



**Minutes approved by CEPC on April 13, 2016.**

1. **ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 5:30 pm. **ROLL CALL:** Co-Chair Kathryn Harrington, Thomas Johnston, Richard Kidd, Victoria Lowe, Ronald Thompson, Malynda Wenzl and Co-Chair Peter Truax. **ABSENT:** Elena Uhing. **STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

2. **CITIZEN COMMUNICATIONS:** None.

3. **APPROVE MINUTES FROM MEETING ON JUNE 22, 2015**

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

4. **ADDITIONS/DELETIONS:** None.

5. **APPROVAL OF 2016-17 CEP PROCESS:**

Downey presented the staff report and explained the two changes proposed by the subcommittee as 1) there be more time for the Committee to discuss their funding allocations to the grant requests and 2) that a City board or commission be limited to two grant requests. Downey noted the estimated funding from Metro will be approximately \$111,000 and that staff will be requesting funds for the administration of the program. In response to Wenzl's inquiry regarding the two-pool funding format and moving funds between the pools, Downey confirmed that the committee could decide to move funds between the pools as well as change the pool format.

Mayor Truax allowed public comment at this time. Brian Schimmel, Chair of Sustainability Commission, 1166 – 33<sup>rd</sup> Avenue, spoke against the restriction to two grants for boards and commissions and summarized the good stewardship of the Sustainability Commission's current grants and the diverse population reached in the community by these grants.

**DISCUSSION:** Harrington noted concern with the number of applications from boards and commissions since under the Metro IGA the CEP funds cannot be used to fund projects that would otherwise be considered in the City general fund. She also noted concern with the use of CEP funds for mini-grants given out by organizations other than the CEP Committee. Johnston concurred with her concern of accountability over mini-grants. Wenzl suggested doing away with the two-pool format and also have no restriction on the number of grants. Kidd noted that boards and commissions' use of CEP funds is over and above what the City's general fund is capable of funding and

enhances the community and would like to increase the cap from \$8,000 to \$10,000.

Mayor Truax recessed the meeting until after the City Council meeting. The CEPC reconvened at 9:20 pm with two members excused: Lowe and Uhing.

MOTION: Kidd moved, seconded by Harrington, that the cap for CEP requests be increased from \$8,000 to \$10,000.

DISCUSSION: Kidd noted this increase would allow the boards and commissions to accomplish more. Johnston supported the increase if the boards and commissions are restricted to two grants.

With all those present voting in favor, motion passed unanimously.

MOTION: Johnston moved, seconded by Kidd, to adopt the staff recommendations with the amended \$10,000 cap.

DISCUSSION: Harrington noted that the subcommittee discussed no restriction on the number of applications from boards and commissions and have them prioritize their applications but ended the discussion with limiting it to two applications.

MOTION: Wenzl moved, seconded by Harrington, that all the funds be moved into one pool.

DISCUSSION: Wenzl noted her concern with equitable funding opportunity when there were more applications from non-profits than from boards and commissions. Harrington noted that the projects should be prioritized against the number of goals to help decide which projects get funding.

ROLL CALL VOTE on one pool: AYES: Wenzl, Harrington; NOES: Johnston, Kidd, Thompson, and Truax. Motion failed 2 to 4.

ROLL CALL VOTE to adopt staff recommendations as amended: AYES: Johnston, Thompson, Wenzl, Harrington, Kidd, and Truax. Motion passed 6 to 0.

Staff will amend the program rules and application and send the draft CEP packet to the committee for review prior to release to the public on March 1.

**6. ADJOURNMENT:** Meeting was adjourned at 9:51 pm

Respectfully Submitted by

Beverly Maughan, Executive Assistant