



A place where families and businesses thrive.

**Thursday, April 18, 2019
6:00 PM, Community Auditorium**

CEPC Meeting Minutes

Minutes approved by CEPC on May 13, 2019.

1. ROLL CALL

Co-Chair Juan Carlos Gonzalez called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:00 pm. **ROLL CALL:** Tom Johnston, Timothy Rippe, Ronald Thompson, Elena Uhing, Val Valfre, Malynda Wenzl and Co-Chair Juan Carlos Gonzalez. **ABSENT:** Peter Truax, Excused. **STAFF PRESENT:** Paul Downey, Administrative Services Director, and Beverly Maughan, Executive Assistant to City Manager.

2. CITIZEN COMMUNICATIONS: None.

3. APPROVE MINUTES FROM MEETING ON FEBRUARY 11, 2019:

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

4. DISCLOSURE OF POTENTIAL CONFLICTS and/or RELATIONSHIPS WITH

APPLICANTS: Co-Chair Gonzalez asked for disclosures of conflicts of interests or relationships by the Committee members prior to the project presentations. Tom Johnston disclosed that he is a member of the Elks and Malynda Wenzl disclosed that she is related to a Holiday Lights team member. All Committee members did not foresee having a conflict of interest when considering their allocations for funds.

5. DISCUSSION ON AVAILABLE FUNDING: Downey reviewed the allocation worksheet and answered questions on process of allocating funds among the projects. In response to Wenzl's inquiry, he noted the estimated reduction in the tonnage allocation will reduce the CEP funds the City will receive to approximately \$75,000 in 2020.

6. PRESENTATION OF COMMUNITY ENHANCEMENT PROGRAM PROJECT APPLICATIONS FOR FY 2019-20:

The following organizations presented their projects and will be considered for CEP funds:

Critical Repair Program	Rebuilding Together Wash Co, Monica Arnett
Annual Sidewalk Chalk Art Festival	Valley Art Association, Roylene Read & Philip Thias
Weekend Backpack Program	FG Elks 2440, Alice Custodio
Preservation Grant Program	Historic Landmarks Board, Holly Tsur & George Cushing

Mobile Shower Trailer	Community Connection through FG Foundation, Jeff Shapiro
SIGNS-IV (Systematically Install Great New Signs)	Parks & Recreation Commission, Paul Waterstreet
Food Classes @ CALC	Foodways at Nana Cardoon, Charlene Murdock
Tualatin Plains Great Grains	Foodways at Nana Cardoon, Charlene Murdock
Learning Garden Classrooms for All	Forest Grove School District, John O’Neill, Terry O’Day
Temporary Emergency Shelter	Old Town Forest Grove, Brian Schimmel
Community Arts	Public Arts Commission, Amy Tracewell
Refurbish FG School-Based Health Center	Virginia Garcia Memorial Health Center, Lacey Beaty
ReStore Covered Donation Intake Area	Forest Grove ReStore, Virginia Ohler
Home Preservation Program for Low-Income, Elderly, Disabled, Vets	West Tuality Habitat for Humanity, Virginia Ohler
Temporary Emergency Shelter	Forest Grove UCC, Celeste Goulding
Cultural Service Ctr: Head Start Classrooms	Adelante Mujeres, Andrea Chunga-Celis
Forest Grove Farmers Market	Adelante Mujeres, Andrea Chunga-Celis
Downtown Winter Light Expansion	Chamber Holiday Display Team, Mary Jo Morelli
Veteran's Independence Project	FG Elks 2440, John Wahl
Collaborative Sustainable Community	Sustainability Commission, Ken Cobleigh

7. COMMITTEE DISCUSSION ON PROJECTS:

In response to Uhing’s inquiry, Downey indicated he would ask the City Manager for the status of UCC’s ability to operate as a Temporary Emergency Shelter according to the City’s Development Code.

Wenzl moved, seconded by Johnston, to decrease the available funds to \$100,000 for FY 2019-20 and roll \$16,000 over to the next year.

DISCUSSION: There was consensus by members to schedule a work session prior to the next CEP cycle to discuss program criteria changes in light of the reduction of available CEP funds in the future. ROLL CALL VOTE: Tom Johnston, Timothy Rippe, Ronald Thompson, Elena Uhing, Val Valfre, Malynda Wenzl and Co-Chair Juan Carlos Gonzalez. Motion passed 7-0, Peter Truax, excused.

Downey noted that with this motion, the individual amount for each member to allocate totals \$12,500 and that only one-eighth of the request per project can be allocated per member. A project must receive support from a majority to be designated as a project so a project must receive funding from at least five committee members. A new electronic worksheet will be sent out to members with the revised funding amounts.

Co-Chair Gonzalez opened the floor for discussion of individual strategy or philosophy of allocating funds by the members since he is a new member on the Committee. Comments included: Johnston, the greatest need; Wenzl, fully funding projects that bring joy and life balance; Uhing, projects focusing on seniors, low income, and children; Valfre, projects that serve most vulnerable and projects that bring community together; Rippe, start-ups, not repeated requests, over capital requests; Thompson, Senior Center projects; Gonzalez, placemaking projects bringing people together or ones that close a disparity noting Metro looks for strong diversity measurement in awarding grants.

Funding worksheets are due back to staff by Friday, May 3. Next meeting will be May 13, 2019, at 5:30 pm to discuss allocation of funds and designate CEP projects for FY 2019-20.

8. ADJOURNMENT: Meeting was adjourned at 8:38 pm.

Respectfully Submitted by

Beverly Maughan, Executive Assistant