

MINUTES  
FROM THE  
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS  
BOARD MEETING (CDCIP)  
Monday, December 12, 2016  
451 South State Street, **Room 118**  
City & County Building  
Salt Lake City, Utah  
*5:30 p.m.*

**1. Board Members**

Mario Organista  
Jade Sarver  
Donald Butterfield  
Jennifer McGrath  
Pamela Silberman  
Julie Bjornstad  
Loree Hagen  
Sheila Walsh-McDonald

**Also Present**

Michael Akerlow  
Melissa Jensen  
Jen Schumann  
Emily Strong  
Shyann Herbert

**2. Staff Updates**

There were no updates by staff.

**3. Approval of the minutes from the following meetings.**

Ms. Silberman asked for a motion to approve the minutes. Ms. Hagen moved to approve the minutes of November 21, 2016 as presented. Ms. Walsh-McDonald seconded the motion. Motion carried unanimously.

Ms. Silberman asked for a motion to approve the minutes. Ms. McGrath moved to approve the minutes of November 28, 2016 as presented. Ms. Walsh-McDonald seconded the motion. Motion carried unanimously.

Ms. Silberman asked for a motion to approve the minutes. Mr. Organista moved to approve the minutes of December 5, 2016 as presented. Ms. McGrath seconded the motion. Motion carried unanimously.

#### 4. Business

##### A. Welcome

Mr. Mike Akerlow welcomed the CDCIP Members and thanked them for their willingness to contribute to the Board.

##### B. Process Feedback

Ms. McGrath gave feedback on the Nano Sessions. She stated that it was necessary to have two people as a team, whether it be two board members or have City staff help the board members. She stated that with the time given for each agency at each table, there was not enough time to open the application in ZoomGrants and add the comments. She stated that one more minute with each agency could be valuable, and that if needed she would be open to splitting the Nano Sessions into two weeks. Ms. Bjornstad stated agencies with multiple applications should get more time because there was not adequate time to discuss all applications or to put comments on each application in ZoomGrants. Mr. Sarver stated that there was not enough time per agency that had multiple applications; he stated having a question at each table was very helpful and that having a few bonus questions would be helpful. Mr. Sarver explained a potential question he thought would be helpful was; is this a new program or an expansion of program, or maintaining a program? Ms. Hagen stated that a 10 point scale instead of a 5 point scale would help with the gaps in the scoring.

##### C. Consolidated Plan

Ms. Schumann provided a review of the Consolidated Plan objectives. Ms. Schumann also encouraged the Board to fund applications that moved the goals of the ConPlan forward in a significant way.

##### D. Outreach Review

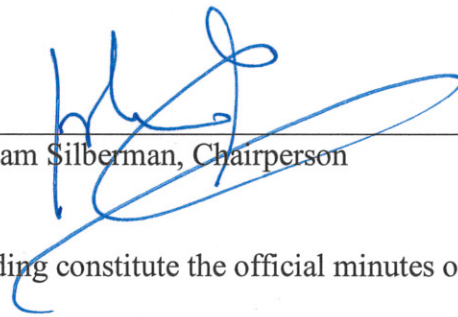
Ms. Schumann summarized community engagement efforts.

##### E. 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. She specifically referred to a gap in funding for Transportation services. There was an open discussion regarding the scoring and funding levels for the 17-18 applications for ESG and CDBG. The Board deliberated over two applications submitted by The Road Home for St. Vincents Overflow Shelter. 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 wished to convey to future reviewers (i.e. the Mayor and Council) the difficulty of scoring so many worthy applications.

**5. Adjournment**

There being no further business. The meeting was adjourned at 7:39PM.



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Pam Silberman, Chairperson

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held December 12, 2016.