

MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, December 11, 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
Jennifer McGrath
Andrew Saalfield
Jade Sarver
Pamela Silberman
Courtney Swedenburg
Brooke Young

Also Present

Melissa Jensen
Lani Eggertsen-Goff
Jen Schumann
Emily Strong
Shyann Hugoe

2. **Staff Updates**

There were no updates by staff.

3. **Approval of the minutes.**

Mr. Sarver moved to approve the minutes of the December 4, 2017 General Needs Hearing as presented. Ms. Young seconded the motion. Motion carried unanimously.

Ms. Hagen moved to approve the minutes of December 4, 2017 as presented. Ms. Young seconded the motion. Motion carried unanimously.

4. **Business**

A. Welcome

Ms. McGrath welcomed the CDCIP Members and opened the meeting on December 11, 2017 at 5:30 PM.

B. Process Feedback

Ms. Strong and Ms. Schumann opened the conversation to the Board by asking for feedback.

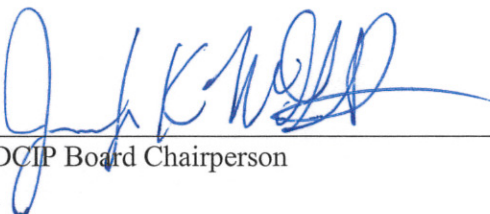
The Board provided feedback on the application process. The Scoring Rubric and the Nano Session Guide were discussed as being very useful tools. Ms. Young mentioned that the scoring process is ZoomGrants was confusing and asked for supplementary materials to help inform the scoring process. Staff stated they would publish materials to help with that process. There was open discussion about other process improvements.

C. Scoring Review

Ms. Schumann presented each funding source and reviewed the applicants, the requested amount, and the average funding recommended by the Board. Ms. Schumann discussed the gaps in service that resulted from the original scoring process. There was an open discussion regarding the scoring and funding levels for the 17-18 applications for ESG and CDBG. The Board deliberated over all the applications. The Board discussed balancing the dollar amount requested for these applications with the total dollar amount available. Ms. McGrath stated the Board should not vote on programs based on their personal views, but instead vote based on the gaps in funding and where the community voiced their needs. The Board made their final funding recommendations for CDBG and ESG.

5. Adjournment

There being no further business. The meeting was adjourned at 7:07PM.

 1-29-18

CDCIP Board Chairperson

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held December 11, 2017.