

**VILLAGE OF WINNETKA  
ENVIRONMENTAL & FORESTRY COMMISSION  
REGULAR VIRTUAL MEETING**

Cisco WebEx  
July 8, 2020  
7:00 PM

**AGENDA**

In accordance with social distancing requirements and Governor Pritzker's Executive Orders 2020-43 and 2020-44, and Senate Bill 2135, the Village of Winnetka Environmental & Forestry Commission Meeting on July 8, 2020 will be held virtually beginning at 7:00 PM. The meeting will be livestreamed via the Cisco WebEx platform. At least one representative from the Village will be present at Village Hall in compliance with the Bill, and the virtual meeting will be simulcast at Village Hall for members of the public who do not wish to view the virtual meeting from another location. Pursuant to Executive Orders 2020-43 and 2020-44 issued by the Governor, the number of people who may gather at Village Hall for the meeting is limited due to the mandated social distancing guidelines. Accordingly, the opportunity to view the virtual meeting at Village Hall is available on a "first come, first-served" basis.

The public has two options for observing and participating in this virtual Village Council meeting including the ability to provide oral comments during the meeting.

- 1) Telephone (audio only Call 408-418-9388), when prompted enter the Meeting ID- 1263263065 (Please note there is no additional password or attendee ID required)
- 2) Livestream (both audio and video feed) Download the Cisco WebEx meetings app to your smartphone, tablet or computer and then join Meeting ID: 1263263065. Event Password: EFC070820

Public comments should be emailed to [bmendoza@winnetka.org](mailto:bmendoza@winnetka.org). Public comments received by 6:45 p.m. on Wednesday, July 8, 2020 will be read at the appropriate time during the meeting. General comments for matters not on the agenda will be read at beginning of the meeting under the Public Comment agenda item. Comments specific to a particular agenda item will be read during the discussion of that agenda item. The Village will attempt to have comments received after the meeting has started read at the end of the meeting. Public comment is limited to 200 words or less. Public comments should contain the following information:

- In the subject line – "Environmental & Forestry Commission Meeting Public Comment"
- Name
- Address (optional)
- Phone (optional)
- Organization or agency representing, if applicable
- General comment or comment on topic of specific agenda item number

All emails received will be acknowledged either during or after the meeting, depending on when they are received. If you do not have access to email, you may leave a message with your public comment at the Public Works office at 847-716-3550 or mail to Public Works, Village of Winnetka, 1390 Willow Road, Winnetka, IL 60093.



**Winnetka Environmental and Forestry Commission  
Notice of Regular Virtual Meeting  
July 8, 2020**

The Winnetka Environmental and Forestry Commission will convene on Wednesday, July 8, 2020 via Cisco WebEx, at 7:00 p.m.

**Agenda**

*Call to Order*

- |   |                   |
|---|-------------------|
| <b>1) Introduction &amp; Chair's Remarks</b>                                | Presenter Dowding |
| <b>2) Public Comment</b>  |                   |
| <b>3) Review and Approval of Minutes</b>                                    |                   |
| a. Approval of the June 10, 2020 Regular Meeting Minutes                    | Presenter Dowding |
| <b>4) Committee/Staff Reports</b>   |                   |
| a. Composting Vendors in Winnetka Area Update                               | Presenter Mendoza |
| <b>5) New Business/Old Business Updates</b>                                 |                   |
| a. Village of Winnetka Comprehensive Plan Discussion                        | Presenter Dowding |
| b. Village Recycling Guidelines Communication                               | Presenter Kunkle  |
| c. New Village Website Discussion   | Presenter Dowding |
| d. Further Discussion of Trees in the Downtown Streetscape Planning Process | Presenter Dowding |
| e. Winnetka Solar Community Program   | Presenter Kunkle  |
| <b>6) Communications</b>  |                   |
| a. Approval of August Communication Items                                   | Presenter Mendoza |
| b. Discussion of September Communication Items                              | Presenter Mendoza |
| <b>7) Open Forum</b>  |                   |
| <b>8) Adjournment</b>   |                   |

\_\_\_\_\_  
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, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**WINNETKA ENVIRONMENTAL AND FORESTRY COMMISSION**  
**REGULAR MEETING**  
**MINUTES**  
**June 10, 2020**

A record of a legally convened meeting of the Environmental and Forestry Commission of the Village of Winnetka, which was held Virtual via WebEx Cisco, Wednesday, June 10, 2020, at 7:00 p.m.

**Call to Order:**

Chairperson Dowding called the meeting to order at 7:05 p.m.; Voting Members present: Chairperson Chuck Dowding, Liz Kunkle, Chris Foley, David Varca, Barry Sylvester, Rosann Park-Jones, and Ted Wynnychenko. Voting Members absent: None. A quorum of presently appointed members was present. Ex-officio Members present: none. Village Council Representative present: Jack Coladarci. Student Representatives present: Marcus Buccellato and Scarlett Harper. Staff Representatives present: Brendon Mendoza, Public Works Analyst, Steve Saunders, Director of Public Works/Village Engineer, Jim Stier, Village Forester, and Andrew Lueck, Assistant Village Forester. Public present: One member of the public was present via the WebEx phone call in option.

**1) Introduction & Chair's Remarks:**

Chairperson Dowding called the meeting to order at 7:05 p.m. and welcomed all Commission members and the public.

**2) Public Comment:**

One member of the public was present and asked if they would like to speak via the WebEx phone audio connection, however they did not opt to speak.

**3) Review and Approval of Minutes:**

a) Approval of the February 12, 2020 Regular Meeting Minutes

Chairperson Dowding asked for a motion to approve the February 12, 2020 minutes, which was moved by Commissioner David Varca and seconded by Commissioner Chris Foley.

**4) Communications:**

a) Approval of June & July Communication Items:

During the Communications Items agenda item, the Commission discussed the Village's gas powered leaf blowers ban from June 1, through October 1 and thoughts on requiring landscaping companies to be licensed by the Village to be revisited in the future.

Chairperson Dowding asked for a motion to approve the June & July Communications Items which was moved by Commissioner Wynnychenko, and seconded by Commissioner Varca.

b) Discussion of August Communications Items:

Staff Representative Mendoza discussed the upcoming August Communications Items.

5) Commission/Staff Reports:

a) EFC Green Award Nomination(s):

Staff Representative Mendoza stated that included in the agenda packet are two (2) nominations received for the Environmental and Forestry Commission (“EFC”) Green Award. The two nominations are for the Village Forester, Jim Stier for his services, and Reprise Coffee for their sustainability initiatives.

Chairperson Dowding asked for a motion to approve the award of the Green Award to the two (2) nominees which was moved by Commissioner Sylvester, and seconded by Commissioner Kunkle.

b) Village Forestry Update and Discussion:

Chairperson Dowding stated that there was a concern with the tree removal count for the Winnetka Downtown Streetscape Plan, and also the potential Park District parking lot plateau improvements at Tower Road Beach regarding if the Village Tree Ordinance would apply to the Park District.

Chairperson Dowding stated that someone was concerned and commented that the number of trees being removed was greater than amount of trees being replaced. Commissioner Kunkle clarified that it was a resident whose comment regarded the number of trees removed from the Chestnut-Elm corridor. Commissioner Kunkle stated that it would be beneficial to understand the Downtown Streetscape Plan to ensure accurate information is being provided to the Commission and the public, regarding ~~and~~ the decision making process for tree removals and replacements to address concerns that were mentioned.

Village Forester Stier stated the Village evaluates the potential trees to be removed, and determines removal based upon the trees’ health, species, and other factors. The Forestry Division stated they reviewed the tree inventory in Phase I and Phase II of the Downtown Streetscape Plan and changes in utilities, including, street lighting, sidewalk changes, street, planters and etc. factored into tree decisions. Village Forester Stier and Assistant

Village Forester Lueck discussed the number of trees removed and the reasons for removal.

Chairperson Dowding asked if the Forestry Division is involved in the design phase of the projects. Assistant Forester Lueck stated that the Forestry Division is involved in the development of the plans.

Student Commissioner Harper suggested that if trees are removed in a certain area and cannot be replaced there, that the Village could replant trees in other areas to mitigate a net loss of Village Trees. Village Forester Stier stated the Forestry Division is always looking for areas that could be utilized to plant trees to avoid an overall loss of trees.

Commissioner Kunkle stated she attended a webinar regarding the protection of tree canopies, and mentioned the importance that trees are part of the Village's infrastructure and they need to be recognized as such in all development plans.

Village Forester Stier stated the Forestry Division does work with the Park District for tree removals over eight (8) inches in diameter.

Chairperson Dowding stated if the Park District plans for the expansion of the parking lot at Tower Road were to take place, would the Park District be required to work with the Forestry Division to remove trees in that location. Village Forester Stier stated that trees that require a permit for removal over eight (8) inches in diameter and any variance that involve trees, requires involvement of the Forestry Division.

c) Village's Refuse & Recycling Programs Update:

Staff Representative Mendoza stated that due to the COVID-19 pandemic the implementation of the Village's new curbside refuse program for residential and commercial users has been postponed.

Director of Public Works/Village Engineer Saunders, stated that the transition of the new refuse program is anticipated to take place in 2021 for residential and commercial users.

Director of Public Works/Village Engineer Saunders also mentioned that the Lakeshore Recycling Contract expires in February of 2021 and will be reviewed by staff, including potential additional programs that may be able to be added to the contract, such as curbside composting.

Commissioner Kunkle asked Director of Public Works/Village Engineer Saunders about the commercial hauler licensing in terms of how many would be issued. Director of

Public Works/Village Engineer Saunders stated that multiple haulers may be interested, and stated that the involvement of more haulers could lead to competitive pricing and variety of services offered for commercial users. Director of Public Works/Village Engineer Saunders also mentioned that Village's commercial hauler licensing would be used to ensure the haulers' services and operating standards are acceptable to the Village of Winnetka.

Commissioner Kunkle stated her only concern with multiple commercial haulers is that each hauler has their own recycling standards and the recycling collection for recyclables may not be uniform.

**6) New Business, Old Business/Updates:**

a) Village of Winnetka Comprehensive Plan Discussion:

Chairperson Dowding displayed the ten (10) benchmarked communities that the Lakota Group is studying. Chairperson Dowding asked each of the Commissioners to review one of the communities' comprehensive plan, specifically each community's sustainability plans and any other important findings. Each Commissioner selected one of the communities listed below.

- Greenwich,CT
- Wellesley,MA
- Scarsdale, NY
- Piedmont,CA
- Cherry Hills Village, CO
- Mission Hills, KS
- Bethesda,MD
- Radnor,PA
- Grosse Point, MI
- Shaker Heights, OH
- Hinsdale, IL

b) Village Recycling Guidelines Communications:

Commissioner Kunkle stated she would like to regularly review the Village's Recycling Guide to ensure the information being provided is accurate as this information changes from time to time.

Commissioner Kunkle mentioned the Village's Recycling Guide includes information regarding traditional recycling, and also other non-traditional items such as styrofoam and electronics and will be updated as needed. Commissioner Kunkle recommended to add a section of "what can I do with my food waste" to be included in the Recycling

Guide as it would add to the overall idea of recycling. Commissioner Kunkle mentioned that her goal was to minimize the confusion of recycling.

Commissioners Kunkle and Commissioner Wynnychenko discussed the importance of the education of recycling plastic materials.

c) New Village Website Discussion:

Chairperson Dowding displayed the Village's new website through WebEx and showed the Commission the new EFC page and sustainability page. The group discussed and provided initial feedback.

Chairperson Dowding stated it would be beneficial to for the Commission to go through the website and provide any suggestions at the July EFC Meeting.

7) **Open Forum:**

Commissioner Kunkle stated she would like to have the Commission informed of upcoming Village Council agenda items that relate to the Commission as in the past such communication may not have taken place regularly. Staff Representative Mendoza stated he will keep the EFC informed of agenda topics that may be of interest to the EFC in the future. Trustee Coladarci suggested that Village Staff keep the Commission informed of EFC related agenda items in the future to ensure there are communications.

Commissioner Wynnychenko discussed technical errors in the Village Code regarding the EFC's section of the Village Code. Trustee Coladarci suggested sending notes to the Village Attorney and Village Manager to inform them of the errors.

8) **Adjournment:**

There being no further business, Chairperson Dowding asked for a motion to adjourn which was moved by Commissioner Wynnychenko and seconded by Commissioner Foley. The motion passed, the meeting adjourned at 9:15 p.m.



# VILLAGE OF WINNETKA

# Recycling Guide

## What should I do BEFORE recycling?

Additional green recycling containers, both 35 & 95 gallon, are available for purchase at Winnetka Village Hall (510 Green Bay Road).

BEFORE you put anything in a recycling container, keep in mind:

- Plastic bags clog the machinery at the recycling plant: do not put recycling in plastic bags.
- Use paper bags or simply throw recycling directly into your outdoor green bin.
- Rinse/empty all containers so they are free of food residue.
- Leave plastic lids on containers.
- Flatten ALL boxes.
- Place your recycling containers at your curb by 7 AM the day of your collection.

## What may I recycle?



- **Paper Material:** magazines, catalogs, telephone books, junk mail, mixed paper, corrugated cardboard, kraft brown paper bags, and food boxes (such as cereal)
- **Metal Material:** aluminum cans, aluminum foil, steel or tin cans, empty aerosol cans, and aluminum baking trays/pie tins
- **Plastic Material:** soda bottles, milk containers, water bottles (with caps, please), butter containers, laundry detergent bottles
- **Glass Material:** glass bottles (clear, brown, green or blue) and glass jars (clear, brown, green, or blue)
- **Milk Carton/Drink Boxes:** gable top milk & juice cartons, and juice boxes

## What should I NOT put in my container?

- Plastic bags
- Styrofoam/polystyrene
- Single use paper goods: plates, cups, napkins, towels, and tissues
- Solo cups and lids (#6 Plastic rigid or semi-rigid containers)
- Food-contaminated paper goods
- Waxed frozen or refrigerated food containers
- Window glass, light bulbs, mirrors, dishes, mugs, and plates
- Containers from automotive and chemical/paint products

**Remember:** Acceptable items that can be recycled in the residential recycling containers may ALSO be recycled in commercial dumpsters and the green recycling receptacles located throughout the Village.

## What should I do with plastic bags?



Plastic bags that are clean, dry, and free of food residue may be dropped off at many grocery or retail stores. A list of the types of bags that may be collected is provided below. Please note that not all items are accepted at all locations. Contact stores prior to drop off to see what they accept.

- Grocery
- Dry cleaner
- Newspaper sleeves
- Cleaning and dry produce
- Ziploc
- Cereal
- Bread
- Salt
- Ice (no moisture or metal/hard clips)
- Garment
- Bubble wrap
- Case wrap (soda and water bottles, canned goods, Costco items, etc.)
- Overwrap (toilet paper and paper towel)
- Polyethylene stretch and shrink wrap, foam, and other packaging (Recycle codes 2 & 4)

## What may I recycle at the Winnetka Municipal Facility at 1390 Willow Road?

Additionally, expired medications and sharps may be taken to the Winnetka Fire Department located at 428 Green Bay Rd. Call 847-501-6029 for more information.

These items may be dropped in the lobby Monday to Friday from 7:30 AM – 4 PM:

- Athletic shoes
- Cords
- Cell phones
- Small electronics
- Holiday lights
- Styrofoam - see below for guidelines
- Cartridges - Ink jet and toner
- CFL bulbs

Large electronics may be dropped off in the back of Building A on **Thursdays from 1 PM – 3 PM during the months of April through November**. Acceptable items include but are not limited to:

- Converter boxes
- Computers/monitors
- Fax machines
- Scanners
- Printers
- Satellite receivers
- Televisions
- VCR/DVD players
- Computer mice or keyboards
- Video game consoles

For a complete list, contact the Public Works Department at 847-716-3568 or visit [swancc.org/programs/electronics-recycling](http://swancc.org/programs/electronics-recycling).

## What are the guidelines for Styrofoam recycling?

When dropping off #6 block and Styrofoam (food service-style polystyrene), please consider the following:

- Make sure your Styrofoam has the triangle recycling symbol.
- Separate packaging foam and foodservice foam.
- Foodservice containers **MUST** be clean and rinsed.
- No straws, lids, plastic wrap, or trash.
- No packaging peanuts (accepted at most UPS Stores).
- No foam insulation, foam rubber, or foam sheets.

## What should I do with yard waste?

- Yard waste is collected from April through November on your regular trash day.
- Grass clippings and other similar landscaping refuse must be placed into a yard waste bag with a Village sticker attached, available for \$2.25 at Village Hall.
- Brush and branches must be bundled and each bundle must have a Village sticker attached, also available for \$2.25 at The Grand and Lakeside Foods. (Bundles cannot be larger than 2'x 2'x 4')



## Who is SWANCC?

The Solid Waste Agency of Northern Cook County (SWANCC) is a nonprofit agency that provides solid waste management services to 23 member communities, including Winnetka. SWANCC's focus is to reduce the volume and toxicity of solid waste through responsible waste reduction solutions and collections for special materials. Most of the Village's recycling collection programs, both event-based and year-round, are coordinated through SWANCC. Common items that SWANCC provides proper recycling/reuse/disposal resources for include:

- Hazardous waste/chemicals
- Oil-based paint
- Paper shredding
- Appliances
- Clothing
- Propane tanks
- Cooking oil/grease trap
- Carpeting
- Bicycles
- Office equipment
- Furniture

Revised February 2020. Please visit [villageofwinnetka.org](http://villageofwinnetka.org) for the most up-to-date recycling information.



For more information on SWANCC, including events, programs, educational resources, and a full directory of reuse and recycling options in the region, visit [swancc.org](http://swancc.org).

## Format

Question/Section

Graphic/Pic under Question on left side of Guide

Main bullet point answers Question and introduces sub-bullet points

- **What should I do BEFORE recycling?**
  - Review this Guide to ensure you know which items go into which containers
    - Ensure items are clean and not contaminated by food or liquid residue
    - Leave lids on all containers, whether plastic, glass, or metal
    - Do not put soft plastics in your cart – either alone or to hold other items
    - Recyclables may be placed directly into your cart or in paper bags
    - Break down/flatten all cardboard boxes
- **What should I put in my recycling container?**
  - Paper, Cardboard, some Metals, Glass, and some Hard Plastics
    - Paper – catalogs, magazines, phone books, junk mail, mixed paper, paper bags
    - Cardboard – corrugated, paperboard (cereal/snack boxes), paper cores (toilet paper, paper towel, etc.), milk and juice cartons and boxes
    - Metals – aluminum cans and clean foil, steel or tin cans, empty aerosol cans, aluminum baking trays/pie tins
    - Glass – bottles and jars, any color
    - Hard Plastics – bottles, tubs, jars, and jugs (containers only; *focus on the shape not the number*)
- **What should I NOT put in my recycling container?**
  - All items not specifically listed above, although many may be recycled through other channels
    - Plastic bags (see below for more info)
    - Polystyrene (Styrofoam® or other; see below for more info)
    - Single-use paper items (plates, napkins, towels, tissues), whether contaminated with food waste or not
    - Food-contaminated paper or cardboard (see below for more info)
    - Solo cups and lids
    - Window glass, light bulbs, mirrors, dishes, mugs, plates
- **What should I do with food waste?**
  - Divert it from landfill and compost it in your backyard or using one of Winnetka's Bucket Service Compost Providers
    - Food waste in landfill wastes valuable resources and causes harm by releasing methane into the air and leachate into the ground
    - Food waste in recycling contaminates otherwise recyclable items and makes them unrecyclable
    - Put fruit and vegetable scraps/peels, coffee grounds, and cut flowers directly into your backyard
    - All other food waste (meat, bones, dairy, grease, fried foods, candy) may be composted by signing up with one of Winnetka's Bucket Service Compost Providers

## Format

Question/Section

Graphic/Pic under Question on left side of Guide

Main bullet point answers Question and introduces sub-bullet points

- **What should I do with Soft Plastics?**
  - Do not put them in your recycling container! Take clean and dry soft plastics to a grocery store instead
    - Grocery, dry cleaner, garment, produce, newspaper sleeves
    - Ziploc®, cereal (remove crumbs), bread, salt, ice
    - Bubble wrap, case wrap (soda/water bottles, cans), overwrap (toilet paper and paper towel)
- **What should I recycle at the Public Works Building (1390 Willow Rd.)?**
  - In the lobby Monday to Friday from 7:30am – 4pm
    - athletic shoes, electric cords, cell phones, small electronics, holiday lights, ink jet and toner cartridges, polystyrene
    - CFL and fluorescent light bulbs/tubes (incandescent, halogen, and LED bulbs must be landfilled)
  - At the back of Building A on Thursdays from 1 – 3pm from April to November
    - Large electronics –computers, monitors, fax machines, scanners, printers, satellite receivers, televisions, VCR/DVD players, computer mice, keyboards, converter boxes, video game consoles
- **What should I do with polystyrene?**
  - Recycle it in the lobby of the Public Works Building at 1390 Willow Rd.
    - Separate foodservice and block style polystyrene; there are separate containers for each in the lobby
    - Foodservice polystyrene (egg cartons, meat trays, to-go cups and clamshells, etc.) must be clean and rinsed
    - Packing peanuts and foam (insulation, rubber, sheets) are not accepted
- **What should I do with yard waste?**
  - Compost it in your backyard or use a yard waste bag, available at local home improvement stores, to have it picked up
    - All yard waste may be simply composted in your backyard (and will help food waste decompose more quickly)
    - If you want it picked up, use a yard waste bag with a Village sticker (available for \$2.25 at Village Hall, Lakeside Foods, and The Grand) and place it outside on your regular refuse and recycling day
    - Grass/plant clippings and 2' x 2' x 4' bundles of brush and branches are accepted (bundles must also have a Village sticker)
- **What is the Solid Waste Agency of Northern Cook County (SWANCC)?**
  - SWANCC is a nonprofit intergovernmental agency that has provided solid waste management services, programs, and resources to its 23 member communities, including Winnetka, since 1988. SWANCC reduces the volume and toxicity of solid waste through diversion and responsible waste reduction solutions and special material collections. Most of the Village's recycling collection programs, both event-based and year-round, are coordinated through SWANCC.

## August 2020 EFC Communications Content

### 1. Recycling Tip – Paper Napkins, Towels, and Tissue Recycling

*E-Winnetka Newsletter*

Used paper-based goods such as paper napkins, towels and tissues should not be placed into your recycling bin. These types of items have potentially already been recycled numerous times and are at the end of their life cycle. Also, these types of paper are normally contaminated with food waste and are not recyclable. Items containing food waste can contaminate other recyclable items and should be composted or landfilled instead.

### 2. Pumpkin Composting Event

*Winnetka Report*

In a continuing effort to expand environmental initiatives, the Village of Winnetka is hosting a one-day pumpkin collection. Residents are encouraged to bring in pumpkins for the Village to properly dispose of, limiting the amount brought to landfills. The Public Work Department will provide a designated drop off location at the Municipal Yards Facility at 1390 Willow Road from **\*DATE/TIME TBD\***. Please remove any solid waste (candles, bags, etc.). Collection of garbage, food scraps or other landscape waste will not be accepted. Please contact the Public Works Department at 847-716-3568 with any questions.

### 3. Curbside Leaf Collection

*Winnetka Report*

The Village's annual curbside leaf collection program will run from **\*DATES/TIME TBD\***. Under this program, residents may rake their leaves to the parkway just inside the edge of the curb for collection by the Village. Leaves collected are then hauled to Antioch, IL for composting which the Village then receives back in early spring for residents to use as compost material. For more information, please contact the Public Works Department at 847-716-3568.

### 4. Green Award Recipients

*Summer Winnetka Report & E-Winnetka Newsletter*

At the **\*Insert Village Council Meeting Date\*** Village Council meeting, recipients of the Village's fourth-annual Green Awards were recognized for their exceptional commitment to sustainable and environmentally friendly practices within the Village. The purpose of the Green

Awards program is to recognize individuals, properties and households within the community that demonstrate these practices. Award categories included climate, economic development, energy, land, leadership, mobility, municipal operations, sustainable communities, water/storm water, water/recycling, and innovation/other.

The first recipient, Reprise Coffee Roasters at 950 Green Bay Road, was selected for multiple categories for their focus promoting an environment of sustainability, which includes protecting a private rainforest, and endangered species, and Reprise has also provided 335 days of clean water to people in need through the sales of Givn water.

The second recipient, Jim Stier, the Village Forester, was selected for the category of municipal operations , for Jim's efforts to ensure the highest possible standards are used to preserve and maintain Village trees. Jim is also being recognized as the Environmental and Forestry commission would like to thank Jim for his involvement with addressing tree removals, reforestation, and improving the quality of life within the Village.

# 2020 EFC Communications Plan

## EFC Communication Process for Monthly Postings

1. EFC and Staff work together to draft and finalized monthly topics and supporting text.
2. Topics and supporting text are discussed and approved by the EFC at monthly meetings.
3. Topics and supporting text are sent to Village Manager's Office each month to be published in the appropriate communication channel (Weekly email newsletter, Winnetka Report, etc).

## January

Weekly E-Newsletter:

- EFC Green Awards Application Reminder
- Reduce - Consider how to reduce energy use and costs in your home and business
- Reduce - Switch from incandescent bulbs to LED bulbs (and put incandescent into garbage/landfill and recycle LED bulbs in the lobby of the Winnetka Public Works)

## February

**Spring Winnetka Report Submission Deadline – February 17**

**EFC Green Awards Application Deadline – February 28**

Weekly E-Newsletter:

- Reduce – Think before you buy
- Reduce - Think before you pack

## March

Winnetka Report Articles:

- Coal Tar Sealant Reminder
- Paper Shredding Event
- Electronics Recycling Program Resuming
- Clean-Up Week

Weekly E-Newsletter:

- Electronics Recycling Program Resuming
- Reduce - Use your car less
- Reduce - No Idling
- Composting - Backyard

## April

Weekly E-Newsletter:

- Compost available at Village Yards
- Paper Shredding Event
- Phosphorus Ordinance
- Earth Day – April 22, 2020 and Arbor Day – April 24, 2020

- Clean-Up Week

## **May**

### **Summer Winnetka Report Submission Deadline – May 15**

Winnetka Report Articles:

- Green Award Recipients

Weekly E-Newsletter:

- EFC BMP Guide – Summary & link to document
- Recycling - Break down all boxes
- Recycling - Leave lids on plastic containers

## **June**

Weekly E-Newsletter:

- Coal Tar Sealant Reminder
- Ban on Gas-Powered Leaf Blowers from June 1 through Oct. 1.
- Recycling - Make sure all containers are free of liquid and food residue
- Recycling - Plastic bags & film
- Forestry - Remove buckthorn and other invasive species

## **July**

Weekly E-Newsletter:

- Paper Shredding Event
- Recycling - Plastic silverware
- Recycling – Styrofoam
- Stormwater - Friendly Landscaping
- **Green Award Recipients – Moved from May**

## **August**

### **Fall Winnetka Report Submission Deadline – August 14**

Winnetka Report Articles:

- Pumpkin Composting Event
- Curbside Leaf Collection
- Green Award Recipients

Weekly E-Newsletter:

- Recycling - Paper napkins, towels, and tissues

## **September**

Weekly E-Newsletter:

- Recycling - #3 plastics
- Recycling - Pizza boxes
- Recycling - Lids from glass bottles

## **October**

Weekly E-Newsletter:

- Pumpkin Composting Event
- Recycling – Leaf Collection

## **November**

**Winter Winnetka Report Submission Deadline – November 13**

Winnetka Report Articles:

- Holiday Lights Recycling

Weekly E-Newsletter:

- America Recycles Day (11/15)
- Composting - Leaf collection
- Battery Recycling
- Plastic bag, film and wrap recycling
- Recycling – Textiles
- Use of natural light during winter

## **December**

Weekly E-Newsletter:

- Christmas Tree Pick-Up
- EFC Green Awards Application Reminder
- Holiday Lights Recycling
- Commercial District Business Lighting
- Use of natural light during winter