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CEPC Meeting Minutes

Monday, January 23, 2017
6:00 PM, Community Auditorium

Minutes approved by CEPC on April 18, 2017.

1. **ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:10 pm. **ROLL CALL:** Co-Chair Kathryn Harrington, Timothy Rippe, Ronald Thompson, Elena Uhing, Matt Vandehey, Malynda Wenzl and Co-Chair Peter Truax. **EXCUSED:** Thomas Johnston. **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 MAY 23, 2016**

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

4. **ADDITIONS/DELETIONS:** None

5. **DISCUSSION ON 2017-18 CEP PROCESS**

Downey presented the staff report and noted the estimated funding will be approximately \$125,500 and that staff will be requesting \$6,500 in costs for the administration of the program. Co-Chair Harrington gave a brief overview of Waste Management's utilization of Riverbend Landfill and noted that the same amount of waste to Forest Grove Transfer will continue for two more years. In response to Harrington's inquiry, Downey noted that the packet of applications will be distributed to the committee on April 11 one week before the presentations are scheduled. In response to Truax's inquiry, Downey described previous ways instructions to complete the grant were disseminated. In response to Rippe's inquiry, Downey noted that the program will be publicized in the utility bill insert in February and March, on the website, in the City ad, and information will be available in Spanish. In response to Rippe's inquiry, Truax confirmed that there are not a required number of residents who must benefit from proposed projects; that the answers on the application are not weighted; and that each member applies their own discretion and merit to the projects as they allocate their funding. Changes for 2017-18: There was consensus that funds be put into one pool; consensus was to allow projects outside the FG UGB in conjunction with the school district; two applications per group with a maximum of \$10,000 per application.

6. **ADJOURNMENT:** Meeting was adjourned at 6:20 pm

Respectfully Submitted by

Beverly Maughan, Executive Assistant