MINUTES
SUSTAINABILITY COMMITTEE
May 20, 2026
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1. Call to Order

Victoria Wojcik called the meeting to order on 7:02 p.m. Wednesday, May 20, 2026 at Crystal Lake City Hall.

2. Roll Call/Attendance

Present were the following Committee members: Amy Olson, Steve Platt, Dean Farr, Jennifer Oliver, Terry Dieckhoff and Emilie Hoffman. Members of the public in attendance: Community Development Analyst Victoria Wojcik.

3. Public Comment

There was no public comment during this meeting.

4. Approval of Minutes from the April 15, 2026 Meeting

Emilie Hoffman made a motion to approve the minutes of the April 15, 2026 Sustainability Committee meeting. Steve Platt seconded the motion. Upon voice vote, motion passed.

5. Prairie Trail Downtown Connection Study

Ms. Wojcik introduced the Prairie Trail Downtown Connection Study to the Committee, explaining that the City and the McHenry County Conservation District are looking to implement a south alternate Prairie Trail route through Downtown Crystal Lake. The three options are south on Walkup Avenue to Esther Street, south of Walkup Avenue to Brink Street, or Railroad Street to Main Street. Ms. Oliver asked if any of these routes will be on the existing street, existing sidewalk, or if a new path will be created along these routes. Ms. Hoffman stated that no matter the route, good signage is important to allow for easy directional assistance in Downtown Crystal Lake. Mr. Farr agreed, and added that the high traffic of Downtown may be confusing for pedestrians to follow a route with minimal signage.

Overall, the Committee preferred the Walkup Avenue to Esther Street route because it does not go through the busy area of Downtown Crystal Lake. Mr. Dieckhoff stated that bicycle rides in Downtown are already difficult for cars to see when crossing, and that going through areas where there is street parking or lots of turns can be dangerous. Ms. Wojcik said that she will forward the Committee's feedback to the City Engineer, and that the Committee will revisit this topic when more information is provided.

6. Litter Cleanup Initiatives

A. Adopt-A-Highway Date Planning

Ms. Olson suggested that the next Adopt-A-Highway event for the Sustainability Committee should be on Wednesday, June 17 at 6:30 p.m. This will begin at the start of the next regular scheduled meeting. Amy Olson made a motion to vote on this date. Mr. Platt seconded the motion. Upon voice vote, motion passed.

B. Email Blast Updates

Ms. Wojcik announced that the Crystal Lake Clean Team email list has expanded to six people. She encouraged the Committee members to notify her of community litter cleanup or recycling events that she can send to the email recipients. Ms. Hoffman also stated that a way to encourage the public to sign up for the email list is through a social media post.

7. Mayor's Monarch Pledge Action Item Progress

A. McCormick Garden Maintenance Plan

Ms. Wojcik stated that the Sustainability Committee has supplies to maintain the McCormick Park garden. These supplies are currently at City Hall, but she said she will ask the Chamber of Commerce if she can keep some tools at the Chamber Office as well for the Committee to use during open hours.

Ms. Olson expressed that watering is the most important aspect of this garden's maintenance. Ms. Oliver agreed, and stated that the garden should be watered two to three times a week. Ms. Hoffman suggested that the Committee members each take a week to be responsible for watering the garden. The Committee discussed the next six week planning for garden maintenance.

B. Countryside Garden Event Final Planning

The Committee discussed attendance for the Countryside Garden Club Plant Sale on May 30 from 8:00 a.m. to 3:00 p.m. Ms. Wojcik finalized the attendance for the event and coordinated with Ms. Hoffman to pick up the booth supplies for the event the day before.

Ms. Wojcik discussed that she has bought milkweed seeds, coneflower seeds, and temporary tattoos to handout for adults and children. Ms. Hoffman also shared that the Garden Club event coordinator advised that attendees will be asking the Committee how to plant the seeds they are handing out, so the attending members should be ready to educate the public. The coloring sheet handouts for the art project will also be supplied at the event, which Ms. Olson also translated to Spanish.

C. Mayor's Monarch Pledge Community Art Project

Ms. Olson shared that the 2027 Earth Day release timeline would allow for more time to thoroughly complete the community art project since it involves many community groups and collaboration with the City and a chosen artist. Ms. Wojcik said that two coloring sheets have been submitted so far. Mr. Farr suggested that the Committee makes a certificate for the children submitting their drawings as a positive reward for submitting a drawing.

Ms. Hoffman suggested that the upcoming Johnny Appleseed Festival should highlight the announcement of the art project call to artists. This would include an artist to live paint a butterfly at the festival to gain the public's anticipation for the reveal. This would also add involvement with the Downtown/Main Street Association who is in support of this project. Ms. Olson suggested that

the Committee collaborates with the Downtown/Main Street Association to discuss the Johnny Appleseed event for the next regular scheduled meeting.

8. Next Meeting: June 17, 2026 at 6:30 p.m.

9. Adjourn

There being no further business, Ms. Hoffman moved to adjourn the meeting at 8:30 p.m. Mr. Dieckhoff seconded the motion. Upon voice vote, all voted aye. Meeting adjourned.