



## VILLAGE OF RIVER FOREST SUSTAINABILITY COMMISSION

Tuesday, March 14, 2023 – 7:00 PM  
Village Hall – 400 Park Ave., River Forest, IL

You may submit your written public comments via email in advance of the meeting to: [sjansen@vrf.us](mailto:sjansen@vrf.us)  
You may listen to the meeting by participating in a Zoom conference call as follows: dial-in number: 312-626-6799 with meeting ID: 816 4491 8569 or by clicking [here](#). If you would like to speak during public comment, please email [sjansen@vrf.us](mailto:sjansen@vrf.us) by 4:00 PM on Tuesday, March 14, 2023.

### AGENDA

1. Call to Order/Roll Call
2. Public Comment
3. Adoption of Meeting Minutes for January 10, 2023 and February 21, 2023
4. Commissioner Reports
5. Presentation from the International Dark-Skies Association
6. Communications
  - a. Monthly/Weekly E-News
  - b. Draft Web Page
7. 2023 Commission Initiatives and Goals
8. Other Business
9. Schedule Next Meeting – April 11, 2023
10. Adjournment

**VILLAGE OF RIVER FOREST  
SUSTAINABILITY COMMISSION  
TUESDAY, JANUARY 10, 2023**

A regular meeting of the Village of River Forest Sustainability Commission was held on Tuesday, January 10, 2023 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 7:04 PM. Upon roll call, the following persons were:

Present: Chairperson Simon, Commissioners Cheng, Lennon, Charrette (arriving at 7:06 PM), and Student Commissioner Raidt  
Absent: Commissioners Roberts, Veazie  
Also Present: Management Analyst Seth Jansen

**2. PUBLIC COMMENT**

None.

**3. ADOPTION OF MEETING MINUTES**

Commissioner Charrette indicated a misspelling of her name in the previous month's minutes. Commissioner Cheng made a motion to adopt, seconded by Commissioner Charrette to approve the December 13, 2022 meeting minutes with the corrections.

Roll Call:

Ayes: Chairperson Simon, Commissioners, Cheng, Lennon, Charrette (arriving at 7:06)  
Absent: Commissioner Roberts, Veazie  
Nays: None  
Motion Passes.

**4. COMMISSIONER REPORTS**

Commissioners Lennon and Charrette had no reports. Commissioner Cheng briefly discussed municipal LEED certifications; stated the Village is pursuing enough certifications at the moment but thought it was interesting to note. Student Commissioner Raidt shared that she is attending an invasive species clean-up at Thatcher Woods Forest Preserve with the Oak Park and River Forest High School Environmental Club on Saturday January 14<sup>th</sup>.

Chairperson Simon provided a brief update of the planning for the GreenTown Event, which is seeking sponsors for the event in the summer. Commissioner Cheng asked for further information on what the event will consist of and what sponsorship entails. Chairperson Simon provided a general overview of the goals of the event, activities for the day, and

indicated he would share the sponsorship package with the Commissioners. Chairperson Simon discussed how it relates to the Cross Community Climate Collaborative (“C4”). Mr. Jansen noted that Wynton Jones from the Urban Efficiency Group was interested in attending the next month’s meeting to discuss C4 and indicated C4 was interested in establishing a community listening session. Mr. Jansen provided an update on the holiday lights recycling and holiday tree collection programs.

## **5. COMMUNICATIONS**

Mr. Jansen provided an overview of the draft webpage and plan to incorporate all of the commissioner updates to prepare to go live. Commissioner Cheng indicated her preference to go live with webpage sections that are readable and easy to digest with less content, then build out as needed. Chairperson Simon indicated he has completed his sections. Commissioner Cheng expressed having language be prescriptive rather than descriptive and consistent across each section. Commissioner Charrette indicated she needed to update her section by removing inactive and outdated programs. The Commission discussed specific edits to the webpage and plans Commissioners to make edits to the page text. Commissioner Lennon discussed focusing on essential points and actions residents can take. The Commission established a timeframe to have a built-out site for review at the next meeting and go live in early March.

Mr. Jansen outlined what content is needed for newsletters for the next month and what had been done during this timeframe last year. Chairperson Simon provided a quick update on information he is seeking regarding community solar subscription rates, marketing, and capacity. Student Commissioner Raidt volunteered to provide an updated article on green infrastructure for the next monthly newsletter. The Commission assigned weekly newsletter topics to members for the coming weeks.

## **6. OTHER BUSINESS**

Commissioner Cheng and Student Commissioner Raidt discussed a potential event with the OPRFHS Environmental Club. The Commission discussed potential structures, locations, dates, and times for the event. Student Commissioner Raidt outlined a potential open discussion format in which individuals can share their sustainability practices with each other. Commission members offered to provide assistance in helping set up the event.

Commissioner Cheng discussed a resident interest in the topic of light pollution and wanted to know if the Commission would be interested in hearing some information on the topic. The Commission indicated they would be interested in learning more but were quick to note any action taken would need to be initiated by the Village Board of Trustees. The Commission indicated interest in hearing a 15 minute presentation on the topic in the coming months.

Commissioner Charrette inquired about developing a plan for the Commission for the coming year. Chairperson Simon discussed the need for planning, goal setting, updating and building on previous plans and goals. The Commission discussed the need to fill the vacant positions on the Commission. Commissioner Cheng suggested on focusing on specific,

actionable items like increasing community solar and compost subscribers. Commissioner Charrette discussed the Commissioners working with their strengths. Chairperson Simon noted that the Commission should discuss goals at the next meeting and then work to update to the goals and plan at the following meeting.

**7. SCHEDULE NEXT MEETING – FEBRUARY 14, 2023**

The Commission reached a consensus to hold its next meeting Tuesday, February 14, 2023.

**8. ADJOURNMENT**

Commissioner Charrette made a motion, seconded by Commissioner Lennon, to adjourn the meeting at 8:17 PM.

Roll Call:

Ayes: Chairperson Simon, Commissioners Charrette, Cheng, Lennon

Absent: Commissioners Roberts, Veazie

Nays: None

Motion Passes.

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Seth Jansen, Secretary

**VILLAGE OF RIVER FOREST  
SUSTAINABILITY COMMISSION  
TUESDAY, FEBRUARY 21, 2023**

A regular meeting of the Village of River Forest Sustainability Commission was held on Tuesday, February 21, 2023 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 7:06 PM. Upon roll call, the following persons were:

Present: Commissioners Charrette, Cheng, Lennon, and Student Commissioner Stierwalt

Absent: Chairperson Simon, Commissioners Roberts, Veazie, Student Commissioner Raidt

Also Present: Management Analyst Seth Jansen

**2. PUBLIC COMMENT**

None.

**3. ADOPTION OF MEETING MINUTES**

No quorum was present to adopt the previous month's minutes.

**4. COMMISSIONER REPORTS**

Mr. Jansen briefly introduced newly appointed Student Commissioner Stierwalt. Commissioner Lennon had no update.

Commissioner Charrette shared update from most recent PlanIt Green meeting. Commissioner Charrette passed along energy efficiency program information that was provided to the library and Dominican University.

Commissioner Cheng followed up regarding light pollution presentation at the forthcoming meeting in March. Commissioner Cheng shared that she had received the LRS electronic waste recycling event sign-up postcard. Mr. Jansen provided a brief overview and update of how the e-waste and household hazardous waste collection program.

**5. CROSS-COMMUNITY CLIMATE COLLABORATIVE (C4) PRESENTATION**

Mr. Jansen introduced Wynton Jones from the Urban Efficiency Group. Mr. Jones provided an overview of the Cross-Community Climate Collaborate (C4), of which River Forest is a member. Mr. Jones outlined the C4 framework and priorities to help foster a system of sustainability. Mr. Jones discussed the desire to host a community listening suggestion as

one goal of C4's in each community. Mr. Jones also offered to provide technical and resource assistance for any local initiatives. Mr. Jones highlighted C4's work with the Green Town Climate Summit and the youth engagement component of the summit.

Commissioner Lennon asked about how other councils and commissions in the Village may tie into C4's broader goal that appear to extend beyond the focus of the Sustainability Commission. Commissioner Cheng asked how the C4 vision will fit with communities who have existing commissions which do not have the specific priority chairs. Mr. Jones and the Commissioners discussed how the Commission and C4's goals overlap, differ, and what role the Commission can or would play with regards to C4. Commissioner Lennon noted how the Commission is focused on the environmental component of C4's broader system of sustainability.

## **6. COMMUNICATIONS**

Mr. Jansen shared how the current draft webpages look in terms of content and layout. The Commission provided feedback on each page of the draft website. The Commissioners stated that each page should contain short, actionable text regarding what residents can do to be more sustainable within that topic area. The Commission agreed that two sections in the Reduce Carbon Footprint page and one section in the River Forest and Regional Goals page needed to be shortened. The Commission noted specific revisions and additions needed outlined a plan for review prior to the next month's meeting.

Mr. Jansen outlined what content is needed for newsletters for the next month and what had been done during this timeframe last year. The Commission decided to highlight the electronic waste recycling event for the monthly newsletter. The Commission discussed potential topics and assigned weekly newsletter topics to members for the coming weeks.

## **7. 2023 COMMISSION INITIATIVES AND GOALS**

Commissioner Cheng to incorporate goals into what is published in weekly newsletters each month. Mr. Jansen specifically highlighted the numbers of community solar subscribers and compost subscribers. Commissioner Cheng discussed establishing goals with specific metrics to encourage community involvement and have measurable progress. The Commission discussed ways to get an accurate count of who is sharing compost bins and who is doing backyard composting. The Commission discussed the current waitlist for community solar subscribers and those who have been sent offers but not yet signed up.

Commissioner Charrette discussed whether the Commission's strategic plan is a sustainability plan in terms of where the Village wants to be with regards to energy and emissions. Commissioner Cheng stated that the Commission needs to make a decision as to whether the Commission will focus on a single large goal, like emissions reduction or set targets for smaller items in which the Commission can play an active role. The Commission discussed what the focus and goals of the Commission should be going forward.

## **8. OTHER BUSINESS**

No other business to discuss.

**9. SCHEDULE NEXT MEETING – MARCH 14, 2023**

The Commission reached a consensus to hold its next meeting Tuesday, February 14, 2023.

**10. ADJOURNMENT**

The Commission adjourned at 8:50 PM

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Seth Jansen, Secretary

# VILLAGE OF RIVER FOREST

## Monthly Reporting



SERVICES													
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	
# COMPOST SUBSCRIBERS	490												
# OF STICKERS SOLD	0												
COLLECTION STATS													
	Jan-22*	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD totals
Waste Tons	187.97												187.97
Recycling Tons	102.1												102.1
YW and Compost Tons	12												12
E-waste Event Tons	NA	NA		NA	NA	NA	NA	NA		NA	NA	NA	
HHW Event Tons	NA	NA	NA	NA	NA		NA	NA	NA		NA	NA	
<b>Total Tons</b>	<b>302.07</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>302.07</b>

Processing Facilities	Name & Location
Yard Waste Facility	LRS MAYWOOD TRANSFER STATION (1201 Greenwood Ave, Maywood, IL 60153)
Recycling Facility	LRS MAYWOOD TRANSFER STATION ( 1201 Greenwood Ave, Maywood, IL 60153),
RECYCLING PURCHASED BY	RESOURCED TO VARIOUS DOMESTIC BUYERS
Trash Facility	LRS MAYWOOD TRANSFER STATION ( 1201 Greenwood Ave, Maywood, IL 60153)





# Assure Station Metrics Monthly Reporting

Village of River Forest IL - Monthly Report - December 2022

Company Id  
153681

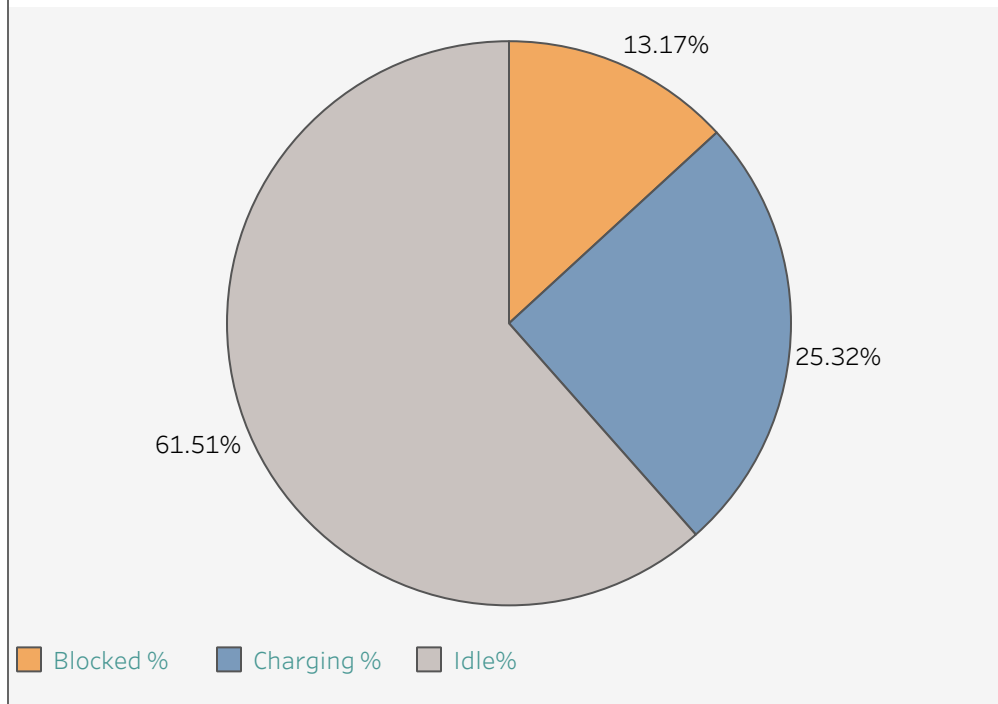
Port Level  
All

Organization Name  
All

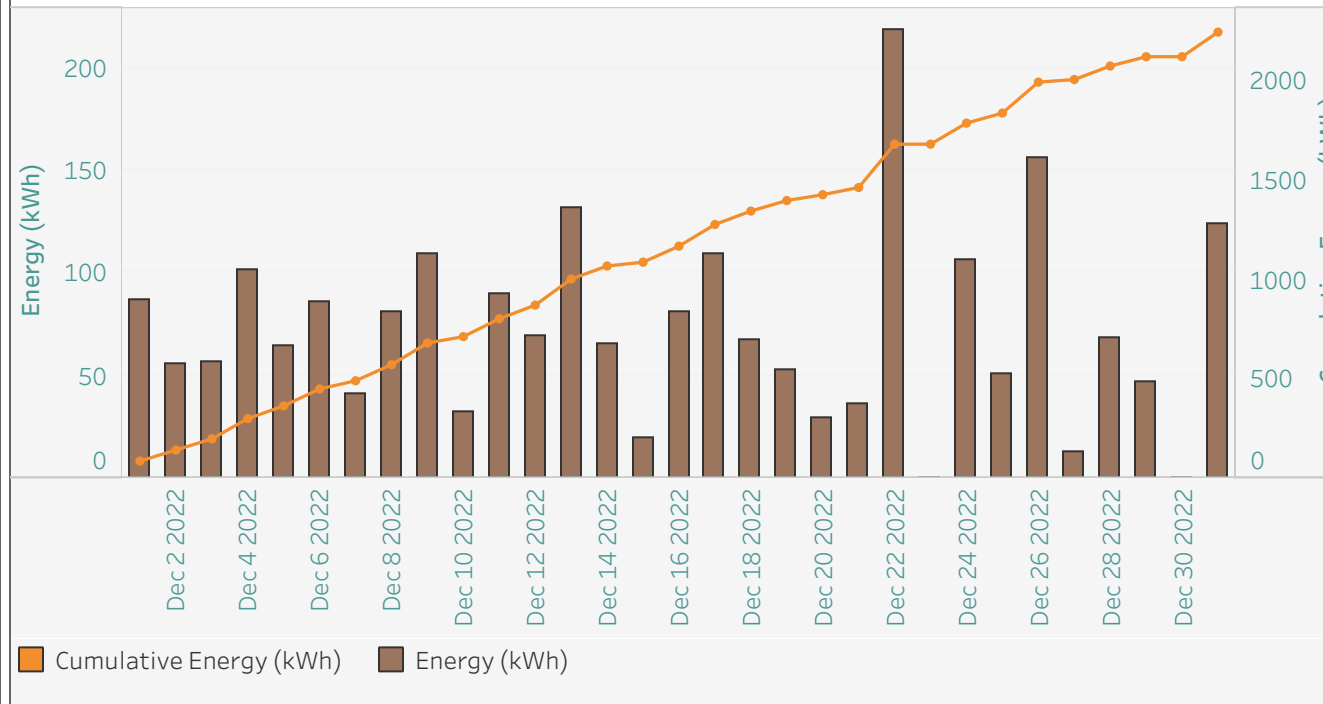
Month End Date  
12/31/2022

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	1	0	2,245	943	282	29	100.00%	94

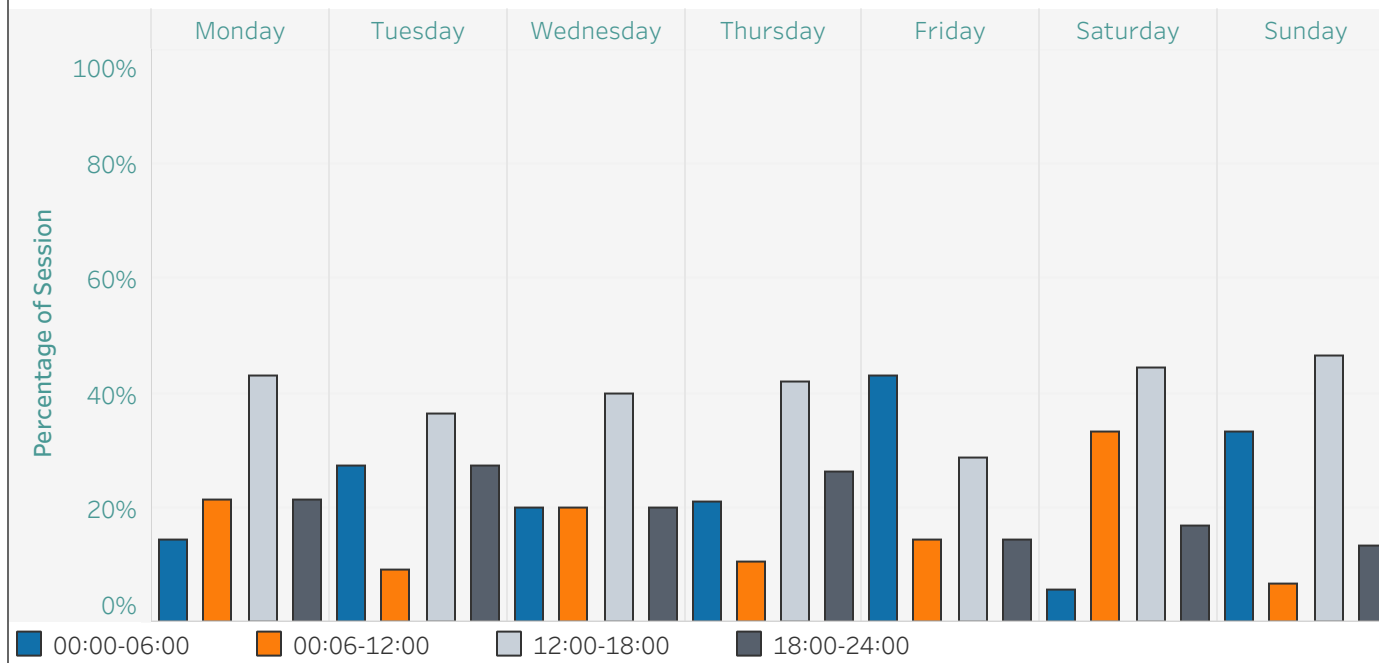
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	6.09
Average Session Charge Time (Hours)	4.01
Average Session Energy (kWh)	23.88
Average Session Revenue (\$)	0.00
Occupied Hours	572.7
Charging Hours	376.8
Service Tickets	0.0



# Assure Station Metrics Quarterly Reporting

Village of River Forest IL - Quarterly Report - 2022 Q4

Company Id  
153681

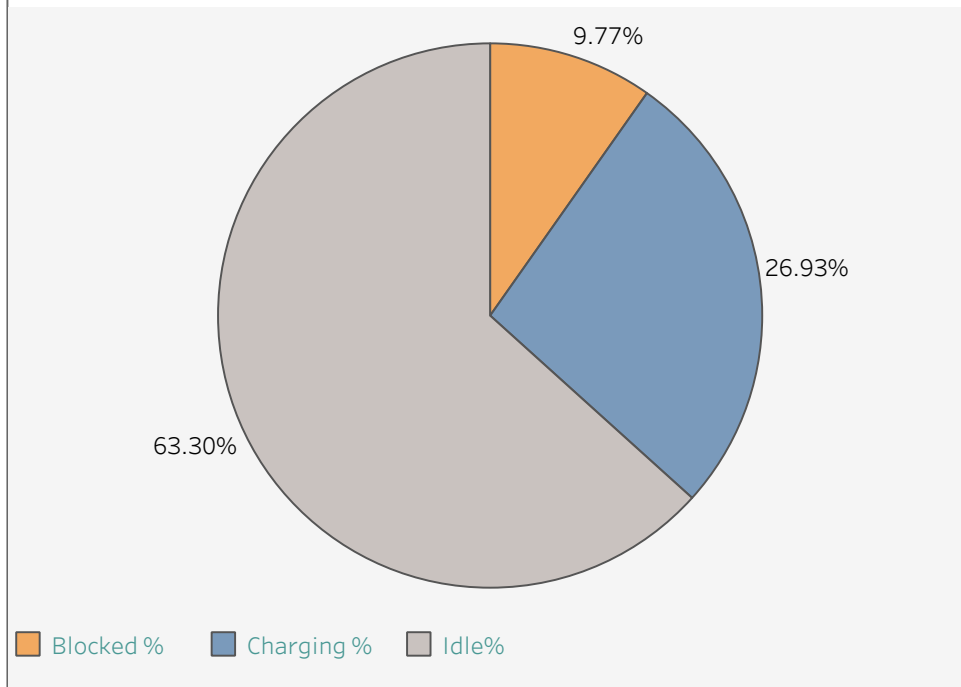
Port Level  
All

Organization Name  
All

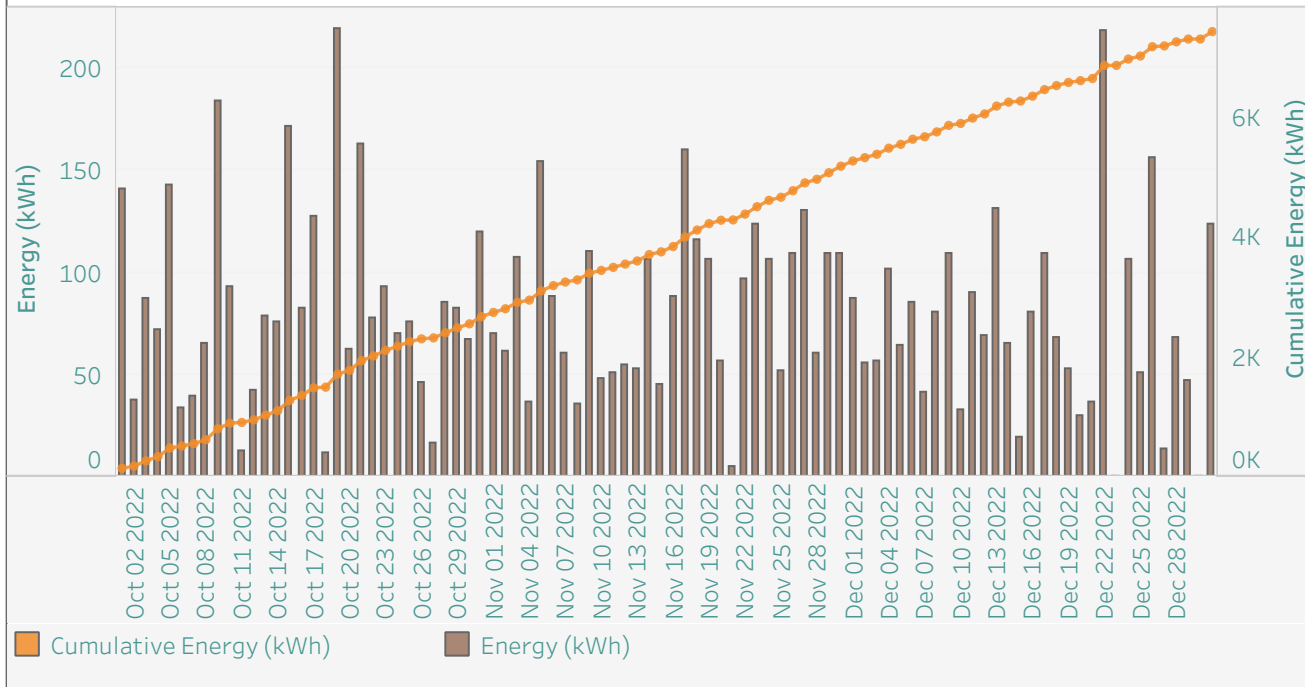
Quarter Year  
12/31/2022

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	1	0	7,426	3,119	932	64	100.00%	329

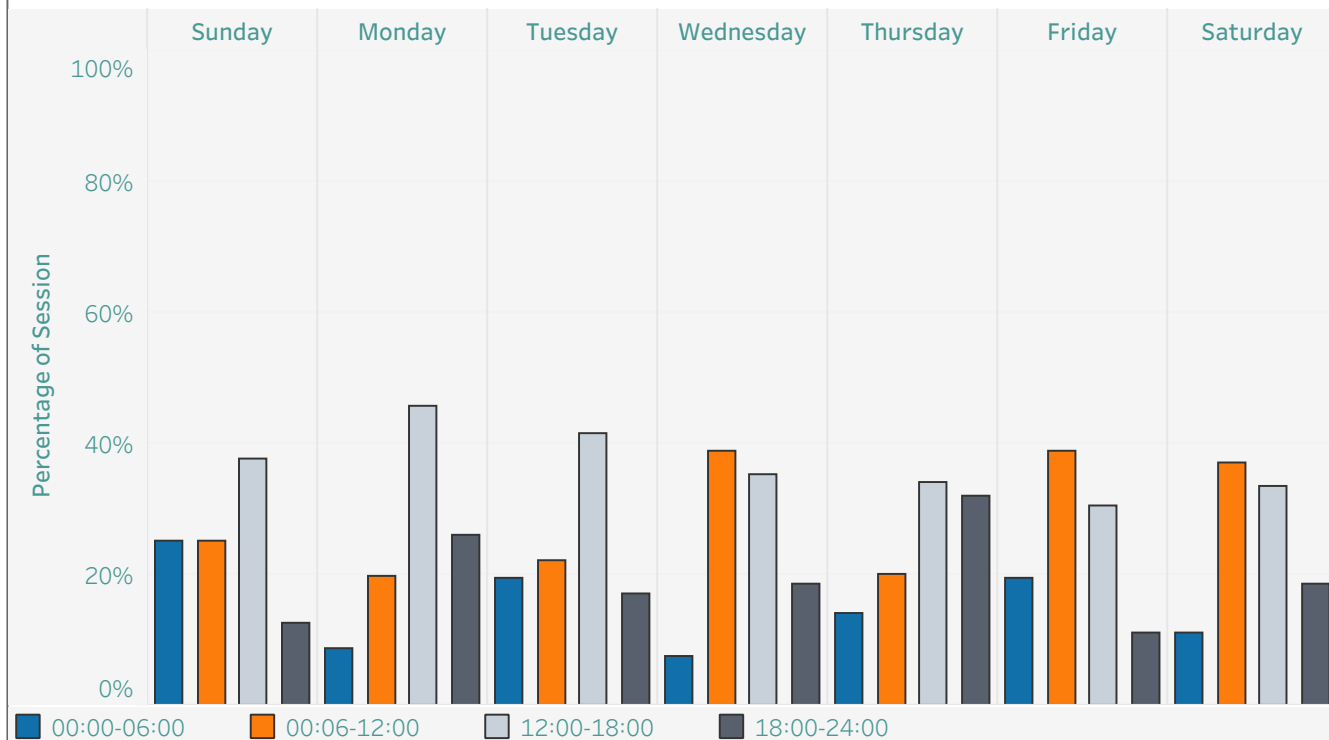
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Quarter



Average Session Duration (Hours)	4.93
Average Session Charge Time (Hours)	3.62
Average Session Energy (kWh)	22.57
Average Session Revenue (\$)	0.00
Occupied Hours	1,621
Charging Hours	1,189
Service Tickets	0

Service Entitlement Status Breakdown of Assure Stations					
	Expired	0-30 Days	1-6 Months	6-12 Months	1+ Year
Assure	0	0	0	0	1
SW	0	0	0	0	1

- You dispensed more energy than 84.19 % of other Assure customers.
- You collected more fees than 0.00 % of other Assure customers.
- You fueled more unique drivers than 81.10 % of other Assure customers.
- Your 24 hour charging utilization was higher than 82.78 % of other Assure customers.

Station Name	Total Energy (kWh)	Total Sessions	Total Fees (\$)	Gasoline Saved (Gal)	GHG Savings (kg)	Charging Hours	Occupied Hours	Uptime (%)
RIVER FOREST VILLAGE HALL	7,426	329	\$ 0.00	932	3,119	1,189	1,621	100.00%



## Assure Station Metrics Reporting Appendix

**Port Utilization Chart:** This is a view of station utilization during common business hours.

You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

**Session Start Distribution Chart:** This is a view (by day) of what times drivers start sessions.

You can use this information to fine tune time of day pricing policy rules.

**Station / Port Count:** In order to be counted, a station must have the "Assure" entitlement applied.

This is the number of stations / ports that currently have the "Assure" entitlement.

**Total Revenue:** This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).

This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

**Energy (kWh):** All energy dispensed through your "Assure" stations.

This data point can be useful in reconciling station energy against energy bills.

**GHG Savings (kg):** All the green house gasses (95% CO<sub>2</sub>) that would have been released had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

**Unique Drivers:** The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).

An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

**Gasoline (Gal) Saved:** All the gasoline that would have been burned had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

**ChargePoint Response SL:** Percentage of tickets to which ChargePoint responded within Service Level (1 business day).

ChargePoint holds itself accountable to our Service Level commitment.

**Uptime:** Percentage of time that your ports were capable of dispensing power.

ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

**Sessions:** Total session count.

An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

**Average Session Duration:** Average amount of time drivers occupy your stations.

This data point can be useful in fine tuning length of stay pricing policy rules.

**Average Charging Time:** Average amount of time per session energy is flowing.

This data point can be useful in fine tuning length of stay pricing policy rules.

**Average Session Energy:** Average amount of energy dispensed.

This data point can be useful in fine tuning price per kW pricing policy rules.

**Average Session Revenue:** Average session fee - 10%.

This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

**Total Hours Occupied:** Sum of all session durations.

This is used in part to determine utilization.

**Total Hours Charging:** Sum of all session charging durations.

This is used in part to determine utilization.

**New Service Tickets:** Count of trouble tickets tracking issues with a "Assure" station created this month.

This will help in keeping track of station fault issues raised with ChargePoint Support.



# Assure Station Metrics Monthly Reporting

Village of River Forest IL - Monthly Report - January 2023

Company Id  
153681

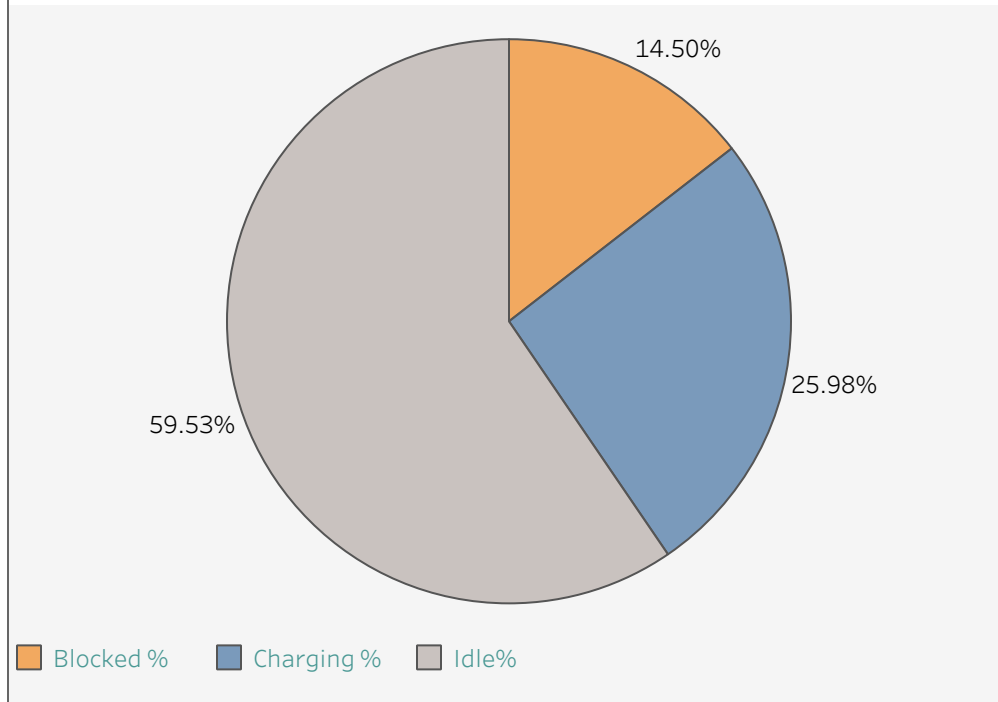
Port Level  
All

Organization Name  
All

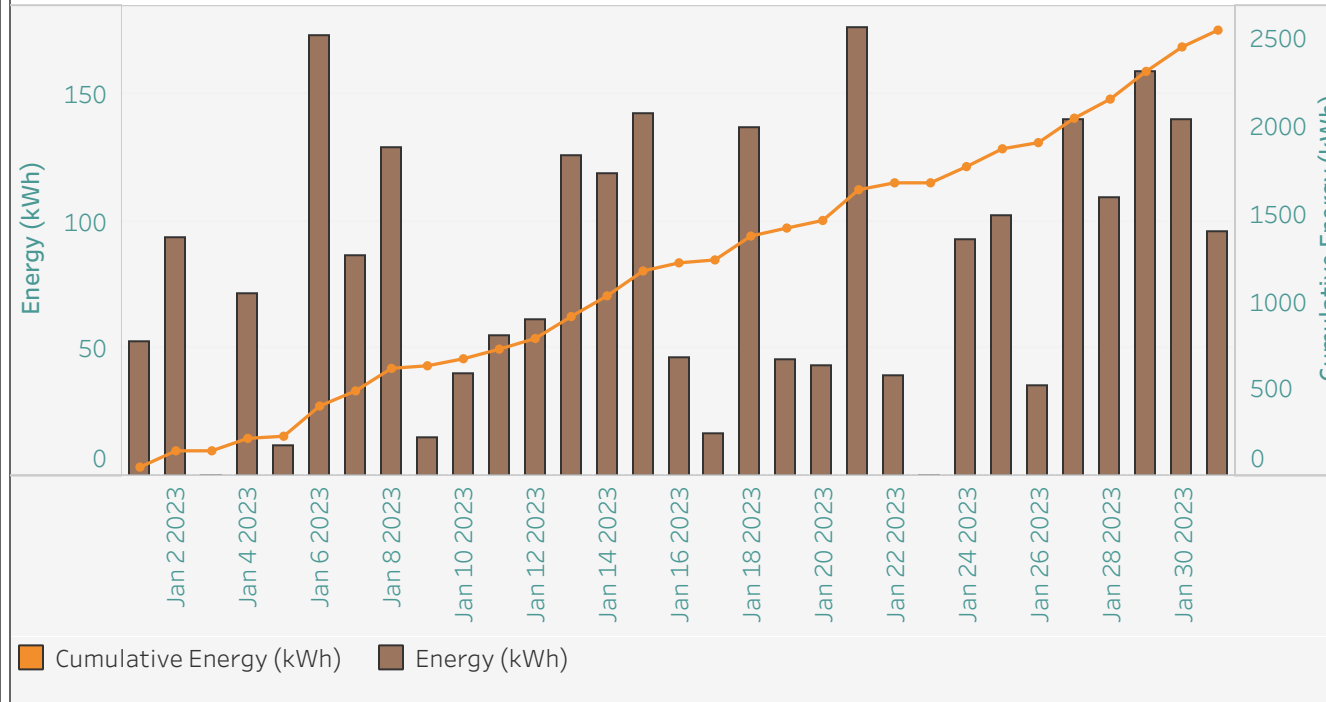
Month End Date  
1/31/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	1	0	2,550	1,071	320	28	100.00%	106

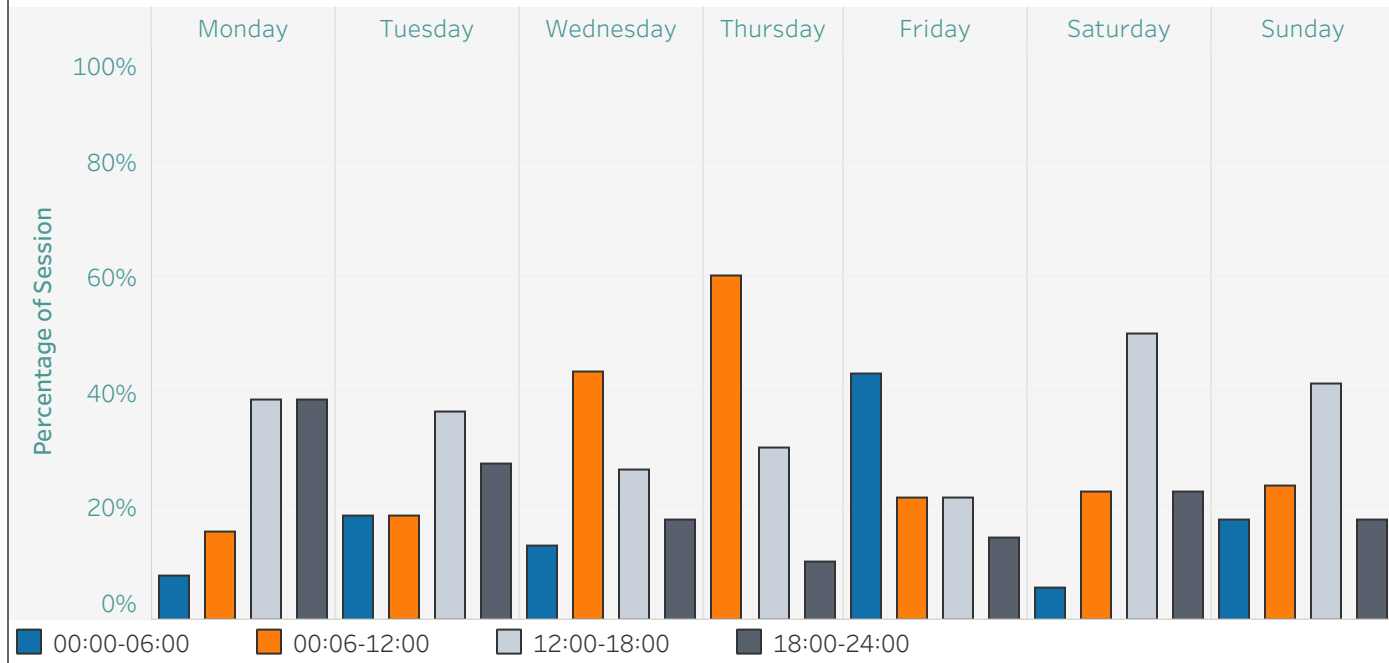
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	5.68
Average Session Charge Time (Hours)	3.65
Average Session Energy (kWh)	24.06
Average Session Revenue (\$)	0.00
Occupied Hours	602.2
Charging Hours	386.5
Service Tickets	0.0



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THE INTERNATIONAL DARK-SKY  
ASSOCIATION

# Saving Dark Skies



David Barcus  
Advocate Chicago Chapter IDA



INTERNATIONAL DARK-SKY ASSOCIATION

# LIGHT POLLUTION

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Image: Mike Knell

International Dark-Sky Association | 2019



# SKYGLOW

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# GLARE

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# LIGHT TRESPASS

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# LIGHT POLLUTION CONSEQUENCES

# **ECOLOGICAL IMPACTS**

# TURTLES

cannot find their  
way to the sea



# BIRDS

Get confused  
in the light





## TREES

bud earlier and  
lose their leaves  
later under artificial  
light



# ENERGY WASTE



**3-7 BILLION DOLLARS**

spent every year on unneeded lighting

**21 MILLION TONS OF CO<sub>2</sub>**

burned by unnecessary lighting

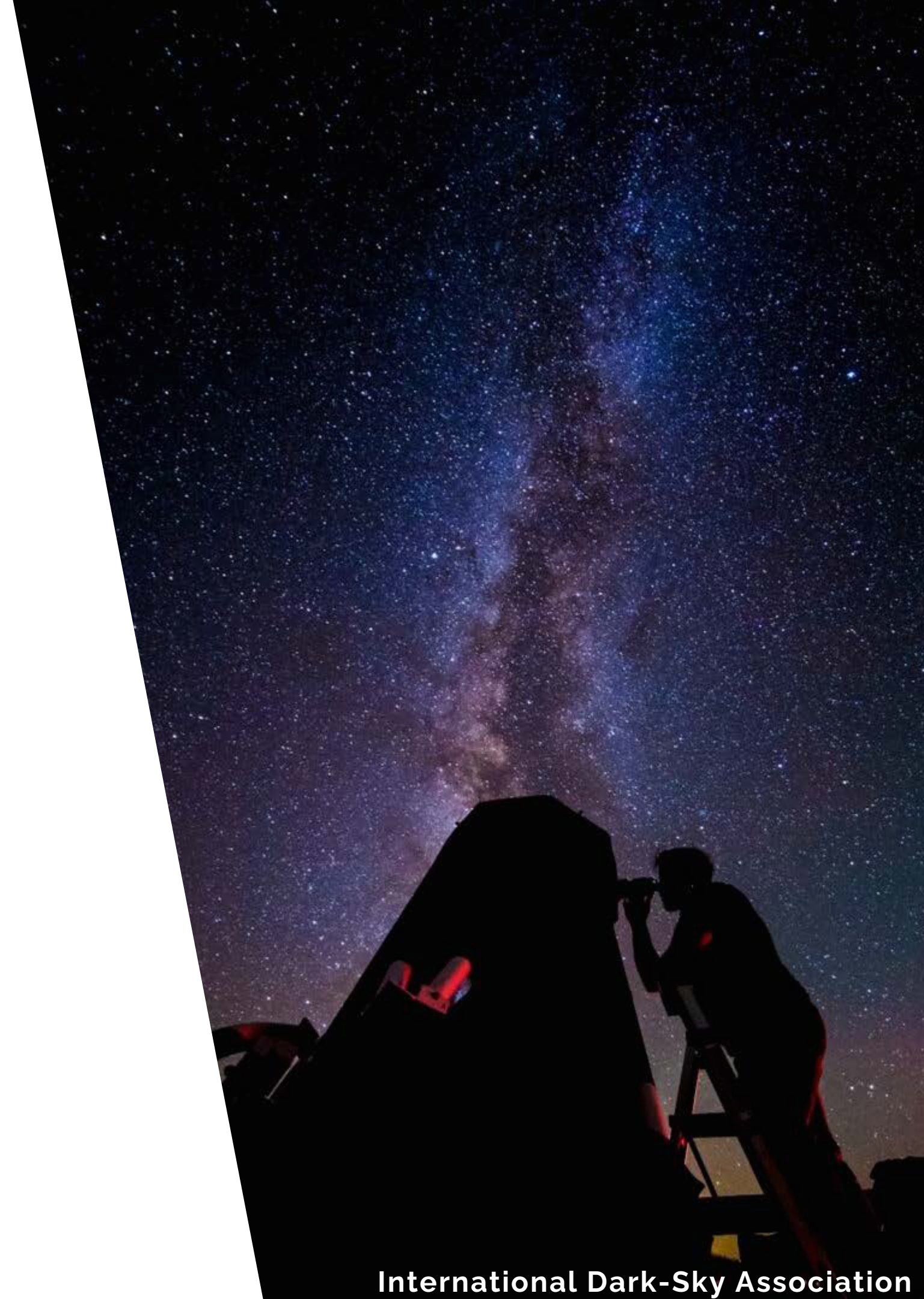
**HUMAN HEALTH**

## **MELATONIN**

hormone that regulates sleep wake cycle  
(circadian rhythm)

## **AMERICAN MEDICAL ASSOCIATION**

Human and Environmental Effects of Light  
Emitting Diode Community Lighting 2016  
report



# HERITAGE OF DARK SKIES



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## **INSPIRATION**

DARK NIGHT SKIES HAVE INSPIRED PEOPLE  
THROUGHOUT HUMAN HISTORY

# FIND THE POTENTIAL STALKER





**MYTH: MORE  
LIGHTING IS SAFER**



**REALITY: WELL DESIGNED  
LIGHTING IS SAFER**





Light pollution is increasing at 2 % per year

# HOW DARK ARE YOUR SKIES?

GLOBE AT NIGHT

DARK SKY METER





# ARE YOU ONE OF THE LUCKY ONES?

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**ONLY 2 OUT OF 10 PEOPLE ON EARTH CAN  
SEE THE MILKY WAY**

**99% OF THE USA AND EUROPE**

live under light polluted skies

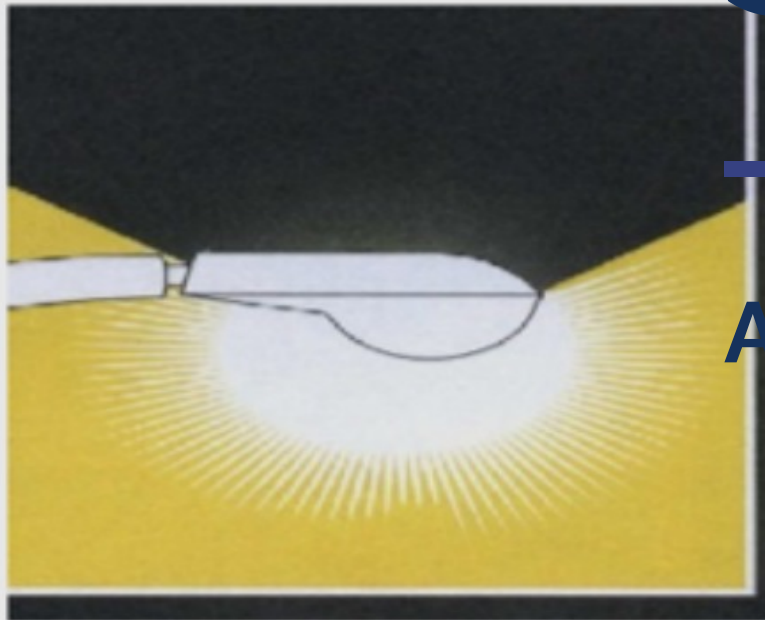
WE CAN MAKE A  
DIFFERENCE

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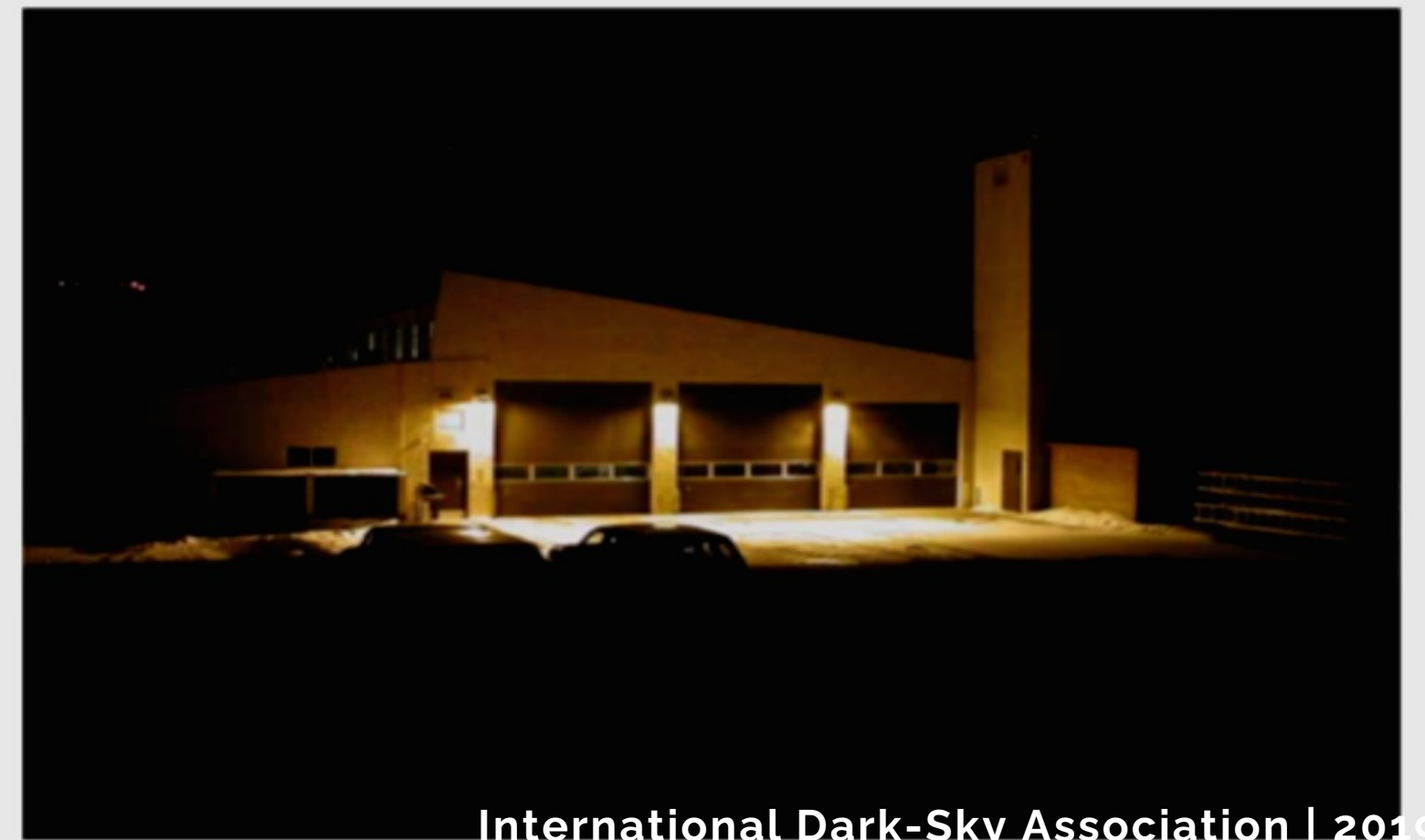
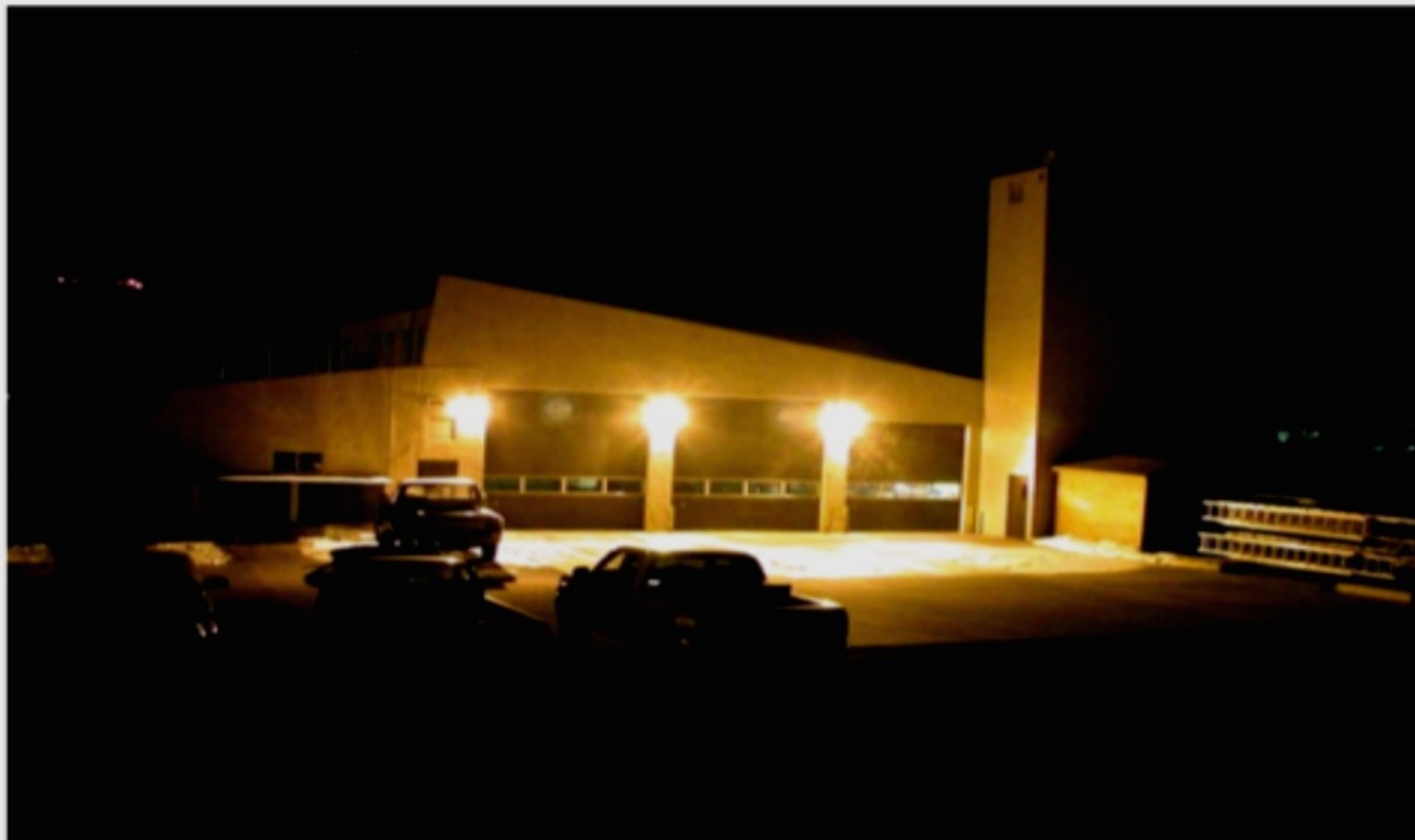
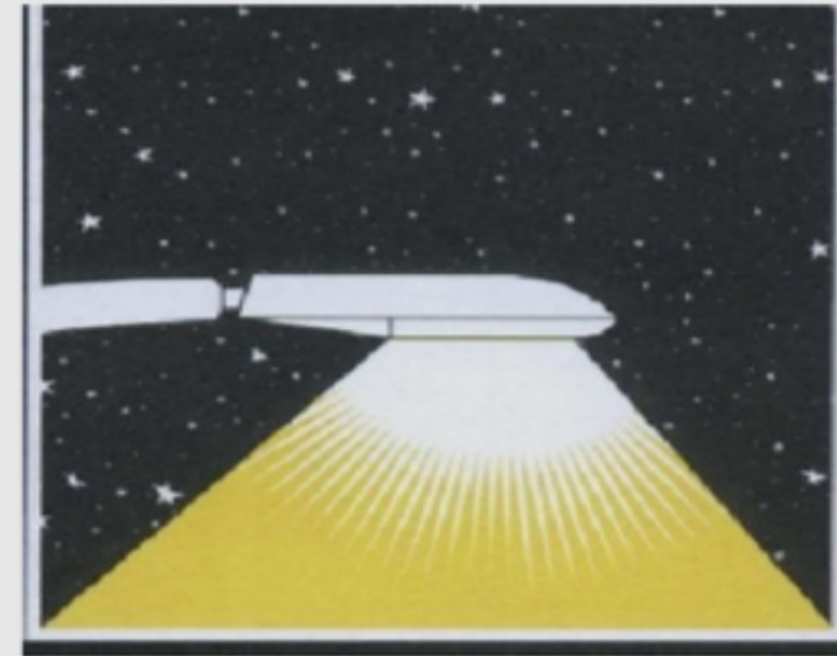


# Shielded Luminaires

## SHIELDING



AIM LIGHTS DOWN



# KELVIN

(CORRELATED COLOR TEMPERATURE)

2700K

## Warm White

- 2700-3000K
- Most similar to incandescents
- Inviting, relaxing

3000K

## Bright White

- 3500-4100K
- Energetic, lively
- Good for kitchens and workspaces

4500K

## Daylight

- 5500-6500K
- Crisp and refreshing
- Good for reading

6500K

CORRELATED COLOR TEMPERATURE (CCT)

# INTENSITY AND WARRANTING

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# LIGHTING ORDINANCE

keep it dark



# WHERE TO FIND THIS LIGHTING?

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IDA FIXTURE SEAL OF  
APPROVAL PROGRAM



# WHO WE ARE

The **International Dark-Sky Association** (IDA) protects the night from light pollution and promotes responsible outdoor lighting.

WHERE?

# IDA Works Globally

to protect and preserve the natural nighttime environment

