

PUBLIC NOTICE

In accordance with the Statutes of the State of Illinois and the Ordinances of the City of Highland Park, the next meeting of the Natural Resources Commission of the City of Highland Park is scheduled to be held at the hour of 6:30 p.m. on Wednesday, October 12, 2011 at the Heller Nature Center, 2821 Ridge Road, Highland Park, Illinois, during which it is anticipated there will be a discussion of the following:

CITY OF HIGHLAND PARK
NATURAL RESOURCES COMMISSION
WEDNESDAY, OCTOBER 12, 2011
HELLER NATURE CENTER
2821 RIDGE ROAD
HIGHLAND PARK, ILLINOIS
6:30 P.M.

MEETING AGENDA

I. Call to Order

II. Roll Call

III. Approval of Minutes: September 14, 2011

IV. Business from the Public

V. New Business

- A. Discussion and Approval of Recommendation to the City Council to Adopt a Proposed Yellow Pages Waste Reduction Ordinance
- B. Consideration of Commissioner Nominations for the Award for Meritorious Service to the Highland Park Environment
- C. Discussion of 2012 Work Program and Project Assignments

VI. Other Business

- A. Commissioner Comments
- B. City Council Liaison Comments
- C. Administrative Items

VII. Adjournment

**MINUTES OF A REGULAR MEETING OF
THE NATURAL RESOURCES COMMISSION OF THE CITY OF HIGHLAND
PARK, ILLINOIS**

MEETING DATE: September 14, 2011

MEETING LOCATION: Mayor and City Council Conference Room, City Hall, 1707 St. Johns Avenue, Highland Park, IL

CALL TO ORDER

At 6:38 p.m., Chairman Bogot called the meeting to order and the Staff Liaison called the roll.

ROLL CALL

Members Present: Bogot, Dennison, Friedman (6:40 p.m.), Hill, Matthews (6:40 p.m.), Sultan (6:50 p.m.) and Brint

Members Absent: Compher, Himmelfarb, Meyer and Naftzger

The Staff Liaison declared that there was a quorum of the Commission present.

Staff Present: Staff Liaison Barbara Cates

Also Present: Councilman Steve Mandel

MINUTES

A. Regular Meeting of the Lakefront Commission— July 13, 2011

Chairman Bogot requested that the word “for” be added to the first sentence under the first item regarding approval of the minutes for the regular meeting of June 15, 2011 to read “Commissioner Sultan moved *for* approval.” Chairman Bogot also requested that a semi-colon be replaced with a period on the 17th line of text on page 3 of the minutes. Commissioner Dennison moved for approval of the amended minutes of a regular meeting of the Natural Resources Commission held on Wednesday, July 13, 2011. Commissioner Hill seconded the motion.

On a voice vote, Chairman Bogot declared that the motion passed unanimously with a vote of 5-0.

NEW BUSINESS

A. Approval of CY2012 Commission Budget Request

Staff Liaison Cates presented an overview of this Item, noting the importance of the budget and work plan in determining the Commission’s objectives for the following year. Cates went through the proposed work plan and budget line items and reported that the total

request is \$3,600.

Commissioner Dennison moved for approval of the Commission's work plan and budget request for 2012. Commissioner Hill seconded the motion.

On a voice vote, Chairman Bogot declared that the motion passed unanimously with a vote of 4-0-1, with Commissioner Friedman abstaining because he will no longer be a Commissioner in 2012.

B. Discussion of Yellow Pages Delivery Restrictions

Chairman Bogot presented an overview of this Item. Bogot noted that Yellow Pages phone books can be recycled in Highland Park, but there is a desire to implement an "opt out" requirement to reduce waste from unwanted phone books. Bogot noted that San Francisco has an "opt in" framework and Seattle has an "opt out" framework in place to regulate phone book distribution.

Commissioner Sultan arrived at 6:50 p.m.

Dan Pierce, resident of 906 Chaucer Lane, noted that he was present on behalf of AT&T to learn more about the Commission's proposal. Pierce requested that the Commission table the matter to give him the opportunity to review the draft Ordinance with AT&T and formulate a position on the matter.

The Commission discussed preferences for hard copy and digital versions of contact information. Chairman Bogot noted that handbills are regulated by another section of the City Code. Student Representative Brint observed that there is a phone number on the cover of the Yellow Pages phone book which residents can call to opt out of delivery. Councilman Mandel discussed the issues that result from unwanted phone books that are left in the rain. Bogot discussed the case law on Yellow Pages delivery restrictions.

The Commission determined that the item should be put on a future meeting agenda so that it can be further discussed before action is taken.

C. Discussion of Environmental Award Nomination Process

Councilman Mandel discussed the environmental public service of resident Joyce O'Keefe and urged the Commission to consider her for an Environmental Award.

Commissioner Matthews suggested that future nominations could be solicited through the *Highlander* as in years past, but that the Commission should have the latitude to nominate a resident that is noticed by the Commission. The Commission determined that the award could be given to someone who has not submitted an application if the Commission observes noteworthy service.

Councilman Mandel noted that he would fill out a nomination form for Joyce O'Keefe and present it to the Commission at a future meeting. Commissioner Dennison indicated that she would investigate another potential candidate for the award and also report back to the Commission.

D. Discussion of Adopt-A-Beach Event on September 17, 2011

Chairman Bogot reminded the Commission of the Adopt-A-Beach event on September 17, 2011, and encouraged Commissioners to register online and participate in the cleanup activities.

Commissioner Matthews recommended putting together a list of key 2012 event dates at the beginning of the year.

E. Discussion of Potential October Commission Retreat

The Commission discussed venues for the October retreat, to be held at the same time as the regularly scheduled monthly meeting. Staff Liaison Cates noted she would investigate possibilities at the Senior Center, Youth Center and Heller Nature Center and inform the Commission of the selected venue via email.

OLD BUSINESS

A. Discussion of Measures to Promote Polystyrene Recycling

Staff Liaison Cates discussed outreach opportunities to promote the polystyrene recycling program and presented a list of restaurants in Highland Park, copies of a poster advocating the program and stickers for placement on polystyrene take-out containers. Student Representative Brint volunteered to solicit help from other students, conduct outreach, and track if the establishments use polystyrene and accept the posters and stickers.

Councilman Mandel noted that the polystyrene recycling pilot program will need to be evaluated in 2012 to determine if it can be expanded to include curbside pickup of polystyrene.

B. Status Report on Plastic Bag Recycling Initiative

Staff Liaison Cates indicated that she is working with the City's Sustainability Intern to determine which businesses would be impacted by the proposed Ordinance, which would require specific retail uses greater than 10,000 sq. ft. that distribute free single-use plastic bags at the point of purchase to have a recycling receptacle for plastic bags and film. The matter is expected to go to the City Council for consideration in October.

C. Status Report on the Green Team

Chairman Bogot reported that Vice Chair Himmelfarb is working with local schools to promote polystyrene recycling.

OTHER BUSINESS

Commissioner Dennison reminded the Commission that the film *Dirt* would be shown at the Highland Park Library on October 9th. Staff Liaison Cates accepted promotional posters for display at the train stations, public facilities and Rosewood and Millard park kiosks.

Commissioner Sultan noted that he observed bluff work on a residential property near the intersection of Central Avenue and Lake Street and asked Staff Liaison Cates to look into the matter to ensure that the project was properly permitted.

Commissioner Matthews encouraged the City to continue looking into the possibility of providing recycling receptacles in downtown Highland Park. Councilman Mandel indicated that he and Staff Liaison Cates would pursue the issue with Delta Institute, the City's sustainability consultants, to see when action on the matter could be expected.

Councilman Mandel reported that he has been working with Green Town event producers and hopeful that a conference will be held in Highland Park in the fall of 2012.

Commissioner Hill reported that Project Citizen is starting up now that school has started, and he is hopeful that they will pursue an environmental topic.

ADJOURNMENT

Chairman Bogot adjourned the meeting at 8:40 p.m.

Respectfully Submitted,

Barbara E. Cates, Secretary

MINUTES APPROVED BY THE NATURAL RESOURCES COMMISSION ON _____

- WITH NO CORRECTIONS _____
- WITH CORRECTIONS _____
(SEE MINUTES OF [_____] MEETING FOR CORRECTIONS)



Memorandum

To: Members of the Natural Resources Commission

From: Barbara E. Cates, Planner

Date: October 3, 2011

Re: Agenda Items for the October 12th Meeting of the Natural Resources Commission

Please note that this month's meeting will be held at the Heller Nature Center, located at 2821 Ridge Road, in Highland Park.

NEW BUSINESS

A. Discussion and Approval of Recommendation to the City Council to Adopt a Proposed Yellow Pages Waste Reduction Ordinance

The Commission will continue its consideration of the attached draft Ordinance and determine if it should be forwarded to the City Council for consideration.

B. Consideration of Commissioner Nominations for the Award for Meritorious Service to the Highland Park Environment

Councilman Mandel and Commissioner Dennison have formulated nominations for the Award for Meritorious Service to the Highland Park Environment and will present information to the Commission for consideration at the upcoming meeting.

C. Discussion of 2012 Work Program and Project Assignments

Chairman Bogot and Staff Liaison Cates will present information on this agenda item. As with this year's work plan, a draft excel spreadsheet of the action item timeline will be provided at the upcoming meeting to serve as the basis for discussion. Please keep in mind that the following action items comprise the core of the Commission's established 2012 Work Program:

- * Develop recommendations to encourage or require recycling by commercial facilities, which recommendation may potentially include mandatory commercial recycling for packaging, recycling receptacle requirements and an information and education component.
- * Assist in the City's accomplishment of Sustainability Master Plan objectives.

- * Participate in working groups to advance City initiatives including the development of on-site stormwater management incentives and a complete streets policy, as directed by the City Council.
- * Continue to participate in environmental education events such as Arbor Day, Earth Day, July 4th, river and beach cleanups and movie screenings.
- * Continue collaboration with the Park District of Highland Park to seasonally update the educational displays in the kiosks at Rosewood and Millard Parks and co-host environmental workshops for residents.
- * Continue to review and provide recommendations on Steep Slope variation requests and Beach Structure Permit applications.
- * Continue to solicit nominations and grant an Award for Meritorious Service to the Highland Park Environment.

I will also be drafting a list of key Commission dates for 2012. If you know of specific annual events that should be included on the list (i.e. Adopt-A-Beach, movie series screenings, ravine cleanup), please make note of them at the meeting.

ATTACHMENTS:

- Draft of the Proposed Yellow Pages Waste Reduction Ordinance

Sec. 96.601

Sections 96.601 to 96.611 shall be known and may be cited as “The Highland Park Yellow Pages Waste Reduction Ordinance.”

Sec. 96.602

Whenever hereafter the following words and phrases are used, they shall, for the purposes of this Chapter, have the meanings respectively ascribed to them in this Subsection.

(A) "Display advertising" means business advertising that includes text and/or various graphic elements exceeding the use of bold face type and color highlighting of the business name and telephone number.

(B) "Distribution" means the unsolicited delivery of yellow pages phone books to the addresses of residents and businesses within the City, but does not include the delivery of yellow pages phone books by membership organizations to their members or to other residents or businesses requesting or expressly accepting delivery.

(C) "Membership organization" means an organization that is organized and operated primarily or exclusively for the purpose of providing services or benefits to a designated group of members (identified, for example, by having to pay membership dues or participating in membership events).

(D) "Distributor" means a person or organization engaged in the business of arranging for the distribution of yellow pages phone books in the City; the term is intended to cover those persons or organizations who are primarily responsible for arranging for the publication and distribution of the yellow pages phone books and whose income is derived, at least in part, from the advertising contained in the yellow pages phone books. The term "distributor" is not intended to include those individuals whose role in the distribution of yellow pages phone books in the City is limited to driving the streets and making physical delivery of the yellow pages phone books.

(E) “Yellow pages phone book” means a publication that consists primarily of a listing of business names and telephone numbers and contains display advertising for at least some of those businesses (commonly, but not necessarily, printed on yellow paper).

Sec. 96.603

(A) It shall be unlawful for any person to engage in business as a distributor of yellow pages phone books in the City without first obtaining an annual yellow pages phone book distributor license issued in accordance with the provisions of the new license code. The annual license is required regardless of where publication takes place or the location of the business's offices, storage or shipment facilities.

(B) The license required pursuant to this chapter is separate from and in addition to any license required by any other chapter of the Highland Park City Code.

(C) Yellow pages phone book distributor licenses expire one year after the date of issuance.

Sec. 96.604

Application for each yellow page phone book distributor license shall be made in writing to the City Manager on forms provided by the City and shall be accompanied by an annual license fee of one hundred dollars (\$100).

Sec. 96.605

No license issued pursuant to this chapter shall be transferable.

Sec. 96.606

(A) The City Manager is authorized and directed to establish the City's Opt-Out Registry to serve as a clearinghouse for residents and businesses to register and indicate their desire not to receive delivery of some or all yellow pages phone books. The registry shall maintain a list of the addresses of all residents and businesses who have indicated their desire not to receive delivery of yellow pages phone books. The registry shall be conveniently accessible to all residents and businesses and provide for notification by mail, telephone, email, and online registration. The addresses of those residents and businesses who have registered with the City's Opt-Out Registry indicating their desire not to receive delivery of yellow pages phone books shall remain on the registry until such time as the resident or business moves or notifies the registry of their desire to be removed.

(B) The City Manager or designee shall make available to all licensed distributors the addresses of all residents and businesses who have registered with the City's Opt-Out Registry indicating their desire not to receive delivery of yellow pages phone books.

(C) No more than 30 days prior to distributing any yellow pages phone books within the City, distributors shall download the addresses of those residents and businesses who have registered with the City's Opt-Out Registry indicating their desire not to receive delivery of yellow pages phone books.

(D) Distributors shall not make delivery of yellow pages phone books to the address of any resident or business who registered with the City's Opt-Out Registry, prior to 30 days before the date of delivery, indicating their desire not to receive delivery of yellow pages phone books.

Sec. 96.607

(A) Distributors shall prominently and conspicuously display on a portion of the front cover of each yellow pages phone book distributed within the City the telephone number, website and mailing address, in a format specified by the City Manager, that residents and

businesses may use to notify the City's Opt-Out Registry of their desire not to receive delivery of yellow pages phone books.

(B) The content of all yellow pages phone books, and any materials included therewith, distributed within the City shall be recyclable .

Sec. 96.608

It shall be the duty of all persons licensed under this chapter to comply with all applicable provisions of the new license code. Failure of any licensee to do so shall be a violation of this chapter.

Sec. 96.609

The City Manager may deny, suspend or revoke any license issued under this chapter. Failure of a licensee to comply with any provision of this chapter is sufficient grounds for the denial, suspension or revocation of the license. A license suspended or revoked may not be reinstated without prior payment of all outstanding fees and penalties.

Sec. 96.610

(A) Any person who fails to comply with any provision of this chapter shall be subject to a maximum civil penalty in the amount of One Hundred Dollars (\$100.00) per violation.

(B) The City Attorney is authorized to initiate legal action to enforce this chapter as deemed necessary and appropriate.

Sec. 96.611

The City Manager is authorized to adopt rules relating to the administration of this chapter.