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**CITY OF FOREST GROVE
SUSTAINABILITY COMMISSION
Community Auditorium**

THURSDAY, DECEMBER 15, 2016 – 6:00 P.M.

Mayor Pete Truax

Brian Schimmel, Chair
Dale Feik
Karin Pfeiffer-Hoyt
Edgar Sanchez-Fausto

Mitch Taylor, Vice Chair
Deke Gundersen
Jacob Rose (Kayleigh DeBruyne)

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.

AGENDA

TOPIC	PREPARATION	PROCESS
<p><u>COMMUNITY COMMUNICATIONS</u></p> <p>1. Anyone wishing to speak on an issue not on the agenda? Time: 5 minutes Purpose: Listen Leader: Chair</p>	None	<ul style="list-style-type: none"> State name and address for the record. Limit comments to three minutes or less.
<p><u>CONSENT AGENDA</u></p> <p>2. Any objection, or edits, to accept meeting minutes? Time: 5 minutes Purpose: Decision Leader: Chair</p>	Read previous meeting minutes and subcommittee minutes (attachments). Be prepared to offer edits.	<ul style="list-style-type: none"> Chair polls the team for edits. Accepts the minutes, with edits, if no objection.
<p><u>ADDITIONS/DELETIONS</u></p> <p>3. What changes, if any, should we make to the agenda? Time: 2 minutes Purpose: Input Leader: Chair</p>	None	Chair polls the team.
<p><u>PLUS/DELTA</u></p> <p>4. What observations from the previous meeting will we focus on this meeting?</p>	Review applicable details from previous meeting minutes.	Review areas of improvement that we agree to focus on during this meeting

<p>Time: 5 minutes Purpose: Input Leader: Chair</p>		
<p><u>COUNCIL LIAISON REPORT</u> 5. Is there relevant information from the City Council to share? Time: 10 minutes Purpose: Listen Leader: tba</p>	None	Mayor Truax informs the Commission on actions and plans by the City Council those are pertinent.
<p><u>STAFF REPORT</u> 6. Are there actions required by this body regarding City initiatives? Time: 10 minutes Purpose: Listen, Decision Leader: Jon Holan, Brandi Walstead</p>	Read the staff memo on the recommended change to the bi-laws. Consider other changes to the composition of this Commission	Jon and Brandi inform on the status of initiatives that intersect the City Council or external agencies.
<p><u>PRESENTATION: Mini-Grant applicant – Nana Cardoons</u> 7. Should the Commission award CEP funds? Time: 15 minutes Purpose: Decision Leader: Charlene</p>	Be prepared to ask questions and share your suggestions and your reasoning.	<ul style="list-style-type: none"> • Chair polls the team.
<p><u>TOPIC AREA: Sustainable Resilience Conference</u> 8. What suggestions or support is required by this body? Time: 15 minutes Purpose: Input Leader: Robin Lindsley</p>	Be prepared to ask questions and share your suggestions and your reasoning.	<ul style="list-style-type: none"> • Chair polls the team.
<p><u>TOPIC AREA: City Council Work Session Debrief</u> 9. What can we take away from discussion with the Council? Time: 10 minutes Purpose: Input (champions) Leader: Chair</p>	Identify relevant information, resources, and assumptions that should guide priorities.	<ul style="list-style-type: none"> • Chair polls the team.
<p><u>TOPIC AREA: Work Plan Priorities</u> 10. What resources and support is needed for adopted priorities? Time: 20 minutes Purpose: Input (champions) Leader: Chair</p>	Identify relevant information, resources, and assumptions that should guide us. Consider how subcommittees operate and generate more community engagement.	<ul style="list-style-type: none"> • Chair polls the team.

<p><u>TOPIC AREA: Pacific U. Pipeline</u> 11. What are the projects to utilize Pacific U. student resources? Time: 15 minutes Purpose: Input Leader: Chair, Nick Levesque</p>	<p>Be prepared to share input and your reasoning.</p>	<ul style="list-style-type: none"> • Chair polls the team. • Nick to share characteristics of a project description
<p><u>COMMISSIONER COMMUNICATIONS</u> 12. Is there information relevant to Commissioners? Time: 10 minutes Purpose: Listen Leader: ALL</p>	<p>Identify relevant information -</p>	<p>Chair polls the team. Chair may suspend; share information post-adjourment.</p>
<p><u>FUTURE AGENDA TOPICS</u> 13. What topics are necessary for the next meeting? Time: 5 minutes Purpose: Input Leader: Chair</p>	<p>Identify relevant topics for the following meeting</p>	<p>Chair polls the team.</p>
<p><u>PLUS/DELTA</u> 14. What did we do well for this meeting? What should we do differently for the next meeting? Time: 5 minutes Purpose: Decision Leader: Chair</p>	<p>None</p>	<ul style="list-style-type: none"> • Members identify pluses and deltas. • Team agrees on deltas to work on for next meeting.
<p><u>ADJOURNMENT</u> 15. Is there any objection to adjourn the meeting? Time: NA Purpose: Decision Leader: Chair</p>	<p>None</p>	<p>Chair adjourns the meeting if no objection.</p>

Please call Jon Holan at (503) 992-3224 if you cannot attend.

* Items under Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Commission members who wish to remove 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).