

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved on 12/13/2023

## MEETING MINUTES

### ENVIRONMENTAL COMMISSION

November 15, 2023, 7:00 P.M.

1. Call to Order Establish a Quorum
  - a. *Staff Liaison, Dave Shah, called the meeting to order at 7:02 P.M. Roll call found Commissioners Bob Blaus, Thomas Cherrington, Allen Rodriguez, and Nazree Williams present.*
  - b. *Staff present included Assistant Director of Public Works, Dave Shah.*
  - c. *The Commission welcomed Allen Rodriguez to the Environmental Commission.*
2. Approval of Minutes
  - a. Environmental Commission Minutes of September 20, 2023
    - i. *Commissioner Blaus made a motion, seconded by Commissioner Cherrington, to approve the Meeting Minutes.*
      1. *Voting Yea: Commissioner Rodriguez and Williams*
      2. *Voting Nay: None*
3. Public Participation/Presentations
  - a. *None*
4. Items for Consent
  - a. *None*
5. Review and Discuss the Commission Priority List
  - a. *Current List*
  - b. *New Additions*
    - i. *November 24, 2023, to January 19, 2023 – Holiday Lights Recycling Event*
6. Other Business
  - a. *Pumpkin Composting – 1.30 Tons Collected*
    - i. *Discussion: Commissioners had an open discussion on better outreach efforts and teaming up with local partners in 2024 for the Pumpkin Composting event.*
  - b. *Holiday Lights Recycling Coordination*
    - i. *Discussion: Shah provided an update to the Commission on the event advertising efforts and ongoing coordination with Groot and City Staff on recycling bin drop-offs at various sites throughout the City. Shah further explained that the collected lights would be dropped off at the SCARCE facility in Addison, IL by Groot. Commissioner Rodriguez was interested in reaching out to Jewel Osco in West Chicago to see if they are interested in being one of the collection locations in the 2024-2025 holiday season.*
  - c. *Boards and Commissions Handbook*

- i. Discussion: In addition to the electronic copy, Shah offered hard copies of the Handbook and provided a blank Acknowledgement Form for the Commissioners to acknowledge and sign.*
- d. 2024 Events
  - i. Discussion:*
    - 1. *Commissioners had an open discussion on the 2024 Events and how the Commission should partner with the school district to provide better community involvement, including volunteering opportunities for students.*
    - 2. *The Commission was interested in expanding its involvement with the Blooming Fest event and presenting actual rain barrels as part of a public outreach.*
- e. December 20, 2023 Meeting
  - i. Move the December 20, 2023 meeting to December 13, 2023 due to Holidays.*
    - 1. *Commissioner Blaus made a motion, seconded by Commissioner Cherrington, to Move the December 20, 2023 meeting to December 13, 2023.*
    - 2. *Voting Yea: Commissioner Rodriguez and Williams*
    - 3. *Voting Nay: None*
- f. Various Other Items Discussed:
  - i. The Commission was generally interested in conducting a community survey in the first quarter of 2024 to narrow down on community interest and initiative for FY 2024, which will also provide a Goal for the Commission. Draft questions and methodology will be discussed at the December 13, 2023, meeting. Once the survey questions are completed and finalized, Shah will coordinate with the City's Marketing and Communications division to publish the survey on the City's website and social media.*
  - ii. The Commission was interested in receiving the current waste disposal contract with Groot. The Commission was interested in providing input into the waste disposal contract, including on vacation hold policy, composting, and tipping fees.*
  - iii. Commissioner Rodriguez asked Shah to research if virtual Environmental Commission meetings are possible.*
  - iv. Commissioner Rodriguez asked Shah to research if other Commissions in the City have a budget and how a budget can be requested.*

7. Adjournment

- a. At 8:10 P.M., Commissioner Blaus made a motion to adjourn. Commissioner Cherrington seconded the motion. The motion was unanimously approved by voice vote.*

Respectfully,

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Dave Shah, PE  
Assistant Director of Public Works