

WINNETKA ENVIRONMENTAL AND FORESTRY COMMISSION
REGULAR MEETING
MINUTES
July 10, 2019

A record of a legally convened meeting of the Environmental and Forestry Commission of the Village of Winnetka, which was held in the Council Chambers at Village Hall, 510 Green Bay Road, Winnetka, Illinois, Wednesday, July 10, 2019, at 7:00 pm.

Call to Order: Chairperson Dowding called the meeting to order at 7:00 p.m.; voting Members present: Chuck Dowding, Chris Foley, Rosann Park-Jones, Mike Nielsen, Barry Sylvester and Liz Kunkle. Voting Members absent: David Varca. A quorum of presently appointed members was present. Ex-officio Members present: None. Village Council Representative Present: Anne Wedner. Student Representative Absent: Clark O'Bryan. Staff Representative Present: Matt Havlik, Public Works Analyst. No members of the public were present.

- 1) Introduction & Chair's Remarks: Chairperson Dowding called the meeting to order at 7:00 p.m. and welcomed all Commission members.
- 2) Public Comment: None.
- 3) Review and Summary of Minutes:
 - a) Adoption of the June 12, 2019 Regular Meeting Minutes: Chairperson Dowding asked for a motion to approve the June 12, 2019 minutes which was moved by Commissioner Kunkle and seconded by Commissioner Foley.
 - b) May 8, 2019 Regular Meeting Minutes (As Amended): Chairperson Dowding stated that the amended May 8, 2019 meeting minutes are included in the packet for reference. Chairperson Dowding asked for a motion to approve the May 8, 2019 amended minutes which was moved by Commissioner Foley and seconded by Commissioner Nielsen.
- 4) New Business, Old Business/Updates:
 - a) Comprehensive Planning Discussion: Chairperson Dowding stated that Commissioner Foley has been involved in the comprehensive planning discussion through his involvement with the Village Plan Commission. Commissioner Foley stated that he recently attended a Plan Commission meeting and told the Commission that the Village hopes to bring on a consultant by October this year.

Chairperson Dowding stated that he also attended a comprehensive planning meeting recently with Village staff, Village President and Chairs from other Village

Commissions. Chairperson Dowding mentioned that staff has no plans to create an independent comprehensive planning commission and that the Village's Plan Commission will play a key role in the process. In terms of the overall process, Chairperson Dowding stated that it is the job of the EFC to provide the Plan Commission with information and then the Plan Commission will communicate this information to the Village Council.

Commissioner Foley stated that at the last Plan Commission meeting, the Commission reviewed the draft RFP document and discussed aspects of what should be addressed as part of the process. Commissioner Foley mentioned that the Plan Commission created a list of potential documents to provide the future consultant related to the comprehensive plan. Commissioner Foley asked that the GRC2 framework be included.

Commissioner Foley said that Village staff are planning on issuing the RFP on Friday, July 26th and hope to select a consultant by October 15th. Commissioner Foley stated that the consultant will be tasked with creating the 2040 comprehensive plan for the Village. Commissioner Foley also mentioned that the Plan Commission will base the new comprehensive plan off of past comprehensive plans. Commissioner Foley said the Village will be focusing on public engagement and communication throughout the development of the plan and that Village staff will be creating a dedicated website, hosting open houses and encouraging community presence. Commissioner Foley stated that after proposals are received, staff, trustees and Plan Commission will evaluate and interview consultants.

Chairperson Dowding stated that the EFC has an opportunity to incorporate sustainability and environmental initiatives into the Village-wide comprehensive plan and that the Commission should research other communities, and involve other groups such as, green teams, park districts, garden clubs and schools.

Trustee Wedner stated that the recent Downtown Master Plan lacked environmental initiatives. Specifically, Trustee Wedner mentioned she would have liked to see an electric vehicle charging station included. Trustee Wedner also mentioned that adding bike racks in downtown areas is another good idea.

Commissioner Foley stated that the Plan Commission expects the duration of the development of the new comprehensive plan to take 12-18 months. The Plan Commission made it clear that public engagement is one of the most important aspects of the process. Trustee Wedner asked the Commission to encourage their neighbors and friends to attend meetings and voice their opinions and ideas. Chairperson Dowding

added that the Commission should encourage other environmental groups to attend meetings.

Commissioner Kunkle said that she recently met with staff from the Village of Northfield about the process for the development of their comprehensive plan and how they incorporated sustainability initiatives. Northfield is in the process of finalizing their comprehensive plan and it will be released in December of this year. Commissioner Kunkle added that no other neighboring communities appear to be redoing their comprehensive plans at this time. Commissioner Kunkle also noted, that other than Northfield, the only other neighboring community that appears to have updated their comprehensive recently is Glenview, which did so in 2017.

Chairperson Dowding stated that the next EFC meeting is scheduled for August 14th and that the aim of this meeting should be to put a plan together of what the Commission needs to accomplish in the coming months.

Commissioner Kunkle stated that there are two upcoming workshops in Highland Park and Grayslake focusing on using sustainability planning through the GRC2 framework. Matt Havlik said he will forward the registration information to all Commission members.

- b) EFC Website Revisions: Matt Havlik provided an overview of the EFC website revisions. The Commission discussed the changes and Chairperson Dowding explained his desired changes. Matt Havlik noted that he will work with the Village's communication team on making revisions for the next meeting.

5) Communications:

- a) Approval of August Communications Items: The Commission discussed the draft articles for the month of August and agreed that they can be sent to the Village Manager's office for posting. Chairperson Dowding asked for a motion to approve the August communications items which were moved by Commissioner Foley and seconded by Commissioner Nielsen. Matt Havlik agreed to send this information to the Village Manager's Office.
- b) Discussion of September Communications Items: The Commission looked ahead to the September communication items and agreed upon who will draft articles for each topic.

- 6) Committee/Staff Report: Matt Havlik announced that his last day with the Village will be August 2nd as he recently accepted a new position with the Village of Lisle as Assistant to the Village Manager. The Commission thanked Mr. Havlik for his service over the last 4 years.

7) Open Forum:

Commissioner Kunkle reported that close to 200 gallons of food waste was diverted from the garbage at the Winnetka Music Festival and that the program was a success for the first year of being implemented. Commissioner Kunkle added that she plans to build upon the program for next year.

Commissioner Kunkle also added that Go Green Winnetka's Yards That Work Tour is scheduled for July 14th.

Commissioner Park-Jones inquired about the status of the refuse discussions at the Village Council level. Matt Havlik explained that this item was discussed at the Village Council meeting the night prior and that the discussion included composting, pay-as-you-throw programs and commercial collection.

- 8) Adjournment: There being no further business, Chairperson Dowding asked for a motion to adjourn which was moved by Commissioner Foley and seconded by Commissioner Sylvester. Having the motion passed, the meeting adjourned at 8:50 p.m.