



**SUMMARY MINUTES**  
**Gresham Community Enhancement Advisory Committee**

January 29, 2019 - 6:30 p.m.  
Gresham City Hall - 1<sup>st</sup> Floor – Conf. 1A

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Members Present

Michael Patrick  
Shannon Chisom  
Bess Wills  
Karylinn Echols, Co-Chair  
Shirley Craddick, Co-Chair

Members Absent

None

Visitors

Kris Freiermuth

Staff Members Present

Bill Eggert  
Joe Walsh  
Teresa Hall (Recording Secretary)

**A. Call to Order**

Councilor Echols convened the meeting of the Community Enhancement (CE) Advisory Committee at 6:00 p.m.

1. Recycling Advocates missed the presentations on Jan. 22 and were informed they no longer qualified for this year’s grant cycle. They were encouraged to reapply next Fall and to seek other potential Metro grant funding through the City of Troutdale.
2. Citizen Comment – Kris Freiermuth thanked the committee for their time and energy to serve on this committee.
3. Councilor Echols recommended adding the following item to tonight’s agenda: Grant Process Discussion.
4. The City Attorney confirmed that the Committee has the authority to make the final decision on the disbursement of the grant funding. After the committee finalizes their decision tonight, staff will contact the recipients with next steps.

**B. Grant Award Decisions**

1. Review of Grant Scores and Ranking – Attachment A
  - a. Only one applicant said they could not take less the full amount of their grant request - the Center for Advanced Learning who requested \$11,900.
  - b. Metro Councilor Craddick relayed a message from Troutdale Mayor Casey Ryan who requested the committee inform all applicants they encourage to apply for Troutdale’s Metro Grant funds, to be sure they include their ‘presence’ in Troutdale as part of their application as they will be looking closely at this piece.
2. The committee discussed each of the grant proposals and the ratings/scores. After discussion on the merits of each application which included notable impacts to the community and various

ways to distribute the funding, the CE Advisory Committee came to a final consensus:

**MOTION:** Michael Patrick moved that the committee fund the proposals in the following amounts:

Gresham Japanese Garden	\$7,500
Beyond Black CDC	\$5,000
Gresham Senior Center	\$3,500
Metro East Community Media	\$4,000
Total	\$20,000

**SECOND:** Metro Councilor Shirley Craddick

**DISCUSSION:** None

**VOTE:** Motion carried unanimously

3. Joe Walsh will communicate with each of the recipients the following stipulations for the funding as discussed by the CE Advisory Committee:

- Gresham Japanese Garden – as best as possible the funds should be used in a way that supports the continued involvement of students.
- Beyond Black CDC – no stipulations.
- Gresham Senior Center – funds are for the computer networking upgrade and training station as listed in the proposal.
- Metro East Community Media – funds are to be used to promote the larger Gresham Area. The proposed vignettes should not replicate current/City promotional videos or be used to promote individual for-profit businesses.

4. Joe Walsh will compose and send a group email out directly after the meeting to all the applicants and will also copy the City Council informing them of the committee’s final decision. Joe will follow-up with each organization on behalf of the committee thanking them for their presentations and making them aware that the committee appreciated each of their proposals but simply did not have the funding to do it all. Councilor Echols recommended the announcement go out in a ‘controlled reveal’ rather than it ‘slipping out’.

Kirk Park applicant, Kris Freiermuth provided some thoughts about the awards and process.

### **C. Grant Process Discussion (add-on item)**

The following items were discussed as potential changes/additions to next years’ grant review process:

#### Impacts/Improvements to Scoring

1. Consider changing some of the questions to yes or no answers to simplify responses.
2. Ask for specifics in their response as to the impacts to Gresham;
  - a. Who they currently serve or will serve?
  - b. What area (boundaries) in Gresham will be impacted?
  - c. The number of people will it serve?
    - i. Provide information on how the Committee scores projects and how they are prioritized.
3. Is there a preference over the funds being used for a one-time project vs. being used as

operating funds?

4. Is this funding supplanting already existing personnel or project funds? (It should be something new vs. supplanting existing)
5. Could the City help with organizing some of the projects & proposals – such as for City parks?
6. Should the committee fine-tune (narrow the scope) of the types of grants they allow? (Two members indicated they liked leaving the description broad to include many different types of projects/proposals.)
7. Ask if this is the continuation of an ongoing project or is it a new project.
8. Ask if project cannot be fully funded, is it scalable and if so, what would that look like?
9. Should groups/organizations be encouraged to come together to apply jointly for projects/services rather than individuals applying for funding on projects that could have a broader benefit to more citizens? Example: the emergency preparedness grant application for radios & emergency disaster supplies.

#### **E. Next Steps**

The committee will convene again in September to begin next year's process. If the proposed franchise expansion of the Metro Transfer Station facility in Gresham is approved, the amount of funds available for the CE Grant program next year would be around \$47,000.

#### **D. Adjournment**

The meeting adjourned at 7:29 p.m.