

ENVIRONMENTAL SUSTAINABILITY COMMITTEE MEETING
Thursday, December 8 – 5:30 PM
Lake Forest City Hall, 220 E Deerpath.

AGENDA

- I. CALL TO ORDER AND ROLL CALL**
- II. INFORMATIONAL ITEMS (:30 for Presentation)**
 - a. “BATTERY BOX” RECYCLING PROGRAM – Reagan Walsh, Management Analyst**
- III. ACTION ITEMS (:10 - :15 per item)**
 - a. APPROVAL OF OCTOBER 19, 2022 MEETING MINUTES**
- IV. DISCUSSION ITEMS (:15 - :20 per item)**
 - a. UPDATE ON LAKE FOREST COMMUNITY GARDEN – Reagan Walsh, Management Analyst**
 - b. COMPOSTING PROGRAM – Jim Lockefer, Assistant to the Director of Public Works**
 - c. ANTI-IDLING VEHICLE POLICY – Reagan Walsh, Management Analyst**
- V. ADDITIONAL ITEMS (Packet Material Only)**
 - a. STATUS REPORT ON SUSTAINABILITY INITIATIVES & PRIORITIES**
- VI. PUBLIC COMMENT**
- VII. NEXT MEETING DATE(S) – JANUARY 18, 2023**
 - a. 2023 COMMITTEE CALENDAR YEAR CREATION**
- VIII. ADJOURNMENT**

BATTERY / CELLPHONE COLLECTION & RECYCLING PROGRAM: Large Box Guidelines

Call2Recycle recommends shipping the box when it is full (up to 66 lbs.) or within one year of the accumulation start date, per EPA storage requirements.

BUILD THE BOX

Step 1: Unpack



Remove the shrink-wrap. Do not remove or damage the flame retardant liner.

Step 2: Build the box



Pull and lift front flap.

Step 3: Fold



Insert header tabs into top slots, side flaps into back slots and neatly position bags.

COLLECT BATTERIES & CELLPHONES

Step 4: Bag it or tape it



Place *each* required battery or cellphone in an appropriately sized bag. If no bags are available, cover the positive terminal with duct, electrical or another non-conductive tape.

Step 5: Seal it



Peel away backing from adhesive and fold flap over.

Step 6: Drop it



Deposit sealed bag or bags into the box. Write the accumulation start date on the back of the box at the time of first use.

RETURN THE FULL BOX

Step 7: Prepare to ship



When max capacity (66 lbs/ 30 kgs) is reached or one year of accumulation has passed, release the header tabs and side flaps, remove backing from inside adhesive strips and fold down while inserting side flaps.

Step 8: Secure & ship



The pre-paid, pre-addressed return shipping label displays your assigned carrier – Do NOT cover with your own label(s). Write your return address and put the box out for that carrier's next pickup.

Contact us:

Online: call2recycle.org

E-mail: customerservice@call2recycle.org

Phone: 877.723.1297

Charge Up Safety
call2recycle.org/safety

Charge Up Safety!

Call2Recycle® Collection Site Safety Training



Batteries power the modern world, whether it's your cellphone, tablet, power tool or digital camera.



When batteries lose their charge or ability to recharge,
it's time to recycle them.

What happens to a recycled battery?

The recycled materials that come from batteries are used to manufacture new products such as:



**NEW
BATTERIES**



SUNSCREEN



**STAINLESS
STEEL POTS
& PANS**



GOLF CLUBS



SILVERWARE



**ASPHALTS
FOR ROADS**

Plus, the batteries are kept out of landfills!

Where does a used battery go?

The recycling process begins when used batteries are dropped off at a Call2Recycle collection site. From there, the battery is shipped using ground transportation to a sorting facility.



Safety is important during every step of the journey.

Why you should care about battery safety

1. As more products using batteries (e.g. toys, tools, electronics) are sold, more batteries are **flooding the market**.
2. Battery chemistries can be **hard to identify** making it difficult to know which are hazardous and require special preparation for shipping.
3. As the **power** of batteries increases and their size shrinks, the chances for severe fire incidents goes up.
4. Sales of **counterfeit batteries**, which are more likely to cause safety incidents, are increasing.

Call2Recycle accepts rechargeable batteries each weighing less than 11lbs (5kgs)

Accepted Rechargeable Batteries



Nickel Cadmium (Ni-Cd)



Lithium Ion (Li-Ion)



Nickel Metal Hydride (Ni-MH)



Small Sealed Lead Acid (SSLA/Pb)



Nickel Zinc (Ni-Zn)

Call2Recycle accepts primary batteries each weighing less than 11lbs (5kgs)*

Accepted Primary (Single-Use) Batteries



**Alkaline: AA, AAA, 6V,
9V, C, D, button cells**



Lithium Primary

** Select collection sites have opted into Call2Recycle's fee-based program for primary batteries; check to see if your collection site is one of them.*

Call2Recycle will NOT accept these batteries:

- Batteries weighing more the 11lbs (5kgs)
- Wet cell batteries (composed of a liquid), such as car or boat batteries
- Lithium Ion rechargeable batteries over 300 watt hours
- Lithium primary batteries with over 25 grams of lithium content
- Any batteries that do not fit in a Call2Recycle collection box

What you need to know about cellphones

Call2Recycle accepts:

- All cellphones, with or without batteries.
- All cellphones should be bagged before shipment.



We do NOT accept cellphone accessories, such as chargers.

Cellphones are refurbished and resold, depending on the condition. We recycle phones that cannot be refurbished. The proceeds help fund the cellphone collection program and public education to raise recycling awareness.

What you need to know about collection boxes

Call2Recycle accepts batteries returned in:

- Call2Recycle boxes
- Those pre-approved by Call2Recycle

Boxes must be stored in a cool, dry place and should be supervised at all times.

Write the date you began collecting batteries in the Accumulation area on the box.



Charge Up Safety!

Thank you for your commitment to protecting the environment through safe battery recycling.



DRAFT ENVIRONMENTAL SUSTAINABILITY COMMITTEE MEETING
Wednesday, October 19 – 5:00 PM
Lake Forest City Hall, 220 E Deerpath.

I. CALL TO ORDER AND ROLL CALL

Chairman Melanie Rummel called the meeting to order at 5:31 P.M. Alderman Eileen Weber was present. Alderman Jim Preschlack was absent.

Staff in attendance included Jim Lockfeer, Assistant to the Director of Public Works and Reagan Walsh, Management Analyst. One member of the public was also present.

An in-person tour at the History Center of Lake Forest Lake Bluff was conducted where Agenda items I and II took place. All remaining agenda items took place at Lake Forest City Hall, 220 E Deerpath.

II. INFORMATIONAL ITEMS (:30 for Presentation)

a. HISTORY CENTER OF LAKE FOREST / LAKE BLUFF GARDEN TOUR – Lisa Frey, Director of Development

Lisa Frey, Director of Development at the History Center of Lake Forest Lake Bluff provided a presentation and interactive tour regarding *The Garden Initiative*, a comprehensive plan to develop a learning garden on the current campus of the History Center.

Breaking ground in 2023, Director Frey specifically outlined the design and construction aspects of the project, discussing several sustainable and environmental best practices that have been imbedded in planning efforts. An emphasis on how the project will restructure and benefit the natural environment surrounding the Center was also a focal point of the presentation.

The Lake Forest Forest-Lake Bluff contributions to sustainability, landscape design, and preservation throughout the planning and design of the *Garden Initiative* was applauded by the Committee and was shown as a true reflection of the community's commitment to environmental stewardship.

III. ACTION ITEMS (:10 - :15 per item)

a. APPROVAL OF SEPTEMBER 19, 2022 MEETING MINUTES

Chairman Rummel moved to approve the September 19, 2022, Environmental Sustainability Committee meeting minutes. Alderman Weber seconded the motion. The motion carried unanimously by voice vote.

Chairman Rummel asked if there were any additional questions or comments from members of the public.

Seeing none, she moved to the next agenda item.

b. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL NET CIVIC GRANT CONTRIBUTION, NORTH SHORE ELECTRICITY AGGREGATION CONSORTIUM (NSEAC) – Reagan Walsh, Management Analyst

Reagan Walsh, Management Analyst, presented a Memorandum pertaining to the Allocation of the Annual Net Civic Grant Contribution received by the City of Lake Forest for the 2022 calendar year. Attached in the meeting packet, the Memorandum recommended that based on conversations with North Shore Electricity Aggregation Consortium ("NSEAC") communities, the City's credit rating agency, and internal City staff, the City receive the \$90,000 Civic Contribution in full, with the assumption as mandatory to fund environmentally sensitive or sustainability-related projects.

After discussion and clarifying questions regarding the Consortium, contribution limitations, and the City's financial policies, the Committee made a consensus to approve the recommendation. With several sustainability initiatives and programs that are in progress and being developed, the Committee outlined that the funding could be dedicated to these projects which would have a noticeable, and direct benefit to the community.

c. FOODCYCLER PILOT-COST SHARE PROGRAM RECOMMENDATION – Reagan Walsh, Management Analyst

Reagan Walsh, Management Analyst presented survey results and modeling information regarding the FoodCycler product and pilot municipal program. An internal Return-on-Investment (ROI) model was provided to the Committee to demonstrate the different financial, social, and environmental outcomes of the potential pilot composting municipal program. After detailed discussion and clarifying questions, City staff recommended that due to the program not being financially feasible or creating a large enough environmental impact for Lake Forest, the Committee not move forward with the program offered.

The Committee made a consensus to approve the recommendation, that said, with survey results indicating a strong desire for composting and increased access to composting in the community, future recommendations on optimal and viable composting options were noted as still desired. The Committee ended the discussion mentioning several alternative composting options to be considered, with more detailed research and proposals to review in the coming months to ultimately move forward with a composting initiative to increase access to composting in the community.

d. CAPITAL PROJECTS REVIEW – Jim Lockfeer, Assistant to the Director of Public Works

Jim Lockfeer, Assistant to the Director of Public Works, provided a brief background regarding the City's capital project funding process, noting the similarities from previous City Council capital budget workshops. He further explained the process staff conducted to identify projects that could include sustainable elements, and the change in cost that would be impacted.

The Review of the Sustainability Enhancements to CIP Projects for FY2024 included four projects as listed:

1. ROCKEFELLER / MCCORMICK / LOCH STORM SEWER RAVINE
2. ELAWA PARKING LOT
3. SOUTH PARK IMPROVEMENTS DESIGN
4. COMMUNITY GARDEN

The Committee asked clarifying questions regarding the enhancements in both the Elawa Parking Lot and South Park Improvement Design projects. The Community Garden project details and funding were also discussed including the use of the Net Civic Grant Contribution, possibly being a catalyst for the project to move forward.

Following further discussion, Mr. Lockfeer provided potential next steps for the Committee to move forward with a recommendation to City Council.

Chairman Rummel asked if there were any questions or comments from the public.

Several comments were provided from the public audience member in attendance involving the community garden including questions surrounding a deer fence for installation, general water costs, and water policies at other community gardens nearby.

Chairman Rummel asked the Committee if there were any addition questions.

Seeing none, she asked for a motion.

Alderman Weber made a motion to recommend sustainability enhancements to CIP projects for FY2024, Chairman Rummel seconded the motion. The following voted "Aye": Chairman Rummel, and Alderman Weber. The following voted "Nay": None. 2-Ayes, 0 Nays, 1-Abstain, motion carried.

IV. DISCUSSION ITEMS (:15 - :20 per item)

No discussion items were listed on the agenda for the October 19 meeting.

V. ADDITIONAL ITEMS (Packet Material Only)

a. STATUS REPORT ON SUSTAINABILITY INITIATIVES & PRIORITIES

Jim Lockfeer, Assistant to the Director of Public Works, provided an update on the 2022-2023 Work Plan attached in the meeting packet. Included in the Work Plan are initiatives currently being undertaken by the Committee and upcoming projects slated for the next quarters.

Chairman Rummel provided questions regarding the progress of research for an Anti-Vehicle Idling initiative as well as the potential ban on single-use plastics

156 in Municipal buildings. Discussion thereafter occurred on the current timelines
157 and upcoming tasks for each initiative in relation to the overall workplan
158 attached in the meeting packet. Chairman Rummel asked if there were any
159 additional questions or comments from members of the public.

160
161 Seeing none, she moved to the next agenda item.

162
163 **VI. PUBLIC COMMENT**

164
165 Chairman Rummel asked if there were any public comments on any non-agenda
166 items.

167
168 Seeing none, Chairman Rummel moved to the next agenda item.

169
170 **VII. NEXT MEETING DATE(S) – DECEMBER 8, 2022**

171
172 The Committee confirmed the next meeting date for December 8, 2022, at 5:30PM
173 located at Lake Forest City Hall. The regularly scheduled November meeting was
174 cancelled due to holiday, time, and scheduling restrictions.

175
176 **VIII. ADJOURNMENT**

177
178 Chairman Rummel moved to adjourn the meeting of the Environmental Sustainability
179 Committee at 7:12 P.M. seconded by Alderman Weber. The motion carried
180 unanimously by voice vote.

181
182
183 Respectfully Submitted,

184
185 Reagan Walsh
186 Management Analyst
187



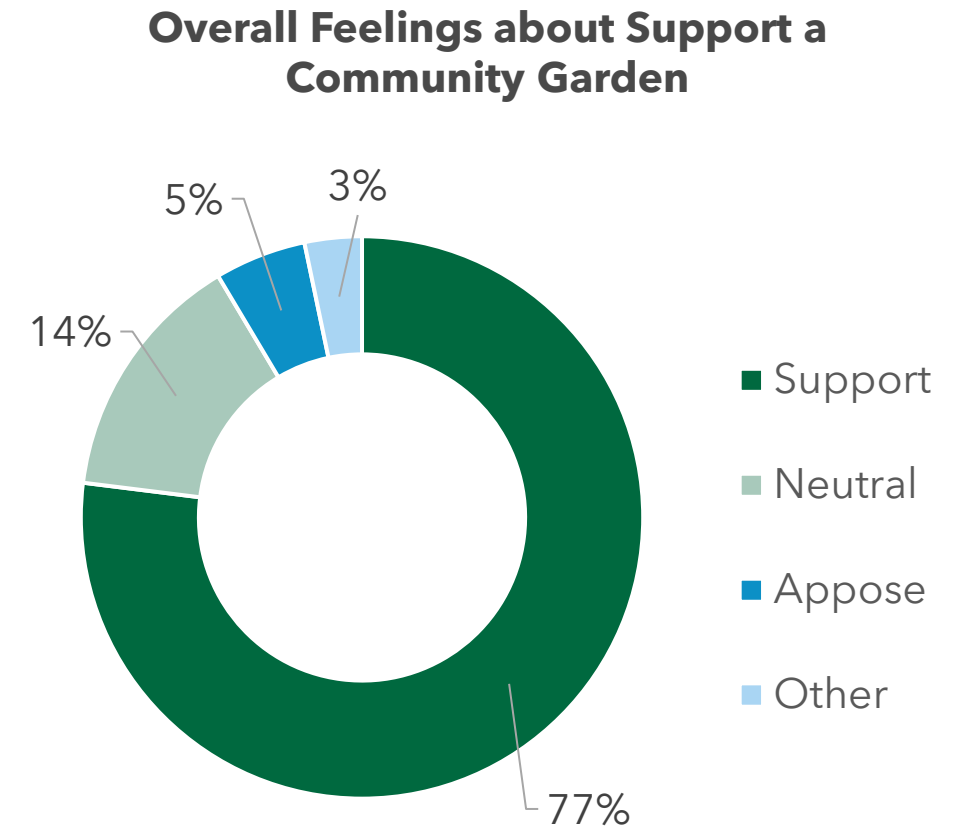
Lake Forest Community Garden

Survey Results and Update

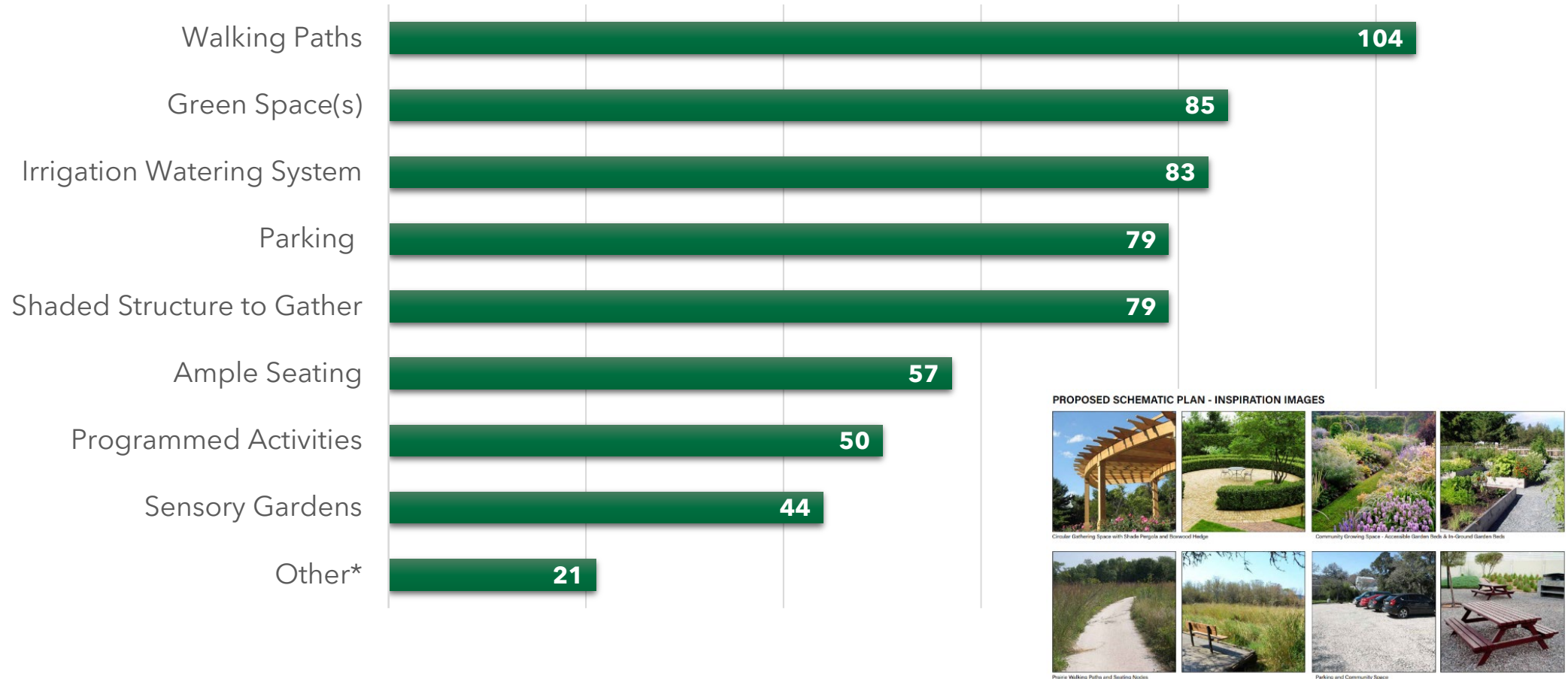
December 8, 2022

Survey Respondents Feelings for supporting a Community Garden

- 153 survey responses
- Majority positive (skewed) results
- Top reasons for apposition:
 - New construction concerns
 - Not viable or practical
 - Already enough amenities/open space
 - Other gardening opportunities
 - Concern of look and place

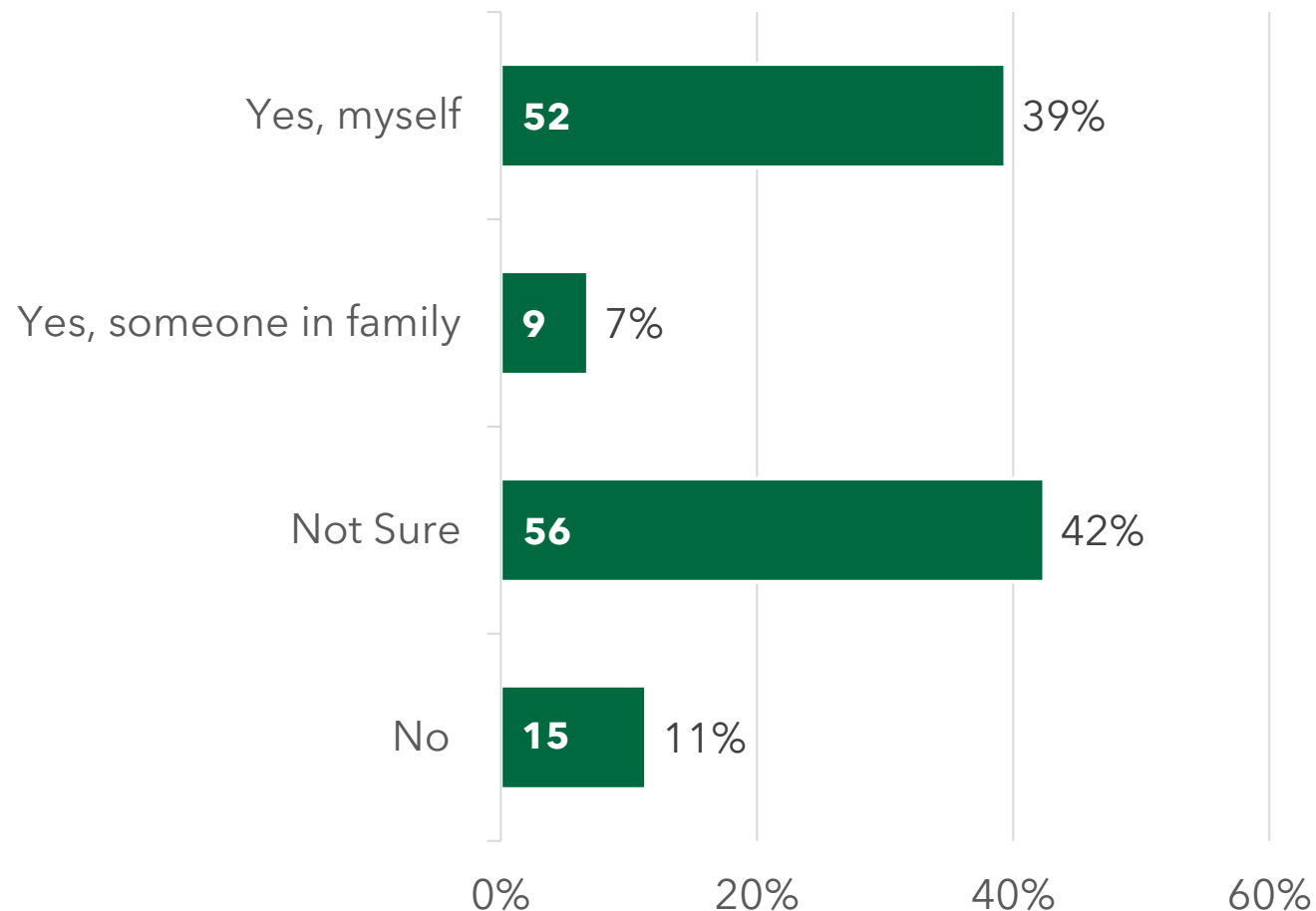


Top Garden Elements to Include



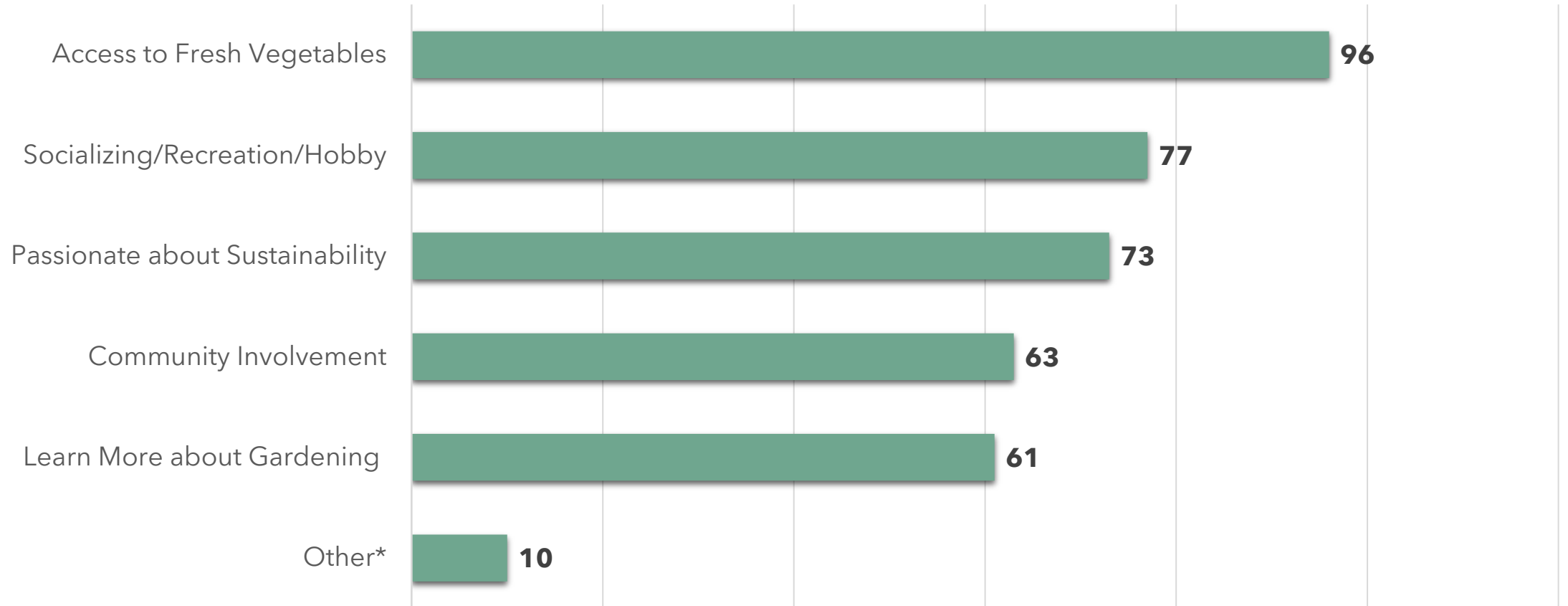
*Deer/rabbit fence, landscaping, sunshine, water, recycling, composting, washrooms, covered structure, instructions/educational materials

**Would you
or someone
in your
family rent
a plot in a
community
garden?**



*Optimal design for 30-40 plots

Why Would You Participate?



*Volunteerism, to donate food, get outside, access to sunshine

Top Plants of Interest to Grow



VEGETABLES
(124)



HERBS
(102)



FLOWERS
(80)



NATIVE SPECIES
(53)

Aspects a Garden Could Bring

What would a Community Garden bring to LF?	Selections
A place to learn about gardening	100
A place for community involvement	96
A place to grow healthy food for myself/family	90
A place to grow healthy food to donate	74
A place to make friends	70

- Strong number of respondents felt the garden could be a learning and educational opportunity
- Community involvement and friendship / socializing also well represented
- Respondents were both interested in growing food for themselves and donation
- Opportunity exists to collaborate with community partners

Location Insight and Themes

Less visible or protected location

Walkable spot and away from major roads

Utilize neighborhood or community parks (Townline, South Park, etc.)

Connection to trails and other amenities

Centralized location

LF Hospital / College Campus / Downtown (urban)

Easy accessibility

Respondent Demographics

Majority of respondents (70%) were home gardeners

About 25% of respondents are not involved in any gardening

97% of respondents lived in Lake Forest

Ages 25-49 (40%), Ages 50-64 (25%), Ages 65+ (35%)

90 respondents left contact information

Discussion

- What is the overall vision and mission for the community garden?
- How can we better involve Garden Clubs and the CBC?
- What garden locations are ESC Members and Staff hearing of?
- Next steps for Community Engagement?

A hand holding a shovel with compost, overlaid with a semi-transparent dark green rectangle containing text.

Composting Program

Environmental Sustainability Committee

December 8, 2022

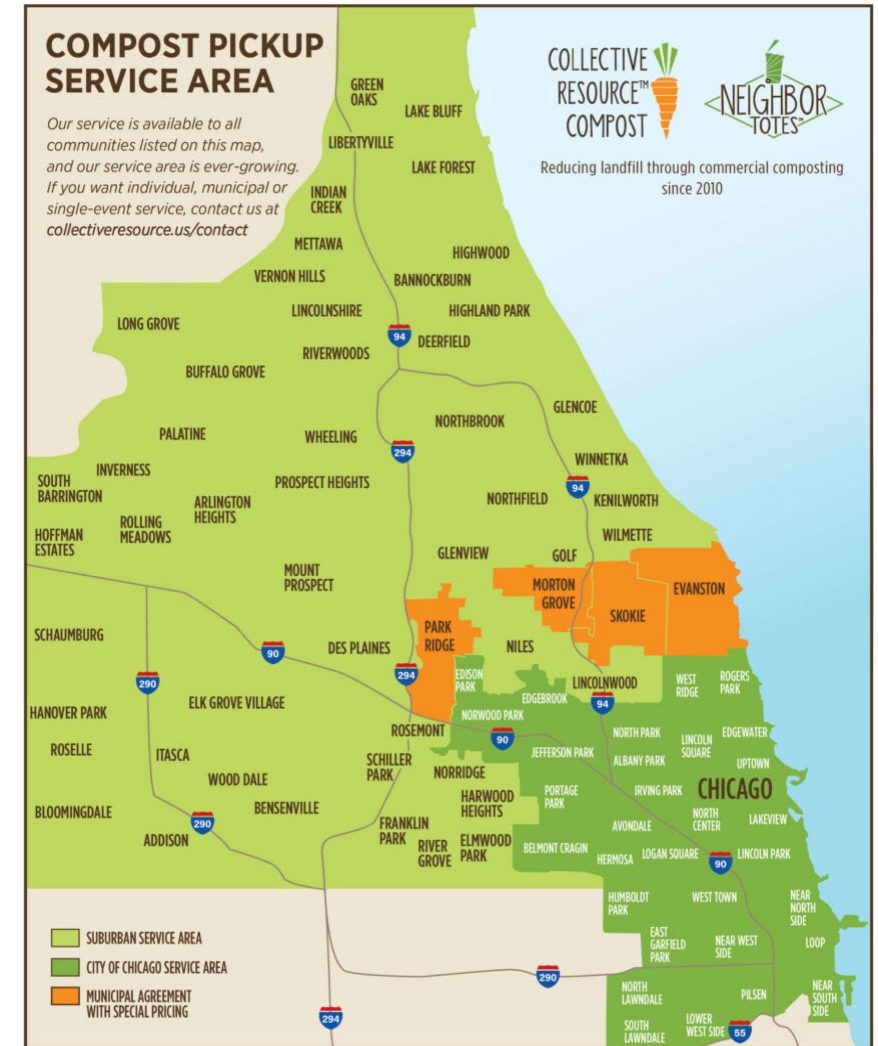
Options Explored

- Countertop composting unit
- **Centralized large capacity compost machines**
- **Collection – inhouse**
- **Collection – third party**



Third Party Food Scrap Collection

- Successful franchise agreement programs in Evanston, Morton Grove, Park Ridge, and Skokie
 - Franchise agreement establishes discounted rates
- Weekly or Biweekly sealed 5-gallon bucket pickups
 - Bucket is left in front patio / garage on pickup day
 - Clean bucket is left behind for next collection
- Other pickup packages and options
 - Commercial / restaurant
 - Winter season residential pickups
- City oversees the franchise agreement; fairly hands off
 - Can control/require various items per development of agreement
 - Service firm regularly shares reports with City on collection totals



Next Steps

- Staff can initiate Request for Proposal process for third party food scrap collection services
- Staff team will review RFP submissions, form staff recommendation, and present at an upcoming ESC meeting
- ESC would provide recommendation to City Council





Discussion on Vehicle-Idling

ENVIRONMENTAL SUSTAINABILITY
COMMITTEE MEETING

THURSDAY, DECEMBER 8, 2022

Idling is *Fuelish*.

We all idle our cars sometimes. But considering these reasons, we may want to think about idling less.

■ **Healthier air**

Improves local air quality and reduces asthma and allergies

■ **Global warming**

Reduces carbon dioxide

■ **Less waste**

Idling wastes 3 billion gallons of gasoline each year in the U.S.



Current Initiatives

■ Green Minds – “Idling is Fuelish” Campaign

- Social Media toolkit
- Signage at schools/public parking/other areas children frequent
- Quarterly school newsletter reminder
- *Partnership with LF Schools* - physical no Idling Signs

■ 2021 City of LF Vehicle Idling Management Policy

- “When capable, no driver of a City of Lake Forest vehicle shall cause or allow a vehicle to idle for a period exceeding reasonable judgement”
- Exceptions provided

■ IL State and Lake County Policies



Deerpath Middle School



Sustainability Plan Focus Areas

Goals

1. Reduce traffic congestion
2. Reduce idling
3. Reduce air pollution from the City's fleet and equipment
4. Increase bicycling and utilization of other non-automotive forms of transportation

Measurements

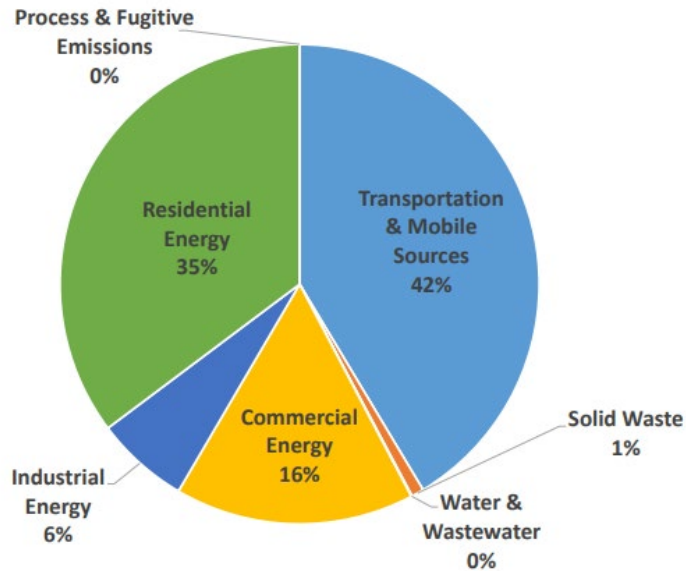
- Enacted Anti-Idling policy
- Increased percentage of City fleet that is hybrid or electric vehicles
- Reduced traffic counts on Deerpath and McKinley during school days
- Achievement of the Bicycle Master Plan goals



Energy Efficiency & Renewable Energy



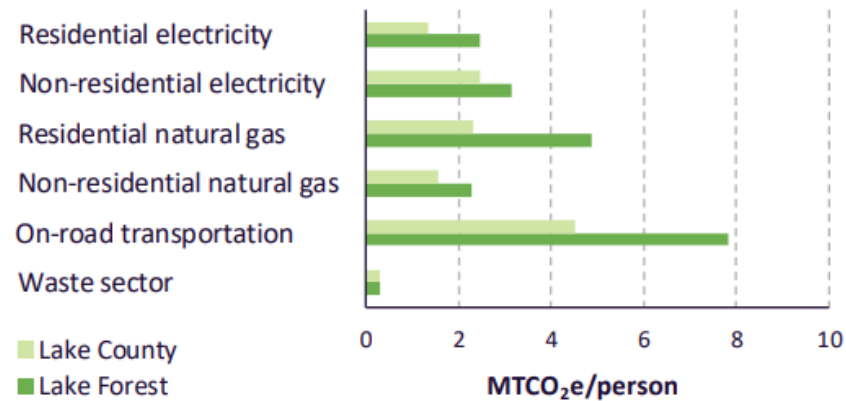
Transportation & Air Quality



GHG Emission Statistics

- Idling contributes strongly to Greenhouse gas emissions (GHG)
- Running vehicles releases carbon dioxide (CO₂) into the air - **a number one** contributing pollutant to climate change
- Transportations accounts for **42%** of Lake Forest total GHG emissions in Lake Forest, **15%** higher than national average
 - 75% of the total emissions from transportation in Lake Forest comes from private auto trips

2019 per capita emissions



Potential Opportunities

Adopt Resolution declaring Lake Forest to be an Idle-Free Community

- Recommended by the ESC to move to City Council
- Shows greater commitment than just educational campaign – brings awareness
- No enforcement necessary with clear outlines on policy
- Possible push back and could be unneeded

Increase education campaign

- Publicize pamphlets and educational tools utilized by the schools and community
- Make a monthly campaign dedicated to idling
- Order new signs for beach, key areas, see if businesses are interested, and collaborate with community partners

Encourage other modes of transportation

- Reduced traffic counts on Deerpath and McKinley during school days
- Achieve goals of the Bicycle Master Plan
- Promote or incentivize the use of electric vehicles

Discussion

- Should the City Consider Recommending a Resolution to be an “Idle-Free Community”?
- Are There Alternate Approaches the City Should Consider?
- Is the “juice worth the squeeze?”

Environmental Sustainability Committee
Current/Future Sustainability Initiatives & Priorities
Updated December 2022

Project/Initiative	2022				2023	
	Q1	Q2	Q3	Q4	Q1	Q2
Composting Program						
Vehicle Idling Campaign						
Community Gardening Program						
Single-Use Plastics Discussion						
"Green Infrastructure" Incentives						
Strategy Realignment / Greenhouse Gas						

	Planning/Research
	Presentation/Information Sharing
	Committee Approval/Action

Current Projects/Status:

1. Provide greater access to composting programs or services for residents and businesses

- Status: Appliance program not recommended for City, several additional opportunities and viable composting alternative programs researched
- On Deck:
 - Presentation of new private contractor "At-Home" compost pickup program
- Target Timeline:
 - Provide recommendation for "At-Home" program to ESC in December
 - Post RFP to gauge demand by outside vendors
 - Provide final recommendation of program with appropriate vendor in Q1 or Q2 meeting

2. Develop plan to discourage vehicle idling on City Properties

- Proposed Scope: Explore opportunities to reduce car idling on city properties
 - Soft approach, signage in key areas
 - City "Idle-Free" Resolution
- On Deck:
 - Present options and recommendation to further anti-vehicle idling in Community
- Target Timeline:

- With approval of recommendation, draft Resolution and order signage with completion of campaign in Q1 or Q2

3. Develop Community Gardening Program

- Status: Funding secured, designs received, and community survey results have been compiled
- On Deck:
 - Discuss location options for garden and timeline updates
 - Discuss plans in greater detail with Elawa, work on partnerships / presentations (Civic Beauty Committee)
- Target Timeline:
 - Recommendation for location and scope of project in Q2

4. Develop strategies to further reduce the City's use and collection of single-use plastics

- Proposed Scope: Explore opportunities to reduce the City's use of single-use plastics (e.g. City facilities, meetings/events, etc.)
 - Can we eliminate use of single-use plastics at our community events?
 - Can we promote/incentivize special event permit holds to not sell bottled water? What alternatives might exist?
 - May need to discuss with the City Council further – how far do they want to go with banning/incentivizing these products
- Target Timeline: First quarter of 2023 for research/further policy decisions

5. Promote the use of permeable pavers, rain gardens or other “green infrastructure” implements throughout the community

- Proposed Scope: Marketing/communications on City projects utilizing infrastructure
- Develop “green infrastructure” permit or reduced permit fees
- Explore cost-share opportunities or grant program for residents to offset infrastructure investment through (e.g. Overhead sewer cost-share program)
- Target Timeline: Research opportunities between December - Jan
 - Potential recommendations to ESC in Q2

6. Strategy Realignment / Greenhouse Gas Inventory

- Status: ESC Meeting in June reviewed Initial GHG report and discussed emission reduction targets (Based on ICLEI recommendations)
- On Deck:
 - Develop finalized list of future actions for ESC based on ICLEI recommendations after strategy realignment survey in Spring
- Target Timeline:
 - Target Q2/Q3 ESC meeting for strategy realignment and combine with Greenhouse Gas Inventory report recommendations.

Future Projects/Initiatives (As directed by Committee in April 2022)

1. Investigation of Solar Facilities on City Facilities

- Status: Motioned in July ESC Meeting to NOT move forward with solar facility projects presented
 - On Deck:
 - Investigate new opportunities for solar generation and work with the qualified consultants to find potentially new viable options outside of the options presented
 - In particular exploring rooftop and ground mount solar options for facilities that are not under a rider-FCA arrangement.
 - Target Timeline:
 - Follow back with consultants, review past information, and come forward with new plan and timeline for solar facilities in third quarter of 2023.
-
- Coal tar sealants – The completion of the North Branch Chicago River Watershed Workgroup (NBWW) 2020-2021 Biological & Water Quality Assessment Report was delayed (normally would be approved in December) due to some staffing delays from the contractor. MBI, the contractor, is hoping to provide a presentation at the NBWW General Membership meeting on February 8, 2023 or if the August 9, 2023 meeting.
 - Conversion of Mowed Areas to Natural Areas – No update/report
 - Landscape Equipment recommendations (Leaf Blowers) – No update/report



DRAFT Environmental Sustainability Committee 2023 Meeting Schedule

Day	Date	Time	Location
Wednesday	January 18	5:30 p.m.	City Hall
Wednesday	February 15	5:30 p.m.	City Hall
Wednesday	March 15	5:30 p.m.	City Hall
Wednesday	April 19	5:30 p.m.	City Hall
Wednesday	May 17	5:30 p.m.	City Hall
Wednesday	June 14	5:30 p.m.	City Hall
Wednesday	July 19	5:30 p.m.	City Hall
Wednesday	August 16	5:30 p.m.	City Hall
Wednesday	September 13	5:30 p.m.	City Hall
Wednesday	October 18	5:30 p.m.	City Hall
Wednesday	November 15	5:30 p.m.	City Hall
Wednesday	December 13	5:30 p.m.	City Hall