



*A place where families and businesses thrive.*

**CITY OF FOREST GROVE  
SUSTAINABILITY COMMISSION  
COMMUNITY AUDITORIUM  
THURSDAY, NOVEMBER 15, 2018 – 6:00 P.M.**

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**MEETING MINUTES Approved by Commission on December 20, 2018**

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**CALL TO ORDER: Chair Nieves called the meeting to order at 6:03 PM.**

**Sustainability Commission Present:**

Robin Lindsley	Johanna Peeters Weem
Brian Schimmel	Ken Cobleigh
Tabitha Merten	Fallon Harris
Amber Nieves	Jacob Rose

**Absent:** Tammy Banek-Rydman, excused; Kate Grandusky, unexcused.

**Council Liaison:** Elena Uhing.

**Staff:** Paul Downey, Director of Administrative Services, Bev Maughan, Recording Secretary

**Guests:** Teva Needleman, Liaison for Pacific University Center for a Sustainable Society.

**1. COMMUNITY COMMUNICATIONS:**

Teva Needleman, Liaison for the University's Center for a Sustainable Society, reported on recent events.

**2. CONSENT AGENDA:**

Fallon moved, seconded by Jacob, to approve minutes of October 25 meeting as presented. With all those present voting in favor, motion was approved.

**3. ADDITIONS/DELETIONS:**

No additions or deletions.

**4. COUNCIL LIAISON:**

Councilor Uhing reported on upcoming meetings and events that would be of interest to the Sustainability Commission. In response to her update on Safe Routes To School, Johanna noted that sidewalks were needed by the railroad tracks going to Neil Armstrong Middle School and Fallon noted the location of CALC needed to be discussed with the School District again. In response to the inquiry of impacting ODOT decisions, Uhing noted communications from citizens would be very effective and she would report back on options for the Commission to take.

**5. STAFF REPORT:**

Mr. Downey updated the Commission on the following Metro issues:

- Metro will be hosting a public forum on December 5, 2018, on the update of its Regional Waste Plan. Some of the actions in the proposed plan may require code and rule changes at the local government level. Staff will be attending that public forum.

- Metro has finalized the wet waste tonnage allocations throughout the region which will result in a 40% tonnage decrease at the Forest Grove Transfer Station owned by Waste Management. Metro has also begun conversations about a potential west side transfer station that would serve Washington County.
- Metro is piloting a new study to provide trash collection service to individuals experiencing homelessness. Metro will be partnering with service organizations such as Washington County Housing and Supportive Services Network to distribute bags that will have Metro's phone number printed on them and, when they are found in the right-of-way, the number can be called and Metro will come collect them.
- Metro has finalized the ordinance and administrative rules regarding business food waste collection requirements. The City will need to complete its policy development and adopt the program by July 2019. Staff will be conducting a solid waste work session with Council early next year. He noted that Washington County Solid Waste & Recycling staff would be happy to host a few trainings and conversations with volunteer students that would like to do some door-to-door business outreach once a program is in place for the businesses to sign up for the service.

## **6. SCHOOL GARDEN COORDINATOR POSITION**

Fallon distributed a letter to the School District Board and Superintendent with the goal of demonstrating that the Commission and many community organizations support the program and position with the hope of the School Board allocating funding for this position. Jacob moved, seconded by Fallon, to approve the letter of support with their signatures and send to the School Board. Motion passed without objection.

## **7. HOMELESSNESS COMMITTEE UPDATE:**

Brian updated that the Homeless Immersion Experience was successful. Three members of the Commission were in attendance and shared their experiences. Brian referred to the memo from the sub-committee that notes three areas to focus on in 2019: zoning, non-profit workgroup, and advocacy. Brian proposed that the sub-committee 2019 objectives be approved as part of the Commission's work plan under Social Equity and recommended to the City Council for consideration during their goals and objectives discussion. This item will be finalized at December's meeting.

## **8. CONTINUED DISCUSSION FOR COUNCIL AGENDA/WORK SESSION FOR PROJECT PROCESSES**

Amber reminded members about the informational meeting on Monday, November 19, from 5:30 to 7 pm in the Community Auditorium. This will be an opportunity for B/C members to learn and ask questions about the potential B/C reforms. Councilor Uhing asked for specific concerns or issues with the proposed changes to the number of members and bylaws. She noted the Commission could utilize ad-hoc committees to complete work plan items. In response to Fallon's inquiry regarding commission appointments in specific focus areas, Uhing noted that Council will interview applicants for skill sets in economic, equity, and environment. In response to Jacob's inquiry regarding barriers that prevent public participation in commission meetings, Uhing asked for clarification of equitable access which he will get to her.

## **9. REVIEW WORK PLAN**

Amber reviewed the draft Work Plan for 2019 and asked for feedback. Uhing noted the Work Plan needed to address Council goals and objectives and meet three categories: equity, environment, and economic. Fallon felt the work plan lacked objectives in the economic

category. Further discussion: add free food sources to description of Food Stream; move Backyard Burn Ban to long-term goals; note which category objective meets; note if objective is a one-day event; change Planning Commission interaction to engagement.

Additionally, Fallon asked what the process was to change School Board representative: Kate should give formal notice to commission of her intent to step down so Council can be informed and the School Board asked for another representative. Fallon will let Kate know the process.

**10. FUTURE AGENDA TOPICS:**

Next meeting agenda will include updates from Charlene Murdock on projects and Tabitha on PlanetCon.

**11. ADJOURNMENT:** The meeting was adjourned by consensus at 8:05 p.m.

Respectfully Submitted,

Paul Downey, Director of Administrative Services

City of Forest Grove

Approved by the Forest Grove Sustainability Commission:    Date: December 20, 2018