



**Village of Lincolnwood Environmental Commission  
Village Hall Council Chambers  
Thursday, August 18, 2022  
7:00 P.M.  
Special Meeting Agenda**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes from the May 23, 2022, Environmental Commission Meeting**
- 4. Chairperson Report**
- 5. Commissioner's Report**
- 4. New Business**
  - a. Fall Clean Up Event
- 5. Old Business**
  - a. Oaktobertfest
  - b. Sustainability Plan
- 6. Staff Report**
- 7. Public Comment**
- 8. Adjournment**

Date Posted: August 15, 2022

By: Brendon Mendoza, Assistant to the Public Works Director



**Village of Lincolnwood Environmental Commission Meeting  
Village Hall Council Chambers  
Monday, May 23, 2022  
7:00 P.M.**

**Meeting Minutes**

**1. Call to Order**

The meeting was called to order at 7:25 pm by Chairperson Ahmed.

**2. Roll Call**

**Members Present**

Najia Ahmed, Chairperson  
Tabassum Qurashi, Commissioner  
Amreena Suri, Commissioner  
Jonathan Powell, Commissioner  
Nashra Mohammed, Commissioner

**Members Absent**

Sharon Mau, Commissioner

A quorum was present.

**Others Present**

Brendon Mendoza, Staff Liaison  
Atour Sargon, Trustee Liaison  
Edith Makra, Director of Environmental Initiatives, Metropolitan Mayors Caucus

**3. Approval of Minutes from the March 28, 2022, Environmental Commission Meeting**

Commissioner Qurashi made a motion to approve the minutes. The motion was seconded by Commissioner Powell.

Upon roll call the results were:

AYES: Commissioners Powell, Mohammed, Qurashi, Suri

NAYES: None

The motion passed.

**4. Chairperson Report**

**a. Memorial Day Parade**

Chairperson Ahmed asked if there was any interest from the Commission in participating as the Environmental Commission for the Memorial Day Parade.

## **b. Members of the Commission**

Chairperson Ahmed mentioned that a couple of Commissioners have resigned as well as some members' terms will be ending and is seeking to have the number of members adjusted to seven (7) to be able to still to hold meetings to avoid issues with future meetings due to a lack of quorum. Staff Liaison Mendoza stated he would look into this.

## **c. Channel Clean Up Event**

Chairperson Ahmed asked the Commission if they were interested in organizing another Channel Clean Up Event.

## **d. July Meeting**

Chairperson Ahmed informed the Commission that Commissioners Powell and Suri will not be able to attend the July Environmental Commission Meeting. The Commission discussed scheduling a Special Meeting due to the lack of quorum for the regular July Environmental Commission. Staff Liaison Mendoza stated that he will poll the Commission on dates and times that work for the group for a Special Meeting and follow-up after receiving availability from the Commission.

## **5. Commissioner's Report**

None.

## **6. New Business**

### **a. Oaktoberfest**

Staff Liaison Mendoza informed the Commission of available dates and times for the 2022 Oaktoberfest event. The event is able to be held in the Community Center on either Saturday, October 22, 2022 from 4:00 pm to 7:00 pm or Sunday, October 23, 2022 from 12:00 pm to 4:00 pm. The Commission agreed on Sunday, October 23, 2022 from 1:00 pm to 3:00 pm. Staff Liaison Mendoza informed the Commission that he will confirm the date and time with the Parks and Recreation Department for use of the Community Center.

## **7. Old Business**

### **a. Sustainability Plan**

Guest speaker, Edith Makra, Director of Environmental Initiatives of the Metropolitan Mayors Caucus ("MMC") opened the discussion by explaining the Greenest Region Compact ("GRC") and the framework tool that is used to assist communities in formulating a sustainability plan and set goals. Edith Makra explained the goals of the GRC, along with other initiatives that the MMC collaborates on.

The Commission then discussed the next three sections of the Sustainability Plan, Land, Leadership, and Mobility.

Chairperson Ahmed asked if there were any comments or questions for the Land Section. Commissioner Powell asked if there were any goals to redevelop brownfield sites within the Village. Staff Liaison Mendoza stated that he will look into this.

Chairperson Ahmed added that, in regard to being a Tree City, if there was a possibility and cost-effective way to label or install plaques around Lincolnwood to have information of specific trees when the trees are being planted. Staff Liaison Mendoza informed the Commission that in other communities there are keychains that can be attached to the trees as a way to label them

and can be cost effective and that this could be an idea for the future. Trustee Sargon also mentioned the idea of QR Codes, tree tours, or maps to assist with being able to get residents more informed.

Chairperson Ahmed then moved on to the Leadership section and asked if anyone had any questions or comments. There was none.

Chairperson Ahmed then moved on to the Mobility section and asked if there are any questions or comments. Commissioner Powell commented that the City of Chicago has an anti-idling law that does not allow idling in certain areas and asked if that is something that is possible for the Village to adopt. Staff Liaison Mendoza informed the Commission that staff at the Public Works Department already have an informal policy to reduce idling but can work towards formalizing the policy in the internally and potentially externally in the future.

Chairperson Ahmed also brought up the idea of electric scooters. She wanted to know if there are any codes in the Village in regards to electric scooters. Staff Liaison Mendoza informed the Commission that he was not aware of any codes specially for electronic scooters but will look into it. The Commission asked if there is an opportunity for Divvy within the Village. Staff Liaison Mendoza stated he will reach out to Divvy to learn more and see if this is a possibility in the future.

## **8. Staff Report**

### **a. Lincolnwood in Bloom**

Staff Liaison Mendoza updated the Commission that Lincolnwood in Bloom will be posted publicly and once it is posted he will inform the Commission of the different entries received after the deadline.

### **b. Mayor's Monarch Pledge**

Staff Liaison Mendoza informed the Commission that Lincolnwood has recently adopted the National Wildlife Federation Mayor's Monarch Pledge in April.

## **9. Comments from the Public**

None.

## **10. Adjournment**

Commissioner Qurashi made a motion to adjourn the meeting at 8:45 p.m. Commissioner Powell seconded the motion.

Upon roll call the results were:

AYES: Commissioners Powell, Mohammed, Qurashi, Suri

NAYES: None

The motion passed.

By: Brendon Mendoza, Assistant to the Public Works Director

# Environmental Commission Special Meeting

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AUGUST 18, 2022

7:00 PM

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# Agenda

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- Call to Order
- Roll Call
- Approval of Minutes From the May 23, 2022 Environmental Commission Meeting
- Chairperson Report
- Commissioner's Report
- New Business
  - Fall Clean Up Event
- Old Business
  - Oaktobefest
  - Sustainability Plan
- Staff Report
- Public Comment
- Adjournment

# Call to Order

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# Roll Call

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Approval of Minutes  
from the May 23, 2022  
Environmental  
Commission Meeting

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# Chairperson Report

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# Commissioner's Report

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# New Business

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# New Business

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## **Fall Clean Up Event**

- Discussion of a potential Environmental Commission clean up event along a Village trail or park.

# Old Business

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# Old Business

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## **Oaktoberfest**

- Discussion regarding planning of Oaktoberfest.

# Old Business

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## **Sustainability Plan**

- The Environmental Commission is reviewing sections of the GRC (Greenest Region Compact) Framework Tool at each meeting until all sections are reviewed.
- After a complete review of the GRC, the Commission will create a draft Sustainability Plan and present the draft plan to the Village Board for consideration.
- The Municipal Operations and Sustainable Communities sections of the GRC Framework Tool will be reviewed during this meeting.





**OBJECTIVE**

Category

**GOAL**

> STRATEGY

+ ADVANCED STRATEGY

Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact initials

Notes

Link to Resource

<i>MO1</i>	<b>Support or create an interdisciplinary team to coordinate internal sustainability efforts</b>	X						Environmental Commission
<i>MO2</i>	<b>Dedicate staff to direct sustainability initiatives</b>	X						EC Staff Liaison
<i>MO3</i>	<b>Leverage state/federal and private grants and resources to advance sustainability</b>		X					Recently the Village was awarded \$7,500 for installation of a EV Charging Station through ComEd/MMC. Other examples are USEPA sustainable community grants, MWRD stormwater partnership and green infrastructure funding.
<i>MO4</i>	<b>Educate and train staff on sustainability practices</b>		X					Staff attends sustainability seminars, trainings, and attends MMC Environmental Committee Meetings. Additional opportunities could be by providing incentives for Village staff who obtain recognized certification in sustainability such as sustainable facilities management, emergency efficiency

*Lead by demonstrating sustainable*



## OBJECTIVE

Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials
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Link to Resource

Lead by

*values and practices*

<b>MO5</b>	<b>Achieve third party certification for sustainable public facilities</b>
<b>MO5a</b>	>Achieve LEED or Green Globes certification for public buildings
<b>MO5b</b>	>Achieve Sustainable Sites Certification for public landscapes
<b>MO5c</b>	>Achieve ENVISION certification for public infrastructure
<b>MO6</b>	<b>Formalize sustainability goals and plans</b>
<b>MO6a</b>	>Adopt the Greenest Region Compact
<b>MO6b</b>	>Use the GRC Framework to create a sustainability plan and formally adopt it
<b>MO+7</b>	<b>Consolidate and/or share the delivery of public services with other local governments</b>
<b>MO+8</b>	<b>+ Establish municipal finance practices to re-invest cost savings into sustainability initiatives</b>

				X						
				X						<a href="#">Y</a>
				X						<a href="#">Y</a>
				X						<a href="#">Y</a>
		X							Currently in progress through the Environmental Commission reviewing the GRC2 document as a framework	
		X							Adopted 4/19/16	<a href="#">Y</a>
		X							Also the Climate Action Plan	<a href="#">Y</a>
		X							Member of the Municipal Purchasing Initiative (MPI),Sourcewell, and Suburban Purchasing Cooperative	<a href="#">Y</a>
						X				

Operations

*Integrate sustainability into*

<b>MO9</b>	<b>Adopt an environmental purchasing policy</b>
<b>MO10</b>	<b>Extend useful life of physical assets</b>

				X						<a href="#">Y</a>
		X							Fleet Division and Building Maintenance Division extend useful life of physical assets	

**MUNICIPAL OPERATIONS**



**OBJECTIVE**

Sustainable C

*sustainability into all municipal operations*

- MO11 **Manage special events sustainably**
- MO+12 **Integrate sustainability into capital planning**
- MO+13 **Inventory, assess and manage municipal assets sustainably**

Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials
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Potential zero waste events such as Lincolnwood Fest

[Link to Resource](#)

Municipal Fleet

*Operate a safe, clean and efficient fleet*

- MO14 **Operate a safe, clean and efficient fleet**
- MO14a >Conduct baseline fleet analysis
- MO14b >Optimize fleet performance by reconciling tasks and vehicle types
- MO14c >Increase fleet efficiency through driver education and training
- MO14d >Modify and retrofit vehicles to use alternate fuels
- MO14d > Migrate fleet to alternate fuel vehicles
- MO15 >Certify as an IEPA Illinois Green Fleet
- MO15 >Join Chicago Area Clean Cities Coalition and report reduction of petroleum fuel consumption annually
- MO+17 **+ Collaborate with businesses, industry leaders and other agencies to develop alternative fuel infrastructure**

				X			
	X						
				X			
				X			
				X			
				X			
	X						
				X			
				X			
				X			
				X			

Creation of formal anti-idling policy, fuel switching or electrification (where feasible), and fleet observance of posted speed limits (in non emergencies).

Interested in formalizing anti idling policy, and effective driving training


Hybrid Police Squad SUVs

[Y](#)

[Y](#)

[Y](#)

[Y](#)

			OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Link to Resource
Data Management	<b>Collect and manage data to advance sustainability</b>	MO18	Track, analyze and manage data to advance sustainability					X			Through assistance of a GRC2 Liaison or consultant retained by the Village Board	<a href="#">Y</a>	
		MO18a	>Establish performance metrics					X					
		MO18b	>Collect and organize data						X				
		MO18c	>Report and share data						X			Northwest Municipal Conference Surveys	
		MO18d	>Continue to track and monitor data over time	X								Public Works Annual Report	
		MO+10	+ Use 'smart' technology to efficiently manage waste, water, fleet, air and energy data						X				

SUSTAINABLE COMMUNITIES	Category	GOAL	OBJECTIVE	+ ADVANCED STRATEGY	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact initials	Notes	Link to Resource	
Arts and Culture	Promote cultural vibrancy in the community	SC1	Preserve and maintain the community's historic assets							X					
		SC2	Integrate historical and cultural assets through community programming								X				
		SC3	Formalize support for culture and the arts		X									Art displays at Village Hall and Art/Craft Fair at Lincolnwoodfest	
		SC4	Engage community volunteers through an arts/culture-oriented citizen advisory group							X					
		SC5	Foster understanding of diverse cultural traditions		X									Recognition at Village Board Meetings	<a href="#">Y</a>
		SC6	Promote beauty and livability in community design, stewardship, and through partnerships		X									Stewardship through Community Cleaning Events	
Health & Safety	Foster a culture of health, safety and wellness	SC7	Protect all residents from the effects of pollution		X								Creation of anti-idling ordinance, bicycle lanes on busy streets such as Pratt Avenue (In progress), restoring the tree canopy on Village property and encouraging homeowners to preserve and protect old growth trees)		
		SC8	Create a community that is resilient and well-prepared for disaster		X								Police, Fire, Public Works Departments, FEMA training, stormwater master plan		
		SC9	Connect community members to existing services that support health and wellness		X									Parks and Recreation/Library Programs	
		SC10	Ensure high quality essential human services programs are available and utilized								X				
		SC11	Collaborate with state and federal partners to prepare for and respond to pest and disease threats to public health		X									North Shore Mosquito Abatement District	



## OBJECTIVE

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Already achieved  
In Progress  
Planned for next 6 months  
Planned for next 12-18 months  
Interested in pursuing  
Not planned  
Not relevant  
Contact initials

Link to Resource

SC12	Collaborate to offer active and healthy lifestyle programs to residents	X							Parks and Recreation Department events	
SC+13	+ Support balanced, active play for families	X							Parks and Recreation Department events	<a href="#">Y</a>
SC+13 a	>Become recognized as a Playful City USA						X			<a href="#">Y</a>
SC+14	+ Prioritize safe practices and collaborate to reduce accidental injuries and death	X							Police & Fire Departments	
SC+14 a	>Become certified as a Safe Community						X			<a href="#">Y</a>
SC+15	+ Integrate planning, policies and programs to accommodate residents of all ages and abilities	X							Parks and Recreation Department events	
SC16	Educate and engage the community in a sustainable food culture					X				
SC17	Incorporate local and healthy options into public food-service procurement and events						X			
SC18	Support and promote family and community gardens				X				Engage local schools	
SC+19	+ Analyze and asses the current food system						X			
SC+20	+ Support innovative technologies for food production and distribution						X			
SC21	Cultivate and preserve a welcoming and inclusive community character		X						Diversity Flag Program, Recognition of cultural events through Village Board Meetings	<a href="#">Y</a>
SC22	Support social justice and equity throughout the community		X							<a href="#">Y</a>
SC23	Promote diversity of housing stock accessible to diverse residents						X			<a href="#">Y</a>
SC24	Distribute public services and resources equitably in the community		X							
SC25	Promote third party certification for sustainable private facilities						X			

Local Food

*Increase access to sustainably grown local food*

Social Justice

*Sustain community principles that are welcoming, inclusive and equitable*



## OBJECTIVE

Already achieved  
In Progress  
Planned for next 6 months  
Planned for next 12-18 months  
Interested in pursuing  
Not planned  
Not relevant  
Contact Initials

Link to Resource

Sustainable Community

Promote a sustainable identity for the community

SC25a	>Promote green certification for private buildings					X			<a href="#">Y</a>
SC25b	>Promote ENVISION certification for private infrastructure					X			<a href="#">Y</a>
SC26	Develop and maintain a community brand that highlights sustainability		X					Village Strategic Plan and drafting of Sustainability Plan through EC	<a href="#">Y</a>
SC26a	>Participate in the Green Office Challenge					X			<a href="#">Y</a>
SC+27	+ Assess sustainability achievements relative to comparable cities					X			
SC27a	>Participate in the STAR Community Rating System					X			<a href="#">Y</a>
SC28	Incentivize green building in new construction and re-construction				X				<a href="#">Y</a>

Policy

Assure local policies and codes support sustainability

SC29	Identify existing Code impediments sustainable building and site best practices				X				
SC30	Develop housing policies, programs, and regulations designed to support and promote sustainability				X				
SC31	Revise and/or develop codes to promote sustainable building and site practices				X				
SC32	Enact policies to preserve dark skies				X				<a href="#">Y</a>
SC+33	+ Incentivize green building in new construction and re-construction				X				<a href="#">Y</a>
SC+34	+ Require third-party green building certification for appropriate new construction				X			Especially commercial and industrial developments	

SC35	Educate the community about sustainability initiatives using existing municipal communication outlets (i.e., cable TV, newsletters)		X					Facebook, Village website, and newsletter	
SC36	Assure community education messages are accessible in all languages and formats		X					Village website has options for many languages	



**OBJECTIVE**

Already achieved  
 In Progress  
 Planned for next 6 months  
 Planned for next 12-18 months  
 Interested in pursuing  
 Not planned  
 Not relevant  
 Contact Initials

Link to Resource

Education

*Cultivate community values based on principles of sustainability*

- SC37 Use community festivals, lectures, workshops and other events to share information about sustainability
- SC38 Distribute sustainability information and resources provided by other allied organizations and government agencies
- SC39 Collaborate to incorporate sustainability into school curriculum
- SC40 Collaborate to assure equitable access to quality education in the community
- SC+41 + Formalize an environmental education strategy
- SC+42 + Develop/ distribute a green building manual

X  
 X  
 X  
 X  
 X  
 X

Lincolnwood Fest EC Booth/Oaktoberfest  
 Village website and handouts at Public Works

[Y](#)

SUSTAINABLE COMMUNITIES

and Engagement

*Cultivate community values based on principles of sustainability*

- SC43 Utilize strategic partnerships with other community organizations to promote sustainability
- SC44 Participate in regional and national sustainability networks
- SC45 Encourage the community to participate in sustainability initiatives and events
- SC46 Establish or strengthen an inter and intra/agency Green Team
- SC47 Engage residents in sustainability initiatives through an environmentally-focused citizen advisory group
- SC48 Foster positive communication and collaboration among local and regional institutions
- SC49 Reach out and remove barriers to include all residents in civic affairs

X  
 X  
 X  
 X  
 X  
 X  
 X

SWANCC  
 SWANCC, MMC Environmental Committee  
 Electronics Recycling, Arbor Day Planting, Community Clean Up Events, and Lincolnwood in Bloom  
 Environmental Commission  
 Creation of a Go Green Lincolnwood Group





**OBJECTIVE**

Outreach and Eng

			Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact initials	Link to Resource
SC49	Reach out and remove barriers to include all residents in civic affairs		X								
SC50	Host environmentally focused event(s)		X								Electronics Recycling and Documents Shredding, Arbor Day Planting, Oaktobefest, Clean Up Events
SC51	Encourage residents and businesses to contribute their time and resources to sustain the community		X								Community Clean Up Events <a href="#">Y</a>
SC52	Promote green building practices to residents, businesses and developers					X					<a href="#">Y</a>
SC+53	Create an award or recognition program to encourage and report sustainable behaviors for residents at home		X								Lincolnwood in Bloom Contest, but other contests could be developed <a href="#">Y</a>
SC+54	Create an award or recognition program to encourage and report sustainable actions by local businesses					X					<a href="#">Y</a>

# Staff Report

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# Public Comment

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# Adjournment

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