

## SUSTAINABILITY COMMISSION

### Agenda

Tuesday, June 10, 2014

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

#### A. Call to order (chairperson)

#### B. Roll Call (staff liaison)

Commissioners Frazier, Jacobs, Hernandez, Knoerr, Masterson, and Segel present.

#### C. Approval of previous meeting's minutes

Minutes from May 14 to be approved with June 14 minutes at July 14 meeting.

#### D. Discussion Items

##### 1. Food Day Month/Harvest Fest Discussion (presentation from Kathy Haerr)

Kathy Haerr and Judy Brownfield provided a detailed presentation on a proposed Food Day month and Harvest Fest event to be held in Elgin in October 2014. They also provided a detailed budget proposal for the commission to consider the funding for. The commission voted to support the proposed event, through funding and assisting in the planning and implementation. The commission scored the application as follows:

Project: **Food Day**

Date: 10/4/14

1. Municipal Compatibility
  - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 10 points) **10 points**
  - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10 points**
2. 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**

3. 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**
4. Project Feasibility
  - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **8 points.**
  - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **8 points.**
  - c. The proposed project meets all grant guidelines and provides detailed matching contribution by identifying specific dollar matching amounts and specific volunteer scheduling as opposed to generalized representations of matching dollar amounts or volunteer support (0 to 10 points)  
**7 points**

The commission unanimously approved the grant application.

**2. Aldo bench design and implementation**

**3. City staff opening on commission**

As of June 14, Commissioner Bell retired, Commissioner Anderson renewed term, Commission Frazier renewed term, and Commissioner Wolf ended his term. The commission motioned to amend the ordinance to allow for not more than one city staff member to be required.

**4. Commission strategic direction and goals**

**E. Working Group Reports**

**F. Old Business**

- 1. Sustainability Honor Roll**
- 2. Conservation@Home**

**G. Commissioner comments/announcements**

Commissioner Jacobs gave a statement regarding solar and wind ordinance issues. While he would like solar panels, there are no permits available. He was to meet with Commissioner Masterson and Mayor Kaptain in near future.

Commissioners stated need to update website, as well as obtain business cards for Commissioners Frazier, Jacobs, Masterson, Hernandez, as well as for liaison Center.

- 1. Planting Day at Lowrie Elementary**
- 2. Mighty Acorns contract renewal**
- 3. Greenhouse at Hawthorne Hill Nature Center**

## **H. Adjourn**

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