

FOREST GROVE COMMUNITY ENHANCEMENT  
PROGRAM COMMITTEE MEETING  
JUNE 22, 2015 – 6:00 P.M.  
COMMUNITY AUDITORIUM  
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*Minutes approved by the Committee on February 22, 2016.*

**1. ROLL CALL:**

Co-Chair Peter Truax called the Community Enhancement Program Committee (CEPC) meeting to order at 6:01 p.m. **ROLL CALL:** Co-Chair Kathryn Harrington, Thomas Johnston, Richard Kidd, Victoria Lowe, Ronald Thompson, Elena Uhing, Malynda Wenzl and Co-Chair Peter Truax. **STAFF PRESENT:** Tom Gamble, City Manager Pro-Tem; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

**2. CITIZEN COMMUNICATIONS:** None.

**3. APPROVE MINUTES FROM MEETING ON JUNE 11, 2015**

Uhing moved, seconded by Harrington, to approve the minutes as presented. With all those present voting in favor, motion passed unanimously.

**4. DISCUSSION ON ALLOCATION OF FUNDS:**

Downey explained the next step in the process was the Committee recommending funding for individual projects and designating the CEP projects for FY 2015-16. He referred to the worksheet that compiled all the committee members' allocations by project and noted there were still funds available to allocate and that individual committee members could change initial allocations for any project at this time. Wenzl amended her allocations to Downtown Economic Sustainability Through Events/ Training, Youth Football Safety Equipment Update, Collaborative Sustainable Community, and Art Goes to the Park projects. Uhing amended her allocations to the Fire Station Mural, Downtown Economic Sustainability Through Events/Training, and Reusable Bags Initiative projects.

Harrington noted it was her understanding that unallocated funds from the B&C projects could be added to the funding available to the non-profit projects if the projects met the criteria better and she requested clarification of the process. Downey noted in previous cycles the CEP funds available for distribution were split between the two sections and if the projects requested did not require the whole allocation for that section, the committee decided with a motion to move any excess funds to the other section thereby increasing the amount per commissioner available to distribute to those projects. Harrington summarized her decision-making choices and noted that one commission had four individual requests totaling \$30,025 and seemed to take away from other non-profit projects that met the criteria.

It was moved by Kidd, seconded by Lowe, that leftover funds be rolled into next year's fund balance and to approve the amended funding allocation summary as the designated projects for FY 2015-16. **DISCUSSION:** Wenzl noted that she did not support the motion due to the confusion with the process. Johnston recommended, with concurrence from the committee, that a subcommittee be formed to review the process to clear up questions prior to next year's cycle.

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**ROLL CALL VOTE: AYES: Johnston, Thompson, Truax, Harrington, Kidd, Uhing, and Lowe. NOES: Wenzl. Motion passed 7 to 1.**

**5. DESIGNATION OF 2015-16 COMMUNITY ENHANCEMENT PROJECTS:**

The following were designated to be 2015-16 CEP projects:

<b>PROJECT</b>	<b>SPONSOR</b>	<b>AMOUNT FUNDED</b>
Sidewalk Chalk Art Festival	Valley Art Association	\$ 3,800
Quality of Life Enrichment for Seniors	Adventures Without Limits	\$ 1,458
Local Tourism Small Business Support & Promotion	FG Chamber of Commerce	\$ 3,625
Fire Station Mural	Western Wash Co Firefighters Assoc	\$ 2,061
Improving Community Garden Infrastructure	FG Community Gardens	\$ 5,069
Farmers Market Support	Forest Grove Farmers Market	\$ 5,250
STEM, College & Career Readiness Initiative	Adelante Mujeres	\$ 3,275
Archival Storage for Old Train Station Collection	Friends of Historic Forest Grove	\$ 1,822
Forest Grove Gleaning Project Pilot	Dairy Creek Community Food Web	\$ 2,171
Landscaping Update for Chamber of Commerce	FG Chamber of Commerce	\$ 656
Commercial Dishwasher Replacement	FG Senior & Community Center	\$ 7,000
Downtown Economic Sustainability Through Events/Training	City Club	\$ 2,200
Building Permits/fees for House #3	West Tuality Habitat For Humanity	\$ 3,400
ReStore Maintenance	West Tuality Habitat For Humanity	\$ 4,175
Youth Football Safety Equipment Update	FG Little Guy Football	\$ 3,328
Promote the Urban Forest	Community Forestry Commission	\$ 3,368
Recreation & Park Brochures	Parks & Recreation Commission	\$ 1,700
Collaborative Sustainable Community	Sustainability Commission	\$ 4,924
Sustainability in Schools	Sustainability Commission	\$ 6,524
Don't Waste Food, Dude!	Sustainability Commission	\$ 3,959
Reusable Bags Initiative	Sustainability Commission	\$ 4,800
HLB Renovation Grant Program	Historic Landmarks Board	\$ 7,524
Arts for a Community	Public Arts Commission	\$ 3,850
Art Goes to the Park	Public Arts Commission	\$ 5,600

Harrington noted that Oregon City's CEP Committee distributes certificates to designated projects and suggested this as something Forest Grove could do as well.

**6. ADJOURNMENT:**

Mayor Truax adjourned the CEPC at 6:49 p.m.

Respectfully submitted,

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Beverly Maughan, Executive Assistant to City Manager