

SUSTAINABILITY COMMISSION

Agenda

Tuesday, April 10, 2012

6 PM, Centre of Elgin, 100 Symphony Way, West Conference Room

A. Call to order (chairperson)

B. Roll Call (staff liaison)

Commissioners Anderson, Frazier, Jacobs, Jacox, Knoerr, Martin, Masterson and Segel present.

C. Approval of previous meeting's minutes

Minutes approved.

D. Discussion Items

The commission reviewed each Neighborhood Improvement Grant application in light of the program's scoring criteria. Tom Armstrong Elgin Community Network Board president served as the ECN scoring representative.

1. Neighborhood Improvement Grant Application Review

1. Bicycle and Pedestrian Advisory Committee Bike Map

Tom Armstrong of the Bicycle and Pedestrian Advisory Committee described the project. He noted that the project would create an ease of use bike map that would allow the majority of recreational cyclists, learn to get from point A to point B. The map would provide a network of streets using, points of interest, schools and identify busy roads. Roughly 20,000 to 30,000 maps would be printed and distributed throughout the community

- Municipal Compatibility
 - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **20 points**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **8 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals(0 to 15 points) **15 points**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **10 points; fewer points were awarded as not all people within the community bike.**

- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10 points**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10 points**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10 points**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: **91/100 points**

Funding amount: **\$7,000**

Match: **\$6,000 in cash and in-kind contributions to hold public meetings and develop map**

Decision: **Approved**

2. Country Brook Entrance Monument Sign

Sarah DeLoncker of the Country Brook HOA described the project. The intent of the project is to purchase and install a monument entrance sign into the neighborhood. The sign could either be stone or a material known as Signfoam.

- Municipal Compatibility
 - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **5 points; fewer points were awarded as the commission did not see a connection to the sustainability plan's goals. Commissioner Knoerr noted that an entrance sign could fit into economic development goals as well as Urban Design goals focused on making Elgin a more livable community. As Ms. Deloncker described, the sign is something the community greatly desires.**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals (0 to 15 points) **5 points; fewer points were awarded as the commission did not see how installing a**

monument sign contributed to achieving sustainability goals. The commission provided advice on how to make the project fit better into grant guidelines. It was noted that native plantings could be incorporated into the grant, or directional signage to the native/wetland areas the HOA maintains.

- b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **10 points; fewer points were given as the sign only benefits Country Brook residents. Although the commission recognized that the entryway signage is a desired for that specific neighborhood.**
- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10 points; as the proposal included utilizing volunteer labor to install the landscaping.**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10 points; the proposal indicated that partnerships with the Elgin Garden Club would be used in the landscape design and planting.**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10 points**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: 70/100

Funding amount: \$12,800

Match: \$7,400 in volunteer labor for purchase of plants, landscaping and planting

Decision: Tabled. The Commission tabled this item to permit the applicant time to refine the proposal to better meet the program's intent.

3. Elgin Area Historical Society Windmill

Elizabeth Marston described the project. The project consists of installing a restored windmill in Foundry Park, on the site of its original manufacture by the Elgin Windmill Company. The project would include interpretive signage highlighting the history of the site, the Elgin Wind Mill company and how the wind energy industry has grown in Elgin. The project has received support from other city commissions including the parks and recreation board and Elgin Heritage Commission. Staff in the planning and legal department are addressing technical details of the site, installation and other requirements. Staff liaison Aaron Cosentino asked Ms.

Marston what indication she received from staff that the city would donate concrete, electrical and landscaping services. She responded, noting that staff from public works indicated that their services would be needed to install the monument, and that this could be done on “city” time.

- Municipal Compatibility
 - a. Project integrates with the City’s Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **20 points**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals(0 to 15 points) **15 points**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15 points**
- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10 points**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10 points**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10 points**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: **100/100**

Funding amount: **\$2,880**

Match: **In-kind services to design and install signage.**

Decision: **Approved.**

4. Fountain Square Planters

Shari Vass and Katie Lange of Fountain Square described the project. The Fountain Square condominium development has a public parking lot that currently has space for plants, but no

plants. The HOA has applied for funds to install plants in these planters. It was noted that these planters would improve the aesthetics of downtown and work to reduce heat island effect of the parking lot.

- Municipal Compatibility
 - a. Project integrates with the City’s Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **20 points**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals(0 to 15 points) **15 points**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15 points**
- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **5 points; fewer points were awarded as the project would only involve the residents of Fountain Square.**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **3 points; fewer points were awarded as no partnerships were identified in the application. However, Commissioner Anderson volunteered to assist in plant selection. She identified several plants that are not native to Illinois, and would like to help Fountain Square revise their planting plan.**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **5 points; fewer points were awarded as the plants identified in the quotes were not all native. The commission committed to working with Fountain Square to revise their plant list.**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: **88/100**

Funding amount: **\$2,378**

Match: **In-kind services to maintain the plants indefinitely and work with volunteer April Anderson to create a new plant list.**

Decision: **Approved.**

5. NENA Butterfly Garden Expansion

Kerri Kelly described the project as an extension of the existing butterfly garden, adding an educational component. This project adds several plants that promote butterfly breeding as well as educational signage that identifies plants and butterfly development stages. The project includes partnerships with McKinley Elementary school and NENA neighborhood.

- Municipal Compatibility
 - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **20 points**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals(0 to 15 points) **15 points**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15 points**
- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10 points**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10 points**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10 points**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: **100/100**

Funding amount: **\$6,000**

Match: **In-kind services to develop signage, gardens and install plants**

Decision: **Approved.**

6. NENA and Judson Pedestrian Bridge

Todd Martin identified this project as a collaborative effort between the city, NENA, Judson and the Kane County Forest Preserve. The proposal requested \$15,000 towards Phase I engineering, the total of which costs approximately \$300,000. Judson, NENA, Kane County and the federal government through the Illinois Transportation Enhancement Program (ITEP), will provide additional funds. Currently, the city is working with Transystems to submit an application for the ITEP, which would provide \$250,000 for phase one engineering work. The commission had concerns that this is the second NENA application for the Neighborhood Improvement Grant. However, they recognized the special character of this application, and saw it as a collaborative application between all aforementioned parties.

- Municipal Compatibility
 - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 20 points) **20 points**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
- Community Benefit
 - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals(0 to 15 points) **15 points**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15 points**
- Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10 points**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10 points**
- Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10 points**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10 points**

Total: **100/100**

Funding amount: **\$15,000**

Match: **Cash match provided by several organizations**

Decision: **Approved.**

E. Working Group Reports

F. Old Business

1. Resource Conservation Kits

Staff Liaison Aaron Cosentino indicated that both the resource kits and backyard chicken ordinance updates can be sent via email.

2. Backyard Chicken Ordinance

3. No Mow Policy Signage/Educational Component

Aaron Cosentino noted that per the last meeting, the city is moving forward with “no mow” zones. The commissions input on the signage resulted on a final design. The design is minimalist and only identifies that an area is a “no mow” and conservation zone. This simple sign design was decided upon because it can be created in-house as opposed to a sub-contractor. This saves the city money. In lieu of a more detailed sign Aaron Cosentino suggested the commission use some funds to purchase brochure boxes to install under the signs. These boxes could contain more detailed information about no mow zones and their benefits. The commission unanimously agreed to fund the brochure boxes.

G. Commissioner comments/announcements

Commissioner Knoerr announced that her bank is sponsoring an electronic recycling event. The information is presented below:

JOIN US FOR OUR FREE ELECTRONICS RECYCLING EVENT¹

MONDAY, APRIL 16TH - SATURDAY, APRIL 21ST

Bring a recyclable item into the bank from April 16th through April 21st to help us celebrate Earth Day and be entered in a drawing to win a \$50, \$100 or \$200 gift card!²

No purchase or bank transaction necessary to win

**THE FOLLOWING ITEMS WILL BE COLLECTED
AT OUR LOCATIONS:**

SUMMIT & MCLEAN:

- Personal computers
- Keyboards/mice
- Laptops
- Personal electronics (cell phones/PDAs)
- Cameras
- Power cords/chargers
- Batteries
- Routers
- Hard drives
- Small networking gear

RANDALL LOCATION ONLY:

- Personal computers
- Keyboards/mice
- Laptops
- Printers
- Stereo equipment
- Answering machines
- Personal electronics
- Fax machines
- Gaming systems
- Cameras
- DVD players/VCRs
- Power cords/chargers
- Batteries
- Routers
- Hard drives
- Small Networking gear

Elgin State Bank
1001 S. Randall Road
Elgin, IL 60123
[847-888-7950](tel:847-888-7950)

445 Summit Street
Elgin, IL 60120
[847-888-7950](tel:847-888-7950)

590 N. McLean Boulevard
Elgin, IL 60123
[847-888-7950](tel:847-888-7950)

H. Adjourn

The City of Elgin is subject to the requirements of the Americans with Disabilities Act (ADA) of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact ADA coordinator, at (847) 931-6076, or TTY/TDD (847) 931-5616 promptly to allow the City of Elgin to make reasonable accommodations for those persons.