

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, December 11, 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, DECEMBER 11, 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:** November 13, 2013

**IV. Business from the Public**

**V. New Business**

- A. Presentation of Awards for Meritorious Service to the Highland Park Environment to Highland Park Resident Debbie Bohmbach and Highland Park Business Owner Job Youshaei

**VI. Old Business**

- A. Brief Status Report Regarding a Resident Request for Amendments to Section 95.001(N) of the City Code Regarding Regulations for the Keeping of Fowl for Referral of a Recommendation to the City Council for Final Determination
- B. Brief Status Report on the 2014 Environmental Movie Series Screenings at the Highland Park Library
- C. Brief Status Report on the Illinois Green Infrastructure Grant Application Process

**VII. Other Business**

- A. Commissioner Comments
- B. Administrative Items
- C. Fond Farewell to Outgoing Commissioner Bill Bogot and Retiring Park District Ex-Officio Steve Meyer

**VIII. Adjournment**

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

**MEETING DATE:** November 13, 2013

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

**CALL TO ORDER**

At 6:32 p.m., Chairman Sultan called the meeting to order and the Staff Liaison called the roll.

**ROLL CALL**

**Members Present:** Bogot (6:45 p.m.), Coyle, Rheinstrom, Ross, Sultan, Stone, Meyer and Facchini

**Members Absent:** Hannick and Matthews

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

**Staff Present:** Staff Liaison Barbara Cates

**Also Present:** Citizen Advisor Mark Nolan Hill and Sustainability Coordinator Bryan Tillman

**MINUTES**

**A. Regular Meeting of the Natural Resources Commission—October 9, 2013**

Chairman Sultan requested a change from the term “door prizes” to “complementary gifts” under Section A. of Old Business. Commissioner Coyle requested a change from the term “Boy Scout Troop” to “Cub Scout Pack 34” under Section D. of Old Business. Commissioner Rheinstrom voted to approve the amended minutes of the regular meeting of the Natural Resources Commission held on October 9, 2013. Commissioner Coyle seconded the motion.

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

Commissioner Bogot entered the meeting at 6:45 p.m.

**BUSINESS FROM THE PUBLIC**

Jay Futterman of 1399 Green Bay Road noted that he was present to watch the Commission’s proceedings. T.J. Weber and Suzan Liu of 1647 Friar Tuck Avenue and Sharon Rosenzweig of 2765 Lauretta Place noted that they were present for the chicken coop setback agenda item.

## NEW BUSINESS

### A. Consideration of a Resident Request for Amendments to Section 95.001(N) of the City Code Regarding Regulations for the Keeping of Fowl for Referral of a Recommendation to the City Council for Final Determination

Mr. Weber and Ms. Liu discussed the existing chicken coop on their property at 1647 Friar Tuck Avenue and noted their request for a favorable recommendation from the Commission to the City Council for an amendment to the existing regulations concerning chicken coop setbacks on single-family residential properties. Ms. Rosenzweig advocated for regulating chicken coops in the same manner as other accessory structures and circulated copies of her cartoons on the topic. The Commission discussed a possible screening of the film *Mad City Chickens*, for use as a possible platform for public discussion of this issue.

Commissioner Rheinstrom voiced a desire to provide wider public notice to inform residents of potential changes to the existing regulations. Citizen Advisor Hill discussed possible health implications associated with chicken coops. Student Representative Facchini noted that chickens are being raised at Highland Park High School. Commissioner Coyle noted that she would be in support of regulations that mirror the accessory setback regulations. Commissioner Ross noted his support of amendments to the existing regulations and advocated for a more generalized approach. Commissioner Bogot noted that he has had positive experiences living near chickens in other communities. City Council Liaison Stone agreed that the City's regulations regarding animal keeping should be streamlined.

Commissioner Ross moved to recommend City Council approval of the elimination of the section of Code governing specialized chicken coop setbacks so that the structures would be governed solely by the Zoning Code's setback regulations. Commissioner Bogot seconded the motion.

On a roll call vote:

*Voting Yea:* Bogot and Ross

*Voting Nay:* Coyle, Rheinstrom and Sultan

*Voting Abstain:*

*Voting Present:*

Chairman Sultan declared that the motion failed by a vote of 2-3. Commissioner Ross volunteered to work with staff to evaluate the existing regulations regarding pet keeping and return to the Commission with additional information for consideration at the December 2013 meeting. The Commission directed staff and Ross to publically advertise the discussion to the greatest extent possible. The Commission also expressed an interest in acquiring the rights to screen *Mad City Chickens* at a future movie event.

### B. Informational Update on Great Lakes Microplastics Concentration Research

Citizen Advisor Hill presented an update on Great Lakes microplastics concentration research findings and noted that, in response to the study, the Great Lakes & St. Lawrence Cities Initiative is conducting outreach to encourage companies to change their manufacturing processes to minimize environmental impacts.

C. Consideration of Nominations for the Award for Meritorious Service to the Highland Park Environment

The Commission discussed the nominations and determined that Debbie Bohmbach should be presented with the Resident Award and Job Youshaei should be presented with the Business Award. The Commission confirmed a desire to hold the recognition ceremony at the regular meeting in December, and directed staff to extend invitations to the winners, prepare certificates and order cake for the event.

D. Informational Update on the Recently Issued Request for Proposals for a Sustainability Consultant

Council Liaison Stone briefed the Commission on the recently released RFP for a Sustainability Consultant and noted that Commissioner Coyle will be representing the Commission on the selection committee.

**OLD BUSINESS**

A. Status Report on the 2014 Environmental Movie Series Screenings at the Highland Park Library

Staff Liaison Cates reported that she is looking into opportunities to collaborate with the Park District on the initiative. Cates noted that the Commission is scheduled to screen: 1) *Last Call at the Oasis* on January 26<sup>th</sup> at 2:00 p.m. with Metropolitan Water Reclamation District Commissioner Debra Shore as the guest speaker; and 2) *The Lost Bird Project* on March 16<sup>th</sup> at 2:00 p.m. with Resident and Bird Expert Donnie Dann as the guest speaker.

B. Status Report on the Illinois Green Infrastructure Grant Application Process

Commissioner Ross noted that he is working with staff to complete the grant application. The Commission encouraged the pursuit of multiple grant opportunities for the project.

**OTHER BUSINESS**

Council Liaison Stone confirmed that she will attend the upcoming meeting of the North Shore Commissioners' environmental group on behalf of Chairman Sultan.

**ADJOURNMENT**

Chairman Sultan adjourned the meeting at 8:45 p.m.

Respectfully Submitted,

Barbara E. Cates, Secretary

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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: December 4, 2013

Re: Agenda Items for the December 11<sup>th</sup> Meeting of the Natural Resources Commission

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## **NEW BUSINESS:**

### A. Presentation of Awards for Meritorious Service to the Highland Park Environment to Highland Park Resident Debbie Bohmbach and Highland Park Business Owner Job Youshaei

On November 13, 2013, the Natural Resources Commission considered several nominations for each category of the annual awards and found two candidates whose achievements and accomplishments make them particularly deserving of special honor at the upcoming Commission meeting:

- The 2013 Resident Award for Meritorious Service to the Highland Park Environment will be presented to Highland Park resident Debbie Bohmbach
- The 2013 Business Award for Meritorious Service to the Highland Park Environment will be presented to Job Youshaei Rug Company

At the upcoming meeting, we'll congratulate these two very deserving award winners and thank them for their many contributions to the City's environment. The winners will also be acknowledged in an upcoming issue of the *Highlander*.

## **OLD BUSINESS:**

### A. Brief Status Report Regarding a Resident Request for Amendments to Section 95.001(N) of the City Code Regarding Regulations for the Keeping of Fowl for Referral of a Recommendation to the City Council for Final Determination

To give staff the opportunity to meet with Commissioner Ross (as the Commission's point person on this item) to analyze the City's Code and advance this discussion, the item will be

postponed to a future Commission meeting. We'll continue to keep the Commission informed of our progress. Feel free to contact me with questions.

B. Brief Status Report on the 2014 Environmental Movie Series Screenings at the Highland Park Library

Thus far, arrangements have been made to screen the following in 2014:

- *Last Call at the Oasis* on January 26<sup>th</sup> at 2:00 p.m. with Metropolitan Water Reclamation District Commissioner Debra Shore as the guest speaker
- *The Lost Bird Project* on March 16<sup>th</sup> at 2:00 p.m. with Resident and Bird Expert Donnie Dann as the guest speaker

I am in the process of working with the Park District to prepare some promotional materials for the screenings, and those will be circulated and posted within the next week. Information will also be published in the *Highlander* and on the Commission's Facebook page and the City's website.

C. Brief Status Report on the Illinois Green Infrastructure Grant Application Process

The deadline for grant applications is December 13, 2013. Within the next week, Commissioner Brent Ross and I will work with the Public Works Department to finalize the City's application for proposed improvements in the Hazel Avenue parking lot and submit it to the IEPA for consideration. It is anticipated that awards will be announced in early summer of 2014, and we'll keep the Commission informed as this application moves forward in the process.

Per the Commission's direction, staff has investigated opportunities to apply for grant money from Lake County Stormwater Management Commission for this same project. We have been informed that calls for grant applications could be announced in early 2014, at which time we will investigate additional opportunities to apply.

**ATTACHMENTS:**

- Approved Resolution with the 2014 Commission Regular Meeting Dates

**A RESOLUTION SETTING THE SCHEDULE OF REGULAR MEETINGS OF THE  
NATURAL RESOURCES COMMISSION OF THE CITY OF HIGHLAND PARK**

WHEREAS, Act 120 of Chapter 5, Illinois Compiled Statutes, requires the Natural Resources Commission to give public notice of its schedule of regular meetings at the beginning of each calendar or fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE NATURAL RESOURCES COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

SECTION ONE: That the Natural Resources Commission of the City of Highland Park, Lake County, Illinois, adopts hereby the public notice of its regular meetings in the following form:

**PUBLIC NOTICE**

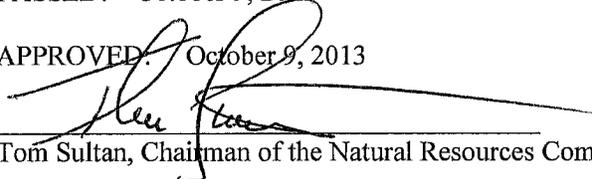
The Natural Resources Commission of the City of Highland Park will convene at 6:30 p.m. at Highland Park City Hall, 1707 St. Johns Avenue, Highland Park, Illinois, to conduct its regular meetings during calendar 2014 upon the following dates:

January 8  
February 12  
March 12  
April 9  
May 14  
June 11  
July 9  
August 13  
September 10  
October 8  
November 12  
December 10

SECTION TWO: That the Secretary of the Natural Resources Commission of the City of Highland Park be and is directed hereby to post a copy of the Public Notice contained in this Resolution in the City Hall Administrative Offices and to supply copies of this Notice as and in the manner provided by law.

SECTION THREE: That this Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED: October 9, 2013

APPROVED:  October 9, 2013

Tom Sultan, Chairman of the Natural Resources Commission

ATTEST:

  
Secretary Barbara Cates

 Highland Park		Document ID	<b>MnthlyRprt-HPsustain-04DEC13</b>	
		Version ID	<b>Version 1</b>	Page 1 of 2
		Report No.	<b>1</b>	
Title	<b>Natural Resources Commission: Monthly Status Report for Highland Park Sustainability Implementation Project</b>			
Notes	<i>3<sup>rd</sup> report dated 04DEC13.</i>			

General	
Project Name	Highland Park Sustainability Implementation (Kymanox Code: CityHPIL:*HPsustain)
Prepared By	Bryan Tillman
Date of Report	Wednesday, 04DEC13
Reporting Period	01NOV13 – 30NOV13

Project Dash Board (up to Date of Report)		
Scope	<ol style="list-style-type: none"> <li>1. Efficient Street Lighting</li> <li>2. Energy Audit</li> <li>3. Contract Review</li> <li>4. Website Enhancements</li> <li>5. EV Charge Station</li> </ol>	<b>On Track</b>

Summary	
Efficient Street Light Analysis	We have started the process of applying for DCEO funding for the street lighting project. We expect to hear confirmation about this funding by the end of December.
Energy Audit Lighting Retrofits	<p>The energy studies have been completed and we are now writing up the bid packages or these projects. The work completed this month includes:</p> <ul style="list-style-type: none"> <li>• We received a grant from the Illinois Clean Energy Community Foundation for \$13,690 and are working to have the agreement signed by the City Manager. To get the signature we need to present this to Council for their approval which we plan to do on December 9<sup>th</sup>.</li> <li>• Completed the Request for Council Action, a memo, and the resolution for Illinois Clean Energy Community Foundation grant.</li> <li>• Received two week extension from Illinois Clean Energy Community Foundation to return signed grant award agreement since we need the time to present to Council.</li> <li>• Delivered needed documents to 360 Energy Group to continue work on future grants/rebates with DCEO.</li> <li>• Completed review of Illinois Clean Energy Grant (\$13,690) agreement and the requirements associated.</li> <li>• Researched equipment leasing options for energy efficiency as an alternative to paying for the lighting upgrades from our 2014 budget.</li> </ul>
Review of City Contracts	<p>The list of 2014 City contracts have been compiled and the calendar has been created. The activities this month includes:</p> <ul style="list-style-type: none"> <li>• Drafted RFP language for clean cities lawn care.</li> </ul>
Sustainability Web Site	<p>We have completed the updates for the website and submitted this to Karen Berardi who manages the website. She is in the process of implementing the changes. Some of the work we have completed includes:</p> <ul style="list-style-type: none"> <li>• Added Recycle City information to website.</li> <li>• Completed recycling and waste reduction portion of the sustainability website.</li> <li>• Completed energy reduction portion of sustainability website.</li> <li>• Incorporated the Natural Resources Commission into the sustainability website.</li> </ul>

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Title	<b>Natural Resources Commission: Monthly Status Report for Highland Park Sustainability Implementation Project</b>			
Notes	<i>3<sup>rd</sup> report dated 04DEC13.</i>			

	<ul style="list-style-type: none"> <li>Completed the transportation section of the sustainability website.</li> <li>Completed reformatting of draft version of the sustainability website.</li> <li>Completed natural environment section of sustainability website.</li> <li>Gathered additional existing links to add onto the sustainability website.</li> <li>Authored water conservation portion of the sustainability website.</li> <li>Completed website revisions and recommendations. Submitted recommendations to media manager.</li> </ul>
EV Charge Station	<p>We have installed the electric vehicle charge station at Port Clinton Square and prepared all of the needed documents for the rebate which we will submit. This month's work has included:</p> <ul style="list-style-type: none"> <li>Completed work on EVSE ribbon cutting including an agenda and invitation list.</li> <li>Finalized EVSE rebate and prepared to send to Department of Commerce and Economic Opportunity.</li> <li>Worked to get a copy of the vehicle registration list to review growth trends which will help determine if we have helped grow the electric vehicle adoption rates.</li> <li>Completed all preliminary EV charge station installation work and reviewed invoice (worked with vendor to make some corrections – saved City \$225).</li> <li>Completed EV Charge Station installation and inspection.</li> <li>Compiled EVSE rebate documents that we had to do once the station was installed and completed filling out application. Rebate estimated at \$6,300.</li> <li>Registered EVSE with Department of Energy Alternative Fuel Filling station web site and charge point provisioning document.</li> <li>Sent out EVSE vendor emails providing an update on the consortium activities.</li> <li>Completed the EVSE provisioning sheet.</li> </ul>
Other	<ul style="list-style-type: none"> <li>Authored four articles for the December Highlander.</li> <li>Completed preparations and marketing for Recycle Extravaganza including the Facebook, twitter posts, joint announcements, and timelines.</li> <li>Submitted shoe and clothing recycling information to be included in the weekly report.</li> <li>Visited the recycling site to review the location and to determine where a textile bin can be placed.</li> <li>Received word that we will be one of the first communities to get shoe and textile recycling. Started to coordinated shoe and textile recycling into the recycling center.</li> <li>Coordinated shoe and textile recycling to be included into our Recycling Extravaganza – working to get schools involved as well.</li> <li>Coordinated logistics for Recycling Extravaganza with police, public works, SWALCO, DART, etc.</li> <li>Authored other marketing materials for recycling extravaganza including a press release and a reminder slide for the public access television station.</li> <li>Reviewed car sharing proposals and helped to select a vendor.</li> <li>Assisted with car sharing recommendation to the City.</li> </ul>