



*A place where families and businesses thrive*

**Forest Grove Solid Waste  
Community Enhancement Program Committee**

**CEPC Meeting**

**6:15 PM**

**Community Auditorium Conference Room**

**MONDAY, NOVEMBER 25, 2019**

**1915 Main Street**

**Forest Grove, OR 97116**

Vacancy	Juan Carlos Gonzalez, Co-Chair	Elena Uhing
Timothy Rippe	Peter Truax, Co-Chair	Adolph "Val" Valfre, Jr.
Ron Thompson		Malynda Wenzl

All public meetings are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. All meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, 503-992-3235, at least 48 hours prior to the meeting.

**A G E N D A**

- 6:15** 1. **CALL TO ORDER:**
- 2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak on an item not on the agenda may be heard at this time.
- 3. **APPROVAL OF MEETING MINUTES of MAY 13, 2019**
- 4. **ADDITIONS/DELETIONS**
- 5. **DISCUSSION OF 2020-21 CEP PROGRAM CRITERIA**
- 7:00** 6. **ADJOURNMENT**

This page is intentionally blank.



*A place where families and businesses thrive.*

**Monday, May 13, 2019**

**CEPC Meeting Minutes**

**5:30 PM, Community Auditorium**

**Minutes not official until approved by CEPC.**

**1. ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program (CEP) Committee to order at 5:35 pm. **ROLL CALL:** Co-Chair Juan Carlos Gonzalez, Thomas Johnston, Timothy Rippe, Ronald Thompson, Elena Uhing, Adolph Valfre, Malynda Wenzl and Co-Chair Peter Truax. **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 APRIL 18, 2019**

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

**4. DISCUSSION OF ALLOCATIONS AND DESIGNATION OF 2019-20 PROJECTS:**

Truax reviewed the allocation worksheet noting the Parks & Rec Commission project for Signs IV was withdrawn since signage was approved as a City expense in the 2019-20 Budget on May 9 and, therefore, not eligible to receive CEP funds. Committee members reallocated individual funding from this project resulting in all remaining 19 projects receiving support from a majority of at least five (5) committee members. Staff amended the funding allocation worksheet accordingly. Wenzl moved, seconded by Rippe, to approve the allocations as amended. **DISCUSSION:** It was clarified that the disbursement of funds for the operation of the TES shelter at United Church of Christ would be made conditional upon the shelter being allowed at UCC under the City's Development Code. With all those present voting in favor, motion passed unanimously. The following projects were granted funds as noted and designated as 2019-20 CEP Projects:

**DESIGNATED 2019-20 CEP PROJECTS**

2019-20 CEP PROJECTS	SPONSOR	AMT REQUESTED	FUNDING APPROVED
Critical Repair Program	Rebuilding Together Wash Co	\$4,000	\$3,800
Annual Sidewalk Chalk Art Festival	Valley Art Association	\$4,500	\$4,352
Weekend Backpack Program	FG Elks 2440	\$10,000	\$5,900
Preservation Grant Program	Historic Landmarks Board	\$10,000	\$4,769
Mobile Shower Trailer	Community Connection	\$10,000	\$6,600

Food Classes @ CALC	Foodways at Nana Cardoon	\$7,750	\$3,200
Tualatin Plains Great Grains	Foodways at Nana Cardoon	\$10,000	\$3,050
Learning Garden Classrooms for All	Forest Grove School District	\$10,000	\$4,360
Temporary Emergency Shelter	Old Town Forest Grove	\$10,000	\$7,650
Community Arts	Public Arts Commission	\$10,000	\$4,200
Refurbish FG School-Based Health Center	Virginia Garcia Memorial Health Ctr	\$10,000	\$7,500
Covered Donation Intake Area	Forest Grove ReStore	\$10,000	\$2,200
Home Preservation Program for Low-Income, Elderly, Disabled, Vets	West Tuality Habitat for Humanity	\$10,000	\$5,000
Temporary Emergency Shelter	Forest Grove UCC	\$10,000	\$7,650
Cultural Service Center: Early Head Start Classrooms	Adelante Mujeres	\$10,000	\$7,050
Forest Grove Farmers Market	Adelante Mujeres	\$10,000	\$6,350
Downtown Winter Light Expansion	Chamber Holiday Display Team	\$10,000	\$3,250
Veteran's Independence Project	FG Elks 2440	\$7,500	\$4,283
Collaborative Sustainable Community	Sustainability Commission	\$10,000	\$4,250
	Total Requests	\$183,750	\$95,414

**5. ADJOURNMENT:** Meeting was adjourned at 6:00 pm.

Respectfully Submitted by

Beverly Maughan, Executive Assistant



COMMUNITY  
ENHANCEMENT  
PROGRAM (CEP)  
FY 2020-21 PROCESS  
CEP COMMITTEE MEETING

Monday, November 25, 2019

# Purpose of Meeting

- Discuss items brought up by the CEP Committee (CEPC) during last year's process and if there are other changes the CEPC may want to make to the CEP Program Criteria for FY 2020-21.
- Provide direction to staff so appropriate approval can be requested from Metro, if necessary.

# Estimated FY 2020-21 Funding Available

- Based on preliminary estimates, there will be approximately \$117,860 in funding available for FY 2020-21 grants. \$95,000 is the estimated FY 2020-21 revenue for CEP from Metro, \$16,000 was withheld from FY 2019-20 to roll over to FY 2020-21, and \$6,860 is grant funding available from accumulated Fund Balance per current funding rules.

# Items to Discuss for FY 2020-21

## Concerns / Issues Raised During Last Cycle:

- Non-Profit Criteria: Metro criteria allows only 501(c)(3) and The Elks have received CEP funding and it is a 501(c)(8) organization
  - Options: Inform Elks they are not eligible or ask Metro to change the criteria for eligible organizations
- Clarification of Eligibility: Projects specifically located within Forest Grove UGB or projects with organizations located outside Forest Grove that benefit Forest Grove residents, i.e. Family Justice Center

# Items to Discuss for FY 2020-21

## Concerns / Issues Raised During Last Cycle:

- Purposes of expenditures: Program versus Event; Challenge grants versus ongoing programs
- Give a discretionary amount per committee member to spend
  - If implemented, expenditures would have to meet the requirements of the CEP
- Temporary Shelter Code: Issue resolved

# Other Items or Questions?