

## City of Bethel Action Memorandum

Action memorandum No.	21-39		
Date action introduced:	12-14-2021	Introduced by:	Peter A. Williams, City Manager
Date action taken:	12-14-2021	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	K M		

**Action Title:** Authorize and direct City Administration to issue one check to Gladys Jung Elementary School in the amount of \$10,602 as the Year 4, Quarter 4 Community Action Grant awardee based on the recommendation of the Community Action Grant Committee.

**Attachment(s):** None.

Amount of fiscal impact:	Source	Account information:
\$10,602	Funds in FY 2022 Budget.	10-72-760

### Summary Statement

The City of Bethel established the Community Action Grant Program (CAG) to allow community and individuals to request financial support for programs or events that contribute to the health, welfare, and overall quality of life for residents of Bethel, especially its most vulnerable populations. Funding for the program comes from 20% of the Alcohol Tax collected by the City. City Administration directed Carmen Jackson, CPA, LLC to determine the balance of funds available for CAG distribution.

The Community Action Grant Committee is a volunteer group of citizens who meet quarterly to review CAG applications, score them, and provide funding recommendations to City Council. Bethel City Council must approve the recommendations before checks are issued. Each recipient of CAG funds signs a grant agreement with the City and is responsible for spending the funds appropriately and producing an exit report at the end of the performance period.

Gladys Jung Elementary Wrestling Program requested \$10,602 to cover the cost overrun to purchase one wrestling mat, storage hoist for the mat, and hoist installation. The City of Bethel previously awarded Gladys Jung Elementary Wrestling Program \$34,975 for the same purchase.

In the CAG application, Martin Smith argued that “Due to Covid-19 a delay of five months in requesting a structural quote by the architectural firm for the purchase of the mat hoist associated with the original grant request (\$17,500 initially quoted), the price for the mat hoist has risen due to the initial quote being expired.”

The Committee received two applications during the open application period from October 13, 2021 to November 12, 2021. The CAG Committee held a public meeting on November 30, 2021. The Committee discussed the applications, asked questions of the applicant, deliberated, and decided unanimously to support the Gladys June Elementary Wrestling Program application and recommend full funding. The other applicant was sent a letter requesting more information.