

# Community Recovery Committee Meeting

## MEETING MINUTES

Thursday, April 13<sup>th</sup>, 2023

4:00-6:00pm

The following members of the Community Recovery Committee were present. All participated electronically.

Jacob Maxwell, Chairman  
Steve Anjewierden, Vice Chairman  
Sarah Longoria  
Pook Carson  
Jason Wessel  
Esther Stowell

Also Present:

Jack Markman, Department of Community and Neighborhoods  
Cathie Rigby, Department of Economic Development  
Todd Andersen, Department of Economic Development  
Amy Dorsey, Department of Finance  
Heather Royall, Department of Community and Neighborhoods  
Tyler Durfee, Department of Community and Neighborhoods  
Veatriz Alequin, Department of Community and Neighborhoods

### 1. Briefings by the Staff

Ms. Rigby provided update on small business awards, informing the Committee that checks had been processed and sent to awardees. Mr. Markman informed staff that all application reviews had been completed by staff and the Committee.

## **BUSINESS ITEMS:**

### 1. Review and Adopt Minutes from Meetings

Mr. Wessel motioned to adopt minutes from 02/09/23, seconded by Ms. Longoria. Committee members voted to approve minutes unanimously.

### 2. Review and Discuss Nonprofit Applications Final Scoring

Mr. Markman presented a list of the scored proposals and potential funding models which could be used to determine funding, including funding at full eligible request and several different forms of reduced request amounts. The Committee discussed the merit of partial awards as opposed to full awards, comparing their actions to their previous funding decisions.

Mr. Wessel observed that many requests weren't COVID revenue loss related or positioning the applicants as 100% dependent on funding, which might change the decision on full funding vs. partial funding. Mr. Anjewierden mentioned this was captured in the scores. Mr. Markman and Ms. Rigby mentioned that several proposals were made by the same applicant for both CAN and DED funding.

Committee asked if the original intent of funding was that only one of these proposals would be funded. Mr. Markman and Ms. Rigby responded in the negative.

Ms. Longoria pointed out that funding would go towards different programs, such as the United Way funding separate schools. Ms. Longoria asked if City Council wanted funding to be evenly distributed between cost categories. Mr. Markman responded in the negative. Mr. Wessel pointed out how funding categories could be fluid in determining award distributions. Mr. Markman provided clarification on a previous question from the Committee regarding a case from Odyssey House being a mental health or healthcare service. The distinction was clarified to be a nonessential one for funding purposes. Mr. Anjewierden asked if the guidance relating to geographic equity was important for determining how the funds were distributed, or if there was other language in the Ordinance that specified this focus. Mr. Markman responded in the negative.

Ms. Longoria suggested that all funding decisions should be based on the scores received. Chairman Maxwell observed that partial awards would fund almost all of applicants and reduce the potency of their scores. Vice Chairman Anjewierden commented that while nonprofits are used to not being funded, they still know their costs better than the Committee. Ms. Longoria recommended that funding be at full eligible requests. Chairman Maxwell agreed, as every dollar awarded is multiplied for social impact.

Ms. Longoria asked if there were proposals for the digital divide mitigation funding categories. It was established that there were two applications for this category. Ms. Rigby inquired if there were proposals recommended for awards in every proposal funding category. Mr. Markman confirmed that there were.

Mr. Wessel recommended that the Committee proceed with a decision. Chairman Maxwell agreed and suggested there should be a justification for the Committee's choice to ensure consistency. Mr. Markman agreed that such a justification was necessary and affirmed that all available options were based on scores to ensure that Council would understand the funding decisions. Ms. Stowell asked for a reiteration of the last two (2) minutes for the virtual attendees. Ms. Rigby seconded Mr. Markman.

Mr. Wessel motioned for the Committee to adopt the funding model to fund at full eligible ask based on the highest to lowest scores while funding lasts. Vice Chairman Anjewierden seconded the motion. No contests were raised. The vote was unanimous in the affirmative.

### 3. Discuss Applicant Eligibility Follow-up Requests

Mr. Markman communicates to Committee that he will be sending out requests to applicants requesting clarification to determine eligibility of applications and/or budget line items. The Committee was asked if they wanted to review these clarification requests upon their receipt, or if admin would be tasked with determining final eligibility. The Committee deferred to staff as better authorities of the eligibility requirements for staff. Timeline for this submission was also deferred to the decision of staff. Mr. Markman confirmed that he would keep the Committee updated on the process for this funding.

### 4. Other Business

The schedule for the next round of application review, namely the DED nonprofit applications, was discussed. Mr. Andersen asked if the Committee wished to take a break before reviewing these applications. Vice Chairman Anjewierden opined that he would prefer to start right away. Chairman Maxwell agreed with him. The application length compared to the CAN nonprofits were compared in length and complexity. Chairman Maxwell asked Mr. Andersen how many small business applications had been submitted for the second round of small business applications. Mr. Andersen reported the number was around fifty (50). Chairman Maxwell suggested they meet next week as an introductory

meeting on the next batch of applications. Ms. Stowell, Ms. Carson, and Mr. Wessel agreed.

5. Adjourn

There being no further business, the meeting was adjourned.



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Committee Chair

This document and the recording constitute the official minutes of the Community Recovery Committee meeting held April 13<sup>th</sup>, 2023.

# ARPA CRC 04.13.2023 Minutes

Final Audit Report

2023-08-17

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