

MINUTES
Sustainability Committee
November 18, 2020
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

1. Call to Order

The meeting was called to order at 7:04 p.m. on Wednesday, November 18, 2020 at City Hall in Crystal Lake.

2. Roll Call/Attendance

Present were the following committee members: Terry Dieckhoff, Jen Oliver, Lisa Janezic, Lara Smith, Sam Zurawski, and Cordell Crane joined the meeting via Zoom. Member of the public in attendance was Assistant to the City Manager Nick Hammonds.

3. Public Comment

There were no public comments.

4. Approval of the Minutes from October 21, 2020

Sam Zurawski moved to approve the minutes from the October 21, 2020 meeting as amended. Cordell Crane seconded the motion. Upon voice vote, motion passed.

5. Bike Share Program

Nick Hammonds began the discussion of the bike share program and the process for submitting the proposed program for budget approval. Terry Dieckhoff provided a background of the program, and the City would be responsible for \$1,325 per year for 2021 and 2022 to have a bike rack with five bicycles. The City would have the option to include additional bikes at \$265 per bike. Cordell Crane inquired about the pricing of the racks and whether that includes service and maintenance. Terry Dieckhoff stated that the pricing is only for the City, and local bike shops are involved with maintaining the bikes.

Sam Zurawski inquired if the Committee could request more than five bikes and suggested as many 15 to include in the request for the budget. Nick Hammond stated that he will begin the budget request paperwork and the Committee can come to an agreement about the amount of bikes and funds to request. Cordell Crane inquired about the operation of the bike share program, security for the application that it utilized, and the comparison of ridership and revenue generated. Terry Dieckhoff stated that he will research more background information on ridership, the cost per ride, and available data from Visit McHenry County.

Terry Dieckhoff moved to approve of the bike share program and to have the program included for budget consideration in 2021. Sam Zuraski seconded. Upon voice vote, all Committee members voted aye. Motion passed.

6. Greenest Region Compact (GRC): Review Priority Objectives, Plastic Bag Objective Discussion, and Complete Streets Discussion

Below are the current priority objectives:

-Communication of Sustainability Committee initiatives, actions and goals: Lara Smith

- Promote and support local businesses that practice sustainability: Emilie Hoffman
- Single Use Bag Ordinance: Nicky Strahl

Nick Hammonds inquired if the Committee was aware of updates with reusable bags being allowed in stores in Crystal Lake. The recent increase in Covid-19 cases has caused a retreat to previous lockdown measures implemented in 2020. Cordell Crane stated that multiple stores have continued to follow guidelines to only allow single use bags in stores. Sam Zurawski stated that Mariano's may still allow reusable bags.

Nick Hammonds provided an update to the Committee on Nicky Strahl's findings regarding the Illinois State Green Business program. The program went dormant for a number of years, but a new employee with the agency overseeing the program will be working on bringing the program back. Nick Hammonds and Nicky Strahl will continue to update the Committee as the program develops.

7. Sustainability Committee Web Page

Sam Zurawski began the discussion by reviewing information that could be included in an updated Facebook post to align with the current season and upcoming holidays. She stated that having a post informing the public of places to recycle Styrofoam and the proper disposal for specific items, such as wrapping paper, would be beneficial to promote ahead of the upcoming holidays. Cordell Crane added that posting information on places to bring metals would be helpful as well. Nick Hammonds stated that there are drop off locations at Townships in the area that will take Styrofoam and the City of Crystal Lake offers holiday light recycling.

Jen Oliver stated that the Green Guide promotes similar information, which the Committee could utilize with a post on social media. Lara Smith stated that she agrees that keeping posts relevant to the times and/or holidays would be more useful for the public. Nick Hammonds stated that he will draft a post for the Committee to review prior to submitting the post for approval to be promoted on City social media pages.

8. 2021 Meeting Schedule

Nick Hammonds discussed the requirement for the Committee to agree on a meeting schedule for calendar year 2021. The Committee agree to keep the current schedule for meetings to occur on the third Wednesday of each month at 7:00 p.m.

9. Open Discussion

Electric Vehicle (EV) Charging Station Proposal

Nick Hammonds provided an update to the Committee regarding a proposal from the Environmental Defenders of McHenry County to donate an EV charging station for installation at the Raue Theater parking lot. The Committee voiced in agreement of the proposal. Cordell Crane stated that it would be useful to include more than one charging station and to make sure that the installation is completed in a manner that would allow for additional charging stations to be added at a later date.

Nick Hammonds stated that the proposal will be included for budget discussions for the next fiscal year. He reviewed the approval process for the charging station, which upon approval by the City Council, the City would then need to receive a Limited Use Permit (LUP) for the zoning of the charging station. Nick Hammonds advised that the City of Woodstock previously installed charging

stations with a donation from the Environmental Defenders. The Defenders are offering the same proposal of using a \$1,000 grant to purchase the charging station equipment. Similar to Woodstock, the City of Crystal Lake would then be responsible for installation and maintenance costs. Nick Hammond stated that Woodstock incurred \$7,251 to install the station, they perform monthly inspections of the equipment, and users currently do not have to pay to charge their vehicles. The City of Woodstock currently pays for the electricity that is utilized at the charging station.

Terry Dieckhoff stated that signage would be needed to notify users that a vehicle can only be parked in the charging location for a limited time so as to allow other users to access the charging station. Nick Hammonds stated that part of the Limited Use Permit stipulates the signage allowed. The signage could include a time limit for users to be stopped at the charging stall. Nick Hammonds stated that enforcement of the time limit would need more consideration. Sam Zurawski stated that the Raue Theater parking lot is patrolled by the Crystal Lake Police, as she has seen people ticketed for infractions at the lot. Lara Smith stated that too much or too stringent of enforcement may discourage people from utilizing the charging device.

Cordell Crane stated that the ultimate goal would be to promote the environmental benefit of the electric vehicle charging station, and that using the station is more of a destination rather than being utilized specifically for fully charging a vehicle. He stated that electric car owners would rely on charging their vehicle at home. Having the charging station would be a courtesy that promotes the use of electric vehicles.

Jen Oliver stated that depending on the demand of the charging station, the City could then expand to additional locations in the future. Cordell Crane stated that Three Oaks or Main Beach would be desirable locations. Nick Hammonds stated that further research is needed to find out how to track the number of vehicles that utilize the charging station, how long each car stays, and how much electricity is used. Cordell Crane stated that McHenry County College (MCC) may have this information as well, as they installed EV charging stations at the school previously. Nick Hammonds also stated that the charging station that is being donated by the Defenders may show how to track this information, but this will need to be ascertained prior to submitting for budget approval.

Budgeting Inquiry

Sam Zurawski inquired about the budgeting practices of the City and how the Sustainability Committee fits into the budgeting for each year. Nick Hammond stated that the Committee has previously requested funds for specific events or items that the Committee is pursuing. In reference to the bike share program and the electric vehicle charging station, the Committee will recommend the City consider the bike share program and EV charging station, the City will review the total budget and whether the programs can be pursued.

Online Shopping Application

Jen Oliver stated that a friend of hers is developing an app that is utilized for shopping online for local stores. The name of the app is Locatile, and will be accessible at <https://locatile.com/>. The app is anticipated to be available shortly after the holiday season. The app will be focused on Crystal Lake and Woodstock businesses. Jen Oliver stated that the app would promote shopping locally, similar to the Food Shed Co-op. Terry Dieckhoff agreed that the app is a great idea. Lisa Janezic and Lara Smith also stated that this is a good initiative as online shopping has continued to be popular.

10. Next Meeting

The next meeting will be held on Wednesday, December 16, 2020 at 7:00 p.m.

11. Adjourn

There being no further business, Terry Dieckhoff moved to adjourn the meeting at 7:50 p.m. Lisa Janezic seconded the motion. On voice vote, all voted aye. Motion passed.