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CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
COMMUNITY AUDITORIUM
THURSDAY, February 23, 2017 – 6:00 P.M.

	Mayor Pete Truax	Mitch Taylor, Chair
Brian Schimmel		Jacob Rose, Vice Chair
Deke Gundersen		John Hayes
Robin Lindsley		Melanie Estrada Lopez
Hope Kramer		Dale Feik

All public meetings are open to the public and all persons are permitted to attend any meetings except as otherwise provided by ORS 192:

➔ Citizen Communications – Anyone wishing to speak on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. Each person must state his or her name and give an address for the record.

All public meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, at (503) 992-3235, at least 48 hours prior to the meeting.

CALL TO ORDER:

Sustainability Commission Present: Chair Mitch Taylor, Robin Lindsley, John Hayes, Melanie Estrada, Brian Schimmel, Deke Gundersen, Jacob Rose, Dale Feik
Excused Absence: Hope Kramer
Council Present: Mayor Truax
Staff Present: Jon Holan Community Development Director, Rob Foster Public Works Director, Brandi Walstead Program Coordinator
Guests: Nicholas Levesque

1. REGULAR MEETING: Chair Taylor called the meeting to order at 6:01 PM.

A motion was made by Commissioner Schimmel to elect Commissioner Rose as Vice Chair; the motion was seconded by Commissioner Feke. Discussion: Chair Taylor asked if Commissioner Rose will be graduating this year, Mr. Rose stated that he will not be, he is currently a Junior. Motion passed unanimously.

Chair Taylor reminds members of the Commission that there are four positions on the Commission that need to be recruited for.

2. COMMUNITY COMMUNICATIONS: None

3. CONSENT AGENDA: Chair Taylor asked for any changes or corrections to the January meeting minutes. Commissioner Lindsley pointed out that the date for the State of the City Address is incorrect, should be February 27th.

Vice Chair Rose moved to accept the meeting minutes with the correction by Commissioner Lindsley, seconded by Commissioner Lindsley. Discussion: none. Motion passes unanimously.

4. **ADDITIONS/DELETIONS:** none presented

5. **COUNCIL LIAISON REPORT:**

Mayor Truax provided a report.

February 8th was City Hall day, which is sponsored by the League of Oregon Cities. Mayors, Councilors and Staff are invited to Salem to meet with their Legislators in the opening days of the long session. Mayor Truax, Tom Johnston, Tim Rippe, Ron Thompson were present as representatives as well as Jesse VanderZanden. Mitch Farris a student of Forest Grove High School also attended. Farris is working on a Senior Project to increase the visibility of students on various Boards and Commissions.

Mayor Truax attended a meeting in Portland for the previously reported committee dealing with Transit charges and how to make fares affordable for those in low income brackets. That is an ongoing conversation. The meeting members figured that the program would cost anywhere between 3-5 million dollars over a two year period. Considering that, there would need to be buy-in among both private and public entities.

Annual Town Hall meeting took place on January 28th. We discussed among other things the Local Option Levy. The decision is to go back to voters for extension of the Levy; the longer conversation will be for how much. We are currently at $1.60 per thousand, that amount will not sustain us. $1.90 per thousand would sustain but we would be losing cash forward at the end of each year and would prevent us from presenting a balanced budget. If we were to add needed services and to keep the cash forward at a stable place would likely run closer to $2.00-$2.10, which would be a 50 cent increase. Next Monday there will be a work session dealing with the Levy.

February 27th, next Monday will be the State of the City Address luncheon in conjunction with Mayor Dalin for the City of Cornelius.

The Chehalem Ridge Open House was a week ago and was very well attended. There were a number of people who provided a good number of comments in support of what Metro is doing there and suggestions on how to improve it.

Mayor Truax provided an update of projects that were presented at the last City Council meeting on February 13th.

Further at the City Council meeting there was a discussion with the Fire Chief, Chief Kinkade concerning an intergovernmental agreement with Gaston Rural Fire District. They will be employing Chief Kinkade as their Fire Chief. It is similar to the agreement with Cornelius and may be a precursor to discussions on a Fire Authority for Western Washington County.

The City will be spending $2500 from Administrative Services to support Communities of Color current research for diversity studies in Washington County.

A resolution was also passed that was sponsored by Councilor Rippe that declares the City of Forest Grove an Inclusive Community for all persons regardless of race, color, national origin, immigration, refugee status, religion, sex, gender identity including gender expression, sexual orientation, mental and physical ability, veteran status or age. This resolution passed unanimously 7 to 0.

Mayor Truax reviewed the Agenda for the next City Council meeting.

6. STAFF REPORT:

Ms. Walstead:
Provided a reminder to the Commission concerning an email that was sent out on a workshop between citizens and government officials concerning clean air that will take place on March 15th, this is a free workshop and the link for registration was provided. Commissioners Feik and Estrada-Lopez felt that they would attend the workshop as will Ms. Walstead.

Attended the Washington County Technical Wasteshed Committee where Theresa Koppang with Washington County Solid Waste & Recycling and Pam Peck with Metro provided information on Mandatory Food Scraps Collection Policy planning. Both Mayor Truax and Commissioner John Hayes sit on the Impact Committee for that program. Ms. Peck volunteered to provide a presentation to the Sustainability Commission and Ms. Walstead will work to schedule that with her for either the March or April meeting.

Requested the status on the Hard to Recycle event, Chair Taylor stated he spoke with Elaine Cole who stated that they had wanted to combine that event with the Bulk Waste Day not the Shred Event. Ms. Cole had been in touch with Heather Robinson with Washington County Solid Waste & Recycling concerning the project. Ms. Cole has a packet of information and is ready to roll with it, there is just someone needed to roll it out. She did not know the date of the event, Ms. Walstead will check with Paul Downey on the date and report back to Chair Taylor.

Ms. Walstead will be attending a seminar on Resiliency Strategies for the New Normal, which is a look at watersheds and adapting to climate change. Ms. Walstead will report back to the Commission next month on the event.

Mr. Holan:
Regarding affordable housing: because the meeting ended up being mostly focused on homelessness which was a sidetrack we held a special February meeting on the 22nd. There was good discussion on various barriers with a consensus of what those barriers are. There were originally about 28 potential policy issues and only three of those were taken off the board. We are continuing on with about 25 and they will be discussed in March in order to

evaluate them. Another point of discussion was evaluation criteria. Originally it was intended to be five meetings with the February meeting being a special meeting outside of that. Farmers Market will be coming up; we have a city booth that is set up primarily on First Wednesdays. The Sustainability Commission should be thinking on whether they want use of the booth on specific dates, the first two Wednesdays of May are filled. Public Works is scheduled for the First Wednesday of May; Mr. Foster indicated that they will be providing fresh tap water for drinking and that there would be room if the Sustainability Commission desires to share the booth. Commissioner Schimmel stated that through a mini-grant the Sustainability Commission has carry-over spots from last season, there are two more occasions for that plus access to their marketing collateral.

7. Topic Area: Pacific University Pipeline.

Nick Levesque: The desire is to streamline the outline for submitting and determining suitable pipeline projects. The outline will likely be refined as the process moves forward and the main objective is to eliminate as many barriers as possible to getting students on board. The outline was adjusted to easy to understand the scope of the project so that they can determine if they want to jump on board with it. Students do not want to read through pages and pages of information. This would also assist in determining if it is more appropriate for a semester project, senior project or if it should be sent to various clubs and organizations. Mr. Levesque stated that they can look at setting deadlines for when the outline would need to be turned in from both the Commission and the student.

Mr. Levesque and Commissioner Rose reviewed the content of the outline with the Commission and provided a description of how it should be filled in.

Commissioner Rose: The intent is to have a form and information for Mr. Levesque while he is attempting to find a student to work with but also to not have it be a huge exposition for commissioners either. If other materials are needed after a fit is found, that will be worked on separately. Until a list of deadlines is set, the academic calendar can be utilized which will be emailed by Mr. Levesque along with the outline to be used for pipeline projects.

8. Topic AREA: Annual Workplan Review.

Commissioner Lindsley pointed out that with the exit of some Commissioners lately it leaves some of the Workplan areas without enough individuals to work on the topics.

Chair Taylor addressed the possibility of prioritizing the large and smaller goals thinking currently in the ability to accomplish tasks.

There was discussion around the Sustainable Pub Series with Commissioner Feik stating that he was pleased the Commission decided on a quarterly series rather than one large fair. Commissioner Lindsley pointed out that she had sent emails to the group notifying of the planning meetings and there had been little to no response. This topic was the second highest on the priority list and she feels that there should be more help from the other Commissioners in planning. Three possible dates were sent out and one was chosen, being April 21st. Bull

Run Cider has been contacted for participation for the first series with other local locations being on the list for future series. The room has been reserved and the permit submitted.

Commissioner Gundersen addressed that the current model that the Commission is taking is that everyone attempts to gain support for the areas that they are passionate about and are rarely able to put enough people together for a sub-committee. The other option is to prioritize the list and all Commissioners take a role in completing the task in order to get it off of the list. He stated that chairing something and finding people to take part is more difficult than chairing something and knowing that he has the use of the other Commissioners to complete the task. Commissioner Gundersen felt that the Commission needs to reflect on whether they are currently successful or if there is a better model.

Chair Taylor discussed the time commitment of serving on the commission and not realizing the commitment that you sign up for. In order to accomplish the tasks within the work plan the commitment is more than the once a month full meeting of the commission. Chair Taylor wishes to ensure that new members joining the commission are fully aware of the level of commitment they are making.

Mayor Truax stated that as an outsider seeing the listing of workplan and champions; it is a lot of stuff. The recommendation was made that the commission take one or two items to accomplish and knock the socks off of it. There is only so much energy within the commission.

Chair Taylor stated that the commission needs to reprioritize the list of the workplan. He stated that there may be individual opportunities that arise that make it necessary to rework the priority list at times. The new model may need to be developed bearing in mind that with all of the passion there are still limitations to what can be accomplished. That prioritization comes with bearing in mind that everyone is saying yes to committing to assisting in accomplishing the task at hand.

Vice Chair Rose stated that he feels that if all commissioners buy into a single idea at a time; it could be very powerful. The types of tasks that are wanted to tackle, it takes time; it takes a lot group formation time and two hours a month is not enough.

Chair Taylor reminded the group that they will chip away at things locally which in turn chips away at things regionally and regional accomplishments chip away at things globally. It appears that we will not be able to accomplish everything on our list, so the discussion is morphing in how to do things better.

Commissioner Schimmel disagreed with changing the model that is currently used; he feels that project management simply needs to be improved on.

9. COMMISSIONER COMMUNICATIONS:

Commissioner Estrada addressed natural resources. The symposiums and pubs are a good idea to help citizens be aware of what they can do to support clean water, oil and soil issues. We would like to find a speaker and set aside one of the quarterly pubs for this topic.

Commissioner Feik discussed watersheds being increased in communities and tightening logging rules near streams; these were topics recently in the news. He further asked Mr. Foster about use of salt and sand on roads during hazardous road conditions. Mr. Foster stated that he is not a fan of using anything but that it is a balance between environment and safety. The City of Forest Grove uses magnesium chloride but only in critical areas. He has been notified that magnesium chloride is less of an impact on water than sodium chloride.

Commissioner Lindsley requested information about schools being able to apply on their own for grants. Ms. Walstead will speak with Paul Downey to obtain information. Commissioner Schimmel addressed the CEP process coming up with applications being due in April. The Commission is able to apply for two grants.

Chair Taylor stated that he was donated 25 bicycles by Washington County Bike Transportation Coalition. The Coalition has a bike repair shop and they are willing to sign on to bike maintenance agreement. The bikes will currently be in Chair Taylor's spare room, two other Commissioners offered storage space until the program is up and going, if it gets there.

10. FUTURE AGENDA TOPICS: Chair Taylor stated the workplan will be readdressed at the next meeting with project management determination. There will be two presentations for mini-grants. CEP Grant proposals will be presented therefore the meeting will be extended and will begin at 5:30 p.m.

13. Plus/Delta: None presented at this time.

14. ADJOURNMENT: The meeting was adjourned at 8:06 P.M.

Respectfully Submitted,
Brandi Walstead, Program Coordinator
City of Forest Grove

Approved by the Forest Grove Sustainability Commission:

Date: March 23, 2017