

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

THURSDAY, JUNE 22, 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: Vice Chair Jacob Rose, Robin Lindsley, Melanie Estrada, Brian Schimmel, Deke Gundersen, Hope Kramer, Dale Feke, John Hayes

Council Present: NA

Staff Present: Jon Holan, Community Development Director; Paul Downey, Administrative Services Director, Brandi Walstead, Program Coordinator

Guests: Cecilia Warner; Molly Westmoreland; Doug Martin; Tabitha Merten

1. COMMUNITY COMMUNICATIONS:

- a. Cecilia Warner provided samples of the Spanish Shake N Fold stickers from the recent mini-grant that was awarded by the Sustainability Commission. Ms. Warner and Ms. Westmorland provided entertainment by way of a song and musical instrument directly related to the project.
- b. Tabitha Merten is working on a project with Oregon Environmental and is conducting air sampling in Forest Grove. Ms. Merten has identified areas such as Rose Grove Mobile, Thatcher City Park and B Street Trail as potential sampling areas. The purpose is to determine if black carbon levels are higher or lower than what science is showing. Ms. Merten requested feedback for other potential areas in keeping with the areas that science is currently focused on to include areas with children, elderly and low income residents. Representative Susan McLain hopes to host a small event to discuss the results of the study; Ms. Merten expects the report to be complete around August. Areas that were suggested to Ms. Merten include Homestead and the north side of the bridge on B Street trail.

2. **CONSENT AGENDA:** Vice Chair Rose asked for any changes or corrections to the May meeting minutes. Mr. Rose himself requested a correction on his name where in one instance his first name was used rather than his last name.

Ms. Kramer made a motion to approve the minutes with the correction, Ms. Lindsley seconded. No discussion. Motion passed unanimously.

3. **ADDITIONS/DELETIONS:** An addition was made by Ms. Walstead for Mr. Schimmel who had not yet arrived. Mr. Schimmel wishes to present the final report for the CEP grant of Collaborative Sustainable Community Mini-grant.

4. **COUNCIL LIAISON REPORT:**
Mayor Truax not present for a report.

5. **STAFF REPORT:**

Mr. Holan reported to the Commission that with Ms. Walstead coming up on three months of military leave, he will have a new employee from Community Development take meeting minutes at the July and August meetings.

The Planning Commissions Westside Plan is complete; it has been presented to the City Council. There will be a hearing on July 10th, 2017 with the second reading occurring in August.

There will be a work session in regards to Affordable Housing on July 10, 2017 from 5:30-7:00 p.m.

Ms. Walstead reported that the Residential food composting final report is complete and will be sent to DEQ at the beginning of the week. In Ms. Walstead's absence, payment requests should be sent to Bev Maughan; Mr. Holan will complete the Agenda, however, Ms. Walstead requested that topics are sent to him more expeditiously than the last couple of months.

6. **CURRENT PROJECT PLANNING: SUST PUB**

The Knowledge Pub will take place on Thursday, June 28th at the Forest Theater. It will run from 7:00-8:30 p.m. Ms. Lindsley will obtain contact information for the theater from Mr. Gundersen in order to receive permission to place easels in the theater to display the Lexicon Posters.

Mr. Hayes recommended printing the digital marketing materials to pass out while mingling at the Farmers Market on Wednesday. Several members of the commission committed to assisting in this.

Ms. Estrada will utilize Canva to put together the poster; Ms. Walstead sent the Sustainability Commission logo to Ms. Estrada last week. Ms. Kramer asked if it is possible to send this to the other commissions and city staff once it has been sent out. Mr. Holan stated that he can do so with the Commissions that he is involved in and therefore has email addresses for. Mr. Gundersen stated that the owner of Forest Theater is open to again hosting this in the future, however, would like it to be done on Wednesdays and although not mandatory would appreciate a \$100 contribution. Mr. Gundersen further recommended that in the future they be prepared to provide guests with the name and date of the next speaker.

7. COMMERCIAL FOOD COMPOSTING

Mr. Doug Martin was present to discuss Commercial Food Composting. Mr. Martin has worked at Pacific University for 10 years in custodial and recycling. There had previously been food composting programs and agreements that recently stopped due to a business closing. Mr. Martin stated that he had spoken to Washington County Waste and Recycling who stated that Commercial Food Composting will soon be mandatory and that it would be beneficial for companies to implement the program early on instead of waiting. Mr. Martin commented that it seemed backwards to begin residential food composting before commercial. Mr. Downey remarked that he has been in contact with Waste Management and that they are looking at a possible rate schedule. He further explained that Commercial Food Waste cannot be delivered to Natures Needs which is why we started with residential. Further, because of this the collection and hauling can be expensive due to location of facilities that are able to accept Commercial Food Waste. Metro's program is not in effect as of yet and still has portions that have to be worked out.

The Commission has previously received a presentation from Metro and Washington County Waste and Recycling in regards to the positive sides of the future program as well as the challenges.

8. COMMISSIONER COMMUNICATIONS:

Mr. Schimmel: presented the final report of the CEP grant as it currently stands. There are four mini-grants with outstanding invoices and therefore an extension was requested and was granted.

Mr. Hayes made a motion to approve the final report, Ms. Lindsley seconded the motion. There was no discussion. The motion passed unanimously.

Vice Chair Rose and Ms. Lindsley attended the CCI meeting to discuss the Latino Forum. They felt that it was productive; Devon Downeysmith volunteered to head the sub-committee. Mr. Rose and Ms. Lindsley will provide support. Mr. Holan reported that the next CCI meeting will be July 11, 2017.

Mr. Hayes: the school districts energy conservation efforts have continued. All of the stadium lights had been converted to LED and although they are not metered separately, previously around 100 amps had been consumed compared to 25 amps now. This project

lends to \$6,000 in savings each year between bulb replacement and labor. The district further spent \$250,000 to upgrade controls on HVAC. These funds were left over from bonds. These units are saving the district a lot of money. The districts had already upgraded all interior lights to the most modern fluorescent lights and are now working on LED conversions.

9. FUTURE AGENDA TOPICS:

None presented

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

14. ADJOURNMENT: The meeting was adjourned by consensus at 7:37 p.m.

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

Approved by the Forest Grove Sustainability Commission:

Date: July 27, 2017