

MINUTES
Ad Hoc Clean Air Counts Advisory Committee
June 2, 2008
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

I. Call to Order

Chair Hankins began the meeting at 7:04 p.m. on June 2, 2008, at the Municipal Complex in Crystal Lake.

II. Roll Call/Attendance

Present were the following Committee members: Steve Fuller, Linda Gaska, Kim Hankins, Elizabeth Puchmelter, Lehn Shepherd, and Pauline Walker. Pat Dieckhoff was absent. Also present were Larry O'Meary, John Kavalunas and Brad Mitchell, Assistant to the City Manager.

III. Public Comment

There was no one in the public who wished to speak.

IV. Approval of Minutes of the May 5, 2008 Regular Meeting

Member Gaska moved to approve the minutes of the May 5, 2008 regular meeting. Member Fuller seconded the motion. On voice vote, all voted aye. Motion passed.

V. Clean Air Counts Participation Status

City staff Mitchell distributed the application for bronze level status. The Committee discussed the application and reviewed the outreach efforts needed to obtain bronze level status. The Committee discussed the four outreach efforts that the Committee has already completed or is currently working on for bronze level status:

1. Publish an article on CAC energy efficiency and emission reduction strategies in your municipal newsletter and/or area newspapers.
2. Add information on CAC energy efficiency and emission reduction strategies to your municipal website, along with a link to the CAC website.
3. Create a display booth and/or information board that provides information to residents about CAC energy efficiency and emission reduction strategies.
4. Provide residents with information on energy efficiency and emission reduction strategies with a vehicle sticker purchase.

Member Puchmelter asked whether it is necessary that the Committee achieve bronze level. City staff Mitchell explained that the Clean Air Counts Campaign has different levels that Committee must be achieved and that the bronze level status must be completed prior to achieving the other levels. Chair Hankins asked that City staff Mitchell coordinate the submission of the bronze level application on behalf of the Committee. Member Puchmelter stated that once bronze level is achieved that the City should put out a press release. Chair Hankins asked to see the press release prior to it being sent to the media.

- **City staff Mitchell will coordinate the submission of the bronze level application on behalf of the Committee once all efforts have been achieved.**

a. Newsletter Articles

City staff Mitchell distributed a copy of the newsletter article submitted by Member Fuller on behalf of the Committee to be included in the June/July 2008 City Letter. Chair Hankins asked that any changes to the article by the Committee must be submitted to City staff Mitchell by Wednesday, June 4, 2008. Member Fuller asked the Committee for suggestions on topics for future newsletter articles. The Committee discussed putting information on idling and the website. City staff Mitchell stated the submission for the August/September 2008 newsletter must be in by early July. Member Fuller stated that information on the Farmers' Market should be included in the newsletter article for June/July 2008 and replace the information on the gas can replacement program.

- **Member Fuller will coordinate the submission of an article for the August/September 2008 City Letter.**
- **Member Fuller will forward City staff Mitchell information on the Farmers' Market to include in the article for the upcoming City newsletter.**

b. Lawncare Buyback/Gas Can Replacement Program

Member Puchmelter stated that she is still working on the proposal to present to the City Council. Member Puchmelter stated that she spoke with the managers at Home Depot and Ace Hardware regarding gas can products that are available. Member Fuller suggested that Member Puchmelter contact Eve Pytel, Clean Air Counts Campaign, to get more information on the type of cans needed, as well as, more information on hosting such an event. Member Shepherd asked whether there is any way to quantify the air quality from the gas cans. Chair Hankins suggested presenting this proposal to the City Council at the second meeting in July or first meeting in August. The Committee agreed not to present the proposal at the June 17th City Council meeting and to postpone it until a future City Council meeting.

- **Member Puchmelter will contact Eve Pytel to get more information about hosting a Gas Can Replacement Program.**
- **Member Puchmelter will work with City staff Mitchell on the proposal.**

c. Website

Member Shepherd distributed a draft for the Committee's webpage. The draft web page is an initial start and more information can be added over time. Member Shepherd stated that he will forward the draft webpage to City staff Mitchell to give to the City's IT Director. Chair Hankins asked the Committee to provide comments on the draft webpage to Member Shepherd by Friday, June 6th.

- **Committee members will send comments regarding the draft webpage to Member Shepherd by Friday, June 6th.**
- **Member Shepherd will work with City staff Mitchell to get the webpage on the City's website.**

d. Bicycle Path Program

Member Fuller stated that he and Member Walker met with representatives from Elgin about their expansion of bicycling compatibility. John Kavalunas suggested looking into

the Chicago Bicycle Federation. Member Fuller stated that he has been in contact with Jeff at Village Peddler about hosting an event. Chair Hankins suggested coordinating a joint effort with the McHenry County Conservation District. Member Fuller suggested finding a better way to mark the bicycle path, especially in places where there is a divide between the paths. Member Fuller and Member Walker stated that they would like to meet with City engineers to discuss requirements for bicycle lanes. Member Gaska mentioned that the Committee had previously discussed looking to add bicycle racks at the Downtown train station.

- **Members Fuller and Walker will continue to research ways to make the City more bicycle friendly.**
- **City staff Mitchell will coordinate a meeting with Members Fuller and Walker and City staff regarding bicycle lanes.**

e. Vehicle Sticker Discount for Hybrid Vehicles

City staff Mitchell updated the Committee members on the survey of other communities regarding vehicle sticker discounts for hybrid vehicles. None of the communities that responded offer a discount for hybrid vehicles. The Village of Wilmette did offer such a discount in 2007, but discontinued it for 2008 because of the amount of staff time it took to verify the hybrid vehicles. Chair Hankins stated that this issue be tabled for now and that further options could be looked at in the future and the Committee agreed.

- **City staff Mitchell will continue to research other communities.**

f. Farmers' Market

Member Walker stated that she emailed a schedule to the Committee for the Farmers' Market. The Committee discussed scheduling and topics for the Farmers' Market. The Committee agreed to begin at the June 14th Farmers' Market. The Committee also agreed not to participate at the Farmers' Market on July 5th and August 30th because of the holidays at that time. Proposed topics for the Farmers' Market include: gas can, idling, biking, VOC paints, natural landscaping, sustainable agriculture and mowing option. Committee members signed up for certain dates and topics. Member Walker will email a complete schedule to the Committee. Member Fuller asked about tables for the Farmers' Market. City staff Mitchell said that a table is available to use from the City. Chair Hankins stated that Committee members should coordinate the pick-up of the table and handouts the Friday before the Farmers' Market. Member Walker stated that she will have the t-shirts ordered by the first Farmers' Market.

- **Member Walker will be at the first Farmers' Market.**
- **Member Walker will email the schedule to the Committee.**
- **Member Walker will order Committee t-shirts.**
- **City staff Mitchell will look into having a Committee sign made.**

g. Idling

Member Fuller suggested hosting an anti-idling campaign at the schools beginning at the start of the school year. Member Fuller stated that he will meet with the school principals one-on-one to discuss the no-idling campaign. Member Fuller stated that once

he received approval from schools, he would then present the campaign to the City for review. Larry O'Meary suggested having no-idling signs put up around the schools. City staff Mitchell stated that he would check with the City's Street Division about creating no-idling signs. City staff Mitchell stated that he is working on creating a draft idling policy for City vehicles.

- **Members Fuller will contact with principals from local schools about hosting a no-idling campaign.**
- **City staff Mitchell will research other communities' efforts on no idling.**
- **City staff Mitchell will check with the City's Street Division about creating no-idling signs.**
- **City staff Mitchell will continue to draft an idling policy for City vehicles.**

h. Participation with other summer events

Chair Hankins asked the Committee if they knew of any events happening during the summer that the Committee could participate in. Johnny Appleseed was suggested and Chair Hankins asked that be added to the next agenda. Member Fuller stated that something on anti-idling can be done on the first day of school. Member Fuller suggested having a table at a house walk.

- **City staff Mitchell will add Johnny Appleseed Festival to the next agenda.**

i. Other media opportunities

Chair Hankins asked if the Committee knew of any other newsletters or journals that the Committee could be mentioned in. Member Puchmelter stated that she could get in touch with all the garden clubs. Member Gaska suggested contacting the McHenry County Defenders.

VI. Open Discussion

Member Fuller stated that the Committee should focus on involving more businesses. Member Gaska stated that she hasn't had time to plot out the Clean Air Counts criteria with business involvement. Member Shepherd stated that there are different resources beyond the Chamber of Commerce to get businesses involved. Member Gaska also stated she will be contacting the Green Restaurant Association about helping restaurants in the community become greener. Member Gaska stated that she needs time to analyze the requirements of the Clean Air Counts criteria in order to come up with a GANTT Chart of the necessary steps to accomplish those goals. Member Gaska stated that the Green Business Task Force has a recognition program and businesses don't need to be a Chamber member to participate. After the Task Force audit, if an organization makes the suggested improvements, they are recognized by the Task Force. If they are a Crystal Lake Chamber member, the organization receives certification. The First Congregational Church was the first organization to be audited and recognized. Chair Hankins assured Member Gaska that the business portion of the requirements is not a responsibility for her to bear alone and that the committee, as a whole, will help accomplish those goals.

Chair Hankins asked City staff Mitchell about the conferences he will be attending. City staff Mitchell stated that he will attend the Green Procurement Conference at Navy Pier and the Energy Efficiency seminar hosted by ComEd in June.

Member Puchmelter stated she received an email from Sue Bechtold at the Chamber about the Farmers' Market in Elgin. The Committee agreed that the distance of the Farmers' Market was too far to participate in. Member Puchmelter also stated that she is very impressed with the Committee and the progress made.

VII. Next Meeting Date

The Committee discussed the next meeting date. Due to the Fourth of July holiday and the length between meetings, the Committee agreed to meet on Monday, June 30, 2008 at 7:00 p.m.

VIII. Adjourn

There being no further business, Member Shepherd moved to adjourn the meeting at 9:00 p.m. Member Gaska seconded the motion. On voice vote, all voted aye. Motion passed.