MINUTES
SUSTAINABILITY COMMITTEE
July 15, 2026
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1. Call to Order

Victoria Wojcik called the meeting to order on 6:36 p.m. Wednesday, July 15, 2026 at Crystal Lake City Hall.

2. Roll Call/Attendance

Present were the following Committee members: Amy Olson, Steve Platt, Terry Dieckhoff and Emilie Hoffman. Members of the public in attendance: Community Development Analyst Victoria Wojcik and Downtown Crystal Lake/Main Street Executive Director Joy Neal.

3. Public Comment

Ms. Neal attended the meeting to take part in discussion of the Sustainability Committee's art project booth at the Johnny Appleseed Festival. She explained that the booth would be under a 10' x 10' tent space amongst the other informational booths along Williams Street at the event. The proposed live artist painting to promote the community art project was also discussed, and Ms. Neal was in support of bringing the idea to Johnny Appleseed.

4. Approval of Minutes from the May 20, 2026 Meeting

Emilie Hoffman made a motion to approve the minutes of the May 20, 2026 Sustainability Committee meeting. Steve Platt seconded the motion. Upon voice vote, motion passed.

5. Upcoming Events

A. Johnny Appleseed Art Project and Participation Booth

Ms. Hoffman suggested to have a separate table and a few chairs to encourage more people to complete the Monarch coloring sheet at the event. She expressed that not many completed coloring sheets were submitted at the Lakeside Festival booth, so providing a place to sit and work would encourage more completed projects. Ms. Wojcik said that she will look for another table and chairs moving forward.

Ms. Olson proposed that the Committee should reach out to the Crystal Lake Public Arts Commission to collaborate at the booth and promote their missions together at the Johnny Appleseed Festival by advertising the artist live painting. Ms. Wojcik stated that the artist will have to supply their own materials and set up themselves at the Festival. She will reach out to an artist in mind to discuss the event opportunity proposal.

B. Monarchs and Music Planning and Attendance

Ms. Wojcik announced that the Monarchs and Music event held at Crystal Lake Main Beach will be on Sunday, August 16, 2026 from 12:30 pm to 4:30 pm. The Committee discussed availability for the

event, including setup and takedown, and what supplies to bring. Mr. Platt suggested that an incentive for people to complete the Monarch coloring sheets would be to hand out a coupon for the concession stand that the Park District would donate. Ms. Wojcik stated that she will talk to City staff to see if this is permissible. Ms. Hoffman also suggested that the separate table for coloring should be at this event, and that the booth supplies should focus on monarch conservation and native planting, to stay on theme for the Monarch event.

6. Litter Clean Up Initiatives

Ms. Olson suggested that since the remainder of the summer is full of Mayor's Monarch Pledge related events, the next litter cleanup event should be in the fall. The rest of the group agreed.

Ms. Hoffman stated that she discovered a program led by the National Wildlife Federation called the Clean Earth Challenge that recognizes organizations that regularly make efforts to keep their environment clean. Mr. Platt expressed that since the Committee already makes efforts towards litter collection and proper disposal practices, the project would be worth joining. Ms. Wojcik said she will look into registering for the program.

7. Mayor's Monarch Pledge

The Committee has agreed to continue the McCormick Garden maintenance schedule on a rotational weekly basis. Ms. Olson expressed that the hose at the Chamber of Commerce building is too short to reach the garden. Mr. Platt offered an extra longer hose for the garden.

Ms. Wojcik created a chart to organize the Committee's progress towards their 2026 chosen action items for the Mayor's Monarch Pledge. Many action items have already been achieved due to the planting of the new McCormick Garden, the ongoing art project, and multiple community event attendance.

One of the action items is to host a seed collection and propagation event. Mr. Dieckhoff suggested that the Committee holds an event at Three Oaks Recreation Area in the fall, when milkweed seeds are ready to be picked. The Committee agreed on this idea, and Ms. Olson further suggested that those seeds can be planted in a different area in Three Oaks. Ms. Wojcik said she will speak with City staff about setting a date.

8. Next Meeting: August 19, 2026 at 6:30 p.m.

9. Adjourn

There being no further business, Ms. Olson moved to adjourn the meeting at 8:00 p.m. Ms. Hoffman seconded the motion. Upon voice vote, all voted aye. Meeting adjourned.