MINUTES
SUSTAINABILITY COMMITTEE
October 21, 2026
Crystal Lake City Hall, 100 W Woodstock Street, Crystal Lake, IL

1. Call to Order

Amy Olson called the meeting to order on 6:35 p.m. Wednesday, October 21, 2026 at Crystal Lake City Hall.

2. Roll Call/Attendance

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

3. Public Comment

Ms. Fehring has shown interest in attending Sustainability Committee meetings. With her background in education and sustainability participation, she is curious to see what impact the Crystal Lake Sustainability Committee has on the community.

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

Ms. Hoffman made a motion to approve the minutes of the September 15, 2026 Sustainability Committee meeting. Mr. Platt seconded the motion. Upon voice vote, motion passed.

5. 2027 Budget Planning

Ms. Wojcik explained that there is funding for the Sustainability Committee next year, but in order to apply for a specific amount, the Committee must have a set plan with itemized costs. The Committee agreed to further discuss this in 2027 for a potential project in 2028.

6. Mayors Monarch Pledge

A. McCormick Garden Maintenance Schedule

Ms. Wojcik stated that the schedule for garden maintenance is a continuation of the previous schedule. Mr. Farr said that since cold weather is approaching, the garden will be entering its dormant stage and does not need to be maintained as often.

B. HOA Letter Finalization

Ms. Hoffman told the Committee that she updated the HOA newsletter to be more up to date. Ms. Olson and Ms. Hoffman stated that they have contacts to some Crystal Lake HOAs.

C. 2026 Action Item Due Date

Ms. Wojcik said that the action items for the Sustainability Committee's Mayors Monarch Pledge must be completed by the November 18 meeting. Mr. Platt stated that after the HOA letters get sent, no other outstanding items need to be addressed for 2026. The rest of the Committee agreed.

7. Annual Report

Ms. Wojcik explained that the 2026 Annual Report will be drafted for the November 18 meeting. She said that the report will consist of the current members, the amount of meetings held in 2026, the amount of events and projects the Committee has taken part in, Mayors Monarch Pledge action items, and any community event each individual member has attended that promotes environmentally conscious practices. Ms. Hoffman stated that the butterfly art project progress should be added in the report as well. The Committee agreed.

8. Next Meeting: November 18, 2026 at 6:30 p.m.

9. Adjourn

There being no further business, Mr. Platt moved to adjourn the meeting at 7:38 p.m. Ms. Hoffman seconded the motion. Upon voice vote, all voted aye. Meeting adjourned.