



# VILLAGE OF GLENCOE

675 Village Court, Glencoe, Illinois 60022  
p: (847) 835-4114 | [info@villageofglencoe.org](mailto:info@villageofglencoe.org) | Follow Us: @VGlencoe

[www.villageofglencoe.org](http://www.villageofglencoe.org)

## Virtual Meeting Information

As the Village of Glencoe and its partner agencies continue to follow social distancing requirements, the December 8 Sustainability Task Force meeting will be held virtually via telephone and video conference (individuals may participate either by telephone or by video conference).

In addition, at least one representative from the Village will be present at Village Hall in compliance with Section 7(e) of the Open Meetings Act. Pursuant to Executive Order 2020-73 issued by the Governor, no more than 10 people may gather at Village Hall for the meeting.

Individuals may call the following to participate in the meeting:

### **By Telephone:**

Phone Number: 1 (312) 626-6799  
Webinar ID: 958 6488 1269

### **By Zoom Video Conference:**

Zoom video conference link: [Click here](#)

Video conference participants using a computer will be prompted to install the Zoom client; participants using smart phones or tablets must download the Zoom app from their app store.

## **Public Comment Submittal Options**

### **Option 1: Submit Comments by E-Mail Prior to Meeting**

Public comments can be submitted in advance of the meeting by e-mail to [glencoemeeting@villageofglencoe.org](mailto:glencoemeeting@villageofglencoe.org). Public comments received by 4:30 p.m. or one hour before the start of the meeting on the day of the meeting will be read during the meeting under Public Comment. Any comments received during the meeting may be read at the end of the meeting. All e-mails received will be acknowledged.

Public comment is limited to 400 words or less. E-mailed public comments should contain the following:

- The Subject Line of the e-mail should include the following text: **"April 27 Sustainability Task Force Meeting Public Comment"**
- Name of person submitting comment (address can be provided, but is not required)
- Organization or agency person is submitting comments on behalf of, if applicable
- Topic or agenda item number of interest, or indicate if the public comment is on a matter not listed on the Commission meeting agenda

### **Option 2: Submit Comments by Phone Prior to Meeting**

Individuals without access to e-mail may submit their comments through a voice message by calling (847) 461-1100. Verbal public comments will be read aloud during the meeting and will be limited to three minutes.



SUSTAINABLE  
GLENCOE

## AGENDA VILLAGE OF GLENCOE SUSTAINABILITY TASK FORCE



Glencoe Village Hall  
675 Village Court/Virtual Meeting  
Tuesday, April 27, 2021- 7:00-9:00 p.m.

### 1. CALL TO ORDER AND ROLL CALL

Barney Gallagher, Chair  
Peter Mulvaney, Vice Chair  
Sandy Culver  
Lisa Fremont  
Hall Healy  
Helyn Latham

Linda Lin  
Ashley Kain Silver  
Dudley Onderdonk  
Catherine Procopi  
Larry Reilly  
Jennifer Varela

2. OPENNING 7:05 PM

3. CONSIDERATION OF THE MARCH 23, 2021 STF MEETING MINUTES 7:10 PM

4. ANNUAL REPORT TO THE BOARD FOLLOW-UP 7:15 PM

5. DONATE AND RECYCLE DROP-EVENT OVERVIEW AND LOGISTICS 7:25 PM

6. TASK FORCE WORKLOADS AND COMMITTEMENTS 7:45 PM

7. SUBCOMMITTEE UPDATES (AS NEEDED) 8:05 PM

- A. Carbon Reduction
- B. Green Lawns
- C. Public Awareness
- D. Ravines and Trees
- E. Recycling and Waste Reduction
- F. Sustainable Business
- G. Water Conservation

8. GLENCOE COMMUNITY BOARD AND COMMITTEE UPDATES (AS NEEDED) 8:40 PM

- A. Village
- B. Plan Commission
- C. Park District
- D. Library
- E. School District
- F. Other

9. OTHER BUSINESS 8:50 PM

10. PUBLIC COMMENT TIME 8:50 PM

11. CLOSING FAREWELL AND ADJOURN 9:00 PM

*The Village of Glencoe is subject to the requirements of the Americans with Disabilities Act 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 the Village of Glencoe at least 72 hours in advance of the meeting at (847) 835-4114, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Glencoe to make reasonable accommodations for those persons.*

**VILLAGE OF GLENCOE  
SUSTAINABILITY TASK FORCE**

**Draft Meeting Minutes  
Tuesday, March 23 26, 2020– 7:00-9:00 p.m.**

**1. CALL TO ORDER AND ROLL CALL**

Chairperson Gallagher called the meeting to order at 7:02 p.m.

*The following Task Force members were (virtually) present:*

*Barney Gallagher, Chair*

*Linda Lin*

*Peter Mulvaney, 7:21 p.m.*

*Dudley Onderdonk*

*Sandy Culver*

*Catherine Procopi*

*Lisa Fremont*

*Larry Reilly*

*Helyn Latham*

*The following task force members were not (virtually) present:*

*Ashley Kain Silver*

*Hall Healy (Excused)*

*Jennifer Varela (Excused)*

*Also present were:*

*Stew Weiss, Village Counsel*

*Megan Olson, Staff Liaison*

**2. OPENING**

Chairperson Gallagher explained that Governor Pritzker suspended the procedural requirement of the Illinois Open Meetings Act that a quorum of a public body be physically present to conduct a public meeting, which meant that the GSTF will continue to hold virtual meetings until further notice. Additionally, due to the supplemental public participation rules approved by the Village Board in April 2020, the Chair explained that all members of the public should submit public comments via voicemail or email. Chairperson Gallagher asked Staff Liaison Megan Olson if there were any public comments that had been submitted before the meeting. No comments had been submitted.

**3. CONSIDERATION OF THE FEBRUARY 23 STF MEETING MINUTES**

Upon a motion made by Mr. Dudley Onderdonk and seconded by Ms. Sandy Culver and unanimously adopted by all those present by roll call vote, the meeting minutes for the February 23, 2020 were approved.

**4. OPEN MEETING RULES REVIEW**

Village Counsel, Mr. Stew Weiss, gave a presentation on the basics of the Open Meetings Acts and answered questions from the group, focusing the definition of a gathering of a majority of a quorum, in relation to the GSTF's working groups.

**5. MEMBERSHIP EXANATION UPDATE**

The GSTF members continued their conversations from the previous three months regarding expansion of membership. Staff liaison, Ms. Olson, reported that no new

applications for membership with the GSTF had been received by the Village. Ms. Helyn Latham reported that she had forwarded a GSTF student application to Dr. Catherine Wang. There was also discussion about if a member of the scouting organization may be interested in a membership position.

#### **6. LIBRARY PROGRAM PROCUDURES**

Ms. Linda Lin presented on the joint Library-GSTF webinar procedures document that was a part of the meeting agenda packet. The document emphasized that all communications about the library webinars should go through the Library liaison to avoid confusion. Webinar organizers should plan webinars, including blurbs and speakers, three to six months in advance for inclusion in the Library program promotions. The group also agreed that generally the GSTF should seek free speakers for its co-sponsored events. In the event that a webinar speaker would require a fee, the webinar organizers must seek approval from the Library liaison, GSTF Chair, and the Village staff liaison.

**After discussion, a motion was made by Ms. Lin to accept the Library Programs Procedure as the GSTF standard operating procedure for webinars co-sponsored with the Library, and second by Ms. Culver, and subsequently approved by all those present by roll call vote.**

#### **7. ANNUAL REPORT TO THE VILLAGE BOARD**

Chairperson Gallagher reminded members that the GSTF will be providing an annual report to the Village Board and a presentation at the April 15 Village Committee of the Whole. Chairperson Gallagher and the working groups have already been assembling the annual report, outlining key 2020 accomplishments and upcoming projects for 2021. Chairperson Gallagher asked GSTF members if they would be willing to introduce themselves to the Village Board via Zoom during the presentation.

#### **8. SUBCOMMITTEE PLANNING DOCUMENT**

- A. *Carbon Emission Reduction:* Ms. Linda Lin discussed the upcoming GSTF Walk and Bike to School Program with the School District to encourage parents and students to drive less and reduce car idling at pickup times. Ms. Lin discussed the logistics and asked for volunteers to help with counts of students walking and bicycling to school. A number of other associated projects were also discussed by the group.
- B. *Green Lawns:* Ms. Latham discussed the idea of a no-idling campaign, which could include signage and possibly a proclamation for promotion.
- C. *Recycling and Waste Reduction:* This subcommittee discussed the Beach Clean-Up Day with the Glencoe Park District Beach on Saturday, April 24. Ms. Olson also provided updates for the Donate and Recycle Drop-Off Event on May 15, the IL EPA Household Hazardous Waste Collection Event on June 12, and the SWANCC Paper Shredding and Electronic Recycling Event on June 19. The group is still waiting to hear an update for the start date of Simple Recycling.
- D. *Sustainable Businesses:* This group discussed the idea of a green business hub/incubator. Also discussed were alternatives to gas-powered leaf blowers.

**9. GLENCOE COMMUNITY BOARD AND COMMITTEE UPDATES (AS NEEDED)**

- A. *Library:*** Ms. Lin reported that the Glencoe Public Library had approved an LED light replacement at the Library is 90 percent complete. The Library is also undergoing some overdue maintenance during the pandemic.
- B. *Park District:*** Mr. Onderdonk reported that the Park District is rolling out the beach pass program and providing a new access to the boating beach this coming year.

**10. PUBLIC COMMENT TIME**

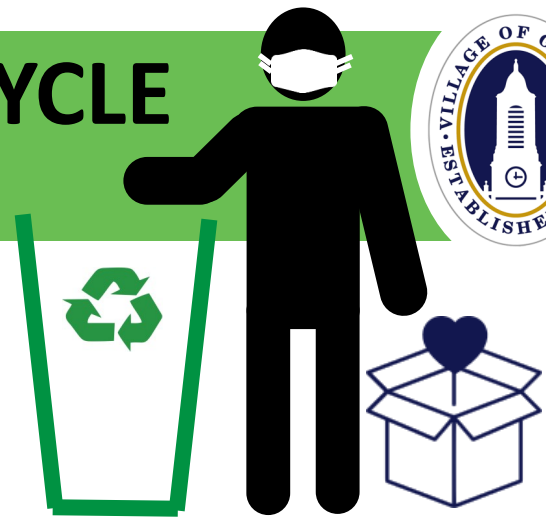
Ms. Olson reported that no public comments were received during the GSTF meeting.

**11. CLOSING FAREWELL AND ADJOURN**

Then there being no further business to come before the Sustainability Task Force, a motion was made to adjourn and was unanimously adopted by all those present, the meeting was adjourned at 9:09 p.m.



# DONATE & RECYCLE DROP-OFF DAY



**SATURDAY, MAY 15, 2021**

**10 a.m. - 1 p.m.**

**Southeast Metra Commuter Lot**

**290 Park Avenue**

**Glencoe, IL 60022**

**[www.villageofglencoe.org/donateandrecycleday](http://www.villageofglencoe.org/donateandrecycleday)**

## ACCEPTED ITEMS FOR DONATION

- Station #1: Working Bicycles
  - **Children and adult bicycles** in workable or repairable condition
- \*Station #2: Epilepsy Foundation
 

*Please note all donated items must be clean, gently used and in working condition. Items must be carefully packaged as described below (or will be refused) and placed in the trunk of your vehicle. Please stay in your vehicle at this station and volunteers will unload your trunk.*

  - **Clothing, accessories, bedding and draperies** packaged in kitchen or yard bags
  - **Household goods, children's toys and small working electric appliances** packaged in boxes that can be lifted by one person. No baby items please.
  - **Small furniture** that can be lifted by one person
- Station #3: Evanston Rebuilding
  - Unpainted **solid wood doors**
  - Decorative **tile** and cabinet **knobs** and **pulls**
  - **Light and bathroom fixtures** with all mounting hardware and screws
  - **Garden pots** and **statues**
  - **Hand and power tools**

## ACCEPTED ITEMS FOR RECYCLING

- Station #4: Lakeshore Recycling Systems
  - **Construction debris**, including concrete, brick, shingles, wood and scrap metal
- Station #5A: Abt Electronics
  - **Small appliances** (No TVs or computers)
  - **White Styrofoam blocks**
- Station #5B
  - **Styrofoam peanuts**
- Station #6: Flat Can Recycling
  - **Aerosols cans** (\$1/can)

## ITEMS NOT ACCEPTED AT EVENT:

- **No electronics** (Note: Electronics will be accepted at Village Document Destruction and Electronic Recycling Event on Saturday, June 19 at the Southeast Metra Commuter Lot.)
- No Batteries, light bulbs, and holiday string lights
- No baby items
- No hazardous waste, latex paint or tires
- No large furniture or mattresses

### For Donate and Recycle Drop-Off Day, please note:

- This event is for Glencoe residents only.
- For donations, please do not bring any items that cannot be reasonably reused.
- The Village Clean-Up Day on Saturday, May 22. Items collected on curbside Clean-Up Day are taken to a landfill.
- With the exception of Station #2 (Epilepsy Foundation), please be prepared to unload your own items. Volunteers will unload items from trunks at Station #2 and participants should stay in vehicles at Station 2.
- Find more information, including event site map and a more detailed "accepted items" lists, at [www.villageofglencoe.org/donateandrecycleday](http://www.villageofglencoe.org/donateandrecycleday) or call (847) 461-1115 with any questions.

**DONATE AND RECYCLE DROPOFF EVENT**  
**Saturday, May 15; 10 a.m.-1 p.m.**  
**SOUTHEAST METRA COMMUTER LOT-290 PARK AVENUE**



Station #6: Flat Can Recycling  
*Accepted Items for Recycling:*

- **Aerosol cans** (with top).

Note: The fee to recycle a can is \$1/can.

Station #5: Abt Electronics  
*Accepted Item for Recycling:*

- **Small appliances** (No TVs or computers)
- **White Styrofoam blocks**

Note: Also accepting **packing peanuts** for UPS at this station

Station #4: LRS Construction Debris  
*Accepted Items for Recycling:*

- **Concrete**
- **Brick**
- **Shingles**
- **Scrap Metal**
- **Wood**





Station #3: Evanston Rebuilding  
*Accepted Items for Donation*

- Unpainted **solid wood doors**
- Decorative **tile** and cabinet **knobs** and **pulls**
- **Light and bathroom fixtures** with all mounting hardware and screws
- **Garden pots** and **statuary**
- **Hand and Power Tools**

Station #2: Epilepsy Foundation  
*Accepted Items for Donation*

- **Clothing, accessories, bedding and draperies** packaged in kitchen or yard **bags**
- **Household goods, children's toys** and **small working electric appliances** packaged in **boxes** that can be lifted by one person.
- **Small furniture** that can be lifted by one person

**Key**

-  **Donation Station**
-  **Donation Station (Items must be in bags or boxes)**
-  **Recycling Station**
-  **Traffic Cones**

Station #1: Working Bikes  
*Accepted Items:*

- **Adult bikes** in working or repairable condition
- Gently used **kids bikes**

## Donate and Recycle Drop-Off Event for Saturday, May 15, 2021

### Southeast Commuter Parking Lot, 10 a.m. to 1 p.m.

Megan's work cell phone number: (847) 493-9299

#### STF Volunteer Information

- Please plan to arrive at the event at 9:30 a.m. on May 15, 2021.
- **Volunteer Parking:** You may park in the southwest commuter parking lot during the event; parking is free on Saturdays.
- **We will have new STF t-shirts for everyone. Please plan on also wearing your face masks.**
- Plan to bring personal hand sanitizer and water (and maybe a snack?)
- If you have items to donate or recycle, please place your items near the appropriate station before the event begins if they can be carried from the parking lot. If they are heavy, we will need to coordinate.

STF Member	Station Assignment	Cell Phone Number	Vest Size
Larry Reilly	2 (Epilepsy Foundation)	(224) 255-9740	
Helyn Latham	2 (Epilepsy Foundation)	(847) 641-8117	
Tina Holst?			
Barney Gallagher	Car Queue	(847) 987-4454	
Dudley and Anne Onderdonk	5 (Abt Electronics/Styrofoam)	(630) 329-1350	
Linda Lin	2 (Epilepsy Foundation)	(224) 999-3911	
Hall Healy	Car Queue/Car Counter	(847) 373-7770	
Catherine Procopi	2 (Epilepsy Foundation)	(224) 334-9444	
Jennifer Varela	Car Queue	(630) 247-9197	
Sandy Culver	Check point organizer. <b>STF Members: See Sandy for your STF T-shirt</b>	(312) 927-0608	
Lisa Fremont	Check point organizer	(847) 975-1545	
Peter Mulvaney			

## Event Timeline

*Thursday, May 13, 2021:*

- PW to set-up “closed” signs for Friday and Saturday at the northeast commuter parking lot.
- Megan to finish internal signs and send over site maps for PW crew

*Friday, May 14, 2021*

- PW to load trucks, including **barricades, cones, signage (from Megan, tables (2), chairs (2), tent (located in the Village Hall basement), large garbage bags**, for Saturday morning.

*Saturday, May 15*

- **7 a.m.: Public Works crew and Megan to begin set-up**
  - External and internal sign hanging and placement
    - External sign placement:
      - Intersection of Green Bay Road and Park Ave. (north and south bound lanes)
      - Intersection of Park and Sheridan (north and south bound lane)
      - Interaction of Green Bay Road and
  - Set up cones and barricades according to map
  - Station # 5: Two chairs and large garbage bags
  - Station #4: Set up tent and table
  - Station #8: Position Truck for scrap metal
- **8:30 a.m.: LRS Roll-off for Station #8 to arrive**
- **9 a.m.: CSOs to arrive and STF event planning subcommittee**
- **9 a.m.: Vendors for stations arrive**
- **9:30 a.m.: STF Volunteers to arrive**
- **10 a.m.-1p.m.: Event**
- **1 p.m.: Event clean-up and take down**

## PW Station Assignments

MEO #1: Station #2

MEO #2: Station #2

MEO #3: Station #2

MEO #4: Station #4

MEO #5: Station #4

MEO #6: Station #5

PW Supervisor: #2

Public Works Director: Float

Megan: **Car Queue**

## Vendor Information

Confirmed	Vendor	Items Accepted	Vendor Driver or Vendor Representative	Set-Up Details
Yes, 4/19/2020	Working Bicycles/ Station #1	Adult bicycles in repairable condition and gently used children's bicycles	Phil Kaplan (847) 722-4715	Confirmed will arrive at 9 a.m. with larger truck
Yes, 4/19/2020	Epilepsy Foundation/ Station #2	Reusable household items and clothing, see list and/or map	Organizer: Nate Smith <a href="mailto:nsmith@epilepsy-chicago.org">nsmith@epilepsy-chicago.org</a>  Steve Meier, Savers 847-612-9762 Driver: To be confirmed a few days before the event	The date and time is confirmed, and the backup trucks will be ready. The names of the drivers and their phone numbers will be provided a couple days before the event.
Yes, 4/19/2020	Evanston Rebuilding/ Station #3	Reusable construction materials	Organizer/Driver: Nancy Bennett (312) 909-9532	VOG PW to place table, chairs, and tent at this site. They will be there with our 20 ft box truck at 9
Yes, 4/22/2021	LRS/ Station #4	Construction debris, see list	Organizer: Bill Kenney/Matthew Robins  Driver:	LRS bringing 20-foot roll- off. If we need a second truck, we must alert dispatch before 11:30 a.m. the day of the event. Dispatch at: 630-377-7000. Dispatch is aware.
	Abt Electronics/ Station #5	Styrofoam blocks, small appliances to be recycled, packing peanuts (NO TVs)		VOG PW to put garbage bags at this site.
Yes, 4/19/2020	Flat Can Recycling/ Station #6	aerosol cans, \$1/can	Drivers and Representatives:  Kat Gordon 630-546-1715 or Amy Dabe 224-209-4631	Coming at 9 a.m.



## Library Program Procedures

Each Priority team is encouraged to develop ideas for library webinar programs and suggest them to the full GSTF for inclusion in our Library program. Upon acceptance the Priority team is responsible for recruiting the appropriate speaker or speakers and coordinating dates for the program with the GSTF Library Board representative. The GSTF Library Board representative will manage all direct contact with Library staff concerning all GSTF programs.

Co-sponsoring Library events with other organizations e.g. the Friends of the Green Bay Trail, is highly encouraged. These arrangements are the responsibility of the Priority team to negotiate and the terms of the particular event are to be defined in correspondence between the GSTF Priority team and the co-sponsor. If monetary consideration for an event is involved no commitment should be made until it is reviewed with the GSTF chair and Village Liaison to ensure funding is available for the event.

In general the GSTF seeks to recruit speakers on a pro bono basis, however, it is recognized that the payment of honorarium or speakers fees is sometimes necessary to attain appropriately qualified speakers or to co-sponsor an event with another organization.

## **GSTF/Library Program Procedures**

Each Priority team is encouraged to develop ideas for library webinar programs and suggest them to the full GSTF for inclusion in our Library program. The GSTF will maintain a draft public programming plan that covers a 12-month period, updated at least semi-annually, listing targeted months, topics, and a GSTF member(s) who has agreed to be the lead organizer.

While one program per month is a reasonable benchmark, two would be acceptable if the topics will be of interest to Glencoe Public Library patrons. Months may be skipped if there is not a suitable topic, presenter or GSTF organizer, or during low-attendance months like July and December.

The GSTF Library Board representative will coordinate all communications with Library staff concerning all GSTF programs.

### **Timing**

The Library plans programming on a quarterly schedule and asks us to plan accordingly. Library planning deadlines are as follows:

- October 15 for the December 2020 issue (which covers programs Dec 2020 through Feb 2021)
- January 15 for the March 2021 issue (which covers programs March-May 2021)
- April 15 for the June 2021 issue (which covers programs June-August 2021)
- July 15 for the September 2021 issue (which covers programs September-November 2021)

For each quarterly deadline, the Library asks that the GSTF provide a brief marketing “blurb” as well as 3-4 proposed dates for the program (Tuesday to Thursday or weekend afternoons work best for patrons), and the presenter name (if confirmed).

Upon acceptance by the Library, the Priority team is responsible for recruiting the appropriate speaker or speakers and coordinating dates for the program with the GSTF Library Board representative.

### **Payment**

In general the GSTF seeks to recruit speakers on a pro bono basis, however, it is recognized that the payment of honorarium or speakers fees is sometimes necessary to attain appropriately qualified speakers or to co-sponsor an event with another organization.

If monetary consideration for an event is involved no commitment should be made until it is reviewed with the GSTF chair and Village Liaison to ensure funding is available for the event. If monetary consideration is required, with approval from the GSTF Chair and Village Liaison, the GSTF lead organizer should negotiate payment amount and terms in advance, in writing, with the presenter(s).

### **Co-Sponsorships**

Co-sponsoring Library events with other organizations e.g. the Friends of the Green Bay Trail, is highly encouraged. These arrangements are the responsibility of the Priority team to negotiate

and the terms of the particular event are to be defined in correspondence between the GSTF Priority team and the co-sponsor. In all cases, one organization should be selected to be the “lead” organization.

Specifically, any co-sponsorship agreement should specify whether there is a cost-sharing component. If there is cost sharing involved, the lead organization should formalize the payment terms, in writing, with the presenter(s) *and* any co-sponsoring organizations who will participate in the cost-sharing arrangement. The lead organization will be responsible for paying the presenters, and then invoicing co-sponsors for their share of the fees. Please refer to sample agreement(s).

Because of the overlap in interests and plans with the Friends of Green Bay Trail, the Green Lawns Priority team and the Friends of Green Bay Trail will periodically coordinate on planned programs to reduce overlap, to coordinate program timing/responsibilities, and ensure a balanced set of offerings to Glencoe residents and Library patrons.

# Glencoe Sustainability Taskforce

---

Re: District 35 Walk/Bike to School program collaboration

## Memorandum

To: Sustainability Taskforce

From: Linda Lin

CC:

***Revised: 3/18/2021***

### Background

When District 35 announced their plan for returning to full-time, in-person learning, one thing the building principals each emphasized is their request for students to walk or bike to school – specifically now, to minimize crowds gathering in front of the buildings before and after school. To help, Central School has gone so far as to implemented staggered start/end times for grades 5/6 and 7/8.

The District has been a frequent participant in the national Walk or Bike to School Day program, but has never tried to create any formal sustained program.

On the other hand, the Glencoe Public Library has held regular Summer Reading Club programs designed to encourage kids to read more during the summer. These programs are incentivized with a logging system to help kids track their own progress, and for the Library to track participation.

Finally, the STF Carbon Reduction Committee had just recently wondered how we could encourage families to drive less. STF members have also recently expressed interest in elevating a “No Idling” initiative in Glencoe.

With the confluence of the above, I reached out to Catherine Wang, Superintendent of District 35, and Barney Gallagher, Chair of the Glencoe Sustainability Taskforce to see if there was an opportunity to collaborate here. The concept was received enthusiastically by both parties. Dr. Wang added that there is funding earmarked for Safe Routes to School programs that we could tap into.

## Status Update

**Prizes.** With a verbal expression of interest from both District 35 and the STF, I did some research on walk/bike to school programs. I also reached out to both Green Bay Cycles and Wild Child Toys., who have both verbally committed to provide prizes at a discount to District 35. The retail partners were selected to support local businesses as well as to source prizes that would specifically be incentivizing to students across the three District 35 school population. Dr. Wang is additionally reaching out to Hometown to see if they would be interested in participating.

**Administration.** The core tracking mechanism will be paper punchcards with a digital option. While not as green as paperless, they are much more convenient and visually satisfying than digital logs, so we hope that they will increase participation. Students will be able to drop off cards at the various building entrances and will qualify for participation prizes and lotteries for larger, more substantial prizes (e.g., \$75-100 gift cards).

**Supplemental Activities.** The Library summer reading program always includes activities with no direct connection to reading (e.g., go to a park, build a fort). I have brainstormed a list of ideas of activities both to encourage usage of Glencoe's natural resources, as well as to engage in sustainable practices at home (the "DNA" concept). While there are many, many activities that could be added from a sustainability perspective, we need to remain mindful that this initial iteration of the program is being funded by the District who has an immediate need to increase walking/biking to school.

**Timing.** I met with Dr. Wang and Kaitlin Eden who is on the staff at Central School. They are working on the punchcards and administration and I will be

working with them to source prizes and coordinate with other interested community groups/individuals. The program is targeted to run from April 5<sup>th</sup> (when Central returns to in-person learning) through close to the end of the school year. There are nominally 44-45 days of school left. We targeted 20 and 40 days/activities as achievable and stretch goals, taking into account that there will likely be days of inclement weather and after-school dentist appointments, sick days, etc. National Walk/Bike to School Day is May 5<sup>th</sup>, so there is an opportunity to “boost” participation in conjunction with that mid-program date.

**Planning Document.** The attached planning document is a work in process. It has been shared with Dr. Wang and Ms. Eden at District 35, with the STF Carbon Reduction Committee, Helyn Latham and Tina Hostert, who have both been active with the District, Catherine Procopi, and the Marketing Committee.

**STF Role.** There are several ways the STF can be involved. These include:

- Marketing and promoting the event
- We have been asked to suggest/provide No Idling/Walk-Bike signage
- Being volunteer counters (while the punchcards will be one indication, it would also be helpful to do some validation of number of cars, count the number of bikes in bike racks, etc).
- Review activities and resources
- Debrief the program and revise/expand for the Fall/next year

## Carbon Reduction Priority

### Planning Document for 2021



#### The Issue

According to the U.S. E.P.A. transportation, travel, electricity generation, residential and commercial heating accounts for 67% of greenhouse gas emission in the United States. Methane emissions from the production of oil, coal and natural gas, as well as livestock production and decomposition in landfills constitutes an additional 10% of greenhouse gas emissions.

#### The Objectives

Guide the Village in making energy efficient choices and educate the community concerning how each of us can make a positive difference in the move away from hydrocarbon fuels and conservation of energy and reduction of methane emissions.

#### Strategies

Develop a baseline data set of our individual and community carbon footprint to measure progress against  
Develop educational programs to inform residents and businesses on steps that they can take to reduce energy consumption and adopt renewable energy use  
Develop specific actions that the village, schools, park district and library can undertake to impact energy use and renewable energy adoption  
Evaluate potential ordinance changes that will help drive energy conservation and renewable energy adoption

Action Plan 2021				
Strategy	Action Items	Person Responsible	Planning Period	Item Due
Data	Have Comed and NorthShore Gas provide aggregated energy usage for the Village, broken down into public, residential and commercial uses.			
	Explore the possibility of utilizing the Village vehicle registration data to establish the number/percentage of electric and hybrid vehicles currently registered as a baseline for measuring progress as well as to inform policy decisions around EV infrastructure projects.			
	Establish energy use reduction targets for public, residential and commercial use and monitor progress towards those goals on an annual basis			
	Develop a cost benefit analysis for investing in home energy usage improvement.			

Strategy	Action Items	Person Responsible	Planning Period	Item Due
	<p>Replacement of incandescent lighting with LED in buildings and street lighting</p> <p>Phase in replacement of all public vehicles with either hybrid or preferably all electric vehicles</p> <p><u>Develop and implement noticeable, carbon friendly infrastructure - installation of EV charging stations in the Village, expand bike lanes throughout the village, promote walking and the use of buses and other public transportation</u></p> <p><b>Public Actions</b></p> <p>Convert all public buildings to either active solar or community solar electricity supply.</p> <p>Update construction ordinances to incorporate energy related improvements in all new construction and renovations <u>(Glencoe follows the 2015 Illinois Energy Conservation Code. Is this sufficient?)</u></p> <p><u>Consider a Carbon Offset tax for village residents - proceeds would be invested in carbon offsets in order to mitigate the Village's overall carbon footprint. (Ref: <a href="http://CarbonFund.org">CarbonFund.org</a>).</u></p>			

Reach out to the Glencoe Junior High School Project, the local scouting groups, the schools, Glencoe Youth Services and religious institutions to develop programs to foster environmental education and actions

Utilize public awareness plan to support the implementation of the Community Solar Program

Stage an Electric Vehicle “Auto Show” in conjunction with the Glencoe Art Show or other major event in downtown Glencoe

## **Education**

Develop a library program or possibly in school program encouraging younger students to consider STEM career paths

Organize library programs around community solar to educate the community on the availability of this option

Continue to advocate for the adoption of Meatless Monday and the implementation of the Active Transportation Plan

---

**Our sub-committee will help create awareness of the GSTF as well as support all the GSTF initiatives to the inspire action within our community.**

- Platforms to reach the community:
  - Social media
    - Regular postings to include news about upcoming events, sustainable actions/successes, or various tips and relevant sustainable topic news
    - Use of the Village's accounts on Facebook, Instagram, and Twitter
      - All posts to be routed through the GSTF staff liaison
      - All images to be properly used without copyright infringement
  - Distribution list
    - GSTF to maintain a list of contacts for local organizations and publications to push news in order to communicate through their existing networks
    - D35 newsletter
  - Blog
    - Maintained by staff liaison to house digital content
    - Build over time to gain more following
  - Village Sign (at GB & Park Ave) – coveted signage, requires approval from the Village
  - Welcome Kits
    - Inclusion in *Welcome to Glencoe* folder for new residents (Chamber of Commerce?)
  - Events
    - Donate / Recycle/ Recovery Days
    - Library Programming
    - Sustainability Stars Invite a Friend Event
  - Representation/Presence within the Village
    - Inclusion in: July Parade, Farmers Market, Art Show, Beach Cleanup Etc
- Logos & Templates
  - Maintain consistent image:
    - Powerpoint Template AND a slide on who we are/how to learn more
    - Need alignment on hashtag
- Ideas – Require more follow up:
  - Door hangers (Boy Scouts can hang as part of service program)
  - Can we encourage branded programs here in Glencoe and utilize their marketing powers – such as free product samples, pilot programs, etc?
  - Opportunity for sustainability kits distribution or sustainable vendor events?
  - PR activations > Ask community members to take pics of their sustainable activities and/or ask media to capture for publication
  - Sculptures/art/signage to create more awareness and presence
- Other discussion:
  - Team plans to meet once per month, roughly 2 weeks ahead of the GSTF meetings – Jen to send invite. We all have other work/family commitments, so we will be respectful of time involved.
  - GSTF mention in materials for Textile Recycling program

- Consider Northshore Recorder for another publication
- Unslash for graphics
- Jen to get word out about 2/4 and other upcoming library events



## Recycling and Waste

### Planning Document for 2021

#### The Issue

Too much waste goes into the landfill.

Note: The proliferation of disposable masks, single-use plastics and solid waste during COVID-19 has further highlighted the necessity of embracing sustainable materials and waste reduction.

#### The Vision

Glencoe is actively engaged in the 5 R's (Refuse, Reduce, Reuse, Recycle, Repurpose) as a municipality and community, ultimately aspiring to be zero-waste.

#### The Objectives

1. Reduce waste produced by each household and within village.
2. Recycle materials across all sectors.
3. Divert waste from landfills.

#### Strategies

##### Reduce Waste:

- (RW1) Set specific waste reduction goals for municipality and community.
- (RW2) Enact policies that enforce sustainable materials management.
- (RW3) Promote and practice waste reduction in village operations.
- (RW4) Engage the community in waste reduction.

##### Recycle

- (R1) Set specific residential and commercial recycling goals.
- (R2) Make recycling easy and accessible for Glencoe residents.
- (R3) Enact policies to enforce recycling.
- (R4) Engage community in proper recycling practices.

##### Divert Waste

- (DW1) Collaborate with specific waste providers to support proper disposal of items that would otherwise go to the landfill.
- (DW2) Continue to seek partnerships with recycling/upcycling services for hard-to-recycle items and those not suitable for curbside pickup.
- (DW3) Engage community in waste diversion practices.

### Action Plan 2021

#### Strategies

#### Action Items

Person  
Responsible

Planning  
Period

Item  
Due

RW1	<ul style="list-style-type: none"> <li>• Set goal for businesses to eliminate plastic bags by 2022.</li> <li>• Set goal for community to eliminate use of plastic water bottles by 2022.</li> </ul>			
RW2	<ul style="list-style-type: none"> <li>• Ban or discourage the use of products resulting in unmanageable waste, e.g., plastic bags, straws, plastic water bottles.</li> </ul>			
RW3	<ul style="list-style-type: none"> <li>• Reduce use of paper in municipal offices.</li> <li>• Conduct waste audits to identify waste reduction opportunities.</li> </ul>			
RW4	<ul style="list-style-type: none"> <li>• Support and promote exchange of goods and services among residents, e.g., donating and shopping at local consignment/thrift stores, rummage sales, posting on Glencoe Next Door, etc.</li> <li>• Make all Glencoe events zero waste.</li> <li>• Educate community to reduce waste by consuming less and reusing.</li> </ul>			
R1	<ul style="list-style-type: none"> <li>• Set and promote goal of achieving a xx% recycling rate of basic materials collected by LRS by 2022.</li> </ul>			
R2	<ul style="list-style-type: none"> <li>• Develop and implement village-wide, clearly marked receptacle system for recycling, waste and compost (similar to what CBG has in place).</li> <li>• Implement and promote Terracycle and Simple Recycling.</li> <li>• Collaborate to support proper disposal of waste not included in village services or special events, e.g., pharmaceutical and personal care waste.</li> <li>• Continue to hold and promote recycling and waste diversion events for specific materials.</li> </ul>			
R3	<ul style="list-style-type: none"> <li>• Require commercial and residential recycling.</li> <li>• Establish a construction and demolition recycling policy.</li> </ul>			

R4	<ul style="list-style-type: none"> <li>Educate and remind community of proper recycling and composting practices.</li> </ul>			
DW1	<ul style="list-style-type: none"> <li>Work with SWANCC to promote proper disposal of household hazardous waste.</li> <li>Educate residents and support proper disposal of fats, oils and grease (FOG). Continue to promote proper disposal of electronic waste through village services.</li> </ul>			
DW2	<ul style="list-style-type: none"> <li>Collaborate with vendors for proper disposal of pharmaceutical and personal care product waste (Terracycle).</li> </ul>			
DW3	<ul style="list-style-type: none"> <li>Organize community wide clean-up days for specific areas, e.g., beach, lagoons, ravines, etc.</li> <li>Support local production of food, home gardening, and community supported agriculture.</li> </ul>			
<b>Initiatives</b>	<i>Action Items</i>	<i>Person Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b>Blog Information Reservoir</b>				
<b>Initiatives</b>	<i>Action Items</i>	<i>Person Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b>Ally Organizations</b>	Go Green Illinois			
	SWANCC			
	Earth 911			
	Plastic Pollution Coalition			
	Zerowastechicago.org			
	National Recycling Coalition			



## Planning Document for 2021

SUSTAINABLE  
GLENCOE**Issue**

Overuse of chemical fertilizers, pesticides, gas-powered landscaping equipment and manicured lawns has detrimental impacts upon our environment, creating pollution and reducing the natural environment and its resiliency. Indiscriminate use of insecticides negatively impacts beneficial insect populations. Fertilizer and herbicide runoff moves chemicals into Lake Michigan, the Skokie Lagoons and local rivers, creating risks to drinking water, and contributing to the annual algae bloom in the Lagoons, which is harmful to aquatic plants and fish species. Furthermore, traditional suburban lawns use more water than native grasses, and in addition tend to be overwatered, which leads to higher costs to clean and pump that water.

**Vision**

*The vast majority of Glencoe's residents and the Village are using natural alternatives to chemical fertilizers and pesticides in public and private spaces, less gas-powered landscaping equipment and more native species and "rewilding" (including native grasses), resulting in a significant improvement in the health and resilience of the environment in general, its plants, animals and people.*

**Objectives**

1. Significantly decrease the use of treated water, chemical pesticides, fertilizers, herbicides and gas-powered equipment in the community;
2. Significantly increase the use of native plant species, including grasses, and the "rewilding" of private and public spaces;
3. Significantly reduce the presence of non-native/invasive plant species;
4. Introduce and enforce policies and practices to significantly reduce the use of chemical fertilizers, pesticides, herbicides and gas-powered landscaping equipment in the Village.

**Strategies**

1. Develop and conduct educational programs to decrease the use of chemical fertilizers, pesticides, and gas-powered equipment by commercial landscaping companies and Village entities in Glencoe;
2. Through the Glencoe Library, School and Park Districts, Chicago Botanic Garden and other appropriate partners, such as the Village of Wilmette (which has done significant work in this area), and methods develop and conduct educational programs for residents to demonstrate the benefits of using alternative fertilizers, herbicides and pesticides, and non-gas-powered equipment;
  - a. Create a database of useful information on green lawn practices, equipment and native species on the STF Blog/Village website, and potentially at the Glencoe Public Library;
3. Develop and conduct an educational program to increase the presence of native plant species and to reduce the presence of non-native, invasive plant species in Glencoe;
4. Develop and implement Village policies to reduce the use of chemical fertilizers, pesticides, herbicides and gas-powered equipment by commercial landscaping companies, Village entities and residents in Glencoe;
5. Develop, implement and maintain a "competition"/incentive among residents to promote green lawn practices. Examples could include: Village registration of pollinator gardens, plantings such as milkweed to provide habitat for monarch butterflies, the "certified wildlife habitat program", installation of rain gardens, planting of grasses that require less mowing and less use of water, fertilizers, pesticides and herbicides;

<b>Action Plan 2021-2022</b>				
<i>Strategies</i>	<i>Action Items</i>	<i>Persons Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b><u>Educational Programs</u></b>	<ol style="list-style-type: none"> <li>1. Develop and conduct an educational program with written materials, providing information in English and Spanish on alternative fertilizers, pesticides and herbicides to commercial landscaping companies and Village entities-Village government, Glencoe Library, School and Park Districts;</li> <li>2. Develop and conduct an educational program with written materials, events and media articles on the benefits of alternative fertilizers, herbicides and pesticides for Glencoe residents in collaboration with Glencoe Library, Park and School Districts, Chicago Botanic Garden and other appropriate partners;               <ol style="list-style-type: none"> <li>a. Create a database of useful information on green lawn practices on the STF Blog/Village website;                   <ol style="list-style-type: none"> <li>i. Collect relevant articles from CBG, archives</li> <li>ii. Identify other sources of information</li> </ol> </li> </ol> </li> <li>3. Develop and conduct an educational program to increase the use of native plant species, including grasses, in order to reduce the presence of non-native, invasive plant species in Glencoe, and to reduce the overuse of water. (Potentially, #2, 3 above will be combined.)</li> </ol>	SC HH HL		
<b><u>Policies</u></b>	<ol style="list-style-type: none"> <li>1. Develop, implement, enforce Village policies to reduce the use of chemical fertilizers, herbicides and pesticides by commercial landscaping companies, residents and Village entities               <ol style="list-style-type: none"> <li>a. Develop a plan with the Village Plan Commission, Park District (which has done work in this area), School District, other appropriate entities;</li> <li>b. Develop individual policies to address these issues;</li> </ol> </li> </ol>	SC HH HL		
<b><u>Competition</u></b>	<ol style="list-style-type: none"> <li>1. Develop, implement, maintain a “competition” among residents to promote green lawn practices.               <ol style="list-style-type: none"> <li>a. Examples include: Village registration of pollinator gardens, plantings such as milkweed to provide habitat for monarch butterflies, installation of rain gardens, planting of grasses that require less mowing, water and use of herbicides</li> </ol> </li> </ol>	SC HH HL		

10/20/2020

Village of Glencoe Sustainability Task Force

Sustainable Business Initiative



Planning Document for 2021

**Issue**

Glencoe businesses have been practicing sustainability for years. The current initiative is intended to provide encouragement, support and recognition for their past, current and future sustainability efforts, particularly in this time of Covid-19, when businesses are facing financial and other hardships.

**Vision**

*Glencoe's businesses are engaged in and publicly recognized for a wide array of sustainable practices, resulting in more financial sustainability (especially during today's pandemic) and a measurably lower impact on the environment.*

**Objectives**

1. Position the STF as a resource to assist Glencoe's businesses in becoming more sustainable;
2. As a partner, not a "watchdog", encourage, support and recognize local businesses in their adopting of more sustainable practices;
3. Help local businesses help Glencoe residents become more sustainable (through such things as their product offerings, bag use, utensils);
4. Attract, retain and help grow sustainability businesses and non-profit organizations in Glencoe as an "incubator"/"magnet" for those types of businesses/organizations;
5. Determine next steps in the business program in terms of policies, incentives, programs.

**Strategies**

1. Determine the current business sustainability practices;
2. Provide information to demonstrate to local businesses what resources are available on sustainable practices and where to find them;
3. Revise and re-implement the program to recognize local businesses for their sustainable practices;

**Action Plan 2021-2022**

<i>Strategies</i>	<i>Action Items</i>	<i>Persons Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b><u>Current Sustainability Practices</u></b>	<ol style="list-style-type: none"> <li>1. Develop, conduct a study of current business sustainability practices, as an update of the one done several years ago;                             <ol style="list-style-type: none"> <li>a. Develop a survey, collaborating with the Village Business Liaison Team and Glencoe Chamber of Commerce, using the previous survey as a guide;</li> <li>b. Mail, email, deliver in person the survey;</li> <li>c. Conduct, tabulate survey results;</li> <li>d. Publicize survey results to local businesses and in local social and other media;</li> </ol> </li> </ol>	SC HH LL		
<b><u>Sustainability Education Program</u></b>	<ol style="list-style-type: none"> <li>1. Research existing sustainable business practices in the region and elsewhere as appropriate;</li> <li>2. Using results of the research, compile resources in print and digital formats designed to inform, educate and generally make it easier for businesses to undertake sustainable initiatives;</li> <li>3. Present this information to the business community via:</li> </ol>	SC HH LL		

	<ul style="list-style-type: none"> <li>a. Online, other social media, written materials as education and publicity;</li> <li>b. Meetings with the Business Liaison Team, Chamber of Commerce, Rotary Club;</li> <li>c. Library programs;</li> </ul> <p>4. Develop content for the business page of Glencoe's website that recognizes and promotes current sustainability practices to the public;</p>			
<b><u>Business Recognition Program</u></b>	<ul style="list-style-type: none"> <li>1. Review the current business recognition program for its applicability during Covid;</li> <li>2. Revise the program in collaboration with the Business Liaison Team and the Chamber of Commerce;               <ul style="list-style-type: none"> <li>a. Develop criteria, realistic levels (including a minimum or base level to qualify for any recognition, and steeper requirements for successively higher levels of recognition), and clear goals;</li> <li>b. Include in the criteria as a special category the recognition of those who are in the business of sustainability;</li> <li>c. Do a trial run of the revised program with a business that had previously been recognized and one that hadn't been recognized by the prior program;</li> <li>d. Revise the program based on results of the trial run;</li> </ul> </li> <li>3. Roll out the revised program with local businesses;               <ul style="list-style-type: none"> <li>a. Promote the program and those businesses recognized by it through social and other media, meetings with the Chamber, Business Liaison Team, Rotary;</li> </ul> </li> </ul>	SC HH LL		
<b><u>Next Steps</u></b>	<ul style="list-style-type: none"> <li>1. Research EcoDistricts, Metropolitan Mayors and Managers, other communities, regions (even Europe) to determine appropriate policies and incentives for Glencoe to adopt that will help businesses be more sustainable;</li> <li>2. Implement appropriate financial and other incentives that will encourage and support businesses to become more sustainable;</li> <li>3. Develop a plan, including policies and incentives, to attract sustainability businesses and non-profit organizations to locate/relocate in Glencoe. (Several are already here.)</li> </ul>	SC HH LL		

10/20/2020

## **ECO District Priority: Resource Generation- Work towards net positive water use**

Revised Draft: Prepared by D. Onderdonk 1/23/2021

### **Goal:**

Water Conservation

### **Objective:**

Use and Distribute Potable Water Efficiently to reduce Glencoe's per capital water consumption

### **Strategy:**

Create a comprehensive and actionable list of activities for all Glencoe stakeholders

### **Actions**

#### **Near term (1 year)**

- Designate a Village staff member to serve as the Water Conservation Coordinator to serve as an in-house advocate, data collector and resource for water conservation.
- Establish a multi-media water education program for residents, institutions & businesses. Use educational resources developed by trusted sources such as the Sierra Club, NRDC, UL Labs, CMAP, LWV, Consumer Reports, APWA, MWRD, USGBC, ICC and USEPA. Continue to work with Library to develop resource materials and co-sponsor events, speakers and films. Continue sustainability blog Manager's weekly report and column in Village Newsletter for ongoing education.
- Leverage and share AMI water meter data to encourage residents and businesses to identify and mitigate water loss. Print information on water bills
- Enforce the current irrigation rules and adjust irrigation habits to only water plants when & where needed. Coordinate with education efforts at the Chicago Botanic Garden.
- Adjust current water rates to promote conservation with price signals. Prepare residents for future increases.
- Challenge the Village Government and allied institutions to reduce water consumption and report results.
- Conduct a staff survey of water efficiency measures in all municipal facilities
- Revise tree planting & protection requirements to reflect best practices. Continue participation in "Tree City" program
- Work to reduce peak water use for landscaping during the summer through rain water management including proper irrigation, rain barrels, buried downspouts, soil sensors, rain gardens, plant selection and permeable surfaces.

## **Net Positive Water Use**

### **Mid term (1-3 years)**

- Provide water use audits, neighbor comparisons & benchmarks with data from the new meters (similar to Comed energy use reporting program)
- Encourage residents to replace old water fixtures, toilets, dishwashers and clothes washers with efficient EPA approved models ( these actions have the most impact on indoor water use)
- If legal, adopt advanced “Water Sense” conservation fixtures as part of the plumbing code (This may require “Home Rule.”)
- Continue education & regional water conservation programs

### **Long term (3+ years)**

- Participate with IDNR, MWRD and CMAP in regional efforts to conserve water
- Revise stormwater management & erosion control construction codes using the ICC Green Code as a guide
- Investigate providing financial incentives to residents for water conservation rebates or inspection fee waivers for fixture and toilet replacement.
- Explore required residential water retrofits upon resale, purchase or reconnection (as recommended by CMAP)
- Participate with MWRD & LCSWMA on stormwater management & water quality issues
- Explore consideration of a stormwater management utility fee such as used in Winnetka
- Continue education & regional water conservation programs

*Village of Glencoe Sustainability Task Force*  
**Ravines and Tree Canopy Priority**  
**Planning Document for 2021**



**The Issue**

The ravines and tree canopy represent critical natural resources to Glencoe. Both are resources which are largely privately held creating a set of unique management issues given their importance to the Village as a whole. The ravines are under increasing erosion pressure as we experience more frequent and heavier rain events resulting in excessive stormwater run-off.

**The Vision**

**The Objectives**

**Strategies**

Create a comprehensive plan for securing the ravines addressing the issue of reducing the volume of wastewater run-off into the ravines and including the development of a private-public collaborative effort to restore and maintain the ravine system.

Collaborate with the Lake County Storm Water Management Commission (LCSWMC) and Highland Park in ravine system management planning. Determine what are best eco-sensitive practices to control storm water run-off into the ravines and incorporate them into all relevant Village ordinances.

Work with staff to incorporate best practices in all Village new construction, sub-division development and tree removal ordinances around preservation of heritage trees.

<b>Action Plan 2021</b>				
<i>Strategies</i>	<i>Action Items</i>	<i>Person Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b>Ravine Plan</b>	Determine the specific legal interests of the Village vis a vis the private ravine homeowners. Can the Village require owners to take specific actions to remedy issues or only prohibit given activities?			
	Utilizing existing documents develop a ravine management educational piece for ravine property owners			
	Seek to have input into the Lake Michigan Watershed Ravine Management Plan being developed by the LCSWMC			

Working with LCSWMC set up meetings with the owners on each Glencoe ravine to review the current conditions of that ravine (per the existing LCSWMC ravine map) and remedial steps that can be taken to improve the conditions of the ravine

Work with the Village, the Park District and private developers to prioritize the use of green infrastructure to control stormwater whenever possible. Green infrastructure includes rain gardens, bioswales, stormwater bumpouts & basins, tree trenches, wetlands, French drains, dry wells, and check dams as well as cisterns and other "soft" stormwater control structures including land management.

<i>Strategy</i>	<i>Action Items</i>	<i>Person Responsible</i>	<i>Planning Period</i>	<i>Item Due</i>
<b>Heritage Trees</b>	<p>Evaluate the National Green Building Standard to determine if specific provisions should be adopted by the Village</p> <p>Evaluate Tree Ordinances of various communities to seek and appropriate model for Glencoe</p>			

## STF Library Webinar Schedule 2021

Virtual programs at the [Glencoe Public Library](#) (all STF programs begin at 7pm)

- ***January 7: Eating Better for You—and the Planet***
- ***February 4: Staying Comfortable While Conserving Energy***
- ***March 4: Living the Green Life: Eco-Lawn Care Made Simple***
- ***May 12: What's It Like to Be a Bird?***
- ***June 22: What is That Bird?***

### Village-wide Sustainability Events

- ***April 1: Curbside Yard Waste and Composting Restarts***
- ***TBD: Beach Clean-Up Day***
- ***Saturday May 15: Spring Donate and Recycle Drop-off Event***
- ***Saturday May 22: Spring Clean-up Day (curbside collection)***
- ***Saturday, June 12: Illinois EPA Household Hazardous Waste Collection Event***
- ***Saturday, June 18: SWANCC Electronics Recycling and Paper Shredding Event***

## 2020/2021 GSTF Blog Post Schedule

Writers should develop a 500 to 1,000-word article regarding their article subject, a **lively short title** and a **one to two sentence introduction**. Please send along article **with at least three photos** that were captured by GSTF member to avoid any copyright violations. Photos from unsplash.com can also be submitted.

The drafted article and photos should be sent to the committee chair and the staff liaison for commentary/edits before the Village due date via email. The Village will provide minor edits to the article and post the article on the GSTF Blog, which can be found here:

[https://www.villageofglencoe.org/task\\_force\\_blog/index.php](https://www.villageofglencoe.org/task_force_blog/index.php)

Article Subject	Draft to be Delivered to Village	Assigned To	Received	Published on Blog
From the Archives: Energy Savings for Your Home	n/a	Larry Reilly	XXX	8/1/2020
Living Infrastructure: Taking Care of Our Urban Forest	7/1/2020	Dudley Onderdonk	XXX	8/1/2020
STF Hosting the Second Donate and Recycle Day	8/1/2020	Lisa Fremont	XXX	9/9/2020
Community Solar Subscriptions	10/1/2020	Barney Gallagher	XXX	12/17/2020
Donate and Recycle Day Recap***	n/a	Larry Reilly	XXX	10/23/2020
From the Archives: Water Conservation	11/1/2020	Peter Mulvaney	XXX	(Waiting for the launch of new online water portal)
Cycling throughout the Year***	n/a	Helyn Latham	XXX	11/6/2020
Hold the Salt: Reducing Salt on Sidewalks***	n/a	Dudley Onderdonk	XXX	12/4/2020
<del>Green Businesses</del> Sustainability Tips	12/1/2021	Sandy Culver and Hall Healy	XXX	1/12/2021

GSTF 2020 Reflections and Accomplishments***	n/a	Hall Healy and Barney Gallagher	XXX	1/12/2021
Energy Conservation	2/1/2021	Larry Reilly	XXX	2/12/2021
Wood Ash makes great fertilizer for your garden***	3/1/2021	Helyn Latham	XXX	3/1/2021
Recycling Webinar Recap	4/1/2021	Linda Lin		
Bird Mascot Introduction	5/1/2021	Hall Healy		
Summarizing Your House	6/1/2021	Larry Reilly		
Saving Green with LED Light Bulbs	7/1/2021	Barney Gallagher		
	8/1/2021			
	9/1/2021			
	10/1/2021			
	11/2/2021			
GSTF 2021 Recap and Accomplishments/ 2022 Outlook	12/1/2021			

\*\*\* Not originally scheduled.

## **GSTF Initiative Group Assignments**

### **Carbon Reduction**

- Barney
- Larry
- Linda

### **Recycling and Waste**

- Lisa
- Sandy
- Helen

### **Green Lawns**

- Sandy
- Helen
- Hall

### **Sustainable Businesses**

- Hall
- Sandy
- Linda

### **Water Use, Protection and Conservation**

- Dudley
- Pete
- Catherine

### **Public Awareness**

- Jen
- Linda
- Tina

### **Library Webinar Coordinator**

- Linda

# WALK, BIKE, AND ROLL TO SCHOOL

## UPDATES



# WALK, BIKE AND ROLL TO SCHOOL PROGRAM

- Program launched Monday, April 12<sup>th</sup>
- Pre-count taken on Thursday, April 8<sup>th</sup> (very wet and rainy day; long car lines) → first interim count conducted Thursday April 22<sup>nd</sup> (sunny but 37 degrees and cold!)
  - **South School: # Cars to # Enrolled for In-Person Learning:** 24% (87 cars, 2 bikes, 1 scooter) → 66 cars (25%), 18 bikes (9x)
  - **West School:** 40% (108 cars, 10 bikes) → 61 cars (44% reduction), 47 bikes (4.7x)
  - **Central School:** 48% (245 cars, 20 bikes) → 217 cars (12% reduction), 85 bikes (4.25x)
- April 8<sup>th</sup> Board of Education Meeting
  - Dr. Zonghetti reported 20-minute car lines during the week prior to program launch
  - Dr. Rongey reported that car line has been a challenge; afternoon carline runs 3:15pm to 3:27pm (with no rain)
  - Dr. Wang noted that car line has doubled (or more) since people aren't carpooling; introduced Walk, Bike, and Roll to School Initiative to the Board of Education
- Preliminary observations
  - As of Tuesday, April 14<sup>th</sup> (2 days in) a second bike rack has been ordered for South School (!)
  - West School appears to be the “sweet spot” where kids are motivated and able to walk/bike more

# PRINT MATERIAL AND ANNOUNCEMENTS



# MESSAGING OPPORTUNITIES


- Program launched Monday, April 12<sup>th</sup>
  - Classroom teachers shared reminders
  - Punchcards distributed
  - Posters added to doors
- Central announcements including reminders every few days so it stays fresh
- Will look into teacher spotchecks (asking students how they got to school)
  - Increase visibility of students who are participating
  - Create positive peer pressure to participate
  - Touchpoint to message the program
- Multiple parent emails across various District mailing lists
- QR Code and landing page
- Discussed at April 8, 2021 Board of Education Meeting (<https://www.youtube.com/watch?v=oEmu8z6Q3Ek&t=1231s>)

# PUNCHCARDS













## Central School Digital option?

In partnership with the Village of Glencoe and the Sustainability Task Force, District 35 presents

# Bike, Walk, and Roll to School



Cross out a wheel each day you bike, walk, or roll to school. Turn in your card to your school office when you fill in 15 wheels to enter our lottery.

Alternatives for remote students, bus riders, and those who are unable to bike/walk are posted on the reverse.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

For our remote students, bus riders, or those who cannot safely bike or walk to school, please complete the alternative options to cross off a wheel:

- Pack a zero waste lunch for school
- Sign up for Earth Day Clean Up on April 24th at [glencoe park district.com](http://glencoe park district.com) Activity #120880
- Use [iNaturalist.org](http://iNaturalist.org) to identify 10 plants or birds on a walk
- Vote for Glencoe's most IM-PECK-ABLE bird at [villageofglencoe.org/STF](http://villageofglencoe.org/STF)
- Encourage and help your family install LED lightbulbs
- Go for a walk or bike ride along the Greenbay Trail
- Encourage and participate with your family at the Village Donate & Recycle Day on May 15th



# GLENCOE DISTRICT 35 WEEKLY NEWS

## Monday, April 5<sup>th</sup> Weekly News (day after Spring Break, one week before launch)

### Walk, Bike, and Roll to School Initiative



In partnership with the *Village of Glencoe* and the *Sustainability Task Force*, District 35 presents **Bike, Walk, and Roll to School**. Beginning Monday, April 12th through the end of the school year, students can earn one wheel per day on their tracking card by walking, biking, or rolling to or from school, or completing an

alternative green activity. Students can then submit a completed tracking card to their school's main office for a chance to win one of many fabulous gift cards to places like Greenbay Cycles, Amazon, Hometown Coffee & Juice, and Wild Child. Watch for all details to come home this week!

## Monday, April 12<sup>th</sup> Weekly News (launch day)

### Bike, Walk, and Roll to School Initiative



In partnership with the *Village of Glencoe* and the *Sustainability Task Force*, District 35 presents **Bike, Walk, and Roll to School**. Beginning Monday, April 12th through the end of the school year, students can earn one wheel per day on their tracking card by walking, biking, or rolling to or from school, or completing an

alternative green activity. Click [here to see all the details](#).

- View the [Safe Routes to Schools](#) to confirm crossings and safety tips.
- View [Bicycle Safety Reminders](#) and don't forget to wear a helmet!

## Tuesday, April 13<sup>th</sup> Insights

### Bike, Walk, and Roll to School Initiative

Now through the end of the school year, students can earn one wheel per day on their tracking card by walking, biking, or rolling to or from school, or completing an alternative green activity. Click [here for more details](#).

# BIKE, WALK, AND ROLL TO SCHOOL SKYWARD NOTIFICATION

Reminder sent on Friday, April 9<sup>th</sup>, 2020, for parents who have opted in to Skyward notifications

A message from GLENCOE SCHOOL DISTRICT 35



Dear District 35 Families,

Beginning **Monday, April 12th** through the end of the school year, District 35, in partnership with the Village of Glencoe and the Sustainability Task Force, presents **Bike, Walk, and Roll to School**.

Walking and biking, even in small increments, are wonderful ways to start the blood pumping and activate the full body before a day of learning. Walking or biking to school can also instill lifelong healthy habits. In addition to health benefits, walking and biking have a significant impact on the environment. Less time spent in cars reduces auto emissions and creates cleaner air around our community. Consider this a daily way to help our earth and lessen the load in our school carlines!

Tracking cards will be sent home and students should cross out a wheel each day they bike, walk, or roll to school. Earn extra "wheels" on the weekends by participating in outdoor, green activities.\* Additional information regarding this program and our lottery system can [be found on our website](#).

Thank you for supporting these healthy choices in our community!

*The District 35 Administrative Team*

*\*Alternatives for remote students, bus riders, and those who are unable to walk/bike can be found on the reverse side of our tracking card.*

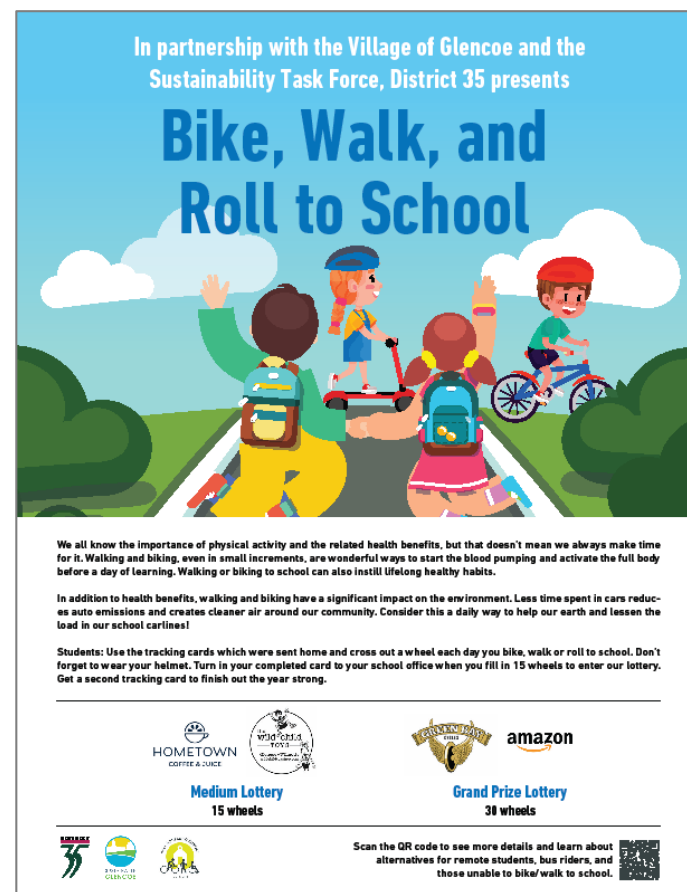


# SIGNAGE AND EMAIL ENCLOSURE

## 11x17 Posters



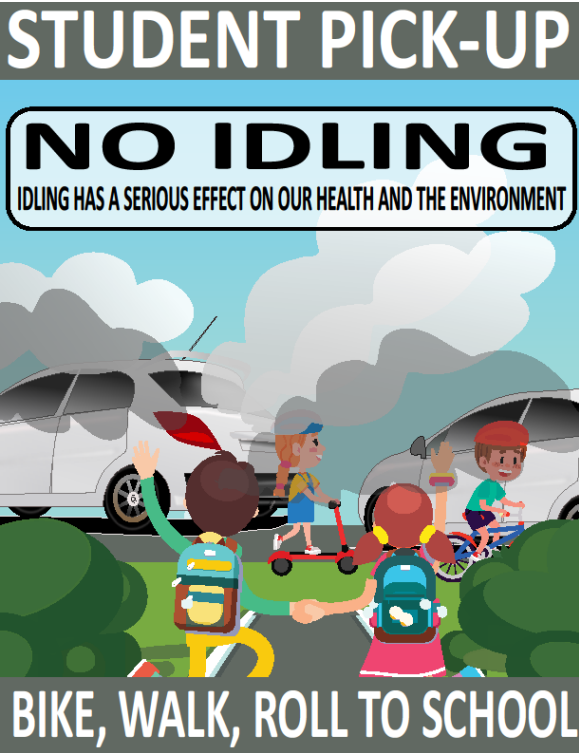
## Staff Information



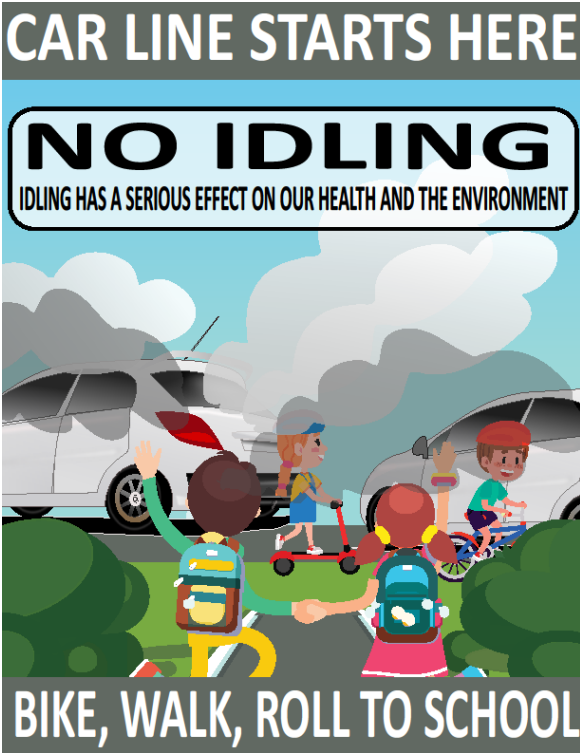
West School Main Door

# NO IDLING SIGNAGE

## Central School



## West School (plus yard signs)



## South School (plus yard signs)



# WEBSITE LANDING PAGE

<https://glencoeschools.org/walkbike>

## Bike, Walk, and Roll

### Join in and Help the Environment!

In partnership with the Village of Glencoe and the Sustainability Task Force, District 35 presents **Bike, Walk, and Roll** to School.



### April 12th - June 8th

Use the student tracking cards to cross out a wheel each day you bike, walk, or roll to school. Turn in your card to your school office when you fill in 15 wheels to enter our lottery.

- Click [here to see the tracking card](#).
- View important [Safe Routes to School](#) reminders here.
- Central School students may submit on their iPad survey link.



### LOTTERY DETAILS

Fill your tracking card, turn it in at your school office, and get a new card for the remaining weeks. Your completed tracking card will be entered into our lottery for wonderful local prizes.

**MEDIUM LOTTERY:** Walk, bike, or roll to school for **15** days.

Cross out 15 wheels and turn in your card to the school office to enter.

- \$20 [Hometown Coffee & Juice](#) Gift Certificates
- \$20 [The Wild Child Toys](#) Gift Certificates



**GRAND PRIZE LOTTERY:** Walk, bike, or roll to school for at least **30** days. Cross out 30 wheels and turn in your card to the school office to enter.

- \$100 [Green Bay Cycles](#) Gift Certificates
- \$100 Amazon Gift Certificates



**LOTTERY winners will be announced at the end of the year.**

## Resources to Learn More

### Why should I walk or bike to school?

View the [National Bike/Walk website](#) with many supportive resources. Learn all the health benefits of starting your day out with a brisk walk or bike ride.

### Don't forget the important safety tips!

- Be sure to wear a properly fitting helmet. It's the law in Glencoe for all those 16 and under. Parents can also model safety while wearing a helmet too. [View a short helmet safety video here.](#)



### Celebrate Bike Riding!

Enjoy this special [video highlighting all the wonderful locations](#) to ride your bike around Glencoe.

### Evanston Bike Club

Looking for a longer ride? [Visit this site to see more options](#) and join a family-friendly ride.

# MONITORING/OBSERVING

















# MONITORING AND OBSERVING DATES

- Four dates selected by District 35 for counting
  - **Thursday, April 8<sup>th</sup>** (after spring break, a few days after start of full-day in-person learning, before punchcard program begins)
    - Approx. 56 degrees F and lightly drizzling until about 8:45 am; began to downpour around 9:00 am; rain forecast throughout the day
    - Heavy downpour in the afternoon at school pick-up time; morning was fine weather for walking, but not conducive to biking
    - This should represent close to a “worst case” scenario for spring driving this year
  - **Thursday, April 22<sup>nd</sup>** (week 2) – moved from Wednesday April 21<sup>st</sup> due to snow and rain in forecast
  - **Wednesday, May 5<sup>th</sup>** (National Walk/Bike to School Day)
  - **Wednesday, May 26<sup>th</sup>** (near end of program)
- Will be supplemented by punchcard counts

# MONITORING SIGN-UP AND LOGGING

## Volunteers still needed for:

Date (mm/dd/yyyy CDT)	Available Slot	 Calendar View
04/08/2021 (Thu. 8:00am - 9:00am)	Central 1	 Barney Gallagher
	Central 2	 Linda Lin
	South	 Dudley Onderdonk
	West	 Larry Reilly
04/21/2021 (Wed. 8:00am - 9:00am)	Central 1	 Barney Gallagher
	South	<a href="#">Sign Up</a> 
	West	<a href="#">Sign Up</a> 
05/05/2021 (Wed. 8:00am - 9:00am)	Central 1	 Barney Gallagher
	South	<a href="#">Sign Up</a> 
	West	<a href="#">Sign Up</a> 
05/26/2021 (Wed. 8:00am - 9:00am)	Central 1	 Barney Gallagher
	South	 Larry Reilly
	West	<a href="#">Sign Up</a> 

## Volunteers provided with District 35-supplied laminated lanyards and wore STF T-shirts

- Counts recorded on log sheets or sent via email

District 35/Glencoe Sustainability Taskforce  
Walk/Bike/Roll Initiative Tracking Sheet

---

Date: \_\_\_\_\_ Weather: \_\_\_\_\_ Approx. Temp: \_\_\_\_\_

Volunteer Name: \_\_\_\_\_ School (circle one): ☐ Central ☐ West ☐ South

Details by School

School	Arrival Time	End Time*	Car Count Location	Bike Rack Location(s)
Central	8:05am	8:35am	stand by Hazel/Greenwood to catch all cars (please include cars that turn onto Hazel as some drop off on Greenwood north of the corner)	North End (by tennis courts) and South End of Greenwood (by Board of Education entrance)
West	8:25am	8:50am	stand on Willowtree by Staff parking lot to see all cars (please count cars that enter carline)	Near corner of Forestway and Dundee
South	8:35am	8:55am	stand by Harbor/Linden to see all cars in carline (please count cars that enter carline)	By front entrance

\*Please stay until the listed end time or until the carline clears.

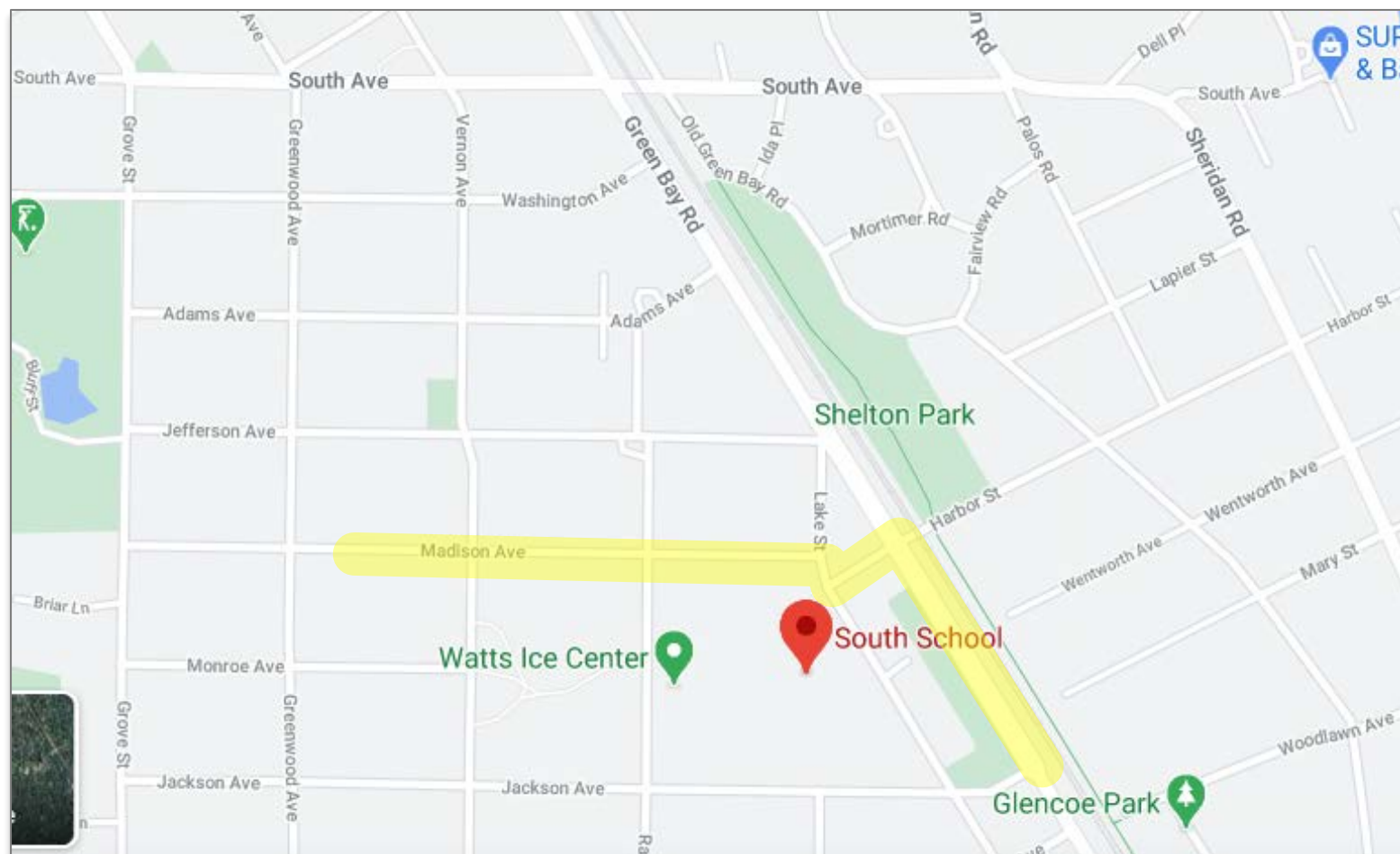
First Car Arrival Time: \_\_\_\_\_ Last Car Arrival Time: \_\_\_\_\_ Number of Cars Counted: \_\_\_\_\_

# Bikes (South/West/Central North): \_\_\_\_\_ # Bikes Counted (Central South): \_\_\_\_\_ # Scooters: \_\_\_\_\_

<https://www.signupgenius.com/go/10c0d4baaa72daafb6-district>

## 4/8 BASELINE COUNT – SOUTH SCHOOL (K-2)

- Approx. length of carline at its longest: 0.4 miles
  - 87 cars total (3 electric)
  - 5% of early cars displayed excessive idling
- 2 bikes, 1 scooter
- **Total # students in attendance: TBC**
  - # enrolled: 365
  - # enrolled in-person: 345
  - Cars to enrolled ratio: 25%
- Timing
  - First car arrived 8:15 am
  - First bell: 8:40 am
  - Classes start: 8:50 am
  - Last car arrived 8:56 am
- 4/22 count: 66 cars (6 electric)
  - 18 bikes, 13 walkers counted



# BASELINE COUNT – SOUTH SCHOOL (K-2)

Madison



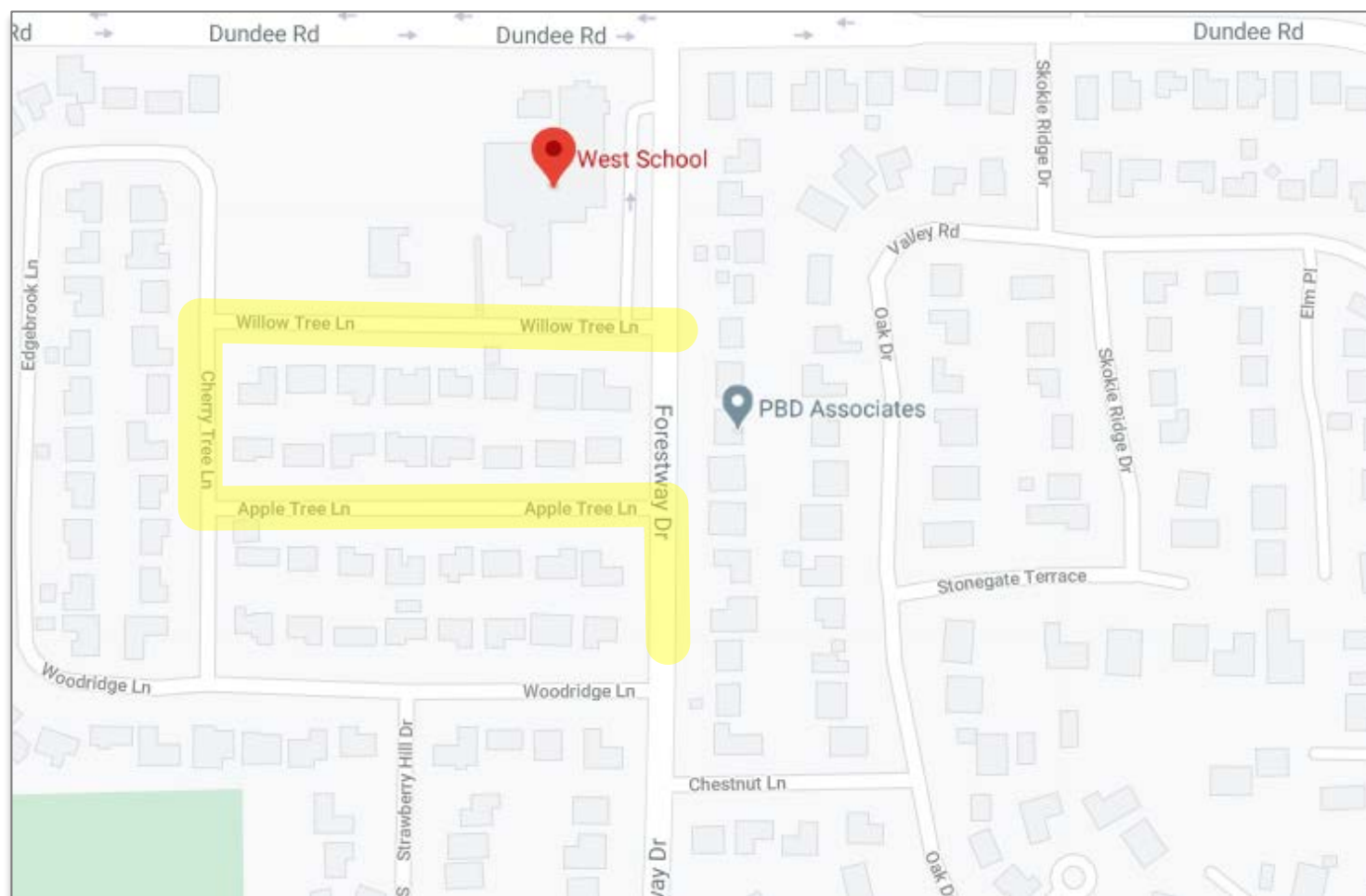
Linden Car Line



Bike Rack

## 4/8 BASELINE COUNT – WEST SCHOOL (3-4)

- Approx. length of carline at its longest: 0.4 miles
  - 108 cars
- 10 bikes
- **Total # students in attendance: TBC**
  - # enrolled: 285
  - # enrolled in-person: 270
  - Cars to enrolled ratio: 40%
- Timing
  - **First car arrived:**
  - First bell: 8:35 am
  - Classes start: 8:45 am
  - **Last car arrived:**
- 4/22 count: 61 cars
  - 47 bikes



# 4/8 BASELINE COUNT – WEST SCHOOL (3-4)



Front of Carline



Willowtree



Corner of West Park

Backup onto Cherry Tree



Cherry Tree and Appletree



Appletree



Backup onto Forestway towards Dundee



Backup onto Forestway towards Willow

## 4/22 WEEK 2 WEST SCHOOL (3-4)



End of  
Line

8:25am



No idling signage (maybe 50% of early arrivals  
idling – cold morning)



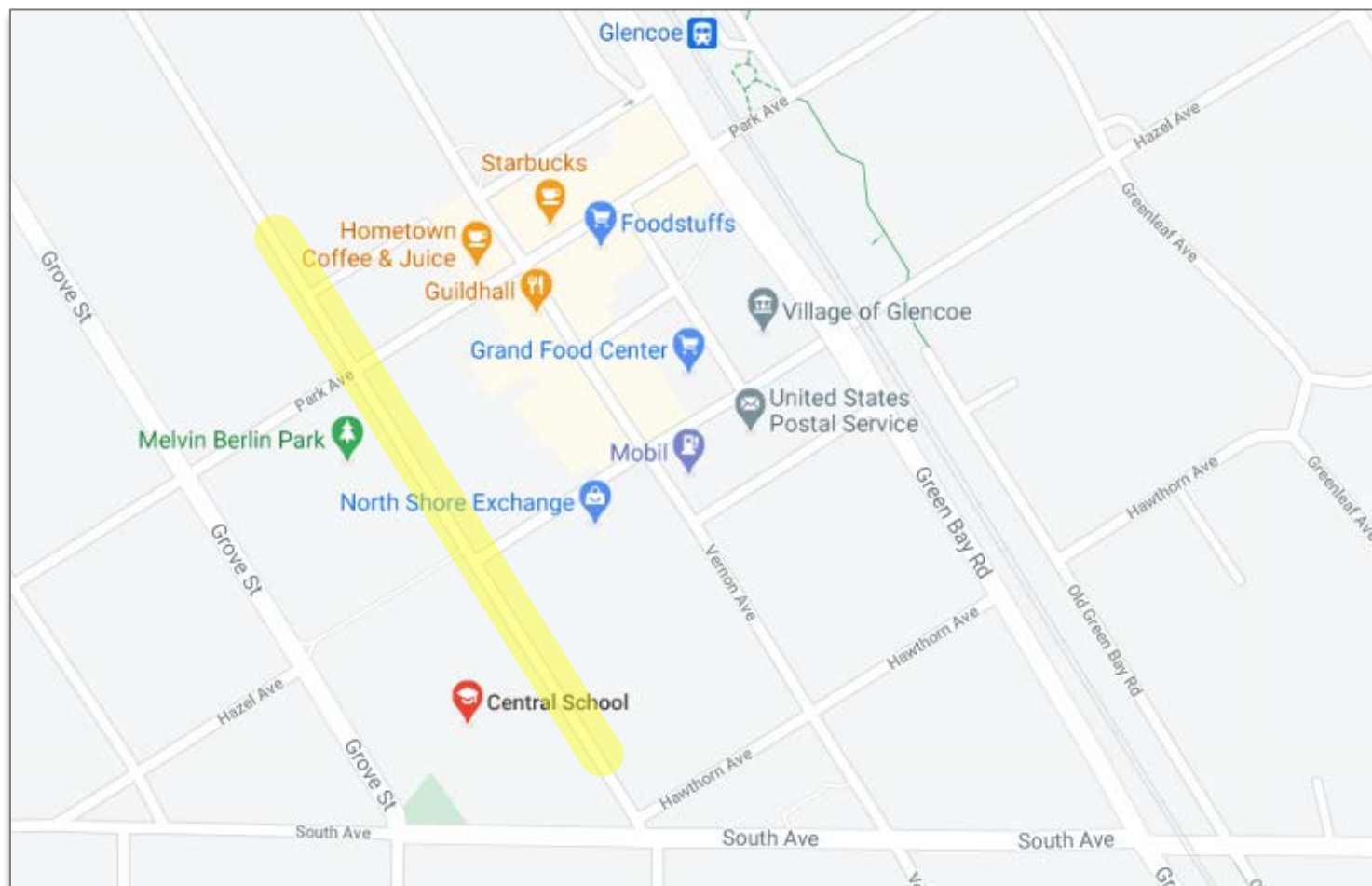
No idling signage

*“The kids are really into it. They’re asking about the prizes, and whether they can count both to and from school. One child who usually gets a ride to school told me her mom is dropping her off at a friend’s house so they can walk the rest of the way together.”*

— Dr. Rongey, Principal, West School

## 4/8 BASELINE COUNT – CENTRAL SCHOOL (5-8)

- Approx. length of carline at its longest: 0.2 miles
  - 245 cars
- 17 bikes (south racks), 3 (north racks), 0 scooters
  - None locked!
- **Total # students in attendance: TBC**
  - # enrolled : 532
  - # enrolled in-person: 507
  - Cars to enrolled ratio: 48%
- Timing
  - First car arrived 7:57 am
  - First bell (grades 5&7): 8:15 am
  - Advisory (5&7): 8:20am
  - Classes start (6&8): 8:29 am
  - Last car arrived 8:40 am
- 4/22 count: 217 cars
  - 11 + 74 bikes



# 4/8 BASELINE COUNT – CENTRAL SCHOOL (5-8)



North on Greenwood

East on Hazel



Tuba Player!



South Bike Racks



Main Entrance

## NEXT STEPS



## NEXT STEPS – SPRING PROGRAM

- **No Idling messaging** – Sandwich boards for Central; yard signs for South and West (preliminary design completed by Helyn;
- **Village Kiosk** – Green Bay and Park in high demand; going to look at new Village sign options nearer to Hometown/Walgreens, possibly elsewhere in town
- **Prize procurement** – Green Bay Cycle, Wild Child, Hometown, Amazon
  - Local shops requested
  - Consider adding a Grand Foods option?
- **Lottery dates** – adding a May 10<sup>th</sup> interim drawing to provide some encouragement/reward to those who have been participating early
- **May 5<sup>th</sup> Program** – District has its hands full so would prefer to focus on current “version 1.0” program and defer additional programming to the Fall or later
- **Teacher spotchecks** – District has an electronic form they use for Walk/Bike to School day; they can spotcheck
  - Visibility/accountability, additional messaging opportunity

## NEXT STEPS – SUMMER AND BEYOND

- **Parent survey** – district previously conducted one in grant application; considering updating
  - Plan for the fall (possibly facilitating “walking school buses”)
  - Update information (with age-based schools, families now have kids in different schools so situations have changed)
- **Walking Bus matching app** – Create a “walking school bus” matching app – “I’m interested” and to connect families by neighborhood

# NOTES FROM APRIL 8<sup>TH</sup> BOARD OF EDUCATION DISCUSSION

- District has had great success on Bike and Walk to School Day historically
  - Great response, but question is whether it can be sustained
  - This is the first attempt at a sustained effort
  - Requires a little more planning....and earlier breakfast
- Prior study showed an average distance of **1.2 to 1.3 miles to school**; max not that much more than that
- How do we help parents feel more comfortable having their kids walk or bike to school? What are the limiting factors?
  - Weather
  - Time crunch
  - Street crossings (esp. Green Bay) and the railroad crossing
- Informally looking at expanding ridership in school buses next year to alleviate car lines
  - Currently only available to families who need it to get to school (no alternative) – IDPH < 50
  - Could increase to 1 child per seat (26 riders); currently 10-12 per bus
  - **For students who can't walk and bike NT; might need to add a bus to support pre-pandemic level riders (put them in one place), would you take the bus? Will also ask about medical need to require remote**
  - More kids on a bus is cheaper but the ride gets really long
  - **\$175-180 R/T, \$90 per trip otherwise**
- **Survey – if things were the conditions next year (perhaps like today) would you want child to take the bus? Dev in favor?**
- **Plug for Beach Cleanup Day**