

Mayor Pete Traux

Mitch Taylor, Chair  
Melanie Estrada Lopez  
Deke Gundersen  
Hope Kramer  
Tabitha Merten  
(Kayleigh DeBruyne)

Jacob Rose, Vice Chair  
Dale Feik  
John Hayes  
Robin Lindsley  
Amber Nieves

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 Taylor called the meeting to order at 6:04 PM.

**Sustainability Commission Present:** Chair Mitch Taylor, Melanie Estrada Lopez, Vice Chair Jacob Rose, Deke Gundersen, Tabitha Merten, Amber Nieves

**Council Present:** None

**Staff Present:** Dan Riordan, Acting Community Development Director; Paul Downey, Administrative Services Director; Kari Kent, Administrative Specialist

**Guests:** Teva Needleman, Pacific University Student, Matt Comfort, Pacific University Student and group of Pacific University students observing for sustainability course.

**1. COMMUNITY COMMUNICATIONS:**

Teva Needleman introduced herself as a student from Pacific University. She is asking for the Commission’s help to publish a survey in the utility bill mailing. The survey would be 10 questions to determine if Forest Grove residents would like access to a certification class for building sustainable structures. The survey could be hand filled or residents could go to an online survey service. Ms. Needleman will be providing a final draft of the survey to Chair Taylor for approval and then it can be submitted to the city for the next available utility bill mailing.

Matt Comfort introduced a group of Pacific University students, from a sustainability class, attending to observe City meetings.

**2. CONSENT AGENDA:**

Approval of Minutes: Chair Taylor recommended changes to the August 24, 2017, meeting minutes to correct minor spelling and grammatical errors.

Vice Chair Rose made a motion to approve the August 24, 2017, minutes with corrections.

Ms. Merten seconded the motion. The motion passed unanimously.

**3. ADDITIONS/DELETIONS:**

1. **Deke Gundersen** – Discussion on process for Commission appointments.

2. **Vice Chair Jacob Rose** – Latinex Summit

Planning for the next event is being handled by Devon Downeysmith member of the CCI. Instead of assembling an entire ad hoc committee she will be conducting interviews with members of the community to decide the best way to plan the event. Funds will be needed for catering and a translator. Mr. Rose shared the possibility of mini grant funds for events that serve Forest Grove residents.

Mr. Downy – The city has a \$500 budgeted fund for the Latinex Summit.

3. **Chair Mitch Taylor** – Bike Share

4. **Robin Lindsley** – Solar Forest Grove

**4. COUNCIL LIAISON REPORT:**

The staff liaisons provided the Council liaison report in the absence of Mayor Truax.

On September 25, 2017, City Council approved a resolution to change the name of the Committee for *Citizen* Involvement to the Committee for *Community* Involvement to better reflect inclusiveness.

Also on September 25<sup>th</sup> Metro made a presentation to City Council on the regional commercial food scrap program. The program applies specifically to businesses. According to Metro food waste is the number one contributor to global warming. Businesses in the metro area that produce 1,000 pounds or more of food waste will be required to participate starting in March of 2019. In September 2021 this will change, requiring businesses producing 250 pounds or more to participate.

**5. STAFF REPORT:**

New Community Development Director, Brian Pohl, will start on October 16<sup>th</sup>.

Brandi Walstead will be returning in October.

**6. UCC CHURCH MINI-GRANT:**

Mr. Rose made a motion to approve the UCC Church Mini-Grant, Ms. Merten seconded. Motion passed unanimously.

## 7. CURRENT PROJECT PLANNING:

### **Knowledge Pub:**

Mr. Gunderson suggested the use of generic topics to establish a following. That way, the commission can engage people on a different level and get them interested in the big picture of sustainability.

Ms. Merten would prefer to wait to bring in her guest speaker until the commission is more organized.

Duties to fulfill in order to get some direction before the next meeting:

- Confirm venue for date availability. (Vice Chair Rose/ Mr. Gundersen)
- Mr. Gundersen connecting Chair Taylor to former Knowledge Pub producer to pool advice on the organization of events.
- Research possible guest speakers and relevant local topics. (Collective)
- Have optional dates to give speakers.
- Query Pacific Professors' and CCI for speakers, topics and organizational ideas.
- Personal commitment from each commissioner to bring as many people as they can.

### **Sustainability Articles:**

Chair Taylor and Vice Chair Rose are renewing their promise to write sustainability articles once a month in the *Forest Grove News Times*. The commission would like a 12 month calendar for commissioners to sign up to write about a topic of their choosing.

- *Chair Taylor commits to writing an article to present at the next meeting in October.*
- *Vice Chair Rose will write the November article.*
- *Ms. Nieves will write the December article.*
- *Ms. Merten will write the January article.*
- *Mr. Gundersen will write the June article.*

## 8. COMMISSIONER COMMUNICATIONS:

**Solar Forest Grove** – Chair Taylor on behalf of Robin Lindsley

Mrs. Lindsley met with Tom Beck in regards to Solar Power. The notes below were shared with the commission via Chair Taylor.

Next steps will be as follows:

Research ownership information about property on Thatcher Rd where a former nursery on gravel-covered ground is located, between Purdin and Kemper Roads.

Acquire information from owner(s) about their plans for the property.

Contact Josh Kopczynski, president of DPI Solar again, for attending a future meeting to discuss his responses in an email he sent following our meeting last year with former Light and Power Director, George Cress, Brandi Walstead and Robin Lindsley.

Share copies of the Kopczynski letter (8/22/2016) with appropriate city staff and others interested. Robin will distribute.

Create wording for a motion requesting a “Solar Forest Grove” research mini-grant, to be presented at Sustainability Commission meeting 9/28/17.

Suggested listing helpful questions to guide our planning, such as:

- Is this area of Oregon appropriate for solar arrays to power an area as large as Forest Grove?
- How many acres of land would be required to construct and deliver solar power to our area? (Have heard it could be as small as 3 acres - double check veracity of that amount.)
- Who else needs to be involved in this planning?
- Who can best provide information about how Community solar arrays are already functioning successfully in Oregon and Washington, and elsewhere in the world?
- Why is it appropriate to focus on solar as our “power of choice” for the future?
- What are the current roadblocks to our long-term planning efforts?
- How would the power be delivered from the acreage into the town?
- Is there funding available through FG Light and Power to begin an expanded study of the Solar Forest Grove proposal?

Our next meeting is scheduled for Telvet Coffee at 10 a.m. on October 5, 2017.

The Mayor and the City of Forest Grove has confirmed that a solar array is not a priority right now. The city has a contract with BPA through 2028. The Commission’s job is to raise consciousness on matters like this. The City Council will likely meet in March of 2018 to establish priorities for the upcoming fiscal year. The Commission needs to put something together to present to the concept of Solar Forest Grove to the City Council for future consideration.

Ms. Lindsley suggests hiring a researcher to collect information for the purpose of a creating a solar power proposal to present at the March 2018 council meeting. She is going to have a proposal for a possible mini-grant for this purpose at the next meeting.

Chair Taylor asked how much grant money is left available after the UCC Church Grant is paid out. Staff will follow-up with that information at the next meeting.

**Brian Schimmel – Affordable Housing/ Homelessness:**

- FGSD and Elks Lodge: activated the Weekend Food Backpack Program for 80+ students classified as homeless; includes the exercise of CEP grant dollars and other monetary and donated resources to ensure all needs are met.
- FG Sunrise and UCC Winter Homeless Shelters: actively planning for the 2017-18 shelter season (Nov 20-Mar 30; 4 days/week); includes the exercise of CEP grant dollars to hire two coordinators. Additional services this season include guest 'needs assessments' coordinated by a Pacific public health practicum student.
- Washington County Housing Services and Just Compassion of East Washington County: coordinating county-wide strategies/tactics for shelter operations (e.g., consistent policies, adequate beds, etc.)
- Chamber of Commerce, WA Co. Solid Waste & Recycling and Metro: establishing food donations of surplus prepared food with area restaurants (established program with Pacific U.; Maggie's Buns is on board)
- City of FG: engaged through the City Manager to explore the role of the city and collaboration with city departments (e.g., training, awareness, etc.)
- Washington County Sheriff's Dept. and Public Safety Coordinating Council to develop:
  - Paired Outreach Team (Sheriff/Luke Dorf): result in more homeless being referred to housing; also paired with the before mentioned 'needs assessments' that are planned.
  - Public Safety Coordinating Council: exploring more opportunity for non-profits to sponsor community service hours in lieu of court ordered fines (this may happen via our local municipal court)
- Vision Action Network and Project Homeless Connect: initiating an ad hoc committee on Oct 3 that will help guide and promote the Faith and Government Dialogue on Homelessness. The City Manager and Brian Schimmel are participating.

**Chair Taylor on behalf of Robin Lindsley – Healthy Cooking Class November 18 and October 4 – Please Contact Robin via phone or email if interested.**

**Bike Share Program – Has been in communication with businesses around town to set up bike library stations. Mr. Taylor would like to get public input on where and how they**

think the bike libraries would put to the best use. The whole idea is to reduce use of automobiles locally and encourage the bikes as a local travel alternative within the city.

**9. FUTURE AGENDA TOPICS:**

- Latinex Summit
- Knowledge Pub
- Sustainability Commissioner Articles Monthly Sign-up
- Solar Power
- Bike Share

**10. ANNOUNCEMENT OF NEXT MEETING:**

The next Commission meeting date is to be determined since the next regularly scheduled meeting date falls on Thursday, November 23, 2017, which is Thanksgiving.

**11. ADJOURNMENT:**

The meeting was adjourned by consensus at 7:36 p.m.

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

Approved by the Forest Grove Sustainability Commission:

Date: 10/26/2017