

**VILLAGE OF RIVER FOREST  
SUSTAINABILITY COMMISSION  
TUESDAY, DECEMBER 14, 2021**

A regular meeting of the Village of River Forest Sustainability Commission was held on Tuesday, December 14, 2021 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:00p.m. Upon roll call, the following persons were:

Present: Chairperson Simon, Commissioners Charrette, Cheng, Veazie  
Absent: Commissioners Clancy, McLean, Roberts  
Also Present: Management Analyst Sara Phyfer

**2. PUBLIC COMMENT**

None.

**3. APPROVAL OF MEETING MINUTES**

Commissioner Charrette made a motion, seconded by Commissioner Cheng, to approve the November 9, 2021 meeting minutes.

Roll call:

Ayes: Chairperson Simon, Commissioners Charrette, Cheng, Veazie  
Absent: Commissioners Clancy, McLean, Roberts  
Nays: None

Motion Passes.

**4. COMMISSIONER REPORTS**

Commissioner Veazie reported on the progress made regarding SolSmart, noting the goal is to get to the silver or gold level. He stated he, Chairperson Simon, and Ms. Phyfer discussed what is feasible and the structure of the points system. Ms. Phyfer noted once they have the tracking spreadsheet, they will know which points to go for. In response to a question from Commissioner Cheng, Commissioner Veazie reviewed the program benefits, noting it is ultimately to make it easier for residents to install solar.

Commissioner Cheng provided a communications update. She reviewed the Google Drive changes and noted the process for providing content and stated that she hopes the Village reevaluates the monthly newsletter format because it is difficult to read. She also stated that her next objective is updating the Commission's webpage. Commissioner Cheng also thanked Trustee Gillis for her work on the Commission regarding climate change.

Commissioner Charrette reported on the PlanItGreen Leaders Forum she attended. She noted they are working on expanding to neighboring communities, and she reviewed the topics and the focus on equity and inclusion. She also noted the discussion of Oak Park's Climate Action Plan and website. She stated that as part of the Community Leaders panel, Village President Adduci discussed accelerating the purchase of electric vehicles and incentivizing people to plant trees. Commissioner Charrette also stated she and Commissioner Roberts met with Gary Cuneen to review the GHG inventory, and it was noted that River Forest has hit three of the four PlanItGreen goals regarding GHG emissions.

Chairperson Simon stated last night's meeting went well with the Village Board and commended Commissioner Roberts on her presentation. He stated something to think about is how to make Sustainability recommendations on the more complicated processes such as design review and energy points.

Trustee Gillis praised Commissioner Roberts' presentation and thanked the Commissioners for showing their support at the Board meeting last night. Regarding the PlanItGreen meeting, she shared some of the questions they had prepared with President Adduci to respond to and noted they had met with several members of Village Administration, which was good to see.

Commissioner Charrette stated there is a lot of momentum behind sustainability and now is the time to put their asks together.

Chairperson Simon stated he inquired about CEJA benefits and noted it is still being sorted out. There was also a brief discussion about MMC finding funding to assist municipalities.

## **5. UPDATES**

### **a. Waste Hauling Contract**

Ms. Phyfer stated that at the November 22 Village Board meeting, the Board directed staff to renegotiate a new five-year contract with LRS, with a one-year opt out clause to ensure they are meeting customer service metrics.

### **b. Electric Vehicle Charging Station**

Ms. Phyfer stated the charging station is installed and fully operational, noting that it should be communicated once signage is installed.

In response to a question from Commissioner Charrette, Ms. Phyfer noted it is currently free to use and will be evaluated in the future, and that Staff should be able to obtain metrics through the ChargePoint software. In response to a question from Trustee Gillis, Ms. Phyfer stated Staff would look into a longer cord.

## **6. OAK PARK SUSTAINABILITY WEBSITE**

Commissioner Charrette walked through the Oak Park website, which shows metrics and various programs. She stated a professional marketing company that specializes in sustainability designed the website. The Commission discussed looking into the Oak Park website and costs for creating it, as well as generally budgeting for communications. Commissioner Charrette also reviewed Oak Park's beta website tool for their climate plan.

#### **7. COMMUNITY SOLAR COMMUNICATIONS STRATEGY**

The Commission discussed this item and came to a consensus to focus communication efforts in January, and to have the post cards arrive on January 10<sup>th</sup>.

#### **8. VEGOUT CAMPAIGN STRATEGY**

Commissioner Cheng reviewed the discussion she had with Commissioner McLean. She noted they discussed needing an incentive to get people to participate in VegOut and the concern about bandwidth to implement. She noted it may be more of a warm weather program.

It was noted the Commission could further discuss this at the January meeting.

#### **9. OTHER BUSINESS**

Chairperson Simon asked about possibly moving the meeting dates in 2022. Ms. Phyfer stated she would send out a Doodle poll with date options.

Commissioner Charrette inquired about setting up a Sustainability account for the aggregation funds.

Trustee Gillis noted the first step is toward a certain goal and then going in front of the Village Board to ask for their support for that specific thing. She also noted there had been discussions about employing a member from GRCorps.

Chairperson Simon noted they should work towards an annual budget.

Ms. Phyfer noted there are two avenues: presenting a detailed budget request to the Village Board or requesting funding for projects as they come up.

Commissioner Charrette also asked a program for about free trees from Morton Arboretum. Ms. Phyfer said she would look into that.

#### **10. SCHEDULE NEXT MEETING - JANUARY 11**

The Committee reached a consensus to hold its next meeting Tuesday, January 11, 2022.

#### **11. ADJOURNMENT**

Commissioner Cheng made a motion, seconded by Commissioner Veazie, to adjourn the meeting at 8:20 PM.

Roll call:

Ayes: Chairperson Simon, Commissioners Charrette, Cheng, Veazie

Absent: Commissioners Clancy, McLean, Roberts

Nays: None

Motion Passes.

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Sara Phyfer, Secretary