

**RESOLUTION NO. 2018-24**

**RESOLUTION APPROVING FOREST GROVE  
SUSTAINABILITY COMMISSION  
2018 WORK PLAN**

**WHEREAS**, Resolution No. 2013-69 has provided for the Sustainability Commission and Bylaws: and

**WHEREAS**, the City of Forest Grove has appointed members and a City Council Liaison to the Sustainability Commission; and

**WHEREAS**, Section V of the By-Laws for the Forest Grove Sustainability Commission requires the Commission to present an annual work plan to the City Council and secure approval of the work plan by the Council; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** That the City Council hereby approved the Forest Grove Sustainability Commission 2018 Work Plan (Exhibit A).

**Section 2.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 12<sup>th</sup> day of February, 2018.

  
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Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 12<sup>th</sup> day of February, 2018.

  
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Peter B. Truax, Mayor

# FOREST GROVE SUSTAINABILITY COMMISSION

## DRAFT WORK PLAN | FY 2018

### Materials Management: Project Leads = Brian, Amber

Commercial food recycling/donation	Educate and promote within community
Hard to recycle event	Assist promotion and staging of event
Enhance Recycling Options to include plastics	Investigate potential of developing plastic recycling in local area

### Energy Conservation and Green Building: Project Leads = Robin (Subcommittee; Devon, CCI and Mitch, citizen)

Solar Opportunities	Promote use of solar power in FG within 5-10 years
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### Food: Project Leads = Robin

Food Stream	Website creation for Forest Grove food resources
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### Social Equity: Project Leads = Brian, Robin (Subcommittee; Mitch, citizen)

Latino summit actions (Summit #3)	Assist with planning/staging of event
Homelessness / affordable housing	Promote and engage in local efforts to address these issues

### Natural Resources (Soil, Water, Air, Biota): Project Leads = Dale, Jacob, Amber, Deke

Backyard burn ban	Ongoing effort to educate public and propose a year round ban in Forest Grove
Fernhill land-use	Discussion of agricultural land usage for sustainable food demonstration sites.
Industrial Development	Research environmental and public safety issues to make recommendation to the City Council for zoning
Watershed education	Educate residents about issues affecting water supply, quality and use
Roadside Litter/Recycle Day	Promote community efforts to reduce, reuse and recycle roadside debris and litter

### Transportation: Project Leads = Tabitha (Subcommittee; Mitch, citizen)

Bike Share	Develop and roll out pilot program
Safe Routes to School	Support and promote program for Forest Grove

**Sustainable Schools/Education: Project Leads = Brian, Robin, Deke, Hope**

Cafeteria food recycling/donation	Promote and facilitate recycling of FGSD cafeteria surplus food
School recycling bins	Increase recycling opportunities in FGSD
School Gardens grant	Expand and maintain school gardens in FGSD
Sustainability Knowledge Pub	Present public forums on sustainability topics every 2 months

Following are related areas of emphasis that are not specifically listed as topic areas in the current Forest Grove Sustainability Action Plan, adopted October 15, 2013:

**Media/Public Relations: Project Leads = All**

Topical articles	Monthly Sustainability articles in the News Times, Sustainability Website
Utility bill flyer	Promote Sustainability events
Public forums	Promote Sustainability events
Pacific Pipeline	Engage Pacific students in Sustainability Comm. efforts for capstone projects

**Boards & Commissions engagement: Project Leads = Brian**

Planning Commission	Inputs on land-use policy
CCI	Host public input forums, Latino Summit #3
EDC	Commercial Food Donations

**Work Plan prioritization criteria:**

- People - human resources available, a passionate champion
- Time/Urgency - time frame to implement, immediate action required
- Money - City Budget, CEP grant, other funding
- Priority of City Council, other Commission, County/Metro, etc.
- Policy - within City policy and jurisdiction (sphere of influence)
- Champion – commission member to lead or provide direction



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CITY RECORDER USE ONLY:	
AGENDA ITEM #:	6
MEETING DATE:	2/12/18
FINAL ACTION:	2/20/18-24

Approved as presented

**CITY COUNCIL STAFF REPORT**

**TO:** City Council

**FROM:** Jesse VanderZanden, City Manager

**MEETING DATE:** February 12, 2018

**PROJECT TEAM:** Brandi Walstead, Program Coordinator

**SUBJECT TITLE:** Approving Sustainability Commission's Annual Work Plan

**ACTION REQUESTED:**

<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Order	<input checked="" type="checkbox"/>	X	Resolution	<input type="checkbox"/>	Motion	<input type="checkbox"/>	Informational
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X all that apply

**ISSUE STATEMENT:** The Sustainability Commission By-laws require the Commission to present an annual work plan to the City Council for approval by Resolution. Attached is the proposed Resolution.

**BACKGROUND:** The Sustainability Commission By-laws state: "Section V. POWERS AND DUTIES. The Sustainability Commission is advisory to the Council and: (1) Makes recommendations to the Council and City Manager for strategies or actions designed to implement the Sustainability Action Plan and any subsequent updates endorsed by the City Council; (2) Presents an annual work plan and meets with the City Council to secure approval of the work plan". Commission Chair, Dale Feik will present the proposed work plan that was developed and approved by the Sustainability Commission at its meeting of December 14, 2017.

**RECOMMENDATION:** Staff recommends the Council consider, amend if necessary, and approve the annual work plan by Resolution. If the Council seeks to make changes, the Resolution can be amended by motion during the meeting or staff instructed to make changes for consideration and passage at the next Council meeting. It should be noted that approving the Resolution indicates Council's support for a body of work; however, it should not be construed as support for each individual objective listed in the work plan.

**ATTACHMENT(s):**

- Resolution
- Work Plan