

VILLAGE OF HOFFMAN ESTATES
SUSTAINABILITY COMMISSION AGENDA

Tuesday, December 2, 2025 @ 6:00pm
Alexa Room – Village Hall

1. CALL TO ORDER

This meeting was called to order at 6:04 PM.

Members in attendance: Amy Hartsough, Chair; Hannelore Conley; Amy Decker; Sheila Schwartz; George Tuhowski; Deepak Bhojwani

Members absent: Lorraine Leisenberg; Sana Zafer; Anna Newell, Trustee

Others in attendance: Aaron Howe, Staff Liaison

2. PUBLIC COMMENT

No members of the public attended this meeting.

3. APPROVAL OF MINUTES

a. October 7, 2025

MOTION by Commissioner Schwartz, SECOND by Commissioner Tuhowski; 6-0 AYE

b. November 4, 2025

MOTION Commissioner Conley, SECOND by Chairperson Hartsough; 5-0 AYE.
Commissioner Tuhowski abstained.

4. STAFF LIAISON REPORT

a. Explanation of Recent Email Calendar File Communications from the Village

Mr. Howe provided an explanation concerning recent calendar updates and invites sent by a Village administrative assistant. Mr. Howe confirmed that no action is required from commissioners.

Commissioners requested an updated roster with current contact information. Mr. Howe will distribute updated rosters.

Commissioners provided feedback pertaining to the recent snow response operation. Mr. Howe will report comments back to Public Works.

b. Public Works Open House and Community Pride Award Feedback

Mr. Howe reported that the Public Works Open House and Pumpkin Smash event was successful, with nearly 450 attendees. A total of 1.93 tons of pumpkins were collected for composting.

The next meeting of the Sustainability Commission is scheduled for January 20, 2026 @ 6:00PM.

Chairperson Hartsough recommended additional signage near the pumpkin drop location to remind guests to remove candles and decorations (stickers, etc.) from pumpkins before they are dropped and composted.

Commissioners recommended better wayfinding signage during the event, including signage for food.

Volunteer commissioners who attended the Community Pride Recognition event reported that the event was successful as well. Commissioners recognized Commissioner Schwartz for presenting during the event.

c. Off-season Composting Options for Residents

Mr. Howe reported that the Village continues to pursue alternative recommendations/options for residents that are interested in composting year-round. Collective Resource likely still provides opt-in service to residents in the Village, but Mr. Howe would need to confirm that.

Additional information will be provided to Commissioners when it becomes available.

d. Simple Recycling Follow-up

Mr. Howe will attempt to confirm that Simple Recycling continues to offer collection services to Hoffman Estates residents.

e. Village Website Follow-up

Mr. Howe stated that work to update the Village website is ongoing. Recent efforts have focused primarily on core Village services, online bill-pay functions, and improvements to frequently accessed content. Updates to commission pages have been delayed but will be completed as soon as time allows.

5. OLD BUSINESS

a. 2026 Planning | Sustainability Day Event | Commissioner Areas of Interest

Mr. Howe reported on a variety of regional events that are similar to a Sustainability Day event, including Morton Grove's Sustainability Expo and Recycling Fest, Chicagoland Environmental Network's Repair Cafes, McHenry County Repair Fair and Green Living Expo, Schaumburg Township Environmental Fair, and Streamwood's Environmental Resource Fair. Mr. Howe recommended subcommittee members research existing regional options to determine if Commissioners may choose to participate in an established event or if there are lessons to learn from event coordinators. Commissioners discussed possibilities for a Hoffman Estates event, including a mix of presenters, exhibitors, targeted

educational content. Subcommittee members will prepare preliminary event plans for a future meeting of the commission.

Commissioner Conley recommended identifying various age groups within the Village to target content that may have a greater impact.

Commissioner Decker proposed looking at existing events, like the Village's August recycling event, for the possibility of expanding on what is already a well-known event, even if the commission is offering something in a "drive through" manner.

Commissioner Conley recommended utilizing existing advertising methods, such as the new 59|90 electronic message boards, in addition to others owned by the Village and Park District.

The commission approved establishing subcommittees to pursue the feasibility of the following initiatives for 2026: Green Business Program revival and a Sustainability Day. Individual commissioners may volunteer for the 2026 Bon Appetit event, August recycling event, and the Public Works Open House.

The Sustainability Day subcommittee is comprised of Commissioners Schwartz and Conley, with the support of Chairperson Hartsough.

The Green Business Program Revival subcommittee is comprised of Commissioners Tuhowski and Bhojwani, with the support of Ms. Hartsough. Mr. Howe will follow up with Commissioner Zafer concerning participation in this subcommittee.

b. Green Business Program Revitalization and Green Business Association

Mr. Howe provided background on the Green Business Program, noting that it was originally designed to encourage and recognize local businesses that implement sustainable practices such as renewable energy use, waste-reduction, proper disposal and recycling, and green building or construction efforts. Participating business previously completed an online application to be reviewed by the Commission and evaluated based on an established scoring system. Mr. Howe reported that the program has been effectively inactive for several years.

Recently, commissioners have discussed revitalizing the program by developing a more detailed and substantive application process, identifying clearer benefits for recognized businesses, and creating a renewal component to ensure participating businesses continue to meet sustainability standards. Commissioners have also previously discussed the concept of a Green Business Association, a network of like-minded businesses that could share best practices, provide feedback, and collaborate on public outreach initiatives, like the Oswego Downtown Business Association model.

Commissioners Tuhowski, Bhojwani, and Zafer have expressed interest in assisting with the redevelopment of the program's framework. Mr. Howe has begun drafting initial concepts and will share materials with interested commissioners soon.

Commissioner Tuhowski reported that the program originally aligned with LEED certification requirements and development standards that were harder to follow. Mr.

Tuhowski proposed shifting the program to highlight sustainable efforts as a positive reinforcement, regardless of a scoring system.

Mr. Tuhowski will contact the Illinois Green Alliance to reference additional resources to revise the Hoffman Estates program.

Commissioner Schwartz proposed also providing recommendations to businesses. Ms. Schwartz offered to contact the Chamber of Commerce as a resource.

6. NEW BUSINESS (6:55 PM)

a. Commissioner Survey Results – Meeting Schedule Discussion

Commission survey results were discussed and future meeting dates on the third or fourth Tuesday of the month remain options. Mr. Howe will identify a schedule and distribute updated meeting invites.

7. OTHER

8. ADJOURNMENT

The meeting adjourned at 7:24 PM.