MEETING NOTES
Evanston Environment Board
Thursday, October 10, 2013
7:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2200

Members Present: Susan Besson, Hugh Bartling, Tom Clark, Samuel Headd, Kevin Glynn

Members Absent: Ellen King, Todd Schwier, Likwan Cheng

Staff: Suzette Robinson, Director of Public Works, Catherine Hurley, Sustainable Programs Coordinator, Paulina Albazi, Special Projects Assistant

Presiding Member/s: Susan Besson

I. CALL TO ORDER – S. Besson called meeting to order at 7:05 p.m.

II. APPROVAL of MINUTES from September. Minutes approved.
T. Clark made a MOTION to approve. K. Glenn SECONDED. All in favor.
Discussed methods to improve efficiency and effectively
S. Besson requested draft minutes be sent to board member 2-3 days after meeting. Also to briefly recap at end of each topic what the essential items are. When there is quorum, meeting minutes are required. Staff members C. Hurley and P. Albazi will check on The City’s bylaws and Roberts Rules for board minutes.

III. CITIZEN COMMENT

IV. STAFF UPDATES (ATTACHMENT)
C. Hurley highlighted on upcoming information meeting for Evanston’s STAR Communities on October 15th.
S. Robinson highlighted on the Bike Plan Update. The Bike Plan will be done by June.
S. Robinson provided an update on the Sheridan Road bike route project. Bike lanes on Dodge Ave. are expected for 2014, waiting to find out about funding in December.
S. Robinson gave an update on the David Street Project. The permeable pavement is being installed on the south side parking lanes.
S. Robinson updated board on Civic Center parking lot. Applied for grant for just under one million dollars. Project will include bioswale, rain garden, and permeable parking lanes.

V. COMPLETE STEETS ORDINANCE
S. Besson recapped board on A & PW Presentation. Council members were generally positive, no demands or gripes. Next steps will to be submitting text to the Legal Department. Will look into the Local Employment Ordinance and Cleveland Ordinance on Complete Streets. Board also discussed if any exemptions should be included in ordinance. Board talked over if additional language should be added to measure success of ordinance/resolution. Possibly having staff provide an annual report on the implementation.

Language for Section 3-Required Recording
The City shall prepare and submit to council annual report in conjunction with the Capital Improvement Program detailing the application and compliance of the above. Board agreed that they will aim for an ordinance but can always back down to a resolution if necessary. S. Robinson and C. Hurley will be sending text to Legal to develop a resolution.

VI.  NEW PROJECT DISCUSSION FOR 2013-14
Board talked about potentially having recycling as the next project. C. Hurley will be sending out Google Documents her summer interns prepared on the City’s waste.
Bike Parking Ordinance-This will probably be an output of the Bike Plan Update.
Energy Project-Board will work with Utilities Commission
Biosolids-MWR has been working on project using Biosolids on Evanston athletic fields.

Next Projects:
1. Waste Management Policy
2. Bike Parking in private developments

Board discussed after receiving feedback from Bike Plan Update, working on public property Bike Parking Policy. Board can start research now and talk with Planning and Zoning regarding existing ordinance.

VII. ROUNDTABLE
**Should Discussion about efficiency and effectiveness of minutes be moved from Minute Approval section to Roundtable?**

VIII. ADJOURNMENT
S. Besson MOTION to adjourn. T. Clark SECONDED. ALL IN FAVOR
The meeting was concluded at 8:48pm.

NEXT MEETING – November 7, 2013