

**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
COMMUNITY AUDITORIUM**

THURSDAY, April 27, 2017 – 6:00 P.M.

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

Council Present: Mayor Truax

Staff Present: Jon Holan, Community Development Director; Paul Downey, Administrative Services Director

Guests: Cecilia Warner; Erin Morgan, Forest Grove Community School; Jennifer Erickson, Metro; Thomas Egleston, Washington County

1. COMMUNITY COMMUNICATIONS: None

2. CONSENT AGENDA: Chair Taylor asked for any changes or corrections to the February meeting minutes. No changes or corrections were identified.

Commissioner Lindsley moved to accept the meeting minutes as presented, the motion was seconded by Commissioner Kramer. Discussion: none. Motion carries unanimously.

3. ADDITIONS/DELETIONS: none presented

4. COUNCIL LIAISON REPORT:

Mayor Truax provided a report.

The City Council is beginning the budgeting process. There will be two or three budget committee meetings in May and the recommendation from those will be carried forward to the last City Council meeting of the fiscal year, June 26th.

Aquatic Center fees were raised at the last meeting on Monday, April 24th. There was an increase of fees by 7.5%, this is in order to help offset the increase to minimum wage, and the other portion will be covered through the general fund.

The evaluation process has begun for the City Manager. At Monday's meeting we adopted the criteria to be used in that evaluation. It should be complete by the middle of August, with the salary adjustment retroactive to July 1, 2017.

City Council heard from the adhoc transient lodging tax task force. They outlined their recent work and proposed a 2% TLT, which would raise approximately \$40,000 for the City.

Mayor Truax made a trip to Washington D.C. and met with officials in the Department of Transportation. This was to promote three issues of concern: Hwy 217, I5 at the Rose Quarter and I205 around the Abernathy Bridge. The Legislature is meeting and there has been no progress on the 1.6 Billion dollar shortfall and the Transportation package.

5. STAFF REPORT:

Mr. Holan provided the staff report. Mr. Holan informed the Sustainability Commission that the only significant topic involved the Latino Summit. There is need and desire to move forward with planning for the year. It has historically been sponsored by the Sustainability Commission with Edgar Sanchez formerly with the Sustainability Commission and Brionna Larios with CCI actually heading up the efforts in 2016. The city is asking at this point if the Sustainability Commission has objection to having CCI take oversight of that event. Commissioner Schimmel stated that he feels it cannot be in the format of the ATM in order to receive participation from the Latino community; Mr. Holan stated that the Latino Summit should be less formal but also pointed out that there was very good participation from the Latino community at the 2017 ATM. Mr. Schimmel went on to state that making this transition would be consistent with the relationship between CCI and the Sustainability Commission over the past couple of years. Members had no objection to the change and therefore, Mr. Holan will notify CCI that they may move forward with planning. Vice Chair Rose and Commissioner Lindsley who serve on the Sustainability Commission's Social Equity subcommittee request to assist CCI in that endeavor. Mr. Holan will pass that information along and is also staff support for that commission.

6. MINI-GRANT PROPOSAL: SHAKE N FOLD SPANISH PRINT

Cecilia Warner: Ms. Warner provided a sample sticker from the English print that was funded by mini-grant dollars earlier in the grant cycle. Ms. Warner provided weights of paper towels taken as a sample from Forest Grove Community School from four various dates. Commissioner Kramer asked for clarification from the last mini-grant closeout report where it states that all the elementary schools in Forest Grove were provided decals in

English. Ms. Warner clarified that all elementary schools were covered except for Eco Shaw who would not take the decals because they were not bi-lingual. Commissioner Feke inquired about the budget reflected in Ms. Warner's application, in-kind contributions show \$13,000. Mr. Feke asked if that is solely based on this project. Ms. Warner stated that it includes Wednesday Market booths due to this being the major message that they have been expressing.

Commissioner Hayes made a motion to approve the mini-grant as presented; the motion was seconded by Commissioner Schimmel. Motion carried unanimously.

7. MINI-GRANT PROPOSAL: WILDLIFE CONSERVATION HABITAT PROJECT

Erin Morgan, Forest Grove Community School:

This project is intended to engage third and fourth grade students who would research native wildlife and would have the opportunity to explore the topic outside of the classroom and then create a mock visitor center in their classroom. They would then create a Quest, which is an interactive exploration with boxes that users find with clues included.

Commissioner Hayes abstained from discussion and voting.

Commissioner Lindsley made a motion to approve the mini-grant as presented, motion seconded by Vice Chair Rose. Motion carries unanimously.

8. COMMERCIAL FOOD SCRAPS PROJECT PRESENTATION:

Jennifer Erickson from Metro provided a presentation of Metro's Food Scrap Program for Businesses with Thomas Egleston from Washington County providing information specific to Forest Grove. The presentation included a summary of impact within Washington County and the anticipated phases of implementation. It is currently anticipated that local jurisdictions would be asked to address the issue through local code amendments by July 2018.

9. CURRENT PROJECT PLANNING: SUST PUB

There was discussion among commission members as to what the name should be, there was not a final title decided upon. Commission Lindsley will make a general announcement about the upcoming series without a title. It was further decided that the commission will readdress date and location of the first series on Monday, May 1st. The first topic will be given by Commissioner Gundersen and will address what Sustainability is. Mr. Gundersen will also check with Theater in the Grove about being able to host the pubs at their location.

10. CURRENT PROJECT PLANNING: NEWS ARTICLE

It was expressed that the News Times will need a 2 week lead time on articles. Chair Taylor stated he will contact them and that with that will write the first article for submission. Follow on articles will be written by the following:

- Vice Chair Rose – Backyard burning and will contact Commissioner Hayes for testimony previously given on the topic.
- Commissioner Hayes – LED lighting
- Commissioner Lindsley- Dry land farming

11.COMMISSIONER COMMUNICATIONS:

Further discussion was given to other topics on the Annual Work Plan:

- Recycling bins in schools: Commissioner Schimmel stated that there has been collaboration with Washington County Solid Waste & Recycling. There needed to be a capacity assessment done, that was planned for Joseph Gale. Mr. Schimmel will conduct follow up.
- Hard to Recycle event: planning to commence for fall event. Vice Chair Rose will put out information on this to the Pacific Pipeline.

Discussions occurred in regards to filling of vacant seats. Chair Taylor will conduct follow up with the City Recorder and Mayor on the topic. Commission members felt that there had been individuals that they know who put in applications and had been interviewed, however, there had been no packets go to City Council.

12.FUTURE AGENDA TOPICS:

None discussed

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

14. ADJOURNMENT: The meeting was adjourned by consensus.

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

Approved by the Forest Grove Sustainability Commission:

Date: May 25, 2017