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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
COMMUNITY AUDITORIUM
THURSDAY, JANUARY 23, 2020 – 6:00 P.M.**

MEETING MINUTES Approved by Commission on February 28, 2020.

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

Sustainability Commission Present:

Amber Nieves

Lilly Meek

Tabitha Merten

Johanna Peeters Weem

Robin Lindsley

Absent, Excused: Kenneth Cobleigh, Fallon Harris

Council Liaison: Elena Uhing

Staff: Elizabeth Stover, Program Coordinator; Paul Downey, Finance Director

Guests: None

- 1. COMMUNITY COMMUNICATIONS:** Chris Genly, 2137 17th Avenue, had concerns about rising CO₂ emissions. He presented the Brookline, MA bylaw prohibiting the installation of fossil fuel infrastructure in new buildings. Jane Michaud, 1729 Main Street, had the suggestion of banning gas-powered leaf blowers. She will write a proposal to present to the City Council. Eric Canon, 1923 Elm Street, suggested the City could set up a program to purchase green power and help residents with financial hardship to also access green power. Nieves updated the community members in attendance that educating the public on incentives is part of the Commission's Work Plan.
- 2. COMMISSIONER COMMUNICATIONS:** Merten and Nieves reported results from PlanetCon: 1800lbs of batteries, 2000lbs of polystyrene, 730lbs of plastic film, and 2500lbs of rigid plastic were collected; 52 bicycles were donated; and about 100 volunteers participated. Nieves proposed the City have garbage receptacles at every bus stop. Nieves also requested contact information from Councilor Uhing for Oregon Department of Transportation regarding Highway 47 litter and the homeless camp waste clean-up. Lindsley gave an update on the Free Food project grant at Pacific University. The website will be called "Food Fix" and will be worked on during the current semester. Councilor Uhing updated the group that the Annual Town Meeting was postponed because the focus was on the Police Station building project, on which the Council is not yet ready to move forward.
- 3. CONSENT AGENDA:** Lindsley corrected previous minutes that the Seed Swap is on February 29. Nieves moved to approve, Peeters Weem second. Unanimous.
- 4. ADDITIONS/DELETIONS:** None.
- 5. SOLAR ENERGY RECOMMENDATION:** Nieves solicited feedback from the Commission members. Peeters Weem had concerns regarding the inclusion of natural gas as a source of energy due to it not being a renewable resource and its production of CO₂ emissions.

Council Uhing suggested more research might be needed before finalizing the letter. Nieves to make minor revisions and resend for distribution. Merten moved to approve, Lindsley second; unanimous.

6. **“DID YOU KNOW...” ARTICLES:** Nieves asked for volunteers on the Commission to write “Did You Know...” articles on solar incentives. Merten suggested utilizing Peeters Weem’s original article about solar energy, with volunteers to write blurbs that are not more than 250 words per article. Meek and Peeters Weem to work together, Nieves to get the PowerPoint presentation from Auric Energy.
7. **WORK PLAN:** Commission to review the Work Plan by item, staff to update the plan to 2020 and resend to the group. Merten suggested adding researching sustainable power, June 2020 PlanetCon, and garbage receptacles at bus stops to the plan. To review at the March meeting.
8. **CEP GRANT UPDATE:** Cobleigh unavailable. Councilor Uhing discussed the need to have a rubric in place for awarding mini-grants. Staff provided an update on the current status of mini-grant funds.
9. **COMMUNITY CIVIC ENGAGEMENT:** Commission discussed thoughts regarding the materials provided by the Committee for Community Involvement (CCI) and Devon Downesmith. Councilor Uhing updated the group that the Council felt the summit would be a good jumping off point for social equity work. Commissions agreed in a previous meeting that a professional facilitator was needed, and that roles needed to be defined within the Sustainability Commission and CCI.
 - Lindsley to reach out to Brian Schimmel for information on past summit(s).
 - Nieves to reach out to staff regarding agenda items for the joint Sustainability/CCI meeting in February.
 - Merten to send information for “Did You Know...” articles to the Commission.
 - Councilor Uhing to discuss with the Council regarding hiring a facilitator.
 - How to participate with local government as a community member.

10. COUNCIL LIAISON REPORT:

- Annual Town Meeting was canceled, possibly to return in spring.
- Boards and Commissions dinner is February 13, 5:30 pm at the Senior Center.
- Council Retreat is February 15, with a facilitator.
- State of the City is on February 24, 11:30 am, at the Cornelius Library.
- Communication Plan and Policies is in process with a consultant and will be discussed in a February or March work session.
- New Urban Renewal Agency committee will look at Site B – assess, review, and recommend use.
- Festival Street Concept Plan will be presented to Council.

11. STAFF REPORT:

- Staff working with Washington County on commercial food scraps.

12. FUTURE AGENDA TOPICS:

- February: Sustainability Commission/CCI meeting regarding Latinx Summit.
- March:
 - Review “Did You Know...” articles, include new topics.
 - Work Plan 2020:
 - CEP/Mini-grant update summary.
 - Rubric for mini-grant awards.
 - Single use plastic waste reduction with Johanna.
 - Litter Clean Up
- Next subcommittee date to come from Nieves.

13. ADJOURNMENT: Nieves adjourned the meeting at 7:34 pm.

Respectfully Submitted,

Elizabeth Stover, Program Coordinator

City of Forest Grove

Approved by the Forest Grove Sustainability Commission Date: 2/28/20