



**Winnetka Environmental and Forestry Commission  
Notice of Special Meeting  
February 24, 2016**

The Village of Winnetka Environmental and Forestry Commission will convene for a special meeting on Wednesday, February 24, 2016 in the **Conference Room at the Public Works Yards, 1390 Willow Road, Winnetka, Illinois**, at 7:00 p.m.

**Agenda**

Call to Order

- |     |   |                   |
|-----|---|-------------------|
| (1) | Introduction & Chair's Remarks  | Presenter Dowding |
| (2) | Review and Summary of Minutes   |                   |
|     | a) Adoption of Meeting Minutes (February 10, 2016)                              | Presenter Dowding |
| (3) | New Business, Old Business/Updates  |                   |
|     | a) Discussion of Draft Refuse and Recycling Analysis Presentation               | Presenter Dowding |
| (4) | Committee/Staff Reports   |                   |
|     | a) Status of Public Works and Lakeshore Recycling Systems Informational Meeting | Matt Havlik       |
| (5) | Open Forum  |                   |
| (6) | Public Comment  |                   |
| (7) | Adjournment   |                   |

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Posted Time and Date

**NOTICE**

All agenda materials are available at [villageofwinnetka.org](http://villageofwinnetka.org) (**Government > Council Information > Agenda Packets & Minutes**); **the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2<sup>nd</sup> floor).**

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**WINNETKA ENVIRONMENTAL AND FORESTRY COMMISSION**  
**REGULAR MEETING**  
**February 10, 2016**

A record of a legally convened meeting of the Environmental and Forestry Commission of the Village of Winnetka, which was held in the Village Hall Council Chambers, 510 Green Bay Rd., Winnetka, Illinois, Wednesday, February 10, 2016, at 7:00 pm.

Call to Order: Chairperson Dowding called the meeting to order at 7:00 p.m.; voting Members present: Chairperson Chuck Dowding, Rosann Park-Jones, Caryn Rosen Adelman, Chris Foley, and Mike Nielsen. Voting Members absent: Jim Wilson and David Varca. A quorum of presently appointed members was present. Ex-officio Members present: None. Village Council Representative: Scott Myers. Student Representative absent: A.J. Formolo. Also present Director of Public Works/Village Engineer Steven M. Saunders and Public Works Analyst Matt Havlik. No members of the public were present.

(1) Introduction & Chair's remarks: Chairperson Dowding welcomed all Commission members and introduced Steve Saunders, Director of Public Works/Village Engineer.

(2) Review and Summary of Minutes: Adoption of the January 13, 2016 Minutes. Chairperson Dowding asked for approval of the January 13, 2016 minutes. Commissioner Chris Foley moved to approve the minutes and Commissioner Rosann Park-Jones seconded. By voice vote, the motion carried.

(3) New Business, Old Business/Updates:

- a) Winnetka Refuse Data Presentation: Chairperson Dowding asked Steve Saunders and Matt Havlik to share data that staff gathered pertaining to refuse and recycling with the Commission. Mr. Havlik started by presenting six year refuse fund history focusing on operating revenues and operating expenses. Mr. Havlik made special note that the Village's budget timeline changed from a fiscal year to a calendar year after 2012 and also at this time, the Village adopted new budget software which changed the methods of categorization of various line-items. Chairperson Dowding inquired about the Village's general fund and its relation to the refuse fund. Mr. Saunders explained the components of the Village's general fund and how it affects the refuse fund. \$1,100,000 in property taxes is deposited into the refuse fund each year to fund refuse and recycling operations. Chairperson Dowding asked how much of the general fund was derived from fees. Steve Saunders replied that approximately half of the general fund is derived from fees, while the other half is from taxes.

Mr. Saunders went on to explain the handout that was provided to the Commission detailing the evaluation of per-house refuse collection charges through property tax bills.

Mr. Saunders shared a six year history of costs regarding total Village tax levy, tax levy for refuse, net transfer to refuse fund, total tax dollars to refuse fund, percentage of Winnetka tax levy to refuse fund, percentage of total tax bill paid to Winnetka and percentage of total property tax bill for refuse collection. Mr. Saunders explained that the Village receives approximately 13% of residents' total property tax bill which translates to approximately 1.3% of the total property tax bill going to refuse collection.

Mr. Saunders also explained an additional handout relating to the evaluation of residential refuse collection and disposal expenses. Mr. Saunders explained that the Village's collectors spend approximately 1/5 of the day collecting commercial refuse which is then combined and labeled as residential waste when it is dropped off at the SWANCC transfer station. Mr. Saunders explained that collection costs come mostly from having a collector traveling to the back door of a house and that a Pay As You Throw method may not be the most effective way in reducing the cost of residential waste collection. Even if a PAYT method was implemented, the Village would only be saving on reduced tipping fees if there was no other change made in the method of collection.

- b) PAYT Interview Discussion: Commissioner Adelman shared information about her interview with the Public Works Director of the City of Highland Park and their experience with Lakeshore Recycling Systems (LRS) since contracting with them at the beginning of 2016. Highland Park offers various options for pick-up including the choice of back door and curbside as well as once or twice per week. Each of the various options cost different amounts. Commissioner Adelman also shared that LRS handles almost everything related to refuse and recycling collection including commercial pick-up and billing.

Trustee Myers presented his findings regarding PAYT from his interview with the Village of Winthrop Harbor saying that approximately 25% of residents utilize this program, the majority being senior citizens. Residents also have a choice of a flat refuse fee of \$23.40 for 35 gallons of space or a PAYT method for \$2.60 per sticker/bag. Recycling was an additional \$4.60.

Commissioner Nielsen shared with the Commission information from his interview with the Village of Downers Grove. Downers Grove has been happy with their PAYT program which they have implemented since the 1980's. Commission Nielsen shared that the person he interviewed stated that more waste means more cost and less waste means less cost and usually more recycling.

Commissioner Park-Jones shared information from her interview with the Village of Libertyville which started their PAYT program in 2006. Since then, Libertyville has tracked very little volume data.

c) Refuse and Recycling Discussion: The Commission discussed various levels of service expectations by residents and the different options available. The groups discussed curbside vs. back door pickup and how the cost is less for a lower level of service and more for a higher level of service. The Commission also talked briefly about the option of billing residents for refuse pick up via a utility fee instead of via tax bill. The group ended the discussion talking about the main objectives of the analysis and next steps. Chairperson Dowding and Trustee Myers agreed to create a draft presentation for the Commission to discuss at the February 24<sup>th</sup> special meeting.

d) Discussion of EFC Web Page, E-blast, and Seasonal Topics: No discussion.

(4) Committee/Staff Reports:

a) Utility Bill – Comparative Form: No discussion.

b) SWANCC 2015 Special Materials Program Totals: No discussion.

(5) Open Forum: None.

(6) Public Comment: None.

(7) Adjournment: There being no further business, Chairperson Dowding asked for a motion to adjourn which was moved by Commissioner Caryn Rosen Adelman and seconded by Commissioner Mike Nielsen. Having the motion passed, the meeting adjourned at 9:18 p.m.