MINUTES
SUSTAINABILITY COMMITTEE
September 17, 2025
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1. Call to Order

Victoria Wojcik called the meeting to order on 5:38 p.m. Wednesday, September 17, 2025 at Crystal Lake City Hall.

2. Roll Call/Attendance

Present were the following Committee members: Lisa McLaughlin, Dean Farr, Jen Oliver, Cordell Crane, Steve Platt, and Emilie Hoffman. Members of the public in attendance: Community Development Analyst Victoria Wojcik and Assistant to City Manager Ryan Oates.

3. Public Comment

There was no public comment during this meeting.

4. Approval of Minutes from the August 20, 2025 Meeting

Lisa McLaughlin made a motion to approve the minutes of the August 20, 2025 Sustainability Committee meeting. Steve Platt seconded the motion. Upon voice vote, motion passed.

5. Litter Clean Up Initiatives

A. Litter Cleanup Event

Victoria Wojcik announced to the group that each participating member of the litter collection event on North Walkup Road must sign Crystal Lake Hold Harmless Agreements.

B. Adopt-A-Highway Program

After the Hold Harmless Agreements were signed by each member, Victoria Wojcik introduced a letter draft to give to businesses and organizations encouraging them to participate in the Adopt-A-Highway Program. The past businesses of the Green Business Designation are Hoffman Orthodontics, The Green Read, the Crystal Lake Park District, McHenry County College, Pique Technologies, Building Energy Experts, and Duke's Alehouse. Victoria Wojcik stated that these businesses can be a good starting point to send the letter because of their past involvement with the Sustainability Committee.

The Committee members also proposed other organizations and businesses to contact. Dean Farr mentioned that reaching out to the National Honors Societies and environmental clubs at each Crystal Lake High School can also be impactful. Other businesses and organizations mentioned at the meeting include children's service organizations, the Rotary Club, churches, and the WPPC. Cordell Crane stated that McHenry County College has a Sustainability Center, and they can also be part of the Adopt-A-Highway Program.

Dean Farr and Lisa McLaughlin also stated that attending one of the monthly Chamber of Commerce meetings to propose the Adopt-A-Highway program.

6. Mayor's Monarch Pledge

A. Johnny Appleseed Festival

The Committee reviewed the proposed materials for the Sustainability Committee art project at the Johnny Appleseed Festival. Victoria Wojcik presented the 4 feet by 4 feet wood canvas that will be used for the art project. City staff discussed that butterfly stencils and dot paint markers can be proposed as the supplies. Steve Platt and Emilie Hoffman agreed that children would enjoy the stencils and dot paint markers. Jen Oliver stated that baby wipes would also need to be supplied to wash the children's hands of paint. All members verbally agreed to use these supplies for the art project. Jen Oliver and Emilie Hoffman suggested that a hashtag should be written on the canvas for a photo opportunity. The group agreed that #clmonarch would be the hashtag to use for social media posts.

Victoria Wojcik and Ryan Oates also showed various coloring pages and informational resources to the Committee members. These resources promoted native planting and proper litter cleanup methods. The members agreed that all resources should be included at the Johnny Appleseed Fest table.

B. Other Action Items

Steve Platt asked if the Committee is on track with the other action items for the Mayor's Monarch Pledge. He further proposed the idea of Depot Park having a sign by their native landscaping indicating native plants. This can promote the awareness and preservation of native plants in public areas, which is relevant to the Mayor's Monarch Pledge action items. Victoria Wojcik stated that she can talk to staff about the City's options with signage in that area.

7. Next Meeting: October 15, 2025 at 6:00 p.m.

A. Meeting has been rescheduled to October 22, 2025 at 6:00 p.m.

8. Adjourn

There being no further business, Victoria Wojcik moved to adjourn the meeting at 6:11 p.m. Cordell Crane seconded the motion. Upon voice vote, all voted aye. Meeting adjourned.