

**CITY OF FOREST GROVE  
SUSTAINABILITY COMMISSION  
COMMUNITY AUDITORIUM**

**THURSDAY, March 31 2016 – 6:00 P.M.**

Councilor Victoria Lowe

Brian Schimmel, Chair  
Deke Gundersen  
Hope Kramer  
Robin Lindsley  
Elaine Cole  
Diane Taniguchi-Dennis  
Jacob Rose

Dale Feik  
John Hayes  
Edgar Fausto  
Karin Pfeiffer-Hoyt  
Mitch Taylor  
Leslie Applegate Lanzar

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**CALL TO ORDER:**

**Sustainability Commission Present:** Chair Brian Schimmel, Robin Lindsley, Edgar Fausto, John Hayes, Leslie Applegate Lanzar, Dale Feik, Elaine Cole, Mitch Taylor, Dale Feik, Deke Gundersen, Jacob Rose, Hope Kramer

**Excused Absence:** Diane Taniguchi-Dennis, Karin Pfeiffer-Hoyt

**Absent:**

**Council Present:** Councilor Victoria Lowe

**Staff Present:** Paul Downey, Administrative Services Director, George Cress, Director of L&P, Brandi Walstead, Program Coordinator

**Guests:** Tom Huddel, Tom Englestem, Sanne Stienstram, Ana Bautista, Maria Hernandez, Alicia Ortiz, Melanie, Dale Wiley

**1. REGULAR MEETING:** Chair Schimmel called the meeting to order at 6:03 PM.

**2. COMMUNITY COMMUNICATIONS:** Commissioner Fausto presented the top three high school student winners of the “One Bag A Week Challenge”. Commissioner Fausto awarded Ana Bautista a 12<sup>th</sup> grader, a check for third place. Ms. Bautista, I reorganized my family’s household waste at home. The waste that we generate now we recycled. We eat less at home as a family and as a result we had less waste. Commissioner Fausto awarded second place winner 10<sup>th</sup> grader Maria Hernandez. Ms. Hernandez saw the big picture, especially the harm to the environment caused by plastic wrapped products and

the waste of paper junk mail going to the landfill. She encouraged her family to use less plastic bags and to recycle paper products used in her family home. Commissioner Fausto awarded 12<sup>th</sup> grader Alicia Ortiz the first place check. Ms. Ortiz was the overall winner for her efforts in sorting glass and paper packaging materials for recycling and getting her family to use less products packaged in plastic. She was able to reduce her five bags per week to two bags.

Commissioner Taylor asked the students where you do you go from here and was it difficult to get your families involved. The contestants stated that it wasn't easy to get started at first, but once we did, the experience was rewarding. We just had to learn how to get started. Our friends and family are involved now, we learned a lot, we got students and family members to think about the issues. There were 30 contestants that were part of the Challenge. Commissioner's applauded the contestants and Commissioner Fausto's efforts for promoting sustainability and environmental practices.

**CONSENT AGENDA:** Motion was made to accept the minutes of February 25, 2016 as submitted with minor edits. Minutes approved by consensus of members present.

**COUNCIL LIAISON REPORT:** Councilor Lowe, the Council is still working on zoning issues. I'm particularly interested in the "tiny house" concept, downsizing living space and how we accommodate variable types of housing in our community. I'm reviewing the CEP process and impacts of the recent proposed changes. The deadline for CEP grants is 5:00 PM today.

**4.STAFF UPDATE:** Due to illness, Mr. Holan was not in attendance for this meeting. Mr. Downey mentioned the Council's plastic bag ban item scheduled agenda for April 11 was rescheduled for May 23. Members raised concerns over the May 23, date and having Council approval in time for purchasing reusable bags. Washington County will distribute the kitchen pails; they offered the Commission to distribute the reusable bags along with the pails. The Council awarding a \$5,000 grant was contingent upon ordinance approval. A role out of both the pails and reusable bags would save delivery costs for both items. Commissioner Hayes will write a letter for Council indicating sizable savings in delivery costs for rolling out the reusable bags with the pails. Mr. Downey indicated the Council could discuss this item at their April 11, meeting for partial funding for bags. Since the kitchen pales are to be delivered to approximately 3,800 single family residences, the full \$5,000 would not be needed at this time for all the bags.

## **PRESENTATIONS**

**5. Recycling Building Material Awareness: Mini grant request.** A grant presentation, entitled, Recycling Building Material Awareness (see handout) was given by Mr. Wiley, Media Marketing Director for the Forest Grove Habitat for Humanity ReStore. The Restore receives donated materials that would otherwise go to the landfill. We are taking about 450 tons per year that we take out of the landfill waste stream and reusing those materials in the local community. We are expecting 20,000 folks to come through our ReStore to buy recycled materials. We are requesting grant funds to develop information and educational marketing materials for our Restore customers and folks who want to donate materials. Total cost of the project is \$1200, the grant funds are to be used for graphic design work, web design, social media, and posters. Chair Schimmel indicated the grant request is for \$500, we have \$699

remaining in the mini-grant fund. Various members express their support for this application, this is what were all about. Commissioner Rose mentioned that pacific students are available to help with the web page design and social media marketing.

Commissioner Cole made a motion to accept the grant application for the amount of \$699. Commissioner Hayes seconded the motion. The motion passed unanimously. Chair Schimmel will help Mr. Wiley with updating the grant application and the procurement process. Grant funds need to be spent prior to July 1.

**6. Representative on the Metro Solid Waste Alternatives Advisory Committee (SWAAC):** Chair Schimmel brought up Metro's request for nominating a member for the Solid Waste Alternative Advisory Committee. Commissioner Lanzar expressed her desire to be a committee member. Commissioner Rose made a motion to nominate Commissioner Lanzar to be a representative on the Metro Advisory Committee. Commissioner Kramer seconded the motion. A vote was taken, the motion was approved to recommend to Council the nomination of Commissioner Lanzar for the Metro's Solid Waste Alternative Advisory Committee. Council will forward the nomination to Metro. The Advisory Committee is looking for future sites for solid waste disposal.

**7. Presentation:** Two representatives from Washington County Solid Waste & Recycling. We are here tonight to discuss the County's outreach program for solid waste programs. The City of Forest Grove is the first city in Washington County to start a residential compost program. Beaverton is also interested in starting a program too. We've been working with Bev, Paul and Brandi from City staff to roll out the composting program. Informational marketing materials (see handouts) were handed out for Commission feedback. The written information materials are in both English and Spanish. We are asking members to review the materials for any needed changes. In addition, two kitchen food scrap pails were passed around to members.. The purpose of these pails is to make a statement and send the composting message. Commissioner Cole asked why are the pails white, maybe they should be green or another color conducive to recycling.

Commissioner Hayes asked what the expected role out date for the pails is. The expected start date is June 1, 2016; the pails are to be delivered by the first week in June. Commissioner Hays, we have another initiative going on at the same time. We like to have our reusable bags handed out to residents. Can we have a joint effort to hand them out at the same time. Mr. Downey, remember, only single family residents (5,800) will receive the pails. Washington County will participate in handing out the pails with the reusable bags. June 1 we will start the information campaign. Information materials will be handed out with the pails, they will also be on our website. Councilor Lowe, what is the County doing about the multifamily recycling waste. The County is working on this issue of solid waste disposal for multifamily residences, the main problem is the contamination of materials going into the cans. DEQ is also researching the issues with multifamily recycling. Later in June, pails and marketing materials will be made available at the Wednesday Farmers Market. After the role out, post cards will be sent out later in the summer offering one yard of free compost. Commission members complemented the County's efforts on rolling out the program.

**8. Tiny Houses:** Commissioner Hayes met with the Planning Commission to discuss the topic of Tiny Houses. The City Code does allow alternative housing if they meet the required setbacks. A major barrier for building these homes are the permit fees. To build a new standard size home in the City is close to \$30,000 in fees. The fees are charged by various regulatory agencies including, CWS, Washington County and the City. The fees to build a 400 Sq. Ft. Tiny House in the City could be as high as \$15,000. The Planning Commission is looking at ways to reduce the permitting fees. The fees charged by the City are relatively small compared to the other regulatory agencies. Chair Schimmel, if we want to explore this topic further I suggest we bring this as a Focus 2016 agenda item for a later date.

Chair Schimmel indicated there were 2 recent CEP grant applications submitted today. Mr. Downey said this is the last date to submit applications. Discussion followed concerning a Dairy Creek application, should it be a Commission application or a non-profit application. Commissioner Lindsley will get a new cover page in tomorrow to Bev for submittal as a Commission sponsored grant. Further discussion centered on the dollar amount for mini grant applications for the next submittal time.

**9. 2016 Focus:** Chair Schimmel and Commissioner Taylor wanted to take this time for discussion on what we as members should be focusing on in 2016, should we be reviewing our Action Plan. Commissioner Taylor, asked what are our priorities? We should be focusing on identifying the priorities for 2016.

Commissioner Feik, the emphasis moving forward should be on the big picture items, like climate change, global warming. We have focused on the low hanging fruit, now it is the time to focus on big picture items moving forward. Commissioner Feik wrote a letter to the FG News Times on global warming entitled "DEQ should do the right thing". This is what we should be focused on.

Commissioner Gundersen, I've sent information regarding global climate change to Commission and Council members before and I have not received acknowledgement back. I feel folks are not listening or paying attention to these issues. Scientist, James Hanson, talks about severe sea level changes that are coming as a result of global warming. This is mind boggling to me, global change is permanent, it's a serious thing we need to talk about it. I want the Commission to write a letter to Council asking if they except what scientists are saying in regards to climate change. If they do agree, they need to consider this in their decision making. I think these larger items need to be discussed. If these things are going to happen are we prepared for them here?

Commissioner Feik, I gave a two minute presentation to the Council at their last meeting to let them know what happened in Eugene about the DEQ Water Discharge Permit. I'm trying to bring awareness to the Council on these big issues.

Commissioner Cole, I agree with sending a letter to Council, I think Deke needs to draft a letter for our review.

Vice Chair Taylor, how do we make this an action item, if we can't take on the plastic bag

issue how do we tackle climate change as a commission. We need to send letters to the paper on issues we are passionate about.

Commissioner Kramer, I feel we take on issues the Mayor or Council are concerned with, what about the issues the Commissioners are concerned about. We review things the Council wants us to look at.

Chair Schimmel, we need to work with City Manager VanderZanden on Planning Commission and Council calendar of events. We need a heads up on coming events; we need to be informed on events and issues.

Vice Chair Taylor, do we need to add additional meetings or a Commission retreat? I would like to add this topic as a discussion item for a future date. Commissioner Hayes asked the question concerning notice requirements if a quorum occurs at one of our extra meetings. Mr. Downey will ask the City Clerk for information on this issue. Commissioner Kramer, I would like to have a discussion on our by-laws on who we can have on this Commission and how often we can meet. We need to use our subcommittees to help work on these issues we discussed tonight.

**10. Topic Area Updates:** No discussion.

**COMMISSIONER COMMUNICATIONS:** Chair Schimmel, I will work on getting an update on future Council and Planning Commission topics. In addition, on behalf of the Commission, I received a proclamation from the Mayor on Water Conservation.

**11. Future Agenda Items:** Next month's agenda items include; presentations on Focus 16. Commissioner Gundersen will prepare a draft letter on climate change for Commission review. Councilor Lowe will look into the issue of Commission representation from Clean Water Services. Commissioner Cole, will be speaking at the City Library on April 26<sup>th</sup>, as part of the Sustainability Series.

**ADJOURNMENT:** The meeting was adjourned at 8:07 P.M.

Respectfully Submitted  
George Cress, Director  
Light & Power