AGENDA

I. Call to Order Declaration of Quorum

II. Approval of Minutes from September 8, 2011

III. Citizen Comment (Please sign in)

IV. Ongoing Business/News/Updates (15 minutes)
   a. City Code, Carl Caneva
   b. 2012 Meeting Schedule

V. Disposable Bags, L.Zoloth and J.Franklin (15 minutes)
   a. Review recommendation memo for A&PW (FOR ACTION)

VI. Strategic Plan Review, P.Finnegan and S. Besson (60 minutes)
   a. 2009 Plan Review
   b. 2012-2013 Plan Development
   c. Assignments and Next Steps

VII. Open Discussion

NEXT MEETING – Thursday, November 10, 2011
MEETING MINUTES
Evanston Environment Board
Thursday, September 8, 2011
7:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2200

Members Present: Paige Finnegan, Jill Franklin, Hugh Bartling, Susan Besson, Likwan Cheng, Ellen King, Anne Viner, Kevin Glynn

Members Absent: Laurie Zoloth, Suzanne Waller

Staff Present: Catherine Hurley, Sustainability Coordinator

Community Members Present: Carl Bova

Presiding Members: Paige Finnegan, Susan Beeson

I. CALL TO ORDER / DECLARATION OF QUORUM
   a. There being a quorum, Chair Finnegan called the meeting to order at 7:06 pm.

II. CITIZEN COMMENT
   a. Carl Bova – Mr. Bova asked why the packet did not include any details on the discussion titled “Stormwater Management”. S. Besson stated that this item was intended to be a discussion topic and no documents were developed yet on the topic.

   Related to the disposable bags, it was asked why there had not been outreach to businesses. Also, it was noted that plastic bags are only one part of the plastic film that can be recycled through grocery store programs and a concern that these opportunities would not exist if plastic bags were banned.

III. COMMITTEE REPORTS
   a. Disposable Bags
      P. Finnegan stated that the Board was interested in hearing an update from J. Franklin and L. Zoloth and that the Board would need to come to a consensus on a recommendation for City Council.

      J. Franklin provided a brief update to the Board on the discussions and progress since the last meeting. J. Franklin and L. Zoloth met with Dick Peach to learn more about the concerns from the local retailers. J. Franklin reported that Dick explained the concerns of the businesses to be primarily related to the fear of lost business due to any penalizing action, such as a ban tax or ban. There is also concern over the businesses having to spend time and money to administer a tax.
Preliminary recommendations from J. Franklin and L. Zoloth are that the City should support SB102 (the mandatory manufacturer’s plastic film and bag recycling bill). J. Franklin referred the board to the example of Santa Monica as a good example of a community where an ordinance was successfully implemented. In addition, J. Franklin discussed the importance of an education campaign that would help create awareness around the topic and help change behavior and could be rolled out by the City. J. Franklin and L. Zoloth did not present specific details on a roll out period or sunset clause but recommended that further thought be given to these details. Finally, should the City Council want a more dramatic impact, a ban on plastic could be considered.

A question was raised about what environmental concern the bag ban/tax would address and what benefits the community would see as a result of the action. Also, who would do the necessary outreach to finalize the details on an ordinance – the Environment Board? City Staff?

P. Finnegan clarified that it is not the responsibility of the Board to do outreach and that the Environment Board can make a recommendation to City Council that further outreach should be done, perhaps with the assistance of a community based organization like Keep Evanston Beautiful or Citizens’ Greener Evanston.

J. Franklin stated that she would follow-up with L. Zoloth to develop a memo with draft recommendations.

b. **Bikes and the Multi-Modal Transportation Plan**

P. Finnegan stated that Wednesday, September 7th the Rules Committee discussed the potential to have a member of the Environment Board on the Transportation and Parking Committee. A final decision will be made at next month’s meeting. There was support from the Board to make sure that the Environment Board member would have full voting rights or at least equal to the rights from the Plan Commission member who is on the Transportation and Parking Committee.

H. Bartling provided a recap on the efforts to get a pilot bike corral outside of the EAC. Initial presentation of the corral idea outside of the EAC was met with concern over lost revenue associated with taking up a parking space for bicycle parking. A subsequent meeting was held with City staff and staff of EAC. EAC was in favor of a solution that would provide ample bicycle parking for their customers. They were in support of a corral or another solution.

E. King discussed the need for more education and outreach to businesses as well as residents to rally support for more bike parking and facilities.
c. **Stormwater Management**
   S. Besson provided an update on the current progress related to the Environment Board supporting sustainable stormwater management efforts in the city. A meeting was held on July 17th with City staff and members of the Environment Board and Utilities Commission. Several good ideas were generated including promoting permeable alleys as part of the 50/50 alley program, inclusion of stormwater management approaches on the Sheridan Road project and other education and outreach efforts. The goal with the Sheridan Road project would be to use it as an opportunity to learn more about the City’s planning and design project and how certain sustainable stormwater aspects could be incorporated on a city-wide basis.

d. **Strategic Plan Review**
   P. Finnegan stated that the last strategic plan was done in 2009 and that it was time for the Board to update the document. However this discussion will be tabled for the next meeting.

IV. **UNFINISHED BUSINESS**
   a. City Code Update
      i. No update at the time of meeting
   b. Off-Shore Wind
      i. K. Glynn reported that the Evanston City Council voted 5 to 2 to accept the Mayor’s Wind Farm Committee’s Report and Recommendations. Currently the main focus is on the state level Wind Farm Commission that will spend 12 months looking at the issue. Mayor Tisdahl and other Evanstonians are working to get Evanston representation on the Commission.

V. **OPEN DISCUSSION**
   a. A. Viner brought up the issue that anyone can remove any tree on their property for any reason. Evanston does not have an ordinance that requires a permit to take down a tree on private property. Many other communities do require a permit and they place a charge for removal of each tree. A. Viner recommended her neighbors bring this topic to the board

**Meeting was adjourned at 9:07 pm**

**NEXT MEETING – Thursday, October 13, 2011**

Respectfully Submitted,

Catherine Hurley
Sustainable Programs Coordinator
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Monday, January 2</td>
<td>New Year’s Day observed (City holiday)</td>
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<tr>
<td>Monday, January 16</td>
<td>Martin Luther King, Jr. Birthday observed (City holiday)</td>
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<tr>
<td>Monday, February 20</td>
<td>President’s Day (Federal, but not a City holiday)</td>
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<tr>
<td>Tuesday, March 20</td>
<td>Presidential Primary Election</td>
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<td>Mon.-Fri., April 2 – April 6</td>
<td>Spring Break (School Districts 65 &amp; 202)</td>
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<td>Friday, April 6</td>
<td>Passover (begins at sundown; continues through sundown April 14)</td>
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<td>Friday, April 6</td>
<td>Good Friday (not a City holiday)</td>
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<tr>
<td>Monday, May 28</td>
<td>Memorial Day observed (City holiday)</td>
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<tr>
<td>Wednesday, July 4</td>
<td>Independence Day observed (City holiday)</td>
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<tr>
<td>Friday, July 20</td>
<td>Ramadan (first day, month-long holiday, last day August 18)</td>
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<tr>
<td>Monday, September 3</td>
<td>Labor Day observed (City holiday)</td>
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<td>Monday, September 17</td>
<td>Rosh Hashanah (begins at sundown)</td>
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<td>Tuesday, September 25</td>
<td>Yom Kippur (begins at sundown)</td>
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<td>Monday, October 8</td>
<td>Columbus Day (Federal, but not a City holiday)</td>
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<tr>
<td>Tuesday, November 6</td>
<td>Presidential Election Day</td>
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<td>Sunday, November 11</td>
<td>Veterans Day (Federal, but not a City holiday)</td>
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<td>Thursday, November 22</td>
<td>Thanksgiving Day observed (City holiday)</td>
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<td>Friday, November 23</td>
<td>(City holiday)</td>
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<tr>
<td>Sunday, December 9</td>
<td>Hanukkah (begins, continues through December 16)</td>
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<td>Monday, December 24</td>
<td>Christmas Eve observed (City holiday)</td>
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<td>Tuesday, December 25</td>
<td>Christmas Day observed (City holiday)</td>
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<tr>
<td>Tuesday, January 1</td>
<td>New Year’s Day observed (City holiday)</td>
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MEMORANDUM

TO: Evanston Environment Board
FROM: EEB Bag Reduction Subcommittee (Jill Franklin, Laurie Zoloth)
SUBJECT: Proposed bag reduction ordinance recommendations
DATE: October 11, 2011

We are writing to recommend action to reduce disposable bag usage in Evanston. The bag subcommittee has reviewed City’s white paper, “An Overview of Shopping Bags in Evanston” (June 2011), public comments from the May 24, 2011 meeting, and the Bagless NU memorandum. We have met with local businesspeople, and corresponded with bag association representatives and recyclers, and heard comments from the Illinois Retail Merchants Association. We have reviewed ordinances of other U.S. cities and have discussed the benefits and challenges to various bag reduction options. We believe that now is the time for Evanston to help America reduce its dependence on petroleum and reduce environmental degradation.

Recommendation

1. Implement a 5-cent fee for carryout bags (plastic and paper) at all retail establishments in Evanston. Retailers retain 2 cents of every bag sold. The remaining 3 cents go to the Ecology Center to fund education programs including bag reduction education. Implementation would begin 6 months after the ordinance is enacted.
2. Before voting, invite all stakeholder groups to discuss the matter and potentially adjust details. Stakeholder groups include all Evanston merchant associations, Evanston Chamber, neighborhood groups, among others.
3. Disseminate free reusable bags (fold-up, responsibly-made) to residents. Invite local organizations and businesses, and Northwestern University to sponsor the bag giveaway.
4. Exempt the following from the bag fee: bulk items, produce, meat, prescriptions, and restaurant left-overs.

Rationale

1. Reducing shopping bags supports Evanston’s environmental goals as stated in the Strategic Plan and the Climate Action Plan. Local concern for the environment is high. At least 12% of the Evanston150 ideas submitted by residents focus on environmental sustainability, and there are several active environmental groups in the community.
2. Plastic and paper bags are not free. Manufacturing them imposes significant environmental impact on fossil fuels, energy, and trees.
3. Plastic bags pollute waterways and oceans and harm marine animals.
4. Plastic and paper bags are not free to retailers or consumers. Retailers purchase carryout bags and may pass some cost along to consumers.
Evanston Environment Board: Strategic Planning: 2009 Review and 2012 Planning

September 8, 2011

### Environment Board Powers & Duties

- As set forth in the City Code (2-13-1), the Environment Board has 8 powers and duties

### Environment Board Powers & Duties

- To research, study and hold public hearings on environmental issues raised by the City Council, the Board, the City Manager, City departments, other governmental agencies or the public.
  - Status: Available as a resource to all groups. Some examples include our work with the Backyard Chicken Group and the recent request from Ald. Burrus relating to a proposed Bag Ordinance

### Environment Board Powers & Duties

- To develop public awareness on environmental issues through hearings, meetings, newsletters, news media releases and cooperation with environmental education organizations.
  - Status: Created GBO resource guide for Building Department; CGE liaison on Board; available as a resource to media and City Staff

### Environment Board Powers & Duties

- The Board shall report to the Human Services Committee of the City Council, and shall periodically meet with the Human Services Committee to discuss the Board’s activities, goals and objectives.
  - Status: Multiple Updates to City Council in addition to appearances on behalf of the GBO, IPM, and Backyard Chickens

### Environment Board Powers & Duties

- To serve as an environmental advocate for the residents of Evanston.
  - Status: Ongoing

- To develop policy recommendations on environmental issues for submission to the City Council, including, when appropriate, suggestions regarding implementation of policy.
  - Status: Ongoing
Environment Board Powers & Duties

- To serve as a resource for the City Council, Council committees, boards or commissions, the City Manager and City departments in addressing environmental issues, providing advice, research or technical assistance, as requested.
- Status: Ongoing

Environment Board Powers & Duties

- To keep itself informed about the activities of other City boards and commissions so far as these relate to environmental matters. The Environment Board may work jointly with the Energy Commission and other Evanston boards and commissions in addressing environmental issues which are of mutual concern, including, but not limited to, the development of a City energy policy.
- Status: Ongoing

Environment Board Powers & Duties

- To serve as a liaison with other municipalities' boards or commissions to learn how they deal with matters of interest to the Environment Board and to share information pertaining to those matters. (Ord. 23–0–93)
- Status: Active Member in the Council of North Shore Environmental Commissions (CONSEC)

2009 Recap

- Developed a 3-year guiding principle
- Determined Focus Areas
- Assigned ‘sub-committees’

Three-Year Guiding Principle

To support the implementation of Evanston's Climate Action Plan through research, public awareness, and policy recommendations, and through coordination with other groups’ efforts.

The Environment Board and the ECAP

- Community-based document developed in 2008
- 6 focus areas
  - Transportation & Land Use
  - Energy Efficiency in Buildings
  - Renewable Energy Resources
  - Waste Reduction & Recycling
  - Forestry, Native Plants & Water Conservation
  - Outreach & Communications
- The Environment Board is referenced in 15 strategies
### Environmental Sustainability – Evanston Strategic Plan

- **Goal #4**: Create and maintain functionally appropriate, sustainable, accessible high quality infrastructure and facilities.
- **Goal #5**: Protect and optimize the City’s natural resources and built environment, leading by example through sustainable practices and behaviors.
- **Goal #6**: Coordinate and influence transportation resources to provide an improved system that is safe, integrated, accessible, responsive, understandable, efficient, and meets the needs of all people.

### Renewable Energy Resources

- No specific reference to the Environment Board
- Liaison on Citizens’ Greener Evanston’s Renewable Energy Committee
- Appointee to the Mayor’s Wind Farm Committee

### Transportation and Land Use

- No specific references to the Environment Board
- Multiple references to the MMTP
  - Reduce the number of parking spaces provided in developments near transit
  - Provide spaces for bikes and car-sharing in new developments
  - Facilitate the installation of sheltered, secure bike racks
  - Full implementation of the City Bicycle Plan

### Waste Reduction and Recycling

- Investigate a tax or ban on single-use plastic bottles and plastic bags in order to discourage use; support voluntary efforts to reduce use
- Consider establishing a city-wide recycling rate for all construction and demolition projects
- Consider a recycling requirement as part of City permits for special use, festivals, picnics, block parties, etc.

### Energy Efficiency & Buildings

- **Green Building**
  - LEED Silver for public and private new construction (done: GBO)
  - LEED EB or ENERGY STAR
  - Reduce Outdoor Light Pollution
  - Update Energy Code
  - “Green” measures in City-funded affordable housing development
  - Weatherization at the time of sale

### Food Production and Transportation

- No specific reference to the Environment Board
- Backyard Chicken Ordinance addresses the intent of this section
  - To reduce food miles and support efforts to grow more food in Evanston
### Forestry, Prairie and Carbon Offsets
- Support policies, ordinances and codes that incorporate the urban forest guidelines
- Support policies, ordinances, and codes that promote water conservation
- Encourage the community wide implementation of BMPs for stormwater management that uses the power of plants and soil to absorb and clean rainfall runoff.

### Focus Areas
- **City Code**
  - Review City Code for counter-indications to the ECAP
- **Collaboration, Outreach and Engagement**
  - Aldermanic Outreach
  - Eco-Exchange
- **Board Processes**
  - EB Awards
  - By-laws Update

### Policy and Research
- Support and adopt a GHG reduction goal the extends beyond the timeline established by the Mayors Climate Protection Agreement
- Integrate the initiatives and strategies outlined in the ECAP into future policies as relevant

### Next Steps
- Revise Three-Year Guiding Principle
- Determine Future Issue Areas
- Facilitate Change
- Promote Transparency

### Education and Engagement
- Support efforts to convene a summit of the six largest Evanston institutions and businesses to discuss and gain support for the ECAP
- Encourage summit participants to assign representatives to a working group that will be tasked with sharing resources, information and strategies for implementing the ECAP

### Three-Year Guiding Principle (Revised)
To support the implementation of Evanston’s Climate Action Plan through research and policy recommendations.
2011–2012 Issue Areas

1. Complete Works In–Progress
   a) Code Review
   b) Plastic Bags
2. Meaningful Impact with Ongoing Issues
   a) Bikes and the MMTP
   b) Stormwater Management
3. Determine Next Areas of Focus
   a) Board Member Passion/Interest
   b) ECAP

2012 and Beyond

Questions, Comments, Ideas for Improvements, Next Steps?