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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
COMMUNITY AUDITORIUM
THURSDAY, MARCH 22, 2018 – 6:00 P.M.**

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

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: Chair Feik called the meeting to order at 6:02 PM.

Sustainability Commission Present:

Dale Feik	Robin Lindsley	Kenneth Cobleigh
Brian Schimmel	Tammy Banek-Rydman	Jacob Rose

Council Present:

Elena Uhing

Staff Present:

Paul Downey, Administrative Services Director
Kari Kent, Administrative Specialist

Guests:

Terry O'Day
Charlie Graham
Devon Downeysmith

1. COMMUNITY COMMUNICATIONS:

None

2. CONSENT AGENDA:

Minutes approved unanimously, as written, without objections.

3. ADDITIONS/DELETIONS:

None

4. COUNCIL LIAISON REPORT:

City of Forest Grove

Councilor Uhing provided a report of City Council –

New commission member Tammy Banek-Rydman was introduced to the commission. Tammy was selected as a Cultural representative. Tammy's mother is Guatemalan. She is 1st generation Guatemalan living here in the United States. She has a rich heritage that has been passed to her through her family's culture.

Important Dates:

- April 3, 7pm, Candidate Forum for Washington County District 4 at the Old Town Church.
- April 9th, 5:30pm, Ethics Training at the Community Auditorium.
- April 10th, 6:30pm, Washington County Chair forum at the City of Forest Grove Library.
- April 19th, 6pm, Begin CEP Grant applications at the Community Auditorium.
- May 21st, CCI's Latino Summit planning phase at Sonrise Church. This even is invite only.
- Friends of the Library are holding a used book sale April 16th – 21st.
- Aquatics Center celebrating its 50th year. June 16th, 9am.

Important Updates:

- Petition going forward to Metro to expand the UGB boundary. The cities participating are: Hillsboro with 150 acres, Beaverton with 1242 acres, Sherwood with 626 acres, and King City with 528 acres. Forest Grove has chosen not to participate at this time.
- State legislature approved first time funding homeless shelters to remunerate for expenses incurred over the past season. They were awarded half a million dollars for the 8 shelters in Washington County.
- The City of Forest Grove did a property purchase. This completes the block of city buildings to expand space for city functions and needs. The Stuntzner building and house on 19th avenue was purchased.
- CEP is in place and moving forward.
- The city council was invited to Washington DC. Mayor Truax, Councilor Rippe and Councilor Johnston represented Forest Grove. They met with our federal representatives and talked about the Community Block Grant possibly going away.
- A revised budget has been released for the Senior Center project. The kitchen will have more functions to better serve the community.
- Citizens Academy with the Police Department is in its 6th week. Next class is scheduled and the dates will be coming out soon.
- Tuality Health Care announced at the council meeting that there will no longer be Emergency Care in Forest Grove. There will be an Urgent Care. Tuality partnered with OHSU and has restructured many of their facilities and functions. They may be using the Forest Grove facility for training purposes.
- Metro moving forward with a half a billion dollar bond proposal for affordable housing. Trying to fast track the bond so it's ready by November of this year. They will have to do a constitutional amendment to use the bond. So this will extend the process. Affordable housing is at the top of the agenda.

5. STAFF REPORT:

Paul Downey provided the staff report -

- Composting coupons will be going out with Waste Management bills in April and May for customers inside city limits. 1 cubic yard of compost from Natures Needs

- Waste Management is presenting to council April 23rd. This will be in regards to the composting program and also about the recycling issues. They want to speak with staff about the costs to recycle. Washington County is adding a surcharge to handle the increase in cost of recycling. Several paper mills that took recycle have closed. China stopped buying our recycles. Many recycles are ending up in the landfills.
- There will be a budget proposal for the street lights to be replaced with LED lights over the next 4 years.
- Council is talking about renewable energy and conservation programs. One example is water saving toilets. The council would like the Sustainability Commission to look into solar power on an individual structure basis. They are interested in all renewable energy options.

6. MINI GRANT APPLICANT: Devon Downeysmith – Latino Summit

Devon presented about the Latino Summit. It will be held Monday, May 21st at Sunrise Church. This is going to be an invitation only dinner event. It will be a meeting of leaders in the cultural communities to encourage participation within the people of their cultural communities. Funds will be used to facilitate and purchase food for the event.

Commissioner Schimmel moved to approve the grant for \$800. Commissioner Rose seconded. Grant approved unanimously by vote.

7. MINI GRANT APPLICANT: Charlie Graham – Roots & Shoots

This program helps children connect to how and where food comes from and is produced. Children get to grow and cultivate their own lunch food. The program has expanded to a during school hours program with the support of Tom McCall.

Commissioner Schimmel moved to approve the grant for \$500. Commissioner Cobleigh seconded. Grant approved unanimously by vote.

8. MINI GRANT APPLICANT: Terry O’Day – Aquaponics

Students were polled to find out what they wanted to improve at school. The request was for a science lab and better food. University students came up with an Aquaponics system that is ran by solar power. This proposal for financial help is primarily for solar panels, battery and remote control.

Commissioner Schimmel moved to approve the grant for \$700. Commissioner Rose seconded. Grant approved unanimously by vote.

9. FUNDING GOOD IDEAS IN FOREST GROVE:

Ms. Lindsley is looking for ideas and discussion about focusing and supporting agriculture based businesses. Ms. Lindsley attended a market meeting in where business building strategies was discussed. She discussed Amy Pearl, who helps people start and grow small businesses. Ms. Lindsley would like to have Ms. Pearl brought in as a guest speaker to the city.

Councilor Uhing will be checking into the city inviting Ms. Pearl as a guest speaker.

10. CURRENT PROJECT PLANNING: KNOWLEDGE PUB

Mr. Rose stated that all promotional materials are out for the April 25th date. Doors open at 7:00 pm at the Forest Theatre. Food from Ridgewalker will be available for purchase at the event. The trivia questions are together and being set up in a power point with prizes for participants.

Chair Feik stated he would like to email each councilor requesting they speak to the chairs of their appointed commissions to put the topic of the Knowledge Pub on their agenda. This would be to get the info out to all the commissions. Chair Feik asked Councilor Uhing if she agreed he should do this; Councilor Uhing stated that he should not, but instead to utilize his council liaison and that he could speak with Devon on a personal level for advertising ideas.

Mr. Feik is also working with the local churches to advertise as well in their newsletters and web sites. Councilor Uhing suggested speaking with library staff to see if the Knowledge Pub flier can be posted at the Library.

11. CURRENT PROJECT PLANNING: TOPICAL ARTICLES

Ms. Lindsley is taking the May article to finish her two part series about food. The first part was submitted today.

The commission was reminded by Mr. Rose and Chair Feik that when writing articles the commissioners need to state that they are a member but the article is not from the commission.

12. CURRENT PROJECT PLANNING: GOOD NEIGHBOR AGREEMENT

The Special Committee is continuing to meet on the second Wednesday of each month. The next meeting will be April 11th, 9-10:30 a.m. All commissioners and public are welcome to attend. Summary of discussion:

1. Agreed that there needs to be more research and that it fits with our Commission Work Plan 2018 for Natural Resources/Industrial Development-to research environmental and public safety issues.
2. The goal is to ensure Clean Air & Water Quality Standards for Forest Grove Residents.
3. Researching initiation of a. Ordinance, b. Resolution, or c. Order as it relates to City of Forest Grove Code to present as a recommendation to Council once research and guidelines are complete.
4. Announce that monthly meetings will be conducted to further define goals and establish guidelines.

Councilor Uhing requested a copy of these items from Chair Feik.

13. CURRENT PROJECT PLANNING: HOMELESS OBJECTIVES

Update Council Liaison Uhing –

Council has agreed that there is a definite need to step into the issue of homelessness. The council is establishing a Technical Advisory Committee (TAC). They will be pulling information about what other cities are doing to take action on the issue. This will make it possible for the council to have deep discussion on how they can take action on the issue as well.

Ms. Uhing deals with affordable housing via working for Habitat for Humanity and deals with these issues regionally. With the population boom that has occurred there is need for 24,000 units. There is no way that need could possibly be met. Washington County will be building 400 units this year and 500 next year. There is great effort being put into this conversation and it will take everyone coming together to deal with it. The city made a decision that Homelessness and Affordable housing was going to be handled as two separate issues. Affordable housing is before the council now. Homelessness is next.

Council is researching if ADU's (accessory dwelling units) are actually a feasible and affordable housing option. This is an ongoing discussion. Tiny houses run into many issues, especially in regard to the Building Codes Division. The topic is still on the table for further discussion.

14. CEP GRANTS:

Mr. Schimmel presented a grant application for review for the mini-grant program. It appears that applicants who apply for grants usually get about 60% of what they ask for. This application cycle the commission is asking for the average of the last 3 years of awarded grants which is \$5,500.

Councilor Uhing suggested that Mr. Schimmel make sure the intention of the request is presented to the committee so they see that only the minimal amount based on the average used is being requested. That way they understand the need for supporting the full amount of the requested funds.

Commissioner Rose moved to accept and submit the CEP Grant application. Commissioner Lindsley seconded. Motion approved unanimously by vote.

15. SUSTAINABILITY COMMISSION MEETING SCHEDULE:

There are a couple of dates that conflict with holidays.

Commissioner Rose moved to adjust the meeting date for November from the 22nd to the 15th and December from the 27th to the 20th. Commissioner Lindsley Seconded. Approved unanimously by vote.

16. COMMISSIONER COMMUNICATIONS:

- Mr. Rose shared that a letter was drafted to show support of the commission for a CEP Grant for a new student internship through the Center for a Sustainable Society (CSS). Mr. Rose is requesting commission approval to sign the letter with backing of the Sustainability Commission.

Commissioner Rose moved to approve the Letter of Support for the CSS CEP Grant application with Mr. Rose as signatory. Commissioner Schimmel Seconded. Motion approved unanimously by vote.

- Mr. Feik stated that the by-laws have been shared with all commission members. It is important to operate under the by-laws set forth for commissions and boards. Further updates include:

- 21 Youth had a ruling in favor of carbon reduction. This will be going to trial this next year.
 - Attended the Environmental Quality Commission Meeting. Made public comment on keeping the earth healthy for future generations.
 - Law Conference in Eugene, OR. Discussed issues about incineration & sludge; uses and disposal.
 - Attended an Ethics Workshop – Teaches lawyers’ ethics. These tie in with what the city attorney shared with commissions.
 - Meeting with Kathryn Harrington – Working on getting current issues out to the public.
 - Center for Health and Environmental Justice training sessions.
- Mr. Cobleigh inquired as to how long the mini-grant program has been in use and how much can be awarded. Mr. Schimmel responded that the Sustainability Commission has been using CEP Grants for 3 years. The Sustainability Commission has averaged \$5,000 to \$6,500 in grant approvals per year and around 10 successful projects a year.
 - Important notes to remember:
 - Recruit at least 3 people to come to Knowledge Pub.
 - Make sure any important dates or topics are noted. The minutes are not used for this purpose and each commissioner is responsible for taking their own notes.
 - When topics need to be discussed it is important not to rush through. Otherwise the appearance of predetermined decision is being given. Mr. Rose has volunteered to time discussions so they will not get cut short or take too long.
 - Pre-meeting Social Event starts at 5:30. This is just before the next scheduled Sustainability Commission meeting. Robin will attempt to provide snacks from Next Dimension or Fraga.

17. FUTURE AGENDA TOPICS:

- Tuality Plains Good Grain, Charlene Murdock – 15 mins
- Mini Grant - Verma Composting - 10 mins
- Debrief Knowledge Pub – 10 minutes

18. ADJOURNMENT: The meeting was adjourned by consensus at 8:06 p.m.

Respectfully Submitted,
 Kari Kent, Administrative Specialist
 City of Forest Grove

Approved by the Forest Grove Sustainability Commission:

Date: April 26, 2018