Natural Resource Commission, City of Highland Park  
Professor of Surgery, Chicago Medical School



# WEGE SMALL CITIES AWARD SUBMISSION

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**Date:** September 5, 2014

**To:** Wege Small Cities Sustainability Best Practices Award

**From:** City of Highland Park, Illinois

**Project Name:** Water Conservation & Efficiency Initiative

The City of Highland Park recognizes the importance of responsibly managing our water resources and has taken proactive measures to create efficiencies in its water distribution as well as maintain its **environmental stewardship** and therefore, enacted the Water Conservation & Efficiency Initiative in Spring 2013. The Initiative was the culmination of much research and deliberation and entails implementation of several water waste reduction measures to include:

- Establishment of a 3-tier "Conservation Rate" Water Pricing Plan
- Implementation of Odd/Even Sprinkling Schedule
- Requirement of Smart Sensors on (new) Lawn Sprinkler Systems
- Public Education

The three-tiered rate plan applies to properties using a higher volume of water who are then charged a small and manageable increase in water rates. Rates were chosen to be manageable and of no more than 15 percent increase in order to maintain the **economic vitality** of the city and its citizens.

This revenue neutral pricing structure has resulted in conservation of water primarily through reduction in lawn irrigation. The City will review the program annually in order to assess the program's influence on conservation behavior and on revenue and make necessary adjustments to the rate structure.

The first step in developing the tiered rate structure was to identify which customer groups should be targeted, recognizing the importance of **social equity** in the tiered rates. Within our community, the bulk of the water customers are single-family residential homes. This group was identified as having the greatest opportunity to reduce discretionary water use as compared to the other groups such as multifamily residential, commercial, industrial and institutional customers.

The City analyzed several years of water consumption data in order to categorize typical seasonal water use within the residential customer classification. This enabled identification of logical points for the step increases.

Determination of the amount increase for each step relied upon analysis of the historical water consumption data, while keeping the revenue neutral goal in mind. The amount needed to be large enough to encourage conservation yet not unduly burdensome to our customers.

Sprinkling restrictions, which go into effect May 15 until September 15 of each calendar year, require that all property owners limit sprinkler use between the hours of 12:00 p.m. and 6:00 p.m. and only on odd/even days that correspond with the property's address (odd numbered properties are permitted to use sprinklers on odd numbered days and even numbered properties are permitted to use sprinklers on even numbered days).

Furthermore, the installation of smart sensors will prevent sprinklers from running during wet events like rain. Effective May 1, 2013 all newly installed lawn irrigation systems are to be equipped with soil moisture sensors that meet USEPA WaterSense standard.

All of these measures were taken to enhance and strengthen the City's environmental stewardship, economic vitality, and social equity in protecting and preserving Lake Michigan.

**NATURAL RESOURCES COMMISSION DRAFT ACTION PLAN 2015**

Action #	ACTION ITEM	TASK	RESPONSIBLE PARTY	First Quarter 2015	Second Quarter 2015	Third Quarter 2015	Fourth Quarter 2015
<b>2015 WORK PLAN PROPOSED FOR CITY COUNCIL CONSIDERATION</b>							
1	Education & Outreach regarding 2014 Steep Slope Landscape Best Practices Brochure	Provide Public Outreach on Steep Slope BMP		√	√		
2	Make Policy Recommendations to Improve Recycling Output Community-Wide	Evaluate Recycling & Composting Services as part of the 2015 Waste Hauling Agreement Negotiations/Request for Proposal		√	√	√	
		Expand Construction and Demolition Debris Recycling by Updating City's Current Mandate			√	√	
		Evaluate the Feasibility of Initiating a Shoe Recycling Program in Partnership with SWALCO			√	√	
		Improve Commercial Recycling Community-Wide Through an Outreach & Education Program		√	√	√	√
3	Make Policy Recommendations to Improve Energy Efficiency Community - Wide	Evaluate Energy Efficiency & Renewables as part of the 2015 Electric Aggregation Agreement Negotiations/Request for Proposal		√	√		
		Evaluate & Make Recommendations to Remove Obstacles to Renewable Energy in the City's Building & Zoning Codes				√	√
		Provide Recommendations on Stormwater Best Management Practices, Rain Garden Incentives and Permeable Paving				√	√
4	Improving Stormwater Management and Address Water Pollution	Explore Building Code Amendments for Downspout Disconnection				√	√
		Evaluate the Feasibility of a Coal Tar Ban Community-Wide				√	√
5	Follow-up on Exterior Lighting Standard Analysis for All Zoning Districts	Follow-up on 2014 Recommendations, Provide Public Outreach As Necessary		√			
6	Grant Award for Meritorious Service to the Highland Park Environment	Accept & Consider Nominations and Grant Award	Entire Commission & Staff				√
7	Participate in Beach, River & Ravine Cleanup Events	Assist Park District and Other Entities on Event Implementation	Entire Commission & Staff	√	√	√	√
8	Organize & Host Environmental Movie Series	Contact Library & Park District to Establish Event Dates	Staff				
		Acquire License to Screen Film	Staff				
		Promote Film Screenings					
9	Participate in North Shore Environmental Commissioners Group	Attend Meetings & Give Input	Commission Chair	ONGOING BASIS			
10	Assist in the Accomplishment of Sustainability Plan Initiatives	Establish Implementation Plan	Entire Commission & Staff	ONGOING BASIS			
11	Review & Recommend on Variations and Beach Structure Permit Applications	Forward Findings of Fact to ZBA & City Council	Entire Commission & Staff	ONGOING BASIS			
		Conduct Refresher on Steep Slope & Beach Permits	Entire Commission & Staff	√			
Pink Highlighted Cell = Task Accomplished							
	FOR 2016:						

# PRESS RELEASE

## CITY OF HIGHLAND PARK, IL

1707 St. Johns Avenue • Highland Park, IL 60035

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Staff Contact:  
Karen Berardi  
Management Analyst  
Email: [kberardi@cityhpil.com](mailto:kberardi@cityhpil.com)  
Tel.: (847) 926-1043

August 26, 2014

## Clothing, Textile Recycling Program Comes to Highland Park

**Highland Park, Illinois** – The City, in partnership with the Solid Waste Agency of Lake County (SWALCO), will introduce a new clothing and textile recycling program to residents in the next month. On August 25, 2014, the City Council approved an intergovernmental agreement with SWALCO to establish a clothing and textile recycling program at the Highland Park Recycling Center located at 1180 Half Day Road. The grand opening of the new recycling program will be announced through the City's communication tools, including the *Highlander*, City Enews, website and social media.

A bin to collect the donated items will be placed outside the Recycling Center's gates for drop-off; all donations must be placed inside the bin in order to be recycled. The program accepts new, gently used or unwanted/worn, women's men's, and children's clothing and textiles. All fabrics are accepted, including textiles with stains or holes. Approximately 95% of the material collected will be repurposed and reused. A full list of acceptable and unacceptable items can be found at [www.swalco.org](http://www.swalco.org).

The City identified clothing and textiles recycling as a priority objective in its Sustainable Community Strategic Plan and has received positive feedback from residents following the January 2014 Recycling Extravaganza, when the City introduced a temporary textile recycling opportunity to measure its success. Clothing and textiles offer substantial reuse opportunities through donation of unwanted, but useable clothes. According to SWALCO, it is estimated that nearly 85% of all clothing and textiles end up in landfills in the U.S. today. The EPA estimates that the average person throws away 70 pounds of clothing each year. Further, it is estimated that anywhere from 5-10% of all waste that is sent to municipal landfills is comprised of textiles.

For more information, visit the City's website at [www.cityhpil.com](http://www.cityhpil.com) or call the City Manager's Office at (847) 926-1000. Individuals can sign up for the City's electronic newsletter and social media sites from the front page of the web site.

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