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CEPC Special Meeting Minutes

**Monday, April 13, 2020
6:00 PM, Community Auditorium**

Minutes approved by CEPC on April 27, 2020.

1. ROLL CALL

Co-Chair Peter Truax called the special meeting of the Community Enhancement Program Committee (CEPC) to order at 6:12 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. ADDITIONS/DELETIONS: None

4. REVIEW OF EMERGENCY COVID ASSISTANCE APPLICATIONS

Downey explained updates since the last meeting included following the CEP competitive application process and that budgetary authorization had been received to use unappropriated funds. He noted the emergency grant program was advertised with the following criteria:

- Open to all qualifying non-profits.
- Program must be for emergency assistance for COVID-19 relief.
- The maximum per applicant is \$10,000; however, the Committee may allot more depending on the proposed program and the number of applications received.
- Monies must be spent by July 1, 2020, and cannot be carried over to FY 20-21 or transferred to another grant program.
- Monies for the Emergency Grant Program up to \$25,000 are left over from past fiscal years and will not impact next year’s CEP grant program.
- Successful applicants will remain eligible to apply for regular CEP grants for the coming year.

He also noted information was sent to non-profit organizations which had previously shown interest in the CEP program.

Due to the number of Emergency COVID Assistance applications received, this special meeting of the CEP Committee was scheduled to hear presentations. The following non-profit organizations presented their requests and answered questions from the Committee:

- Adelante Mujeres
- Bienestar
- FG Foundation Winter Shelter
- Rebuilding Together of Washington County

Foodways at Nana Cardoon
Family Justice Center
Virginia Garcia Medical Health Center
FG Elks

5. DISCUSSION AND AWARD OF EMERGENCY COVID ASSISTANCE GRANTS

Staff recommended the usual allocation process for determining grant awards. Individual committee member allocations were combined and discussed. Six (6) projects received support from a majority of at least four (4) committee members. Staff amended the funding allocation worksheet accordingly. Rippe moved, seconded by Gonzalez, to approve the allocations as amended. With all those present voting in favor, motion passed unanimously. The following projects were granted funds as noted for 2020 Emergency COVID Assistance Projects:

Adelante Mujeres: Community Response	\$3,806
Bienestar: Esperanza Fund	\$1,935
FG Foundation Winter Shelter: Sheltering in Place	\$8,534
Family Justice Center: Hotel Rooms for Abuse Victims	\$ 958
Virginia Garcia MHC: Serving FG Patients	\$6,114
FG Elks: Food & Appliances for Low Income Families and Vets	\$3,650

6. ADJOURNMENT: Meeting was adjourned at 7:15 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant