

RAP TAC Meeting
2.26.2024

1. Called to order at 5:30 p.m.
 - a. Attendance by committee members: Richard Codd, Emily Roberson, Molly Taylor, Brianna Bowker, Colin Topper
 - b. Absent: Neal Clark
 - c. Additional attendance: Kelley McInerney
2. Review of Meeting Minutes
 - a. May 2, 2023
 - b. January 24, 2024
 - c. Both pass 3-0
3. Citizens to be Heard: none
4. Review of the RAP Tax Committee Member Recommendation
 - a. Two applicants, Becky Joplin and Zoe Huston
 - b. Richard recommended Zoe Huston and this passed by the committee, this will be the recommendation made to the Mayor on the February 27th meeting
 - c. Would also like to send a thank you note to Becky for interest in serving on the committee
5. Review of the RAP Tax Grant Timeline
 - a. For the 2023 funding cycle, final reports are due June 1, 2024; applicants are still eligible to apply for the 2024 cycle without submitting their report but if awarded funding, funds will not be remitted until the 2023 project is complete
 - b. The option for an applicant to submit a progress report prior to the June deadline is allowable, and they can submit the complete report by June, this gives the committee the ability to review reporting from last year to see the outcome of projects that were funded
 - c. For the 2025 timeline, the committee plans to meet earlier to get the ball rolling, meet in November or December to determine the 2024 timeline and meeting dates
 - d. For the 2024 Session
 - i. Deadline has been extended to March 10th at midnight (was previously set for March 1st at 5 p.m.)
 - ii. Staff will collect the applications and get to the RAP TAC for review by March 12
 - iii. The RAP TAC will review and score the applications and meet again on March 21st
 - iv. A funding recommendation will be presented to Council during the first meeting in April
 - v. Applicants will be notified after funding is approved by Council and Grant Agreements will be sent out
 - vi. The City hopes to have checks out to awardees in May
 - vii. The awardees will have one year to expend the funds; preliminary reports will be due by the next application period
 1. This will be added to the grant agreement
6. Review of the 2024 TAC Scoring Rubric
 - a. It was determined that most of the review criteria should remain the same and be scored from 1-10

- i. Criteria include: Quality of Proposed Project, Demonstrated Community Need, Benefits to Community, and The organization's history, ability to implement project and financial considerations
- b. One section was updated to eliminate the evaluation of 'history of organization' and focus on the proposed project's implementation and increase the value of this section from 5 to 10 points
- c. The total possible points score will be 40
- d. Would like to add a section to the application next year for category – Arts, Recreation, Parks
- e. Staff will review the applications before sending to the committee to ensure that they qualify and have all necessary elements
- f. Staff will also send an email out to last year's applicants to let them know the deadline has been extended

Meeting adjourn: 6:13 p.m.