



*A place where families and businesses thrive.*

**SUSTAINABILITY COMMISSION  
THURSDAY, AUGUST 22, 2019 – 6:00 P.M.  
Community Auditorium, 1915 Main Street**

Kenneth Cobleigh Lilly Meek Robin Lindsley Tabitha Merten	Amber Nieves, Chair Fallon Harris, Vice Chair Elena Uhing, Council Liaison Paul Downey, Staff Liaison	Johanna Peeters Weem, Student Jacob Rose Elizabeth Stover, Staff Liaison
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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
<b><u>COMMUNITY COMMUNICATIONS:</u></b> 1. Anyone wishing to speak on an issue not on the agenda? Time: 6:00 / 5 minutes Purpose: Listen Leader: Chair	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>
<b><u>COMMISSIONER COMMUNICATIONS:</u></b> 2. Information relevant to Commissioners. Time: 6:05 / 10 minutes Purpose: Listen Leader: Chair	None	<ul style="list-style-type: none"> <li>• Chair polls the team.</li> <li>• Chair may suspend.</li> </ul>
<b><u>CONSENT AGENDA:</u></b> 3. Approve July 25, 2019, meeting minutes. Any objections or edits to the minutes? Time: 6:15 / 5 minutes Purpose: Decision Leader: Chair	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>

<b>4. <u>ADDITIONS/DELETIONS:</u></b> Time: 6:20 / 3 minutes Purpose: Input Leader: Chair	Any additions or deletions to the Agenda?	<ul style="list-style-type: none"> <li>Chair polls the team.</li> </ul>
<b>5. <u>MINI-GRANT REQUEST:</u></b> Time: 6:23 / 5 minutes Purpose: Request for funds Presenter: Charlene Murdock, Nana Cardoon	None	<ul style="list-style-type: none"> <li>Listen, discuss.</li> <li>Vote on request</li> </ul>
<b>6. <u>MINI-GRANT REQUEST:</u></b> Time: 6:28 / 5 minutes Purpose: Request for funds Presenter: Emily Miller, EJ Miller Fine Art	None.	<ul style="list-style-type: none"> <li>Listen.</li> </ul>
<b>7. <u>SOLAR ARRAY/RESIDENTIAL INCENTIVES:</u></b> Time: 6:33 / 15 minutes Purpose: Discuss Lead: Chair	Discuss, decide as necessary.	<ul style="list-style-type: none"> <li>Discuss, provide feedback, decide.</li> </ul>
<b>8. <u>COMMISSION BYLAWS:</u></b> Time: 6:48 / 10 minutes Purpose: Provide Input Lead: Chair/Council Liaison	Review bylaws.	<ul style="list-style-type: none"> <li>Finalize bylaws, specifically regarding “at large” membership.</li> </ul>
<b>9. <u>MINI-GRANT PACIFIC UNIVERSITY:</u></b> Time: 6:58 / 10 minutes Purpose: Listen/Discuss/Decide Leader: Jacob Rose	None.	<ul style="list-style-type: none"> <li>Listen, discuss, decide related to mini-grant to build capacity.</li> </ul>
<b>10. <u>COUNCIL LIAISON REPORT:</u></b> Time: 7:18 / 10 minutes Purpose: Listen Leader: Councilor Uhing	None.	<ul style="list-style-type: none"> <li>Liaison informs on the status of initiatives that intersect the City or external agencies.</li> </ul>
<b>11. <u>STAFF REPORT:</u></b> Time: 7:28 / 5 minutes Purpose: Listen Leader: Paul Downey	None.	<ul style="list-style-type: none"> <li>Listen. Update regarding CCI &amp; Sustainability Commission coordination efforts related to Latino Summit.</li> </ul>
<b>12. <u>FUTURE AGENDA TOPICS:</u></b> Time: 7:43 / 10 minutes Purpose: Input Leader: Chair	Identify relevant topics for the following meeting.	<ul style="list-style-type: none"> <li>Chair polls the team.</li> </ul>
<b>13. <u>ADJOURNMENT:</u></b> Time: 7:53 pm Purpose: Decision Leader: Chair	Meeting Adjournment.	<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 Elizabeth Stover at [estover@forestgrove-or.gov](mailto:estover@forestgrove-or.gov) or call 503.992.3298, prior to the meeting.*