



Agenda • Tuesday, August 18, 2015 • 6 PM
Robert Gilliam Municipal Complex, City Hall
Second Floor South Conference Room
150 Dexter Ct., Elgin, IL 60120

A. Call to order (chairperson)

B. Roll Call (staff liaison)

Chairman Knoerr & Commissioners Ageson, Frazier, Hernandez, Jacobs, Masterson and Segel present.

C. Approval of previous meeting's minutes

Commissioner Frazier made a motion and July meeting minutes were approved.

D. Communications

1. Welcome new commissioners & recognize new chairperson

Liaison introduced the newly appointed Commissioner Ageson and recognized the Chairperson Knoerr to her newly appointed position. Liaison explained that Commissioner Keare was also appointed, but was unable to attend due to conflicts with the August meeting date that was rescheduled by liaison. We would recognize and welcome her at the September meeting.

E. Discussion Items

1. Neighborhood Improvement Grant

Carl Missele will present an application for the Neighborhood Improvement Grant to fund two free little libraries in the North Country Knolls Neighborhood.

Carl Missele, Secretary of the North Country Knolls Property Owners Association presented the plans to build two little libraries in the neighborhood. Neighbors normally not involved in neighborhood activities presented the idea to the association. Little free libraries are weatherproof boxes used to store books that can be removed and replaced by neighborhood residents. The neighborhood is rather large, with borders of Larkin Avenue, Randall Road, Highland Avenue and McLean Boulevard. For this reason, they would like two libraries. One library would be off of a walking path in the neighborhood, and the other at 1835 Lin Lor Lane, on the corner of Lin Lor and Lyle. While you can buy purchase a basic pre-constructed Little Free Library model for under \$200, they can build two for roughly \$300, or \$150 each. One neighborhood resident, Doug Schroyer, has agreed to build them and donate some of his services and materials. The grant amount requested is \$150. Added to the proposal was a \$35 fee for registration with the Free Little Library website, which will be paid for by the neighborhood group. When Carl left the meeting, the commission scored the grant application as follows

Neighborhood Improvement Grant Scoring Sheet

Project: Little Free Libraries for the North Country Knolls Neighborhood

Date: 8/18/15

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) **7**
 - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10**
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) **12**
 - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **12**
3. Participation
 - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10**
 - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **8**
4. Project Feasibility
 - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10**
 - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10**
 - 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) **10**

Total: **89/100**

Comments: The commission requested that the liaison report back the remaining funds for Neighborhood Improvement Grants.

2. Baxter & Woodman Stormwater Management Presentation & Discussion

Baxter & Woodman consultant, Joel Krausse, will join us to discuss ways his company can help the commission continue to implement the Sustainability Action Plan.

Joel explained that they are contracted through the city of Elgin to help with stormwater management and we can utilize their services for projects. Their current contract ends in October/November, and they are looking for ideas to present to city council. The six components of the City's stormwater management program include Public Education and Outreach, Public Involvement and Participation, Illicit Discharge Detection and Elimination, Construction Site Stormwater Runoff Control, Post-Construction Stormwater Management, and Municipal Pollution Prevention. They've already helped previously with developing educational water bill inserts, flyers, articles for City newsletters, coordinating stream cleanups and more. He mentioned several objectives in the Sustainability Master Plan that could be addressed. Perhaps it would be worth creating content for the city's website and Neighbor Newsletter, as well as organize elementary school stream cleanups. Baxter & Woodman could educate and provide programs at the library and look into storm drain stenciling. They are also able to assist developing supplemental language for ordinances and subdivision standards in Elgin. The commission wishes to follow up with Joel Krause by September with ways to collaborate on projects relative to the commission's Sustainability Action Plan in the areas of community outreach, education and economic development.

3. Plastic Bag Ordinance

Explore creating an ordinance prohibiting plastic bags in Elgin as Chicago has done

Commissioner Jacobs stated that he brought this item to the agenda as a Plastic Bag ban ordinance was recently adopted in the City of Chicago. The commission discussed how targeting big box retailers is seemingly a tax on larger businesses, which doesn't really address the concern. With Elgin being a "mom and pop store" community, versus a big box commerce area, working with the smaller area businesses to change out plastic for recyclable or reusable bags may be the better way to encourage environmentally-friendly commercial behavior. Commissioner Aageson suggested educating businesses about the benefits and supplying them with bags that recognize the commission to bring regional awareness. The commission discussed that there are many arguments for and against such an ordinance, and that it requires further research and exploration. Commissioner Jacobs said he would check with the local Meijer and Menards managers to find their input from corporate offices regarding how the ordinance has effected their business and customers.

F. Old Business

1. Mighty Acorns contract renewal

Consider funding a sixth classroom for the Mighty Acorns programs in the 2015-2016 school year

The Mighty Acorns reviewed budget related to the addition of a sixth classroom for the 2015-2016 school year, to the already agreed upon five-classroom model. Liaison explained that the sixth classroom would cost nearly double the price per classroom of a single room of the agreed upon five, as an extra instructor would be needed from the Conservation Foundation due to time restraints of the City's part-time naturalist. Liaison explained that Parks and Recreation would be willing to fund the additional classroom if the commission could not commit the funds, as they support the expanded program. The commission agreed to split the cost of the sixth classroom with the City of Elgin's Parks and Recreation department. The total cost for six classrooms is \$4663 less \$3350, the price of the five classrooms agreed upon in July, is \$1313. That means the sixth classroom alone costs \$1313, split in half is \$656.50. The Parks and Recreation department will fund \$656.50 and the Sustainability Commission will fund \$4006.50 to pay for six Mighty Acorns 2015-2016 school year classrooms, budgeted at \$4663.

2. Freedom Field trip

Decide on date & outreach efforts

Commissioner Masterson suggested the trip be extended an extra hour to allow for additional tour time. This would make the entire trip about 3 ½ hours. He asked the liaison follow up with whether this would affect the ability or price of renting a bus for the field trip. The bus would pick up and drop off from the Centre. Those without bus seats would be encouraged to carpool. The commission discussed the two date options, October 3 and September 26. The commission agreed upon Saturday, September 26. To open up the option to more community members and students, it may be wise to schedule two field trips each year, one in the spring and one in the fall. Freedom Field can accommodate around 100 people on tours. Gary provided a list of known interested parties to distribute trip information to, and the commission agreed to promote the event via social media, word of mouth, and email as well.

3. Sustainability Honor Roll

Cast votes for October Sustainability Honor Roll Award

Commissioners voted on their most preferred to least preferred awardee for the October 2015 Sustainability Honor Roll. Liaison explained that those commissioners absent or new could still vote and email votes to her prior to the next meeting. Five available votes, of eight total, were counted, and MultiFilm leading with points. Once the other three votes are sent to the liaison, she will email results, notify the Mayor, and order the award from Anderson's.

G. Commissioner comments/announcements

1. Commission survey status update from Liaison

The liaison updated commission that the commission survey is still being written.

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.