



*A place where families and businesses thrive.*

**SUSTAINABILITY COMMISSION**  
**THURSDAY, DECEMBER 20, 2018 – 6:00 P.M.**  
**Community Auditorium, 1915 Main Street**

Kenneth Cobleigh L. Kate Grandusky Lilly Meek Robin Lindsley Tabitha Merten	Amber Nieves, Chair Fallon Harris, Vice Chair Elena Uhing, Council Liaison Paul Downey, Staff Liaison	Tammy Banek Rydman Brian Schimmel Johanna Peeters Weem, Student Jacob Rose
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All meetings of the Sustainability Commission are open to the public and all persons are permitted to attend any meeting. The public may addressing the Commission as follows:

- ➔ 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.
- ➔ Consent Agenda – Items on the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Commission members who wish to remove an 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).

All 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’s Office, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov), 503.992.3235, at least 48 hours prior to the meeting.

**A G E N D A**

TOPIC	PREPARATION	PROCESS
<p><b><u>COMMUNITY COMMUNICATIONS:</u></b></p> <p>1. Anyone wishing to speak on an issue not on the agenda?            Time: 6:00 / 5 minutes            Purpose: Listen            Leader: Chair</p>	None	<ul style="list-style-type: none"> <li>• State name and address for the record.</li> <li>• In the interest of time, please limit comments to three minutes or less.</li> </ul>
<p><b><u>CONSENT AGENDA:</u></b></p> <p>2. Approve November 15, 2018, meeting minutes. Any objections or edits to the minutes?            Time: 6:05 / 5 minutes            Purpose: Decision            Leader: Chair</p>	Review meeting minutes. Be prepared to offer edits if any.	<ul style="list-style-type: none"> <li>• Chair polls the team for edits.</li> <li>• Approve the minutes as presented, with edits, and if no objection.</li> </ul>

<p>3. <b><u>ADDITIONS/DELETIONS:</u></b>          Time: 6:10 / 3 minutes          Purpose: Input          Leader: Chair</p>	<p>Any additions or deletions to the Agenda?</p>	<ul style="list-style-type: none"> <li>• Chair polls the team.</li> </ul>
<p>4. <b><u>GUEST SPEAKER:</u></b> Charlene Murdock          Nana Cardoon Projects          Time: 6:13 / 10 minutes          Purpose: Update</p>	<p>None.</p>	<ul style="list-style-type: none"> <li>• Listen, discuss</li> </ul>
<p>5. <b><u>CURRENT PROJECT:</u></b>          PlanetCon event          Time: 6:23 / 15 minutes          Purpose: Update          Leader: Tabitha Merten</p>	<p>None</p>	<ul style="list-style-type: none"> <li>• Listen, discuss.</li> </ul>
<p>6. <b><u>CONTINUE DISCUSSION FOR COUNCIL AGENDA/WORK SESSION FOR PROJECT PROCESSES:</u></b>          Time: 6:38/ 10 minutes          Purpose: Listen, Discuss          Leader: Elena Uhing/Paul Downey</p>	<p>No preparation.</p>	<ul style="list-style-type: none"> <li>• Listen, discuss.</li> </ul>
<p>7. <b><u>REVIEW WORK PLAN:</u></b>          Time: 6:48 / 15 minutes          Purpose: Committee Report          Leader: Amber Nieves</p>	<p>Review revised action plan.</p>	<ul style="list-style-type: none"> <li>• Is there action from the Commission as a whole?</li> </ul>
<p>8. <b><u>COUNCIL LIAISON REPORT:</u></b>          Time: 7:03 / 10 minutes          Purpose: Listen          Leader: Councilor Uhing</p>	<p>Is there relevant information from the City Council to share?</p>	<ul style="list-style-type: none"> <li>• Liaison informs the Commission on actions and plans by the City Council that are pertinent.</li> </ul>
<p>9. <b><u>STAFF REPORT:</u></b>          Time: 7:13 / 5 minutes          Purpose: Listen, Decision          Leader: Paul Downey</p>	<p>Are there actions required by this body regarding City initiatives?</p>	<ul style="list-style-type: none"> <li>• Liaison informs on the status of initiatives that intersect the City or external agencies.</li> </ul>
<p>10. <b><u>FUTURE AGENDA TOPICS:</u></b>          Time: 7:18 / 7 minutes          Purpose: Input          Leader: Chair</p>	<p>Identify relevant topics for the following meeting</p>	<ul style="list-style-type: none"> <li>• Chair polls the team.</li> </ul>
<p>11. <b><u>ADJOURNMENT:</u></b>          Time: NA          Purpose: Decision          Leader: Chair</p>	<p>Meeting Adjournment</p>	<ul style="list-style-type: none"> <li>• Chair adjourns the meeting if no objection.</li> </ul>

If a Commission member cannot attend the meeting, please e-mail Paul Downey [pdowney@forestgrove-or.gov](mailto:pdowney@forestgrove-or.gov) or call 503.992.3220, prior to the meeting.