

# FY 2023 Environmental Advisory Commission Work Plan

## **INTRODUCTION**

The Environmental Advisory Commission is responsible for supporting, encouraging, and promoting environmental awareness and behavior in the city. The Work Plan identifies those special projects or assignments that have been directed by the City Council.

## **LEGEND FOR PRIORITIZATION OF WORK PLAN ELEMENTS**

**Tier One** = High Priority Initiatives directed by the City Council. Expected to be accomplished with existing and budgeted resources.

**Tier Two** = Mandatory training required of Commission members. Expected to be accomplished with existing and budgeted resources.

**Tier Three** = Desirable and valuable initiatives or training recommended by the Commission. A work plan, which includes number of hours required by volunteer members and staff liaisons, costs associated or anticipated with the proposed initiative or training, and detailed execution plan (if appropriate) should accompany any items identified in this category as they are likely to require staff resources and funding that are not currently allocated.

## **Tier One – City Council Directed Initiatives**

### **Annual Arbor Day celebration held on the last Saturday in April (City Code Mission Directed)**

Estimated Staff Time: 40 hours

Estimated Annual Cost: \$2,500 + \$3,000 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$2,500 and increasing cost in staff time as wage and benefit costs increase

### **Battery Recycling Program**

Estimated Staff Time: 12 hours

Estimated Annual Cost: \$2,300 + \$900 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$2,300 and increasing cost in staff time as wage and benefit costs increase

### **Annual Ferry Creek Stream Clean-up (Hosted by The Conservation Foundation and DuPage County)**

Estimated Staff Time: 4 hours

Estimated Annual Cost: \$0 + \$300 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0 and increasing cost in staff time as wage and benefit costs increase

### **Storm Drain Stenciling and Marker Project**

Estimated Staff Time: 3 hours

Estimated Annual Cost: \$0 + \$225 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0 and increasing cost in staff time as wage and benefit costs increase

### **The Resource Newsletter (Typically twice per year; this year includes three)**

Estimated Staff Time: 6 hours

Estimated Annual Cost: \$1,500 + \$450 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$1,500 and increasing cost in staff time as wage and benefit costs increase

## FY 2023 Environmental Advisory Commission Work Plan

### Tree City USA Status

Estimated Staff Time: 12 hours

Estimated Annual Cost: \$0 + \$900 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0 and increasing cost in staff time as wage and benefit costs increase

### Provide recommendations on Renewable Energy Certificates and Civic Contributions (New)

Estimated Staff Time: 12 hours

Estimated Annual Cost: \$0 + \$900 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0 and increasing cost in staff time as wage and benefit costs increase

### Tier Two – Mandatory Training

Not Applicable

### Tier Three – Desirable Initiatives or Training

Registration and Travel Expenses for attendance at training events and seminars hosted by the following organizations: Chicago Wilderness, The Conservation Foundation, Tree City USA, Citizen's Climate Lobby, The Morton Arboretum, The Wild Ones, and Fermilab

Estimated Staff Time: 2 hours

Estimated Annual Cost: \$400 + \$150 in staff time

Is this project/program ongoing?  Yes  No

If Yes, Ongoing Annual Cost: N/A

### Coal Tar Ban Ordinance Implementation (New)

Estimated Staff Time: 40 hours

Estimated Annual Cost: \$500 + \$3,000 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0

### Review of Metropolitan Mayor's Caucus Climate Action Plan (New)

Estimated Staff Time: 20 hours

Estimated Annual Cost: \$0 + \$1,500 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0

### Monthly public education posting through Facebook/Website (New)

Estimated Staff Time: 12 hours

Estimated Annual Cost: \$0 + \$900 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0

## FY 2023 Environmental Advisory Commission Work Plan

### Research and provide recommendation for resident's to choose a "No Mow May" option (New)

Estimated Staff Time: 8 hours

Estimated Annual Cost: \$0 + \$600 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0

### Research and provide recommendation for City-wide plastic grocery bag management (New)

Estimated Staff Time: 8 hours

Estimated Annual Cost: \$0 + \$600 in staff time

Is this project/program ongoing?  Yes  NO

If Yes, Ongoing Annual Cost: \$0

### OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2023 WORK PLAN

- Work Plan does not account for impact of City staff or volunteer member turnover.
- Work Plan does not account for unexpected issues that may take priority throughout the year.