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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
ZOOM WEBINAR & COMMUNITY AUDITORIUM
THURSDAY, MAY 27, 2021 – 6:00 P.M.**

MEETING MINUTES Approved by Commission on June 24, 2021.

CALL TO ORDER: Chair Nieves called the meeting to order at 6:05 PM.

Sustainability Commission Present:

Amber Nieves
Tonya Johnson
Ed Uecker

Johanna Peeters Weem
Greg Arrigotti

Robin Lindsley
Steven Barnard

Absent, Unexcused: Fallon Harris

Absent, Excused: Elena Uhing, Paul Downey

Staff: Elizabeth Stover

Guests: None.

- 1. Community Communications:** None.
- 2. Commissioner Communications:** Nieves read the mission statement. Lindsley provided an overview of the United States Department of Agriculture (USDA) Community Compost and Food Waste Reduction grant opportunity. Lindsley inquired about in-person meetings; staff replied that hybrid is difficult if some members wish to meet in person and other members are not yet comfortable doing so, it would require both virtual and in-person accommodations. Nieves received onboarding documents created by the Community Policing Advisory Commission (CPAC) and will send it to the commission for review. Members to comment at the next meeting if they would like to revise the Sustainability Commission onboarding document. Nieves discussed that the City has developed a Tourism Strategic Plan. Nieves will not be present for June meeting; Harris to potentially step-in.
- 3. Consent Agenda:** Lindsley suggested changing the name of the Legacy Guide, as listed in the April minutes under item #9. Nieves suggested the “Sustainability Commission New Member Onboarding Guide.” Nieves moved to approve the April minutes, Uecker seconded; unanimous approval.
- 4. Agenda Additions/Deletions:** Lindsley requested Nieves add “mini” to item #6 on the agenda to read “mini-grant”. Nieves to add a CPAC subcommittee discussion and remove items 11 & 12 in Uhing’s absence.
- 5. Economic Development Commission (EDC) Reach Out:** Nieves reached out to the EDC chair about collaboration opportunities. Nieves and the chair are meeting June 3; more information to come.
- 6. Community Enhancement Program (CEP) Mini-Grant Application Update:** Arrigotti reviewed the questions added to the application. Commission agreed that it is difficult to measure demographics. Johnson suggested revising the questions to be general and not specific. Commission agreed, Arrigotti to revise. Staff to send the most recent application from Arrigotti to the commission for review.

7. **CEP Grant Mural & Adopt-a-Garden:** Harris absent; no discussion on Adopt-a-Garden. Barnard and Eden Acres are working with Terry O'Day and the Pacific University Art Department to develop mural designs. Location would be the building adjacent to the Post Office. Nieves suggested Barnard continue to update the commission, work with the City on process, and submit a mini-grant application to the commission. Lindsley and Barnard discussed soliciting art from the community, as well. Staff to reach out to the Public Arts Commission liaison regarding the previous mural process.
8. **Work Plan 2021:** Nieves reviewed the latest draft of the Work Plan. Uecker had questions about the criteria for affordable housing. Nieves suggested he ask Uhing. Uecker asked for information on the American Rescue Plan (ARP); staff to send a link to the ARP to the commission.
9. **Burn Plan Discussion:** Johnson updated the commission regarding the Burn Plan subcommittee meeting and discussion. Subcommittee would like information from Uhing and Council on expectations for the Burn Plan. Discussion also centered on air quality measuring equipment and the current lack of monitoring in Forest Grove. Uecker to reach out to a former Sustainability Commission member as a possible resource.
10. **Diversity, Equity, and Inclusion (DEI) Update:** Stover updated the Commission on the City's DEI efforts: Consultants MIG, Inc., met with the City's DEI Team to review the information from the interviews and focus groups; a staff survey will go out followed by staff listening sessions; Council, department heads, and DEI Team will receive DEI training; MIG will conduct more community outreach and engagement; the DEI Plan will be developed; and all City staff will receive DEI training. Updates on the City website will follow, including focus group findings.
11. **Community Civic Engagement:** Uhing absent; no update on community civic engagement. Stover discussed a recent meeting between staff and Pacific University's McCall Center for Civic Engagement and possible collaboration opportunities between students, the City, and the commission.
12. **Council Liaison Report:** Councilor Uhing absent, excused.
13. **Staff Report:** Metro reduced tonnage to the transfer station from 99,000 tons per year to about 77,000 tons per year. This would result in about \$22,000 less in revenue for CEP grants.
14. **Future Agenda Topics:** For the June meeting:
 - Free Food Resources Update – Michelle Larkins (30 minutes)
 - Civic Engagement & Mini-Grant Outreach/Education
 - Work Plan 2021 – Chair/Co-Chair
 - Burn Plan
 - DEI Update – Staff
 - Mini-Grant Application Update – Arrigotti and Lindsley
 - USDA Grant – Robin Lindsley
 - Mural & Adopt-a-Garden – Barnard and Harris
15. **Adjournment:** Nieves adjourned the meeting at 7:43 pm.

Respectfully Submitted,
Elizabeth Stover, Program Coordinator
City of Forest Grove
Approved by the Forest Grove Sustainability Commission: 6/24/21