

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, January 9, 2013 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, JANUARY 9, 2013
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: December 12, 2012

IV. Business from the Public

V. New Business

- A. Educational Overview of Commission Roles and Responsibilities
- B. Discussion of 2013 Commission Work Plan Action Items
- C. Discussion of Ways to Promote Recycling in the New Recycling Receptacles Located in the Central Business District

VI. Old Business

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: December 12, 2012

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

CALL TO ORDER

At 6:35 p.m., Chairman Bogot called the meeting to order and the Staff Liaison called the roll.

ROLL CALL

Members Present: Bogot, Compher, Dennison, Hill, Himmelfarb, Sultan and Beck

Members Absent: Matthews, Naftzger and Meyer

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

Staff Present: Staff Liaison Barbara Cates

Also Present: Lake County Board Member Steve Mandel, Sustainability Director Bryan Tillman and President and CEO of Kymanox Stephen Perry

MINUTES

A. Regular Meeting of the Natural Resources Commission—November 14, 2012

Commissioner Hill moved for approval of the minutes of the regular meeting of the Natural Resources Commission held on Wednesday, November 14, 2012 as presented. Commissioner Compher seconded the motion.

On a voice vote, Chairman Bogot declared that the motion unanimously passed 6-0.

BUSINESS FROM THE PUBLIC

There was no business from the public presented for consideration.

NEW BUSINESS

A. Overview and Discussion of Sustainability Master Plan Goals, Objectives and Next Steps

Chairman Bogot introduced Bryan Tillman, the City's Sustainability Director, and Stephen Perry, the President and CEO of Kymanox. Mr. Perry discussed Kymanox, noting that the business originated in Highland Park; Mr. Tillman works for Kymanox and has a contract

with the City to assist with the implementation of the priorities in the City's Sustainability Master Plan.

Mr. Tillman delivered a brief summary of the Sustainability Master Plan and outlined three priorities for implementation: Electric Vehicle Expansion Plan, Recycling Initiatives (including composting), and Zero-Waste Schools.

Councilman Mandel noted that the Green Alliance is scheduled to meet again in January. Vice Chair Himmelfarb discussed strategies to prevent food waste.

Mr. Tillman expressed an interest in working with the Commission in the following year, and Staff Liaison Cates noted that she will work with Mr. Tillman to identify opportunities for collaboration.

OLD BUSINESS

A. Status Report on the Green Team

Vice Chair Himmelfarb noted that although there have not been any recent meetings of the Green Team, the schools appear to be pursuing sustainable initiatives. Himmelfarb noted that she would be willing to assist the Commission with future school-related initiatives following the end of her tenure.

B and C. Status Reports on the Residential Composting Pilot Program and Polystyrene Recycling Pilot Program

Councilman Mandel reported that he is scheduled to participate in a meeting on the polystyrene recycling pilot program, and he will share the latest recycling numbers with the Commission as soon as they are available. Mandel noted that the program has prevented the equivalent of approximately 6 semis of Styrofoam from going into the landfill. Mandel announced that a Recycling Extravaganza event is scheduled to be held on January 5th.

OTHER BUSINESS

Staff Liaison Cates noted that the City Council voted (7-0) to direct Corporation Counsel to prepare approval documents for the Beach Structure Permit at Rosewood Park Beach. The Ordinance is tentatively scheduled to be considered at the January 14th City Council meeting.

Chairman Bogot presented the four outgoing Commissioners, Michael Compher, Wilene Dennison, Mark Nolan Hill and Nancy Himmelfarb, with Resolutions thanking them for their contributions to the Commission and their many years of service.

ADJOURNMENT

Chairman Bogot adjourned the meeting at 7:40 p.m.

Respectfully Submitted,

Barbara E. Cates, Secretary

MINUTES APPROVED BY THE NATURAL RESOURCES COMMISSION ON _____

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

DRAFT



Memorandum

To: Members of the Natural Resources Commission

From: Barbara E. Cates, Planner II

Date: January 2, 2012

Re: Agenda Items for the January 9th Meeting of the Natural Resources Commission

NEW BUSINESS:

Welcome to new Commissioners Coyle, Hannick, Rheinstrom and Ross! Our new Chair, Tom Sultan, has structured the first meeting of the New Year to acquaint Commissioners, both new and old, with our purpose and charge for 2013. With that in mind, the following items will be discussed at the upcoming meeting:

A. Educational Overview of Commission Roles and Responsibilities

Chairman Sultan will present an overview of the Commission's roles and responsibilities, as well as a bit of educational background related to the Commission's purview.

B. Discussion of 2013 Commission Work Plan Action Items

Chairman Sultan will review the items outlined in the attached work plan with the understanding that Commissioners will be asked to volunteer as point people for these items during the February Commission meeting. These items directly reflect the work plan and budget request approved by the City Council.

C. Discussion of Ways to Promote Recycling in the New Recycling Receptacles Located in the Central Business District

Last year, at the recommendation of the Commission, the City Council approved the installation of recycling receptacles in the City's Central Business District. The receptacles were recently installed, and the Commission is being asked to give input on possible community outreach initiatives.

ATTACHMENTS:

- Draft 2013 Commission Work Plan Outline

NATURAL RESOURCES COMMISSION ACTION PLAN 2013

Action #	ACTION ITEM	TASK	RESPONSIBLE PARTY	First Quarter 2013	Second Quarter 2013	Third Quarter 2013	Fourth Quarter 2013
2013 WORK PLAN PROPOSED FOR CITY COUNCIL CONSIDERATION							
1	Help Publicize the LMWEP Ravine Standards Guide	Work with a Contract Professional to Develop and Promote Guidelines			√	√	√
2	Review Composting Program Results & Provide Feedback	Make Recommendation to the City Council Regarding the Effectiveness of the Program			√		
3	Review Recycling Facility Hours & Provide Feedback	Make recommendation to the City Council Regarding the Effectiveness of the Facility's Existion Operation			√		
4	Work with Staff to Prepare an Illinois Green Infrastructure Grant Application	Identify Opportunities for Collaboration on a Project; Submit for Funding Consideration by the IEPA				√	√
5	Conduct Outreach on Polystyrene Recycling Pilot Program	Work with Business Owners to Continue to Distribute Promotional Stickers & Posters on an as Needed Basis		√			
6	Conduct Outreach on Plastic Bag Recycling Receptacle Requirements	Continue to Work with Business Owners to Track Data and Ensure Compliance	Community Development Staff	√			
7	Conduct Outreach on Commercial Facilities and CBD Recycling	Work with Business Owners, Provide Information on Web and in Highlander		√			
8	Grant Award for Meritorious Service to the Highland Park Environment	Accept & Consider Nominations and Grant Award	Staff & Entire Commission				√
9	Seasonally Update the Educational Displays in the Kiosks at Rosewood and Millard Parks	Work with the Park District to Create & Display Spring Posters		√			
		Work with the Park District to Create & Display Summer Posters			√		
		Work with the Park District to Create & Display Fall Posters				√	
10	Participate in Beach, River & Ravine Cleanup Events	Look into Sponsorship Opportunities for the Alliance for the Great Lakes Adopt-a-Beach Event				√	
		Look into Sponsorship Opportunities for the Friends of the Chicago River Cleanup Event			√		
		Secure Dumpster for Collection			√		
		Promote & Assist the Park District with Ravine Cleanup Events			√	√	
11	Participate in July 4th Event	Secure Tent, Table & Informational Material				√	
		Staff Booth at July 4th Event				√	
12	Draft Articles for the <i>Highlander</i>	TOPIC TO BE DETERMINED		√			
		TOPIC TO BE DETERMINED			√		
		TOPIC TO BE DETERMINED				√	
		TOPIC TO BE DETERMINED					√
13	Organize & Host Environmental Movie Series	Contact Library to Establish Event Dates	SUBCOMMITTEE	ONGOING BASIS			
		Acquire License to Screen Film	SUBCOMMITTEE	ONGOING BASIS			
		Promote Film Screenings	SUBCOMMITTEE	ONGOING BASIS			
14	Participate in Project Citizen	Assist Students with Project & Keep Commission Updated on Efforts	Citizen Advisor Hill	ONGOING BASIS			
15	Participate in Green Team Initiatives	Attend Meetings & Give Input	Student Rep./Sustainability Director	ONGOING BASIS			
16	Participate in North Shore Environmental Commissioners Group	Attend Meetings & Give Input	Bill Bogot	ONGOING BASIS			
17	Assist in the Accomplishment of Sustainability Plan Initiatives	Establish Implementation Plan	Staff & Entire Commission	ONGOING BASIS			
18	Review & Recommend on Variations and Beach Structure Permit Applications	Forward Findings of Fact to ZBA & City Council	Staff & Entire Commission	ONGOING BASIS			
Pink Highlighted Cell = Task Accomplished							