

MINUTES  
FROM THE  
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS  
BOARD MEETING (CDCIP)  
Monday, October 30, 2017  
451 South State Street, **Room 118**  
City & County Building  
Salt Lake City, Utah  
*5:30 p.m.*

1. **Board Members**

Logan Darling  
Loree Hagen  
Hannah Lockhart  
Jennifer McGrath  
Andrew Saalfield  
Jade Sarver  
Courtney Swedenburg  
Brooke Young

**Also Present**

Melissa Jensen  
Lani Eggersten-Goff  
Lily Gray  
Jen Schumann  
Emily Strong  
Shyann Hugoe

2. **Staff Updates**

There were no updates by staff.

3. **Approval of the minutes of the March 20, 2017 & October 23, 2017 meeting.**

Mr. Sarver moved to approve the minutes of March 20, 2017 as presented. Ms. Hagen seconded the motion. Motion carried unanimously.

Mr. Sarver moved to approve the minutes of October 23, 2017 as presented. Ms. Lockhart seconded the motion. Motion carried unanimously.

4. **Business**

A. Welcome

Ms. McGrath welcomed the CDCIP Members and opened the meeting on October 30, 2017 at 5:32PM.

#### B. Elect Chair & Vice-Chair

Ms. Jennifer Schumann explained that the CDCIP Board must elect a Vice-Chairperson. She asked if there were any nominations for this position.

Ms. Hagen nominated Jade Sarver for the CDCIP Vice-Chairperson. Ms. Lockhart seconded the motion. The motion carried unanimously.

#### C. Application Review and Discussion

- 1) ASSIST Program.
- 2) Community Development Corporation of Utah program: Ms. Schumann explained that CDC would issue Down Payment Assistance with this funding. Ms. Schumann asked if there were any questions. There were no questions.
- 3) Ristorante Caffe Molise, Inc program: Ms. Schumann stated that staff marked this application as ineligible. Ms. Schumann asked if there were any questions. Ms. Lockhart asked why the application was marked as ineligible. Ms. Strong explained that it was marked as ineligible for the following reason being it does not fit within target areas and this program does not serve the low-income population. Ms. McGrath made a motion to exclude this application. Mr. Sarver seconded. Ms. McGrath asked if there was any further discussion. There was no further discussion. The motion carried unanimously.
- 4) HAND Economic Development Façade Program: Ms. Schumann explained that this program improves neighborhoods and communities as a whole rather than the business being the only beneficiary. Ms. Hagen asked how the businesses are marketed. Ms. Schumann replied that the representatives of HAND who maintain this program went door to door through the community and promoted the program. Ms. Lockhart asked if there was a follow up process established with the businesses who have received funding from this program. Ms. Schumann explained that there was no formal process in place but there are certain HUD requirements during the vetting process.
- 5) SLC Emergency Fund: Ms. Schumann stated that this application was for HAND to help nonprofit organizations during an emergency. Ms. Lockhart asked what the application process is like between the agency and the City. Ms. Schumann responded that staff requests a formal letter from the agency that identifies this emergency issue and the dollar amount being requested.
- 6) Salt Lake City Corporation Alzheimer's/Wild Rose Garden and Galvez Open Space Improvements Construction: Ms. Schumann briefly spoke about the application

submitted by Parks. Ms. Young asked if this application was also considering on going maintenance throughout the future. Ms. Jensen explained that most of these improvement construction applications are for existing structures so the cost of maintenance is not an issue. Ms. Lockhart pointed out that the applicant did not select an objective in the application and asked if this was an oversight. Ms. Schumann noted that this was an oversight on behalf of the applicant. Ms. Jensen pointed out this is was one of a few applications where the Board would need to discuss whether or not to accept the application as it was submitted or assume the intent behind the application.

- 7) Salt Lake City Corporation Concrete Program: Ms. Schumann explained the Concrete program that is operated out of the Engineering department at the city. Ms. Schumann asked if there were any questions. Ms. Hagen asked about the projects funding from previous years. Ms. Schumann stated that this department is strategic on how funding is spent and that the program also has an application in CIP.
- 8) Salt Lake City Corporation Poplar Grove: Ms. McGrath reminded the Board that this application was under the \$30,000 minimum and that further discussion was needed on the policy and methodology behind how these applications were handled.
- 9) Salt Lake City Corporation Post Street, 1000 W, & 600 S Reconstruction Construction: Ms. Schumann asked the board if there were any questions for this application. Ms. Hagen asked how these streets have been chosen because one of the three streets is a thoroughfare and the other two are not. Ms. Schumann stated that the Engineering Division has applied for this project previously and did not receive funding. She also mentioned that the focus should be what the return is for the investment. Mr. Sarver asked staff for more information pertaining to the cul-de-sac. Ms. Schumann responded that she is looking for engagement from the public that has not been completed yet, and she would bring that information back to the board.
- 10) Salt Lake City Corporation Post Street, 1000 W, & 600 S Reconstruction Design: Ms. McGrath asked if this was a project that could potentially be phased. Ms. Schumann stated that if there are Transportation, Public Utilities, or Engineering components that efforts would be coordinated.
- 11) HAND Housing Rehab & Housing Homebuyer programs: Ms. Schumann described the Rehab and Housing application. Mr. Sarver asked if this application was scalable at all. Ms. Schumann responded that this application would not be able to be scaled because it would fund salaries and operational support.
- 12) Salt Lake Neighborhood Housing Services/NeighborWorks Salt Lake program: Ms. Schumann briefly spoke about the NeighborWorks application and asked the board if there were any questions. There were no further questions.
- 13) Salt Lake City Corporation Transportation Poplar Grove Neighborhood Byway Network: Mr. Sarver explained that he would like to advocate for this application because the biking infrastructure was not as prevalent on the West side. Ms. Schumann stated that

Transportation would agree with that. Mr. Sarver added that this application would also be beneficial to pedestrians because of the improved intersections.

- 14) The INN Between Construction: Ms. Schumann stated that this application was flagged as ineligible. She noted that staff has been in contact with this agency and they understood that this application did not align with the consolidated plan. Mr. Sarver made a motion to remove this application. Mr. Saalfield seconded.

D. Other Business

Ms. Schumann stated that the next meeting the board will review the first 11 Public Service applications.

5. Adjournment

There being no further business. The meeting was adjourned at 6:40 PM.



CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held October 30, 2017.