



*A place where families and businesses thrive.*

**CITY OF FOREST GROVE  
SUSTAINABILITY COMMISSION  
Community Auditorium**

**THURSDAY, FEBRUARY 22, 2018 – 6:00 P.M.**

Dale Feik, Chair	Council Liaison, Elena Uhing	Deke Gundersen
Amber Nieves, Vice Chair		Jacob Rose
Brian Schimmel		Tabitha Merten
Robin Lindsley		Kenneth Cobleigh
Hope Kramer		

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.

**AGENDA**

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	<ul style="list-style-type: none"> <li>State name and address for the record.</li> <li>Limit comments to three minutes or less.</li> </ul>
<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.	<ul style="list-style-type: none"> <li>Chair polls the team for edits.</li> <li>Accepts the minutes, with edits, if no objection.</li> </ul>
<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? Time: 6:15 / 10 minutes Purpose: Listen Leader: Councilor Uhing	None	Liaison informs the Commission on actions and plans by the City Council those are pertinent.

<p><b><u>STAFF REPORT</u></b></p> <p>5. Are there actions required by this body regarding City initiatives?  Time: 6:25 / 5 minutes  Purpose: Listen, Decision  Leader: Brandi Keelan</p>		<p>Liaison informs on the status of initiatives that intersect the City or external agencies.</p>
<p>6. <b><u>MINI-GRANT APPLICATION:</u></b>  <b><u>Sunflower Garden Revitalization</u></b>  Should the Commission award CEP mini-grant funds to this project?  Time: 6:30 / 10 minutes  Purpose: Decision  Leader: Brian Schimmel/Amy Staats</p>	<p>Be prepared to ask questions and share your initial preference and your reasoning.</p>	<ul style="list-style-type: none"> <li>• Questions and additional information regarding the mini-grant request.</li> <li>• Decision to award CEP funds.</li> </ul>
<p>7. <b><u>CURRENT PROJECT PLANNING:</u></b>  <b><u>KNOWLEDGE PUB</u></b>  Focused planning for current projects.  Time: 6:40 / 10 minutes  Purpose: Update  Leader: Deke Gundersen/Robin Lindsley</p>	<p>Update  Be prepared with relevant information or resources</p>	<ul style="list-style-type: none"> <li>• Discuss any further advertising</li> <li>• Discuss location per email communications</li> <li>• Discuss roles of Commissioners at the pub, if any.</li> </ul>
<p>8. <b><u>CURRENT PROJECT PLANNING:</u></b>  <b><u>TOPICAL ARTICLES</u></b>  Focused planning for current projects.  Time: 6:50 / 10 minutes  Purpose: Discussion  Leader: Chair Feik</p>	<p>February Article: Robin Lindsley  March Article: Dale Feik</p>	<p>Provide feedback</p>
<p>9. <b><u>CURRENT PROJECT PLANNING: Good Neighbor Agreements</u></b>  Focused planning for current projects  Time: 7:00/ 10 minutes  Purpose: Discussion  Leader: Chair Feik</p>	<p>Identify relevant information</p>	<p>Chair polls the team.  Chair may suspend; share further information post-adjourment.</p>
<p>10. <b><u>HOMELESS OBJECTIVES</u></b>  Is there relevant information to be shared with the Commission?  Time: 7:10/ 10 minutes  Purpose: Discussion/Decision  Leader: Brian Schimmel</p>	<p>Review Recommendation to City Council</p>	<p>Provide feedback  Chair polls the team on whether to send forward to City Council  Chair may suspend; share further information post-adjourment.</p>
<p><b><u>GREENHOUSE GAS INVENTORY</u></b>  11. Is there relevant information to be shared with the Commission?  Time: 7:20/ 10 minutes  Purpose: Discussion  Leader: Chair Feik</p>		<p>Chair Feik provides information.  Is there action to be taken?  Chair may suspend; share further information post-adjourment.</p>
<p><b><u>HOUSING CO-OPS</u></b>  12. Is there relevant information to be shared with the Commission?  Time: 7:30/ 10 minutes</p>		<p>Ms. Merten provides information.  Is there action to be taken?</p>

<b>Purpose: Discussion</b> <b>Leader: Tabitha Merten</b>		Chair may suspend; share further information post-adjournment.
<u><b>FOOD RELATED BUSINESS GROWTH</b></u> <b>13. Is there relevant information to be shared with the Commission?</b> <b>Time: 7:40/ 10 minutes</b> <b>Purpose: Discussion</b> <b>Leader: Robin Lindsley</b>		Ms. Lindsley provides information.  Is there action to be taken?  Chair may suspend; share further information post-adjournment.
<u><b>COMMISSIONER COMMUNICATIONS</b></u> <b>14. Is there information relevant to Commissioners?</b> <b>Time: 7:50/ 5 minutes</b> <b>Purpose: Discussion</b> <b>Leader: ALL</b>	*Mr. Cobleigh – set social time to share resumes of each Commission member	Chair polls the team.  Chair may suspend; share further information post-adjournment.
<u><b>FUTURE AGENDA TOPICS</b></u> <b>15. What topics are necessary for the next meeting?</b> <b>Time: 7:55 / 5 minutes</b> <b>Purpose: Input</b> <b>Leader: Chair</b>	Identify relevant topics for the following meeting	Chair polls the team.
<u><b>ADJOURNMENT</b></u> <b>16. Is there any objection to adjourn the meeting?</b> <b>Time: NA</b> <b>Purpose: Decision</b> <b>Leader: Chair</b>	None	Chair adjourns the meeting if no objection.

**Please call Brandi Walstead at (503) 992.3298 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).