

# CEDAC Allocation Committee | MINUTES

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January 25, 2022, | 12:00 pm | 2001 S State Street, Suite S1-950, Salt Lake City, UT 84190

Meeting called by Todd Richards  
Type of meeting Allocation Committee  
Facilitator Karen Kuipers  
Note taker Erika Fihaki

**Committee Members:** Todd Richards, Amber Measom, Susan Gregory, Candace Tippetts, Greg Shelton, Mike Anderson, Ryan Henrie  
**Staff:** Karen Kuipers, Erika Fihaki, , Michael Gallegos, Brittney Hemingway, Amanda Cordova

## AGENDA TOPICS

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Agenda topic *Welcome* | Presenter *Todd Richards*

Todd Richards opened the meeting and welcomed the Council Members.

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Agenda topic *Approval of Meeting Minutes 2/18/2022* | Presenter *Council Members*

This agenda item was tabled due to not having a quorum.

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

1. Volunteer Tracking Form: Amanda reminded the Council Members to input their volunteer hours.
2. Verify all members have received lunch certificates: Amanda asked Council Members to contact Erika if they have not received their certificates.
3. ZoomGrants Issues: Karen explained the issues that were discovered with Appendix B and the Score Card and advised the Council Members that this has now been corrected.

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Agenda topic *Begin Review of Applications* | Presenter *Todd Richards*

Urban County Review Group: Infrastructure Projects (2 Applications): Greater Salt Lake Municipal Services District – 9130 W, 2600 S to 2700 S. & Millcreek City Jordan River Trailhead.

1. Greater Salt Lake Municipal Services District – 9130 W, 2600 S to 2700 S
  - *Application Overview (Including Partnerships & Agency Capacity):* A Council Member described the Application Overview and scope of the project and why they ranked it the way they did.
  - *Priority Weighting:* A Council Member gave an overview of the application's Priority Weighting and why they ranked it the way they did. There was further discussion about this section. The council would like to know if the east side of the sidewalk, which is new, was completed recently with CDBG Funds. Staff will verify this.
  - *Impact:* A Council Member gave an overview of this section and why they ranked it the way they did. There was discussion about the impact of this project. The Council would like to know the measure of impact from previously completed projects. Karen clarified that the Council may ask what has been measured and to see those measurements.

- *Goals & Outcomes:* A Council Member gave an overview of the Goals and Outcomes of the project and why they ranked it the way they did.
  - *Project Beneficiaries:* The Council Member assigned to review this section was not in attendance. There was no discussion among the Council about this section.
  - *Budget & Leverage:* A Council Member gave an overview of the project’s Budget & Leveraging. There was no further discussion about this section.
  - *Sustainability:* A Council Member gave an overview of this section and why they ranked it the way they did.
2. Millcreek City – Jordan River Trailhead: Karen reminded the Council that Millcreek will be moving out of the Urban County and become their own jurisdiction. As such we will not be scoring this application since the funding has already been awarded to them as an entitlement. We are just reviewing to assist the jurisdiction with their transition to an Entitlement Jurisdiction. HCD Staff did a site visit which allowed Karen to inform the Council that HCD staff will be reaching out to the organization to determine specifically what the dollars for this phase of construction will be spent *on*.
- *Application Overview:* The Council Member assigned to this section was not in attendance but submitted written comments which were read to the group. There was discussion about this project.
  - *Priority Weighting:* A Council Member gave an overview of this section and discussed how they would have ranked it.
  - *Impact:* A Council Member gave an overview and feedback of this section. There was no further discussion.
  - *Goals & Outcomes:* There was no discussion about this section.
  - *Project Beneficiaries:* A Council Member gave an overview and feedback of this section. The Council would like to ask the agency to clarify how the number of households served was determined. There was further discussion about this section.
  - *Budget & Leverage:* A Council Member gave an overview and feedback of this section. There was further discussion about this section.
  - *Sustainability:* A Council Member gave an overview and feedback of this section. There was no further discussion about this section.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
Greater Salt Lake Municiple Services District Clarifying Question:	HCD Staff	TBD
1. The council would like to know if the east side of the sidewalk, which is new, was completed recently with CDBG Funds. Staff will verify this.		
2. The Council would like to know how impact is measured and the measure of impact from previously completed projects.		
Clarifying Question & Feedback Millcreek:	HCD Staff	TBD
1. The Council would like the organization to know that in future applications it would help to be more specific about where the funds will be spent. HCD staff will be reaching out to the organization to determine specifically		

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**Action items****Person responsible** **Deadline**

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- what the dollars for this phase of construction will be spent on.
2. The Council would like to ask the agency to clarify how the number of households served was determined.

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**Agenda topic** *Identify Staff Follow-up* | **Presenter** *Karen Kuipers*

Staff will follow up with agencies on clarifying questions.

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**Agenda topic** *Other Business* | **Presenter** *Karen Kuipers*

There was no other business.

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**Agenda topic** *Assignments for Next Meeting* | **Presenter** *Karen Kuipers*

1. Urban County Review Group – Facility Improvements (1 application):
  - a. City of South Salt Lake – Historic Scott School Community Center Renovation
2. Discussion – Committee preference regarding starting discussion of Non-Profit Applications February 1<sup>st</sup>. *Currently 4 applications scheduled for review February 8<sup>th</sup>*. The council discussed whether to move some of the applications scheduled for Feb 8<sup>th</sup> to next week. It was decided to move Home Ownership applications – Community Development Corporation’s Down Payment Assistance Program & International Rescue Committee’s New American Home Ownership to next weeks agenda.

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**Agenda topic** *Adjourn* | **Presenter** *Todd Richards*

Meeting was adjourned at 12:57 pm

**NEXT MEETING: February 1st, 2022, 12:00 - 2:00 via WebEx**