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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION**

Community Auditorium

THURSDAY, April 27, 2017 – 6:00 P.M.

Mayor Pete Truax

Mitch Taylor, Chair
Dale Feik
John Hayes
Robin Lindsley
Melanie Estrada Lopez

Jacob Rose, Vice Chair
Deke Gundersen
Hope Kramer
Brian Schimmel
(Kayleigh DeBruyne)

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.

A G E N D A

TOPIC	PREPARATION	PROCESS
<u>COMMUNITY COMMUNICATIONS</u> 1. Anyone wishing to speak on an issue not on the agenda? Time: 6:00 / 5 minutes Purpose: Listen Leader: Chair	None	- State name and address for the record. - Limit comments to three minutes or less.
<u>CONSENT AGENDA</u> 2. Any objection, or edits, to accept meeting minutes? Time: 6:05 / 5 minutes Purpose: Decision Leader: Chair	Read previous meeting minutes and subcommittee minutes (attachments). Be prepared to offer edits.	- Chair polls the team for edits. - Accepts the minutes, with edits, if no objection.
<u>ADDITIONS/DELETIONS</u> 3. What changes, if any, should we make to the agenda? Time: 6:10 / 5 minutes Purpose: Input Leader: Chair	None	Chair polls the team.
<u>COUNCIL LIAISON REPORT</u> 4. Is there relevant information from the City Council to share?	None	Liaison informs the Commission on actions and plans by the City Council those are pertinent.

Time: 6:15 / 10 minutes Purpose: Listen Leader: Mayor Truax		
<u>STAFF REPORT</u> 5. Are there actions required by this body regarding City initiatives? Time: 6:25 / 15 minutes Purpose: Listen, Decision Leader: Jon Holan, Brandi Walstead		Jon and Brandi inform on the status of initiatives that intersect the City Council or external agencies.
<u>Mini-Grant Proposal-Wildlife Conservation Habitat Project</u> 6. Should the Commission award CEP mini-grant funds to this project? Time: 6:40 / 5 minutes Purpose: Input Leader: Erin Morgan	Read the application. Be prepared to ask questions and share your initial preference and your reasoning.	• Questions and additional information regarding the min-grant request. • Decision to award CEP funds.
<u>Mini-Grant Proposal-Shake & Fold Spanish Campaign</u> 7. Should the Commission award CEP mini-grant funds to this project? Time: 6:45 / 5 minutes Purpose: Input Leader: Cecelia Warner	Read the application. Be prepared to ask questions and share your initial preference and your reasoning.	• Questions and additional information regarding the min-grant request. • Decision to award CEP funds.
<u>COMMERCIAL FOOD COMPOST</u> 8. Metro and Washington County will present information related to commercial food composting. Time: 6:50 / 30 minutes Purpose: Listen Leader: Jennifer Erickson/Thomas Egleston	None	• Representatives from Metro and Washington County Solid Waste & Recycling will give about a 15-20 min presentation followed by a Q&A session.
9. <u>CURRENT PROJECT PLANNING: SUST PUB</u> Focused planning for current projects. Time: 7:20 / 15 minutes Purpose: Decision Leader: Robin Lindsley	Be prepared with relevant information or resources	• Determine speaker • Determine date • Determine location • Determine format
10. <u>CURRENT PROJECT PLANNING: NEWS ARTICLE</u> Focused planning for current projects. Time: 7:35 / 5 minutes Purpose: Decision Leader: Chair	Be prepared with relevant information	• Determine individual for first article and submittal date • Determine topic for approval
<u>COMMISSIONER COMMUNICATIONS</u> 11. Is there information relevant to Commissioners? Time: 7:40 / 15 minutes Purpose: Listen Leader: ALL	Identify relevant information	Chair polls the team. Chair may suspend; share information post-adournment.

<u>FUTURE AGENDA TOPICS</u> 12. What topics are necessary for the next meeting? Time: 7:55 / 5 minutes Purpose: Input Leader: Chair	Identify relevant topics for the following meeting	Chair polls the team.
<u>ADJOURNMENT</u> 13. Is there any objection to adjourn the meeting? Time: NA Purpose: Decision Leader: Chair	None	Chair adjourns the meeting if no objection.

Please call Jon Holan at (503) 992-3224 if you cannot attend.

* Items under Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Commission members who wish to remove item(s) from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).