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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
ZOOM WEBINAR & COMMUNITY AUDITORIUM
THURSDAY, JULY 22, 2021 – 6:00 P.M.**

MEETING MINUTES Approved by Commission on August 26, 2021.

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

Sustainability Commission Present:

Ed Uecker

Tonya Johnson

Johanna Peeters Weem

Greg Arrigotti

Robin Lindsley

Absent, Unexcused: Fallon Harris

Absent, Excused: Elena Uhing, Paul Downey, Steven Barnard

Staff: Elizabeth Stover

Guests: None

1. **Community Communications:** None.
2. **Commissioner Communications:** Chair Nieves read the Sustainability Commission mission statement.
3. **Consent Agenda & Review Minutes:** Lindsley wanted to change “drive” to “hard drive” in the minutes, item #5. Lindsley moved to approve, Nieves seconded. Unanimous approval.
4. **Agenda Additions/Deletions:** Remove Council update and the mural mini-grant application.
5. **Bev Maughan’s Retirement Celebration:** Staff provided update on the retirement party plans: the City will have a drop-in ceremony in the Community Auditorium for public and staff. Light snacks are provided. Lindsley would like to add live music and food trucks. Commission would like to know how to support the City in the retirement celebration.
6. **Mural Mini-Grant Application:** Agenda item deleted.
7. **Legacy Guide (Sustainability Onboarding Sheet):** Nieves stated that the Legacy Guide was decided by the Commission as it is the Commission’s document. Keep the original name: Sustainability Onboarding Sheet. Two edits were approved by the Commission: correct Peeters Weem’s name and add Robert’s Rules of Order. Nieves moved to approve and Johnson seconded. Unanimous approval.
8. **Community Enhancement Program (CEP) Mini-Grant Application Update:** Arrigotti updated the application. Nieves moved to approve, Arrigotti seconded. Unanimous approval. Lindsley stated she would like the Commission to have an opportunity to share food at each meeting in the near future to build a sense of community.
9. **Work Plan 2021-22:** Nieves polled the group about prioritizing the Work Plan and suggested three priorities: Burn Plan, mini-grants, and free food resources website. The subcommittee would work on the Burn Plan and the rest of the Commission would support the subcommittee. Commission agreed to not change the Work Plan.
10. **Burn Plan Discussion:** Subcommittee had not met; move the Burn Plan to the next agenda. Subcommittee members to bring a proposal on how the rest of the Commission can support their work.

- 11. Agenda Discussion:** Nieves stated that prioritizing the Work Plan, and after the Commission had gotten up to speed from a year apart, the agenda will not be as full. Group agrees the agenda does not need to be adjusted.
- 12. Council Liaison Report:** Uhing absent, excused.
- 13. Staff Report:** Mayor Truax has formed a committee to plan the City's Sesquicentennial Celebration. Meetings are monthly and includes businesses, community organizations, and would like to include boards and commissions members. Lindsley agreed to be a committee member representing the Sustainability Commission.
- 14. Future Agenda Topics:** For the August meeting:
- Mural Project Mini-Grant
 - Bev Maughan's Retirement Party
 - Burn Plan
 - Food Web Mini-Grant, Diane McKinnon
- 15. Adjournment:** Nieves adjourned the meeting at 7:11 pm.

Respectfully Submitted,
Elizabeth Stover, Program Coordinator
City of Forest Grove

Approved by the Forest Grove Sustainability Commission: Date: August 26, 2021