



VILLAGE OF RIVER FOREST SUSTAINABILITY COMMISSION

Tuesday, August 22, 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
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 by 4:00 PM on Tuesday, August 22, 2023.

AGENDA

1. Call to Order/Roll Call
2. Public Comment
3. Adoption of Meeting Minutes for July 11th, 2023
4. Commissioner Reports
 - a. Goals and Initiatives/Strategic Plan Update
5. Proposed Polystyrene Ordinance
6. Communications
7. Other Business
8. Schedule Next Meeting – September 12, 2023
9. Adjournment

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	494	495	509	513	520							
# OF STICKERS SOLD	0	1,500	500	1,000	5,000	4,500							

COLLECTION STATS

	Jan-23*	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD totals
Waste Tons	187.97	150.05	145.06	133.06	213.04	161.76							990.94
Recycling Tons	102.1	71.95	73.35	68.45	87.11	65.37							468.33
YW and Compost Tons	12	12.54	8.25	29.64	46.7	29.18							138.31
E-waste Event Tons	NA	NA	2.19	NA	NA	NA	NA	NA		NA	NA	NA	
HHW Event Tons	NA	NA	NA	NA	NA	2.07	NA	NA	NA		NA	NA	
Total Tons	302.07	234.54	226.66	231.15	346.85	256.31	0	0	0	0	0	0	1597.58

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), LRS
RECYCLING PURCHASED BY	RESOURCED TO VARIOUS DOMESTIC BUYERS
Trash Facility	LRS MAYWOOD TRANSFER STATION (1201 Greenwood Ave, Maywood, IL 60153)

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	494	495	509	513	520	524						
# OF STICKERS SOLD	0	1,500	500	1,000	5,000	4,500	2000						

COLLECTION STATS

	Jan-23*	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD totals
Waste Tons	187.97	150.05	145.06	133.06	213.04	161.76	172.02						1162.96
Recycling Tons	102.1	71.95	73.35	68.45	87.11	65.37	79.19						547.52
YW and Compost Tons	12	12.54	8.25	29.64	46.7	29.18	36.57						174.88
E-waste Event Tons	NA	NA	2.19	NA	NA	NA	NA	NA		NA	NA	NA	
HHW Event Tons	NA	NA	NA	NA	NA	2.07	NA	NA	NA		NA	NA	
Total Tons	302.07	234.54	226.66	231.15	346.85	256.31	287.78	0	0	0	0	0	1885.36

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), LRS
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 - June 2023

Company Id
153681

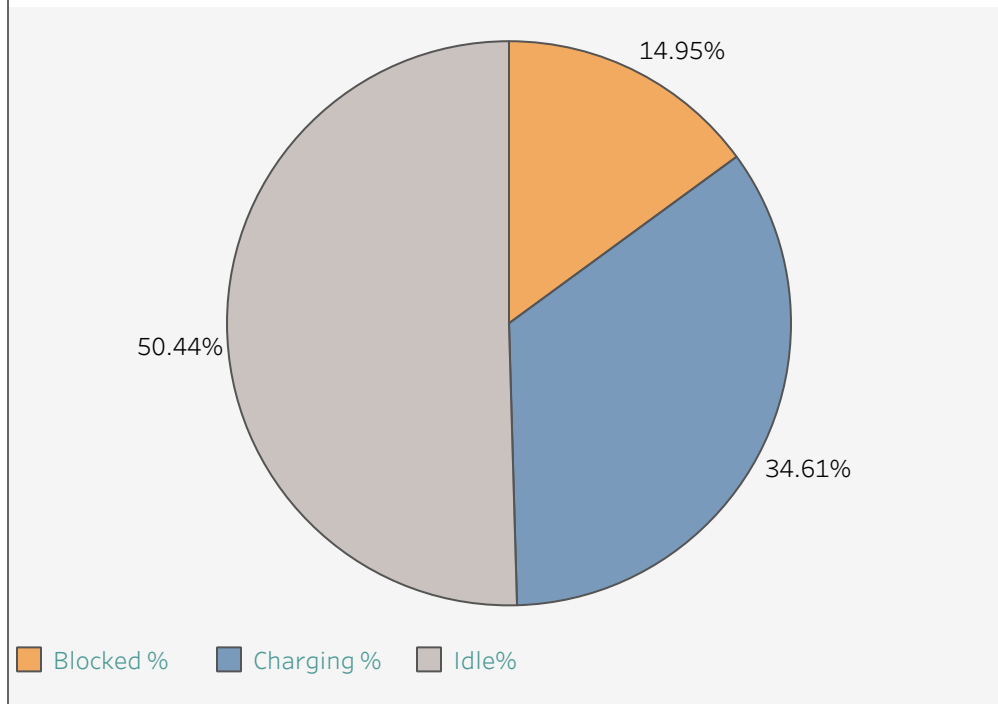
Port Level
All

Organization Name
All

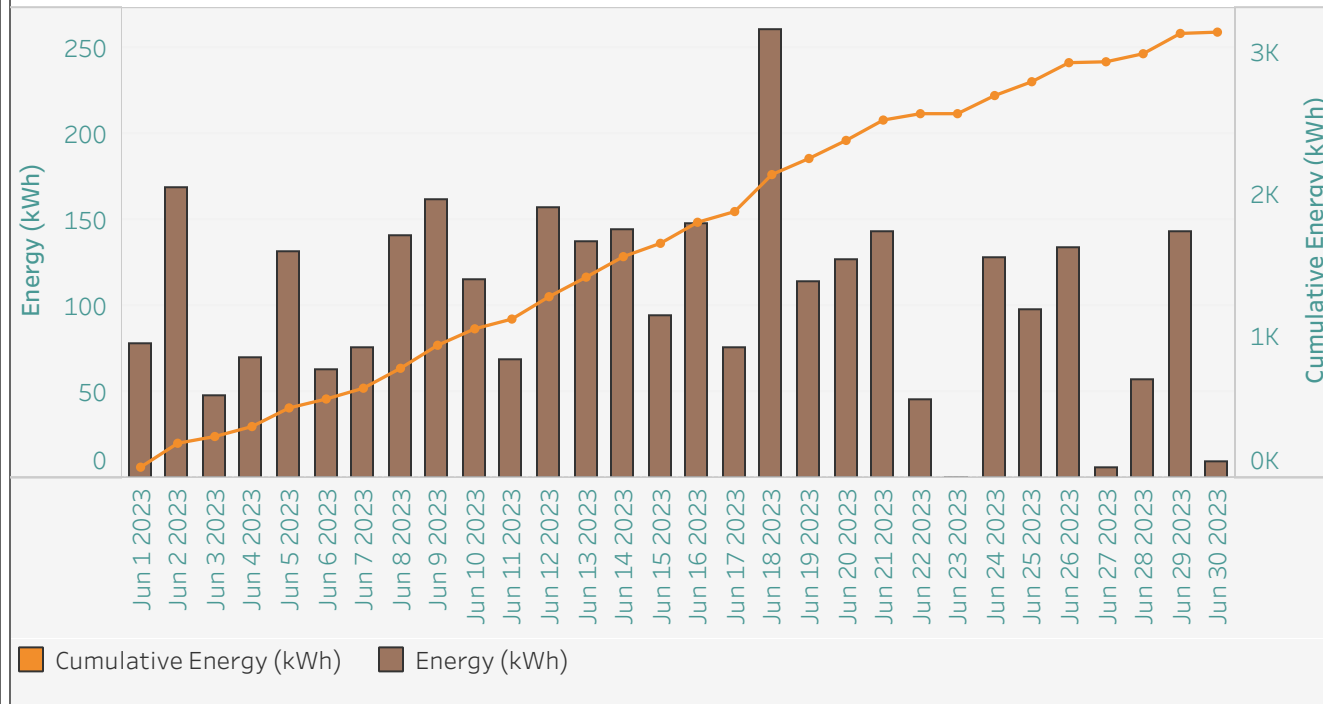
Month End Date
6/30/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Session Count
2	1	0	3,139	1,318	394	26	126

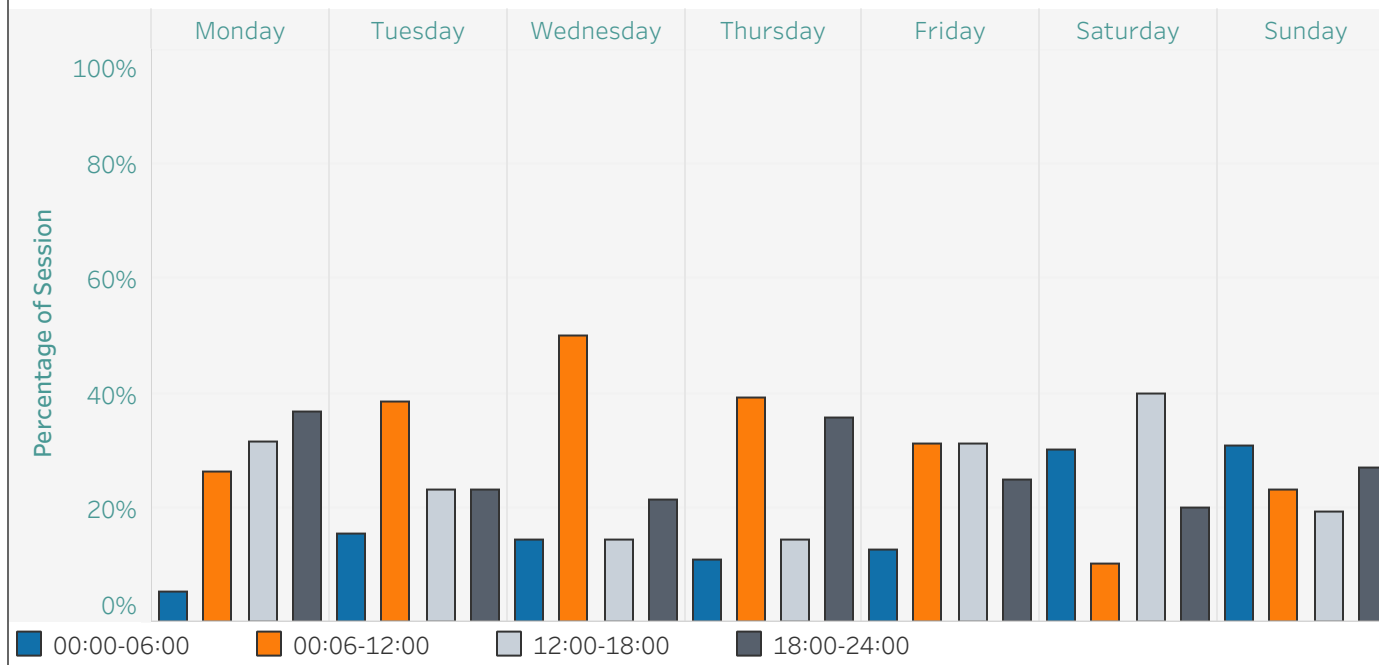
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	5.66
Average Session Charge Time (Hours)	3.96
Average Session Energy (kWh)	24.91
Average Session Revenue (\$)	0.00
Occupied Hours	713.7
Charging Hours	498.4



Assure Station Metrics Quarterly Reporting

Village of River Forest IL - Quarterly Report - 2023 Q2

Company Id
153681

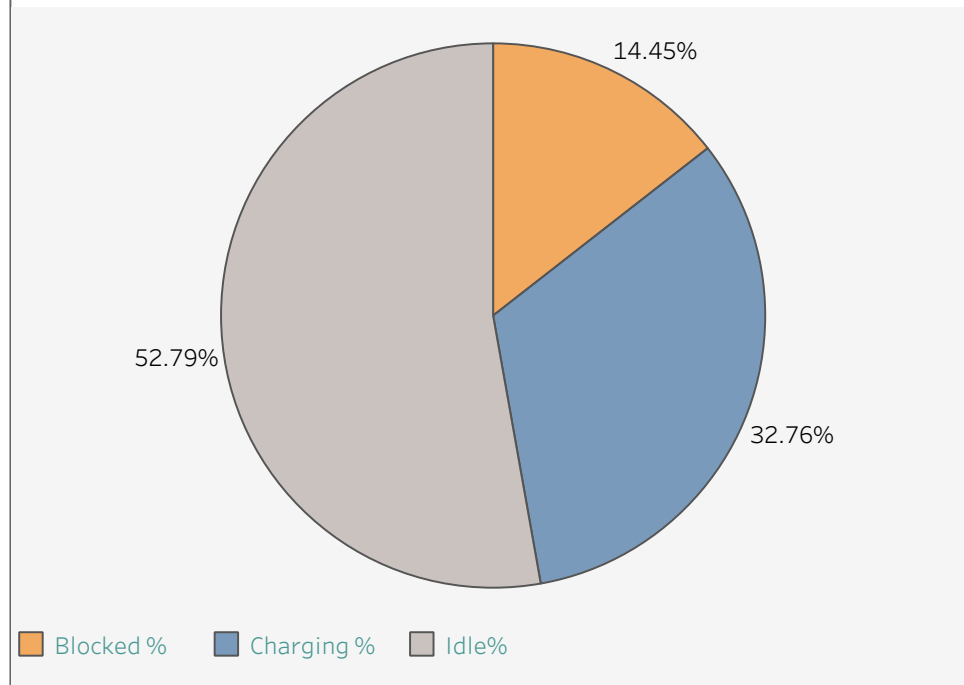
Port Level
All

Organization Name
All

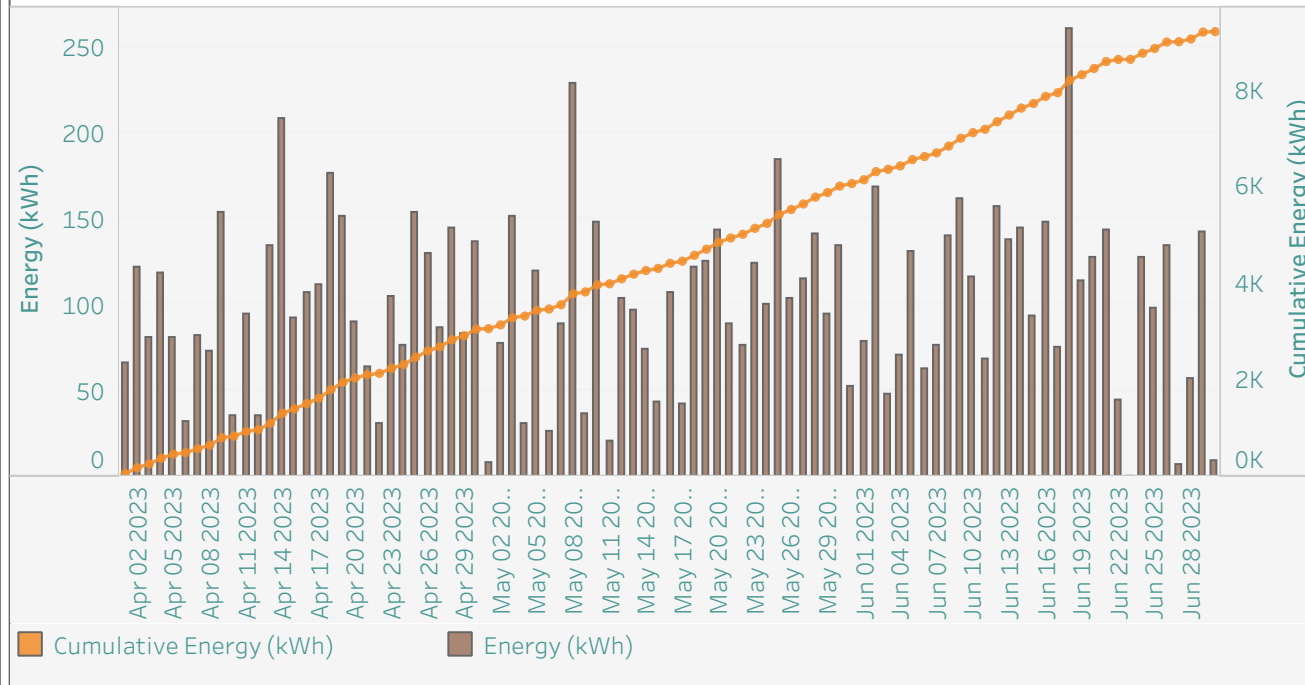
Quarter Year
6/30/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Session Count
2	1	0	9,198	3,863	1,154	49	408

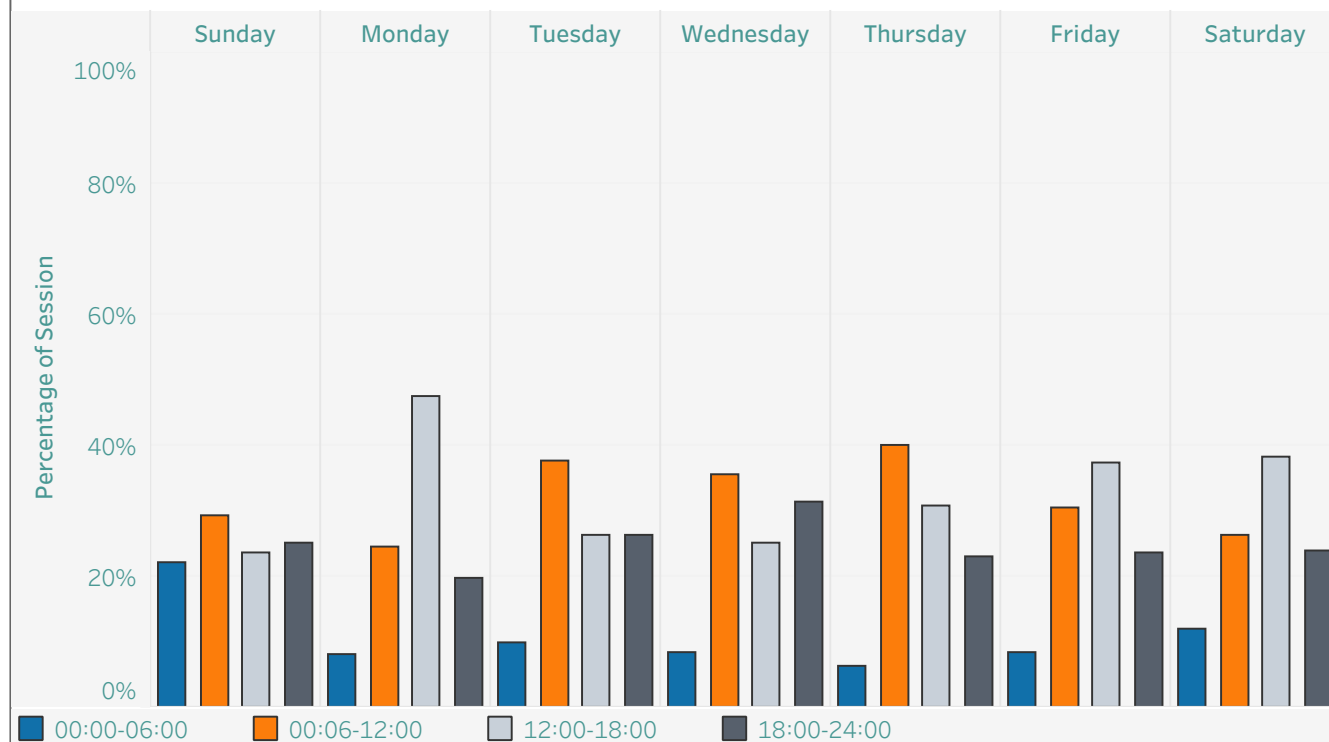
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Quarter



Average Session Duration (Hours)	5.05
Average Session Charge Time (Hours)	3.51
Average Session Energy (kWh)	22.54
Average Session Revenue (\$)	0.00
Occupied Hours	2,062
Charging Hours	1,431

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 82.23 % of other Assure customers.
- You collected more fees than 0.00 % of other Assure customers.
- You fueled more unique drivers than 77.19 % of other Assure customers.
- Your 24 hour charging utilization was higher than 81.27 % 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	9,198	408	\$ 0.00	1,154	3,863	1,431	2,062	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% CO2) 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.

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.

**VILLAGE OF RIVER FOREST
SUSTAINABILITY COMMISSION
TUESDAY, JULY 11, 2023**

A regular meeting of the Village of River Forest Sustainability Commission was held on Tuesday, July 11, 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 7:00 PM. Upon roll call, the following persons were:

Present: Chairperson Simon, Commissioners Charrette, Drury, Kopelow, Veazie, and Student Commissioner Stierwalt.
Absent: Commissioners Cheng, Lennon, and Student Commissioners Raidt.
Also Present: Management Analyst Seth Jansen

2. PUBLIC COMMENT

None.

3. ADOPTION OF MEETING MINUTES

Chairperson Simon made a motion, seconded by Commissioner Charrette to approve the meeting minutes from May 16, 2023, and June 13, 2023.

Roll Call:

Ayes: Chairperson Simon, Commissioners Charrette, Drury, Kopelow, Veazie
Absent: Commissioner Cheng and Lennon
Nays: None
Motion Passes.

4. COMMISSIONER REPORTS

Chairperson Simon introduced the new commissioners. Commissioner Drury introduced herself and provided brief background about her time as a River Forest resident, career, family, and interests in sustainability issues. Commissioner Kopelow introduced himself and provided background on his time as a River Forest resident, careers, and family.

Commissioner Charrette mentioned her attendance at the Greentown Conference and noted the increase in the refuse bill with the start of the new fiscal year.

Mr. Jansen provided a quick overview of the presentation put together by Commissioner Lennon and the previous meeting with Commissioner Lennon and Commissioner Charrette regarding the updating of the Commission Goals and Initiatives. Chairperson Simon provided further background for the new commissioners. Commissioner Charrette presented the goal

framework she and Commissioner Lennon had developed. The strategic road map is based around the Cross Community Climate Collaborative goal of reducing greenhouse gas emissions by 45% from 2010 levels by 2030. The goal is to concentrate the Commission on 3 to 4 high priority objectives with each topic being overseen by a subgroup made up of two commissioners. Commissioner Kopelow inquired about the scope of the commission goals, whether it was focused solely on Village government operations or applies to the community as a whole; Chairperson Simon explained it applies to the overall community but that the Commission serves to make recommendations to the Board of Trustees. Commissioner Charrette continued, stating that the plan for each subgroup is reporting to the full commission on their respective topic, increasing the potential bandwidth of the commission. Commissioner Charrette outlined the proposed subgroup topics: solar energy, electrification, waste reduction, and outreach. The proposal suggests one to three goals per subgroup. The Commission discussed the proposal and how to effectively engage with other stakeholders on the bill. The Commission discussed the topic areas and how the outreach focus would be tied into the other subgroups and how to best track the success of the outreach components. The Commission further discussed measures of success for the other suggested topics and how the goals relate to the regional Cross Community Climate Collaborative. The Commission decided to rename solar energy as renewable energy, the need for the “other” category to cover topics that do not fit in each area. The Commissioners assigned themselves to the various topic areas and Chairperson Simon agreed to cover the topic of green ecosystems and any other topic that may arise and not fit into the subgroups.

5. PROPOSED POLYSTYRENE ORDINANCE

Mr. Jansen provided an overview of the draft ordinance banning polystyrene. Chairperson Simon provided further background on the genesis of the proposed ordinance for new members. Mr. Jansen provided an overview of the outreach attempts to the impacted food service businesses. The Commission noted a few drafting errors but had no substantive changes to the draft ordinance.

6. COMMUNICATIONS

Mr. Jansen provided an overview of the weekly and monthly newsletters for the new commissioners and solicited input for upcoming newsletters. The Commission reviewed the newsletter posts used during the same time period in 2022. Commissioner Charrette suggested writing a monthly newsletter regarding water and the Village water meter usage monitoring program. Student Commission Stierwalt suggested posting a reminder of the community solar program. Commissioner Drury suggested newsletters promoting sustainability items for the start of the school year, specifically reusing plastic reduction. The Commission suggested a post highlighting biking paths and promoting bike baths for the start of the school year. Commissioner Drury volunteered to write a newsletter post on the flag recycling box located in front of Village Hall. Mr. Jansen also solicited input on any potential events for the Sustainable Living events webpage and outlined the existing events on the webpage. Commissioner Charrette volunteered to write a newsletter article on the Repair Café later in August.

7. OTHER BUSINESS

Mr. Jansen briefly noted the Electric Vehicle Network Infrastructure Study and stated the Commission will plan to have discussions on the study at future meetings.

8. SCHEDULE NEXT MEETING – AUGUST 8, 2023

The Commission reached a tentative consensus to hold its next meeting Tuesday, August 8, 2023, with the possible need to reschedule pending Commissioner availability.

9. ADJOURNMENT

Commissioner Charrette made a motion, seconded by Commissioner Veazie to adjourn the meeting at 8:32 PM.

Roll Call:

Ayes: Chairperson Simon, Commissioners Charrette, Drury, Kopelow, Veazie

Absent: Commissioner Cheng and Lennon

Nays: None

Motion Passes.

Seth Jansen, Secretary



Village of River Forest
Public Works and Development Services

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: August 22, 2023
To: Sustainability Commission
From: Seth Jansen, Management Analyst
Subj: Consideration and Approval of Recommendation for Proposed Polystyrene Foodware Ordinance

At the June 13 meeting, the Commission was asked to consider a local ordinance that would prohibit food establishments from selling or distributing disposable food service containers composed of polystyrene foam. During the meeting, the Commission reached a consensus to have an ordinance drafted that conforms, as closely as possible, to the ordinance that was recently adopted by the Village of Oak Park phasing out the use of polystyrene foam foodware. The Commission also directed Staff to invite businesses affected by the proposed ordinance to attend the July 11, 2023, meeting to hear their input and potentially poll such businesses to see if polystyrene foam foodware is used.

Letters were mailed directly to all affected businesses at their respective mailing addresses on June 30. A copy of this letter was also emailed. A follow-up email was sent on August 7 inviting affected businesses to the August 22 meeting. All communication included information about the proposed ordinance change, included a link to a brief, 3-question survey seeking to assess the current use of polystyrene foam by affected businesses, and noted that all are welcome to attend the meeting to learn more and or provide comments. This can be viewed at www.vrf.us/StyrofoamOrdinance.

The Commission reviewed the draft ordinance at the July 11 meeting and provided further input. As drafted, the proposed ordinance will prohibit the use of polystyrene foam foodware beginning January 1, 2024 for larger businesses and taking effect January 1, 2025 for smaller businesses. The draft ordinance also mandates the Village to perform education and outreach efforts regarding the prohibition during the first four months of 2024, through April 30, 2024, with no citations to be issued during that time.

At the August 22 meeting, the Sustainability Commission will hear any public comments and determine if any further changes to the proposed ordinance are needed. If none, the Commission may make the following motion: move to approve the recommendation of the proposed ordinance change to the Village Board of Trustees.

Recommendation: Motion to recommend to the Village Board of Trustees to approve an ordinance prohibiting the use of polystyrene foodware.

Attachment: Draft Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE RIVER FOREST VILLAGE CODE REGARDING POLYSTYRENE FOAM FOODWARE FOR DELIVERY OR TAKE-OUT ORDERS OF FOOD OR BEVERAGES

WHEREAS, the Village of River Forest (“Village”), is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, the Village’s Comprehensive Plan declares that “[e]nvironmental sustainability is a multi-faceted principle that aims to reduce negative impacts on the environment and preserve natural resources to ensure quality of life for future generations. Often sought through dedicated initiatives, sustainability informs every component of a municipality by emphasizing that we are conscious of how we affect the world around us;” and

WHEREAS, polystyrene foam is frequently used in the provision of food products, including food containers and packaging, often in the form of coffee cups and take-out food containers; and

WHEREAS, polystyrene foam is not biodegradable and difficult to recycle; and

WHEREAS, alternatives to polystyrene foam are much more widely accessible and available as we learn more about the harm that polystyrene foam products have on the environment and human health; and

WHEREAS, the Village’s Sustainability Commission considered the regulation of polystyrene foam foodware as set forth in this Ordinance at meetings held on June 13 2023, July 11, 2023, and _____, 2023; and

WHEREAS, the Sustainability Commission sought input from Village business owners potentially affected by the regulation of polystyrene foam foodware as set forth in this Ordinance, and the business owners were invited to share their comments and attend a Sustainability Commission meeting to voice their opinions; and

WHEREAS, the Sustainability Commission voted by a vote of _____ in favor and _____ against at its meeting on _____, 2023; and

WHEREAS, after considering a variety of materials available to it, the Sustainability Commission recommended that the President and Board of Trustees regulate polystyrene foam foodware as proposed in this Ordinance in order to better protect the public’s health, safety and welfare, by reducing waste occurring from the distribution of polystyrene foam foodware except when allowed by this Ordinance; and

WHEREAS, the Village has the authority to “regulate the places where and the manner in which any beverage or food for human consumption is sold,” pursuant to 65 ILCS 5/11-20-2; and

WHEREAS, the Village has the obligation to “regulate and inspect retail food establishments in the municipality” in accordance with local ordinances and regulations, pursuant to 65 ILCS 5/11-20-16(a); and

WHEREAS, the Village has the authority to “define, prevent and abate nuisances,” pursuant to 65 ILCS 5/11-60-2; and

WHEREAS, the Village has determined that limiting the distribution of polystyrene foam foodware in the Village would reduce the amount of waste generated by polystyrene foam foodware, thereby reducing the environmental impact from such waste; and

WHEREAS, the President and Board of Trustees of the Village have determined that limiting the distribution of polystyrene foam foodware is a reasonable and necessary regulation of places where beverage or food for human consumption are sold; and

WHEREAS, the President and Board of Trustees of the Village find and declare that the unnecessary distribution of polystyrene foam foodware is a nuisance and a significant detriment to the public’s health, safety and welfare; and

WHEREAS, in order to best serve the public’s health, safety and welfare, the President and Board of Trustees of the Village desire to make certain amendments to the Village of River Forest Village Code (“Village Code”) regarding the use of polystyrene foam in places of eating, as set forth below;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

SECTION 2: Amendments. That the Village Code is hereby amended as follows, with additions underlined:

Amendment One:

Section 6-5-1 of the Village Code, titled “Definitions,” is amended as follows by adding the following definitions:

“ * * *

DISPOSABLE FOOD SERVICE CONTAINER: Serviceware designed for one-time use. “Disposable food service container”

includes, but is not limited to, serviceware for take-out foods, bakery products, and leftovers from partially consumed meals. “Disposable food service container” does not include polystyrene foam coolers or ice chests that are used for the processing or shipping of seafood or serviceware that is used to contain, transport, or otherwise package raw, uncooked, or butchered meat, poultry, fish or seafood.

* * *

POLYSTYRENE FOAM: Blown polystyrene and expanded or extruded foams using a styrene monomer

* * **

Amendment Two:

Section 6-5-2.Q. of the Village Code, titled “Single-Use Foodware,” is amended as follows by deleting the overstricken language

3. Other Plastics. Businesses in the Village are encouraged to make every effort to reduce use of plastic bags, ~~polystyrene foam~~ and excess packaging.”

Amendment Three:

Section 6-5-2.R. of the Village Code, titled “Polystyrene Foam Foodware,” is added as follows:

1. Except as provided in subsections 2 and 3 of this section, food establishments may not sell or distribute a disposable food service container composed in part or in whole of polystyrene foam packaging on or after January 1, 2024.
2. A food establishment with an annual gross income under \$500,000 per location as stated on the food establishment’s income tax filing for the most recent tax year as provided to the Village shall comply with this section on or after January 1, 2025.
3. Exceptions. The prohibitions set forth in this section shall not apply in the following situations:
 - a. Supplies and services provided in response to a public health or other emergency that is declared by a governmental body with jurisdiction in the Village.
 - b. Any polystyrene foam that is prepackaged with or attached to any food or beverage products by the manufacturer prior to receipt by the food dispensing establishment;

- c. Any not-for-profit corporation; or
 - d. A federal, state, or local governmental agency that provides food to needy individuals at no or nominal charge.
4. Enforcement: The Village shall perform education and outreach efforts regarding the prohibition contained in this section during the first four (4) months of 2024 through April 30, 2024. No citations shall be brought against food establishments for violations of this section during said time. Thereafter, a food establishment in violation of this section shall be given one (1) written warning beginning on May 1, 2024 prior to a citation being issued against the food establishment. Citations may be issued against any food establishments pursuant to subsections 1 and 2 above without a warning being previously issued that violate this section beginning January 1, 2025 and thereafter.
 5. Conflict with State Law. If any provision of this section conflicts or is otherwise inconsistent with a provision of state law, the more stringent or restrictive provision shall prevail and shall be enforced by the Village.

SECTION 3: Continuing Effect. That all parts of the Village Code not amended herein shall remain in effect.

SECTION 4: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 5: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 6: Effectiveness. That this Ordinance shall be in full force and effect upon its passage and approval according to law.

PASSED this _____, 2023 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this _____

Catherine Adduci, Village President

ATTEST:

Jonathan Keller, Village Clerk

DRAFT