

CEDAC Allocation Committee | Minutes

March 9, 2021 | 12:00 pm | 2001 S State Street, Suite S2-950, Salt Lake City, UT 84190

Meeting called by Karen Kuipers

Type of meeting Allocation Committee

Facilitator Karen Kuipers

Note taker Erika Fihaki

Committee Members: Susan Gregory, Amber Measom, Becky Guertler, Ryan Henrie, Stacey Phillips, Todd Richards

Staff: Karen Kuipers, Vikram Ravi, Amanda Cordova, Mary Leonard, Mike Gallegos, Erika Fihaki

AGENDA TOPICS

Agenda topic *Welcome & No Anchor Location Statement* | Presenter *Becky Guertler*

Vice-Chair Becky Guertler welcomed the committee and read the No Anchor Location Statement

Agenda topic *Administrative Issues* | Presenter *Becky Guertler*

Discussion & Vote regarding changes to the following documents: Staff provided an overview of the changes made to the standard Operating Procedures and the Council Member Responsibilities. Vice-Chair Beck opened the floor to a motion to approve the proposed changes. Todd made a motion to approve the proposed changes to both the Standard Operating Procedures and the Council Member Responsibilities documents. Amber second the motion. There were none opposed. ***The motion passed with a unanimous vote.***

- Standard Operating Procedures
 - Council Member Responsibilities
-

Agenda topic *Approval of Meeting Minutes* | Presenter *Becky Guertler*

- Approval of revised March 2nd meeting minutes. Vice-Chair Becky opened the floor for a motion to approve the minutes. Susan made a motion to approve the minutes with no modifications. Amber seconded the motion. There were none opposed. ***The motion passed with unanimous vote***

Agenda topic *Staff Follow-up* | Presenter *Amanda Cordova*

- City of south Salt Lake - Amanda went over the response for clarification and showed the committee members where they can find that information in ZoomGrants.

Agenda topic *Continued Discussion Weeks 4 - 5 Applications* | Presenter *Committee Members*

1. Urban county Jurisdictions (1 application)

a. Midvale City Corporation - Jordan River Parkway Improvement Project:

- Application Overview:* Becky gave an overview of this section and why she rated it the way she did. There was further discussion on this section.
- Priority Weighting:* Becky gave an overview of this section and why she rated it the way she did. There was no further discussion on this section.
- Impact:* Susan gave an overview of this section and why she rated it the way she did. There was no further discussion on this section.
- Goals & Outcomes:* Amber gave an overview of this section and why she rated it the way she did..
- Project Beneficiaries:* Stacey gave an overview of this section and why she rated it the way she did. There was no further discussion about this section..
- Budget:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section.
- Leverage:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section.
- Sustainability:* Ryan gave an overview of this section and why he rated it the way he did. There was no further discussion on this section..

2. Housing rehabilitation & Public Facility Improvement Review Groups (1 application)

- a. The Road Home - Palmer Court Rehabilitation:** *Review of this application was postponed until the next meeting to provide the applicant with more time to respond to clarifying questions.*

Agenda topic *Intent to abstain/recuse from review of Week #6 Applications* | Presenter *Committee Members*

Vice-Chair opened the floor to committee members to declare intent to abstain/recuse from review of the Week 6 applications. There were none.

Agenda topic *Week # 6 Applications* | Presenter *Becky Guertler*

1. Urban county Jurisdictions (3 applications)

a. Community Development Corporation of Utah - Down Payment Assistance:

- Application Overview:* Becky gave an overview of this section and why she rated it the way she did. There was further discussion about this section.

- ii. *Priority Weighting:* Becky gave an overview of this section. There was further discussion about this section..
- iii. *Impact:* Susan gave an overview of this section and why she rated it the way she did. There were questions about this section. Staff was able to resolve those questions. There was further discussion about this section.
- iv. *Goals & Outcomes:* Amber gave an overview of this section and why she rated it the way she did. There was no further discussion about this section.
- v. *Project Beneficiaries:* Stacey gave an overview of this section and why she rated it the way she did. There was no further discussion about this section.
- vi. *Budget:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section.
- vii. *Leverage:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion on this section.
- viii. *Sustainability:* Ryan gave an overview of this section and why he rated it the way he did. There was further discussion about this section.

b. International Rescue Committee - Recovery Through Financial Stability: Refugee & New American Home Ownership:

- i. *Application Overview:* Becky gave an overview of this section and why she rated it the way she did.
- ii. *Priority Weighting:* Becky gave an overview of this section and why she rated it the way she did. The committee requested clarification on this section of the application. Staff was able to provide that clarification. There was further discussion about this section.
- iii. *Impact:* Susan gave an overview of this section and why she rated it the way she did. .
- iv. *Goals & Outcomes:* Amber gave an overview of this section and why she rated it the way she did. There was further discussion about this section..
- v. *Project Beneficiaries:* Stacey gave an overview of this section and why she rated it the way she did. There was no further discussion about this section..
- vi. *Budget:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section.
- vii. *Leverage:* Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section..
- viii. *Sustainability:* Ryan gave an overview of this section and why he rated it the way he did.

c. Salt Lake Neighborhood Housing Services, Inc. dba NeighborWorks Salt Lake - Affordable Homeownership Support Loan:

- i. *Application Overview:* Becky gave an overview of this section and why she rated it the way she did. The committee would like to clarify the homebuyer terms for the loan. The committee would also like to clarify how this is tracked. There was further discussion about this section.
- ii. *Priority Weighting:* Becky gave an overview of this section and why she rated it the way she did. There was no further discussion about this section.
- iii. *Impact:* Susan gave an overview of this section and why she rated it the way she did. There was further discussion about this section..
- iv. *Goals & Outcomes:* Amber gave an overview of this section and why she rated it the way she did. There was no further discussion about this section.
- v. *Project Beneficiaries:* Stacey gave an overview of this section and why she rated it the way she did. There was no further discussion about this section.

- vi. *Budget*: Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section..
- vii. *Leverage*: Todd gave an overview of this section and why he rated it the way he did. There was no further discussion about this section..
- viii. *Sustainability*: Ryan gave an overview of this section and why he rated it the way he did. There was no further discussion about this section.

Action items

Person responsible Deadline

Neighborworks: Clarify the home buyer terms and conditions on the loan. Clarify how this is tracked over the 30-year period of the loan.

HCD Staff

TBD

Agenda topic Identify Staff Follow-up | *Presenter Amanda Cordova*

Becky opened the floor to entertain a motion to postpone review of Palmer Court until clarifying information is received. Susan motioned. Ryan seconded. None opposed. ***Motion passed with unanimous vote.***

Staff will provide a summary of all clarifying questions and answers for all applicants prior to finalizing funding recommendations.

Agenda topic Assignments for Next Meeting | *Presenter Becky Guertler*

1. **Review Palmer Court Application**
2. **Update master schedule & post**
3. **Provide internal questions**
4. **Round Robin Calculations - submit to Teresa**
5. **Finalize admin scores**

Agenda topic Other Business | *Presenter Vikram Ravi*

Staff advised the Committee about deadlines for scoring and what the upcoming meetings will entail.

Agenda topic Adjourn | *Presenter Becky Guertler*

Meeting adjourned 2:07 pm