Evanston Environment Board
Thursday, April 10, 2014
7:00 pm – 8:30 pm
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2200

AGENDA

I. Call to Order/Declaration of Quorum

II. Approval of Meeting Minutes from March (attachment)

III. Citizen Comment/Follow-Up (Please sign-in)

IV. Staff Updates (S. Robinson, C. Hurley) (attachment) (10 mins.)

V. Discussion of Environment Board Activities, Accomplishments (15 mins.)
   - Review of Bylaws/Mission
   - Board Chair and Co-chair Selection

VI. Research on Bike Parking for New Development – For Discussion (H. Bartling) (15 mins.)

VII. Topics and Questions for Earth Day/Arbor Day Event (15 mins.)

VIII. Solid Waste Survey for Commercial Franchise (10 mins.)

IX. Review of Board Meet Times (5 mins.)

X. Roundtable (10 mins.)

XI. Adjournment

NEXT MEETING – May 8, 2014
MEETING NOTES-DRAFT
Evanston Environment Board
Thursday, March 13, 2014
7:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge, Room #2200

Members Present: Susan Besson, Todd Schwier, Tom Clark, Samuel Headd, Linda Young, Jamal Bowleg, Husayn Allmart

Members Absent: Ellen King, Likwan Cheng, Hugh Bartling, Kevin Glynn, Garth Huskey

Staff: Catherine Hurley, Sustainable Programs Coordinator

Presiding Member/s: Susan Besson

I. CALL TO ORDER – S. Besson called meeting to order.

II. APPROVAL of MINUTES from February. Minutes approved with amendments. S. Besson made a MOTION to approve. All in favor.

III. CITIZEN COMMENT
Sari Shaprio, Evanston resident who lives on the corner of Lake and Elmwood brought to the attention of the board the idling of City vehicles, fire trucks, and tow trucks assisting with Snow Route and Snow Emergency parking bans, during winter months. She is concerned with the air pollution being emitted from these vehicles. Also Northwestern buses have been going down Lake St. every half hour, 27 times a day starting at 7:30 a.m. The City does have an idling ordinance but S. Robinson gave explanation as to why emergency vehicles such as police, fire, EMT, and tow trucks are exempt from the idling laws. Also because of the temperatures and the sensitive electronic equipment inside these vehicles, they have to keep the vehicles running. S. Robinson will check with Chief Klaiber on the frequency of their meetings and trainings. All firehouses are located in residential areas. S. Robinson is currently in the process of working on all bus services coming through Evanston streets. S. Robinson has been working with Northwestern on their current bus routes and the frequency.

IV. STAFF UPDATES (ATTACHMENT)
C. Hurley directed the board’s attention to the Staff Report. Evanston is now part of the STAR Communities. C. Hurley is finalizing an assessment of all the categories Evanston achieved as well as the points not received to see what can be done and see what can be reached. It is a three year process and will be able to resubmit. C. Hurley is also looking for endorsement on the Climate Action Goals from the Environment Board to present to Council.
On April 26th, the City will be having their Earth Day/Arbor Day Celebration. There will be a kick-off in the morning with multiple park clean-ups, followed by an Honoree tree planting at Fleetwood Jordain in which the community will be voting on what type of tree will be put in, and ending with a festival at Fleetwood. There will also be a utility bill clinic for residents who need assistance along with other informational tables. C. Hurley invites the board to have presences at the event to talk to resident in the community.

S. Besson discusses how outreach has been previously discussed by the board. Support, interest, and improvement can be achieved with community outreach. T. Schweir agrees this is a good idea for involvement. S. Robinson also agrees this is a good idea. The Board is a representative of the community at large. C. Hurley suggest to the board to possibly have some specific topics or questions to ask at the event.

S. Robinson gave an update on the sycamore trees splitting. Explain due to the extreme weather, the trees started splitting. After tree was removed, staff was able to cross split the trunk to see the degree of the split. Explained this may have happen in the past but the trees close back up. Because of this, it was never noticed in the past. Pictures will be included in next month’s packet. The City will also be launching the I Heart Trees Campaign. Last year, $20,000 was raised.

**V. RESEARCH ON BIKE PARKING FOR NEW DEVELOPMENT**

This item has been tabled for next month’s meeting.

C. Hurley will contact H. Bartling to share his research.

S. Besson gave an overview to new board members on Bike Parking for New Developments. Goal is to have the City will make an ordinance to require Bike Parking as part of new construction.

L. Young will look at the current research documents on Google Docs.

**VI. SUSTAIN EVANSTON DOCUMENT ON NEXT CLIMATE ACTION GOAL**

C. Hurley gave the board a quick briefing on the Climate Action Goal. Evanston was one of the first community’s nationwide to develop a Climate Action Plan. It was a community driven process. It was adopted in 2008 and since then the City and the whole community has been working to implement the plan. The City has officially met their Greenhouse Gas reduction.

Sustain Evanston has been working together to create the next Climate Action Plan.

C. Hurley is requesting a vote from the Environment Board to endorse the plan to be presented to council.

S. Besson stated the plan looks good, had worked on the first Climate Action Plan. C. Hurley will share with the board all the organizations that are in support of the plan. Environment Board will also be included if support is voted in.

S. Besson motioned to SUPPORT the Climate Action Plan. J. Bowleg 2nd the motion. ALL IN FAVOR.

**VII. WASTE MANAGEMENT GOALS AND RECOMMENDATIONS**

C. Hurley updated the board on the Solid Waste Management Strategies. C. Hurley goes over attached waste management documents.

T. Schwier asks if there are statistics to see how much of the waste stream could have been diverted into recycling. C. Hurley explains the numbers are not specific
to Evanston but only at the county. There is currently a ton of paper that is not getting recycled.
S. Robinson goes over with the Board why paper is currently the “hot commodity” in recycling. Based on the selling rate, determines the value of the co-mingled recycling. S. Robinson suggests a field trip to see the processing/sorting center at Groot. An update on where our recycling is going needs to be done again.
S. Robinson will be making a presentation to Council on March 31 regarding waste. The current waste contractors are nearing an end and asking for a one year extension on the commercial contract. When looking for a new waste contract, research will be done to insure what is prosed is operationally possible and environmentally achievable. A few factors to consider will be to look at the transportation cost along with the want and demand for the material collected. An issue with food scraping would be rodents. The whole environment needs to be looked at when considering a new waste hauler. At this point, there is no incentive for multifamily homes to divert their waste to recycling.

VIII. PROCESS FOR CHAIR SELECTION AND WORK PLAN UPDATE
S. Besson encourages the Board to move forward with having a chair and a co-chair.
S. Robinson informs the Board on the process for selecting a new chair which the members will be able to vote on. S. Robinson suggests that the interested members send a synopsis of your environmental background to Paulina and board can decide who can be nominated in. The Chair does not have to be decided right away, there could be an interim Chair to be a point person.

T. Schwier stepped up to be the Interim Chair.

IX. ROUNDTABLE

X. ADJOURNMENT
S. Besson MOTION to adjourn. T. Clark seconded. All in Favor.

NEXT MEETING – May 8, 2014
Memorandum

To: Todd Schwier, Interim Chairman
    Members of the Evanston Environment Board

From: Suzette Robinson, Public Works Director
      Catherine Hurley, Sustainable Programs Coordinator

Subject: Staff Update

Date: February 7, 2014

Staff would like to provide the Evanston Environment Board with the following staff update for the meeting of April 10, 2014.

Solid Waste Franchise
Staff recently provided a presentation to the City Council on the Solid Waste Franchise and a copy of the presentation is provided as an attachment.

Sycamore Tree Update
Public Works crews have recently removed sycamore and London plane trees in public parkways that were severely damaged by sub-zero temperatures and other physiological factors. A presentation made by Staff to the City Council on the tree damage and removal is provided as an attachment.

Update on Board Membership
The Evanston Environment Board currently has 9 board members with two remaining openings. This is an increase in one opening since the last meeting when one of the newly appointed members informed Staff that they would no longer be able to serve on the board. Staff will talk with Mayor Tisdahl about the two remaining vacancies and will suggest that one student each from Evanston Township High School and Northwestern University be appointed to the board. Todd Schwier volunteered at the March meeting to serve as interim chair until a permanent chair is appointed and he has expressed interest in serving a leadership position on the board on a permanent basis. Staff reviewed the by-laws and the board is responsible for electing the board leadership, which is currently expressed as a co-chair position. This item is included on the agenda for the April meeting.
Second Public Workshop Scheduled for Bike Plan Update
The second and final public meeting and workshop for the Evanston Bicycle Plan Update is scheduled for Saturday, May 3rd from 8:30 AM to 12:00 noon. Rotary International is the tentative location. The meeting format and details are under development and will be shared soon.

Earth Month Celebration – Evanston: The Most Livable City
April 27th 2-5 pm First United Methodist Church
Community members are invited to celebrate Earth Month with a dynamic program looking back on Evanston’s environmental achievements and forward on next steps to make Evanston the most livable city. The event will be held on April 27th from 2-5 pm at the First United Methodist Church, 517 Church Street in Evanston. City Manager Wally Bobkiewicz will give a presentation titled “State of Sustainability in Evanston” and David Driskell, Executive Director of Community Development and Sustainability for Boulder Colorado will share his community’s experience. Community members are invited to join a lively discussion on movability, renewability, and growability following the presentations. More details are available at CGE’s website.

Vote By April 11 to Determine Winners of Water Week Art Contests
In honor of National Drinking Water Week (NDWW) 2014, May 4-10, the City is holding an art and photo contest for 3rd and 6-8th grade students. Community members are asked to cast their vote online to help pick this year’s winners. All votes must be submitted by 5 p.m. on Friday, April 11. Each piece of artwork represents themes of water week, such as water conservation, honoring local water resources, promoting tap water, and celebrating 100 years of clean water in Evanston! The top 15 artwork submissions will be displayed on the City’s website and will be on display at the Evanston Main Library, 1703 Orrington Ave., during NDDW. To view the top submissions and vote, click the link below:
Public Works
Commercial Franchise Update
Background:

The MSWF was established by ordinance in 2008 to accomplish the following:

- Give businesses joint purchasing power
- Reduce the overall solid waste costs for businesses
- Increase business and multi-family recycling participation
- Give the city greater control over health and safety issues
- Standardize operating hours for refuse pick-up
- Reduce the number of trucks operating in town
Contract Terms:

• Initial Term seven (7) years
• Commenced November 1, 2008
• Ends on October 31, 2015
• Allows for five (5) additional one year renewals
• Allows for annual escalation of 4%
• Covers commercial waste, residential waste, recyclable materials and temporary construction and demolition roll-offs
• Requires contractor to provide a customer survey
• Restricts collection start time to 6am.
• Provides for one free 95 gallon recycling container per account
## Administrative Fees

<table>
<thead>
<tr>
<th>Year</th>
<th>Admin Fees Service</th>
<th>Admin Fees Roll Off</th>
<th>Cost Assistance</th>
<th>Recycle Rebate</th>
<th>Net Program Revenue</th>
</tr>
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<tbody>
<tr>
<td>2009</td>
<td>$146,727</td>
<td>$21,485</td>
<td>$76,740</td>
<td>$329</td>
<td>$91,801</td>
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<tr>
<td>2010</td>
<td>$145,805</td>
<td>$19,920</td>
<td>$56,235</td>
<td>$6,329</td>
<td>$115,819</td>
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<td>2011</td>
<td>$148,322</td>
<td>$31,420</td>
<td>$0</td>
<td>$49,239</td>
<td>$228,981</td>
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<tr>
<td>2012</td>
<td>$145,157</td>
<td>$23,915</td>
<td>$3,567</td>
<td>$9,284</td>
<td>$174,789</td>
</tr>
<tr>
<td>2013</td>
<td>$143,615</td>
<td>$30,300</td>
<td>$12,246</td>
<td>$0</td>
<td>$161,669</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$729,626</strong></td>
<td><strong>$127,040</strong></td>
<td><strong>$148,788</strong></td>
<td><strong>$65,181</strong></td>
<td><strong>$773,059</strong></td>
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</tbody>
</table>

Administrative fees are based on $3.00 per dumpster for commercial service and $1.00 per cubic yard for roll offs.
### Municipal Solid Waste Franchise

#### Waste Report:

<table>
<thead>
<tr>
<th>Year</th>
<th>Refuse Accounts</th>
<th>Recycling Accounts</th>
<th>Refuse Tons</th>
<th>Recycle Tons</th>
<th>Diversion Rate</th>
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<tbody>
<tr>
<td>2009</td>
<td>1304</td>
<td>463</td>
<td>28545</td>
<td>1227</td>
<td>4.30%</td>
</tr>
<tr>
<td>2010</td>
<td>1307</td>
<td>699</td>
<td>28374</td>
<td>1717</td>
<td>6.05%</td>
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<tr>
<td>2011</td>
<td>1324</td>
<td>711</td>
<td>29800</td>
<td>2222</td>
<td>7.45%</td>
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<tr>
<td>2012</td>
<td>1303</td>
<td>716</td>
<td>26806</td>
<td>2237</td>
<td>8.35%</td>
</tr>
<tr>
<td>2013</td>
<td>1321</td>
<td>733</td>
<td>28649</td>
<td>2358</td>
<td>8.22%</td>
</tr>
</tbody>
</table>

Recycling participation increased from 35.51% in year one to 55.49% in year five
Municipal Solid Waste Franchise

Next Steps:

• Conduct customer survey this summer on the franchise and its service provider
• Conduct further research on best practices to increase the commercial and multi-family recycling rate
• Provide cost benefit analysis of establishing commercial food scrap program
• Review ordinance language
• Prepare a comprehensive RFP this fall that includes the MSWF, condominium refuse, residential refuse and yard waste programs
TREE DAMAGE COMPARISONS

Very deep

Shallow

Healthy
The structural integrity of sixty (60) trees with very deep radial shake and trunk damage will have to be removed.

We are recommending emergency removal of the 60 trees over the next four Saturdays at a personnel cost of $3278. This will limit the impact to the existing backlog.