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CEPC Meeting Minutes

Monday, February 24, 2020
6:15 PM, Community Auditorium

Minutes approved by CEPC on April 27, 2020.

1. **ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:25 pm. **ROLL CALL:** Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph “Val” Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. **ABSENT:** None. **VACANCY:** 1. **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 NOVEMBER 25, 2019**

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

4. **ADDITIONS/DELETIONS:** None

5. **APPROVE 2020-21 CEP PROGRAM CRITERIA & TIMELINE:**

Downey presented the proposed timeline and criteria for the FY 2020-21 CEP program.

In response to questions raised at previous meeting, Downey noted Metro’s response to the definition of non-profit was “as long as the applicant is a nonprofit, they may be eligible to apply for funding. The applicant does not need to have a tax-exempt status. While a nonprofit applicant does not need tax-exempt status, they must still meet the “Goals for Solid Waste Community Enhancement Projects” as defined in Metro Code, chapter 5.06.080.”

Downey explained staff’s recommendations for program criteria are based on the following considerations:

- Recommending a system which does not greatly increase administrative burden on staff and/or increase the number of meetings for the committee;
- Based on staff research, most communities do the awards process through a single process once a year and do not have multiple awards cycle. Most community issues do not evolve so quickly that needs cannot be addressed through an annual process; and
- Marijuana tax revenue is used in the General Fund to help fund increasing public safety costs.

Based on the above considerations, staff recommended to split the available funding into

two programs: 1) Community Impact Grant (CIG) and 2) Regular CEP process with modifications.

- 1) Community Impact Grant: Funds awarded to one program for a three-year period to allow for a comprehensive program to be developed; process would have to meet CEP funding requirements. Downey noted a similar program is used by Hillsboro.
- 2) Community Enhancement Program grants: Funding follows CEP program requirements established for FY 2020-21 with the following modifications:
 - Funding is remaining funding available after amount set aside for Community Impact Grant; and
 - Requests eligible for Community Impact Grant funding would not be allowed to apply under this program.

Staff presented the following concept to allow for more discretion per committee member in funding: After initial funding allocations are made, the individual limit of funding 1/8th of grant will be removed. An individual can provide more funding to an individual grant but has to take funding from the individual's other initial grant funding allocations. No grant may receive more funding than it originally requested. Also, the movement of funds cannot cause another grant to become unfunded. After committee's discussion, consensus was not favorable for this concept.

Committee member Rippe proposed establishing a policy to set a minimum funding level available for CEP projects each year with available funds over that amount set aside to make up for any deficient level in coming years. It was noted that this was better discussed during the budget meeting process. Committee member Uhing expressed a desire to eliminate the use of mini-grants with CEP funds. It was noted that this could be reviewed during the funding allocation discussions.

Downey answered questions from the committee regarding the process and clarified that organizations could apply for both CIG and CEP during the cycle but if awarded the CIG, they would not be eligible for the CEP award.

Committee member Rippe moved, seconded by Committee member Uhing, to approve the timeline for the FY 2020-21 CEP program. With all those present voting in favor, motion passed unanimously.

Committee member Wenzl moved, seconded by Committee member Rippe, to implement the Community Impact Grant as a three-year program for \$40,000/year for innovation community improvement programs. ROLL CALL VOTE: AYES: Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph "Val" Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. NOES: None. VACANCY: 1. Motion passed 7-0.

6. ADJOURNMENT: Meeting was adjourned at 7:08 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant