

-MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, December 8th, 2025
5:00pm

1. **Board Members**

Brad Christensen
Joseph Murphy (Jurphy)
Dallin Jones (Online)
Cooper Fankhauser
Sean Weeks
Jenny Bonk

Board Members Not Present

Staff Present

Kerry Thomas
Dennis Rutledge
Sarah Neilsen
Alexandra Hall
Tyler Durfee (Online)

Also Present

2. **Terms**

FOF – Funding Our Future
OPMA – Open and Public Meetings Act

3. **Welcome and Introductions**

Ms. Thomas begins the board meeting at 5:01 P.M. She also informs the board that Ms. Schechinger is no longer serving as a council member.

4. **Approval of Minutes**

Mr. Murphy motions to approve the minutes. Mr. Jones seconds. The minutes pass by majority.

5. **Final Funding Night: CDBG NH&I & Public Services**

Ms. Thomas pulls up the CDBG NH&I scores for the board, and they discuss the funding options. Mr. Murphy and Mr. Christensen are in favor of funding at full request. Mr. Murphy motions to accept the 'At Full Request' column; Ms. Bonk seconds. The motion passes.

Ms. Bonk asks about contingency plans and Ms. Thomas explains that they will vote on contingencies on Final Funding Night.

Ms. Thomas shows the board the CDBG PS scores. Mr. Murphy advocates for either funding the applications according to the 'Minimum funding Ask,' 'At Full Request,' or 'At City Minimum'

columns. Ms. Bonk advocates for funding the highest scored applicants first.

Mr. Murphy motions to adopt the 'At Full Request' column; Mr. Fankhouser seconds. The motion passes.

Mr. Rutledge mentions that there may be more funding available HOME. Mr. Weeks thanks staff for their efforts to ensure a smooth Mini-Funding Night for the board.

The board discusses with staff more information about the upcoming board split.

6. Funding Out Future Training

Mr. Markman begins training the board on the process for FOF applications. He says applicants will not be present for the board to ask questions, so if members have any questions for applicants, they should be sent to city staff who will forward them to the applicants.

He mentions the differences in how to score the applicants and eligibility criteria. He also goes into more depth about the program.

Ms. Bonk asks, since the applicants would not be present during the meetings, whether quorum still be required. Ms. Thomas answers that any voting matters or board discussion requires quorum, but simply reviewing the applications would not. However, approving minutes is technically a voting matter.

Mr. Murphy asks if there will be a different pool of applicants for FOF. Mr. Markman answers that some applicants will apply for both FOF and HUD grants, but some will be different.

Mr. Christensen asks if there is any guidance staff can give to prioritize this funding. Mr. Markman answers that in the past the main determinations were: need, strength of the program, who is being served, and what is underfunded. However, he recommends the board decide what the priority for the funding should be.

Mr. Murphy asks if staff can provide previous years funding for the applications. Mr. Markman answers that he will be providing most of the information that city staff have provided to the board for the HUD grant applications.

Ms. Bonk requests staff to provide how much total funding each applicant has received for the current fiscal year. Mr. Markman agrees to provide that information

7. Other Business

Ms. Thomas reminds the board to email Mr. Markman individually (with her cc'd) and not to use the 'Reply All' button to stay in accordance with OPMA.

8. Adjourn

Meeting is adjourned at 5:47 P.M.

X

A handwritten signature in black ink, consisting of a large, stylized capital 'B' followed by a horizontal line extending to the right.

CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held December 8th, 2025.