

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, March 9, 2016 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, March 9, 2016
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: February 10, 2016

IV. Business from the Public

V. Old Business

VI. New Business

- (a) Discussion of Past Events
 - i. PDHP Sustainability Workshop focused on storm water management and energy efficiency (held February 11, 2016, 9:00am-12:00pm, Heller Nature Center)
- (b) Updated Campaign Materials from City Manager's Office
 - i. City's Communication Plan related to Composting, Storm Water, and Light Pollution initiatives
- (c) Staff Presentation – Overview of the City's Existing Ravine, Bluff and Beach Regulations
- (d) Commissioner Updates on Q1 Work Plan Items
 - i. Education & Outreach – Steep Slope Landscape Best Practices Brochure
 - ii. Expansion of Construction & Demolition Debris Recycling
 - iii. Removing Obstacles to Renewable Energy in City Codes
 - iv. Storm Water Management & Addressing Water Pollution
 - v. Community Garden Efforts
 - vi. Lighting Code Amendments

VII. Other Business

- (a) Commissioner Comments
- (b) Administrative Items

VIII. Adjournment

Posted in City Hall on March 4, 2016

PLEASE RECYCLE

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

MEETING DATE: February 10, 2016

MEETING LOCATION: Pre-Session Conference Room – Highland Park City Hall
1707 St. Johns Avenue, Highland Park, Illinois

CALL TO ORDER

At 6:34 p.m., Chairman Ross called the meeting to order and Eric Olson called the roll.

ROLL CALL

Members Present: LaCosse, Pagoria, Nichols, Yates, Coyle, Wagenius (VC), Ross (C)

Members Absent:

Chairman Ross declared that there was a quorum of the Commission present.

Staff Present: Eric Olson, Planner

Also Present: Kim Stone, City Council Liaison
Miranda Dotson, Student Representative
Garren Kalter, Student Representative
Amalia Schwartz, Park District of Highland Park
Rick Stumpf, Park District of Highland Park

MINUTES

Vice Chair Wagenius moved to approve the minutes for the December 9, 2015 meeting of the Natural Resources Commission. Member Coyle seconded the motion. On a voice vote, the minutes were approved. Chairman Ross voted Present. Members Nichols, Yates, and LaCosse abstained from the vote.

For the minutes of the January 13, 2016 meeting of the Natural Resources Commission, Member Coyle noted a typo, in that Karen Brunetti was listed within the call to order rather than Eric Olson. Vice Chair Wagenius moved to approve the minutes for the January 13, 2016 meeting of the Natural Resources Commission, with the correction noted. Commissioner LaCosse seconded the motion. On a voice vote, the minutes were approved.

BUSINESS FROM THE PUBLIC

There was no business from the public.

NEW BUSINESS

Prior to scheduled business, the members of the Natural Resources Commission and others in attendance introduced themselves for the representatives of the Park District of Highland Park in attendance.

- A. Discussion of NRC-Sponsored Environmental Film Series
Councilwoman Stone stated that the screening of “Terra Blight” was a well-attended event and that there were many Highland Park High School students in attendance. She then stated that the April 18th

movie will be “Just Eat It” and the intent will be to have speakers. The group discussed that the film will be good to show as it will be concurrent with the City’s composting initiative. Member LaCosse stated that there is an opportunity for grade school outreach and that it will be important to contact Andi Rosen of School District 112.

Councilwoman Stone then stated that the May film will likely be a bicycle film, as May is Bike Month. The current film considered is “Comes with Baggage” and that it may be possible to hold a small-scale bike fair at the Library the day of the screening. Planner Olson indicated he will work with the library to determine whether the additional events will be possible.

B. Discussion of Past Events

Commissioner Pagoria that Ravine Workshop held by the Park District of Highland Park on January 28, 2016 was a well-attended event. He stated that the workshop included a video screening, a Steep Slope Ordinance presentation by the City’s Engineering Division, a Q&A session on best practices, and discussion of a priorities list and action plan for the region.

C. Discussion regarding Upcoming Events

Commissioner LaCosse and Chairman Ross indicated they will attend the February 11, 2016 sustainability workshop hosted by the Park District of Highland Park.

D. Update on February 1, 2016 Staff meeting with Sustainability Consultant (Quercus)

Planner Olson presented upcoming campaigns related to composting, light pollution, and stormwater management that are being developed by Quercus, Blue Stem Communications, and the City Manager’s Office. Councilwoman Stone stated that the City will also be working with Lakeshore Recycling in public outreach.

Commissioner Coyle noted that the campaign materials state that oils would be prohibited from the composting and wants clarification regarding the types of oils, including ambient oils on foods, which will be prohibited. The NRC members then discussed that the materials should address appropriate methods for cleaning composting bins.

Chairman Ross then asked the group to further review the campaign materials to determine how they align with their interested and work plan items and provide feedback to Planner Olson. Planner Olson stated he will forward feedback on the campaign materials to both Quercus and the City Manager’s Office.

E. Commissioner Updates on Q1 Work Plan Items

Commissioner Pagoria requested a status update on efforts toward a coal tar sealant prohibition, as he is ready to work more on the project. Councilwoman Stone stated that the topic has been discussed by other City Council members. PDHP Representative Rick Stumpf asked who at the City might be involved in the use of coal tar sealants. Councilwoman stated that Public Works does not use sealants as they are only aesthetic. She then added that any legislative changes regarding coal tar sealants may go through the Department of Community Development. She then discussed potential bans with respect to sale or use and that stated that the project momentum may have been impacted due to staff transitions.

Chairman Ross asked whether the steep slope landscape best practices brochure went only to homeowners or also to landscape contractors. Councilwoman Stone believed that it only went to property owners but that it was a good idea to also send them to the contractors.

Chairman Ross stated that he is starting to perform research on potential updates to the City's construction debris and recycling mandate, but has no updates at this time. Then asked whether it was originally intended to be focused on residential projects. Councilwoman Stone said it was.

Vice Chair Wagenius provided an update on efforts by Student Representative Kalter and himself to identify and remove impediments in Code to renewable energy production. He stated that additional research will be necessary for wind projects and that he discussed a recent Zoning Board case related to solar infrastructure with Councilwoman Stone and Planner Olson. Councilwoman Stone elaborated on that Zoning Board hearing and then stated that the City has received a copy of zoning code revisions that were made in the City of Arlington Heights intended to address renewable energy production. Vice Chair Wagenius stated the revision of hardship standards in the Zoning Code appears to be an option, but there are also other areas of the Code to further explore possible revision.

Student Representative Kalter stated that there is a UC-Berkeley study that produced a map on carbon usage per household and stated that Highland Park and neighboring communities are included in the study. He then discussed how the NRC may try to educate the public to help reduce their usage and consider a competition to increase participation. Commissioner Nichols stated that she has many contacts in the energy efficiency audit industry that may be valuable in these efforts. Councilwoman Stone discussed the RFP/RFQ procession for a municipal energy aggregation contract and that a portion of that contract is associated with energy efficiency and renewables. This may result in a bulk price for residents to perform audits and implement energy efficiency projects. The group then discussed new "smart metering" currently underway in Highland Park.

Commissioner LaCosse questioned whether the City has received calls regarding water quality and the distribution system in light of highly-publicized water system issues in Flint, Michigan. Planner Olson stated that he was unaware of any calls and noted that any calls would likely to Public Works or the Water Plant.

Chairman Ross then asked whether the City has a contact with Commonwealth Edison, such as a Community Relations liaison that he could contact with respect to the replacement of light fixtures with LED, dark sky-friendly fixtures.

Planner Olson notified the group that dark sky lighting is scheduled to be considered by the Plan & Design Commission on March 15, 2016.

Commissioner Coyle asked for an update on the bird-friendly windows task force. Councilwoman Stone stated that the issue went to the Committee of the Whole and that they were concerned about impacts on development costs, which resulted in a recommendation for an advisory group that will meet about three times. The group will be up to nine people and may include representation from the NRC and the Plan & Design Commission. Applications are currently under review, and the NRC is awaiting an official request for participation from the City Manager's Office.

Planner Olson stated he will provide a PowerPoint presentation on steep slope regulations during the March meeting of the Natural Resources Commission.

OTHER BUSINESS

A. Commissioner Comments

- Councilwoman Stone – Noted that it she was happy to see representatives from the Park District of Highland Park again in attendance at the NRC meeting.
- Planner Olson notified the group that the City is moving along with the Central District streetscape redesign and that designs and other information will be presented when available.

B. Administrative Items – *None*

ADJOURNMENT

Commissioner Wagenius motioned to adjourn the meeting. Commissioner LaCosse seconded the motion. Chairman Ross adjourned the meeting at 7:24 p.m.

Respectfully Submitted,

Eric Olson, Planner

MINUTES APPROVED BY THE NATURAL RESOURCES COMMISSION ON _____

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

DRAFT

Sustainability Communication Plan

Start Date	January 2016	End Date	April 2016
Performed By	Bianca Viola	Department	CMO

Week of:	Topic	Media Type	Description	Out
01/25	Waste Management/compost Storm Water Light Pollution	Media Release	Strengthen Sustainability Plan & Practices	yes
02/22	Food Scrap Composting Program	Media Release	"Highland Park Launches into Recycling's Final Frontier	
02/22	City Website	Web Page	Move Compost info to main page. Create web page describing new service & providing <u>contact info</u> for residents who want to opt-in	
02/22	Compost	Facebook	"We believe in building a sustainable future for our residents, so the City of Highland Park is now offering residents the opportunity to #compost food scraps and yard waste with the convenience of curbside pickup! Join the composting program today by signing up on our website." #compost #Finalfronteir	
02/22	Compost	Twitter	Highland Park is entering the #finalfrontier of recycling: curbside composting! Join the movement today: LINK	
02/29	Food Scrap Composting Program: Door-/ trash bin hangers	Door-to-Door	LRS should distribute informational hangers on garbage bins during trash pickup	
02/22	Compost Program: Direct Mail Letters to Waste Subscribers	Direct Mail Letter	Offer curbside composting program to all residents through our new waste hauling contractor	
02/29	Composting Fact Sheet (2 Sided)	ENews and Webpage	How, why, what, tips and tricks to compost with Highland Park Make document and link to a release Put on web page Flyers: Provide flyers to library, hardware/household stores	
03/07	Compost & Sign Up Today	Facebook	We understand recycling, why it matters, and how to do it. Now it's time for Highland Park to move into recycling's #finalfrontier. Embrace the future and sign up for Highland Park's new curbside composting service today!	
03/07	Compost Bins Available at City Hall (2/29)	Media Release	Stop by the Finance department in City Hall to receive compost bins for \$5.00 each.	
03/07	Compost is our Future	Twitter	Composting our food waste is the #finalfrontier of recycling. Will you be bold enough to embrace the future? LINK	
03/16	Compost	Facebook	What do fruit peels, pizza boxes, leaves, wilted flowers and used paper napkins all have in common? They make great #compost! Sign up for Highland Park's curbside composting program today and help reduce the amount of waste that we send to our rapidly-filling landfills.	

03/16	Composting	Facebook	Composting our food waste is the #finalfrontier of recycling. Will you be bold enough to be one of the first to embrace the future?
03/23	Compost	Twitter	Did you know that a third of our trash can be composted? Join our #compost service & help keep that waste out of landfills: LINK
03/23	Compost Storm Water Light Pollution	Highlander	New Curbside Composting Service: How To Opt In Storm Water Campaign: Nature's Playbook Light Pollution Campaign: It's a Bright Idea
04/25	Begin Storm Water & Light Pollution Communication		
04/25	Storm Water/ Light Pollution Release	Media Release	Strengthen Sustainability Plans and Practices: Impact & Objectives of Storm Water management & Light Pollution
04/25	Storm Water Fact Sheet (2 Sided)	Enews & Webpage	Natures Playbook: (Designed like a playbook with X's & O's) Make document and link to a release Put on web page Flyers
04/25	Storm Water	Facebook	Does it feel like it rains more than it used to? You're not crazy. The Midwest is experiencing more frequent severe storms. This extra rain combined with all of our paved surfaces like streets, patios, parking lots and buildings is threatening Highland Park's rare ravines. Join with the City to take a page out of #naturesplaybook to protect our ravines through simple homeowner actions. Learn more at LINK
04/25	Storm Water	Twitter	Hey, rain, leave our ravines alone! Take these actions to help protect Highland Park's ravines: LINK #ravinelove

05/02	Storm Water	Bill Insert	Help keep ravines healthy and beautiful	
05/02	Light Pollution	Electric Bill Insert	To reduce your energy use—and lower your electric bill!—ask yourself these questions first... There are several ways you can take action	
05/02	Light Pollution Fact Sheet (2 Sided)	Enews , Webpage & Flyers distributed to library & local hardware stores.	What it is, why its bad and how to prevent Tips to lower your energy use by being Light Smart	
05/02	Storm Water	Twitter	Share your love for Highland Park's ravines by planting a rain garden or installing a rain barrel. LINK #ravinelove	
05/02	Light Pollution	Facebook	We want Highland Park to glow with pride, not with light at two in the morning! Be #LightSmart by turning off outdoor lights from midnight to 5:00 am. Install timers to	
05/09	Storm Water	Facebook	Repaving your patio or driveway? Consider using porous pavers. Porous pavers are beautiful bricks that fit all design aesthetics. They allow water to seep into the ground	
05/09	Storm Water	Twitter	Highland Park's ravines are a vital part of our landscape and identity. It's up to all of us to protect them. LINK	
05/16	Light Pollution	Facebook	Twinkle, twinkle little star, how we wonder where you are! Highland Park encourages all residents and business owners to be #LightSmart by turning off outdoor lights.	
05/16	Light Pollution	Twitter	Twinkle, twinkle little star—Highland Park wonders where you are! #lightsmart LINK	
05/16	Light Pollution	Twitter	Timers and motion sensors can reduce energy use, lower electric bills and make Highland Park's sky a little prettier #lightsmart LINK	

05/16	Light Pollution	Facebook	<p>Less outdoor lighting is good for our health, our wallets and the natural world in which we've built our homes. To reduce your energy use—and lower your electric bill!—attach motion sensors to any necessary outdoor lights near your home and garage doors. Attach timers to any lights that are frequently left on overnight by accident. Learn more at LINK</p>	
05/23	Compost Storm Light	Evaluation		

Signature

NATURAL RESOURCES COMMISSION ACTION PLAN 2016

Action #	ACTION ITEM	TASK	RESPONSIBLE PARTY	First Quarter 2016	Second Quarter 2016	Third Quarter 2016	Fourth Quarter 2016
2016 WORK PLAN PROPOSED FOR CITY COUNCIL CONSIDERATION							
1	Education & Outreach regarding 2014 Steep Slope Landscape Best Practices Brochure	Provide Public Outreach on Steep Slope BMP	Ross, Park District & City Staff	√		√	
2	Make Policy Recommendations to Improve Recycling Output Community-Wide	Monitor & Review Recycling & Composting Services as part of the City's Waste Hauling Agreement	Coyle, Yates & Staff				√
		Expand Construction and Demolition Debris Recycling by Updating City's Current Mandate	Coyle, Yates & Staff	√	√		
		Evaluate the Feasibility of Initiating a Shoe Recycling Program and Off-Season Compost Site in Partnership with SWALCO	Coyle, Yates & Staff			√	
3	Make Policy Recommendations to Improve Energy Efficiency Community - Wide	Evaluate & Make Recommendations to Remove Obstacles to Renewable Energy in the City's Building & Zoning Codes	Wagenius, Kalter & Staff	√	√		
4	Improving Stormwater Management and Address Water Pollution	Provide Recommendations on Stormwater Best Management Practices, Rain Garden Incentives, Downspout Disconnection and Permeable Paving	Wagenius, Pagoria, and Staff	√	√		
		Evaluate the Feasibility of a Coal Tar & Other Pollutants Ban Community-Wide	Wagenius, Pagoria, and Staff	√			
5	Make Policy Recommendations to Improve the Air Quality Community-Wide	Provide a Recommendation on a City Anti-Idling Policy	Ross & Nichols			√	√
		Evaluate and Provide a Recommendation on Licensing/Registering of Private Mosquito and Insect Spraying Companies	Ross & Nichols		√	√	
6	Develop and Maintain Community Garden	Work with Community Partners and Leaders to Reinvigorate a Community Garden	Ross, Yates, LaCosse, Dotson and Stone	√	√		
7	Follow-up on Lighting Code Amendments for All Zoning Districts	Continue discussions with ComEd and downtown lighting district, Provide Public Outreach As Necessary	Ross	√	√	√	√
8	Grant Award for Meritorious Service to the Highland Park Environment	Accept & Consider Nominations and Grant Award	Entire Commission & Staff			√	√
9	Organize & Host Environmental Movie Series	Contact Library & Park District to Establish Event Dates	Staff	ONGOING BASIS			
		Acquire License to Screen Film	Staff	ONGOING BASIS			
		Promote Film Screenings	Staff	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	√			
		Conduct Educational Workshop on Coastal Management As Needed	Entire Commission & Staff	AS NEEDED			

Pink Highlighted Cell = Task Accomplished

FOR 2017:

Consider Business Recycling Program