**GOVERNING BOARD MEETING**

**Wednesday, January 23, 2019 – 12 Noon**

**Logan City Hall – Conference Room**

**290 North 100 West in Logan**

**M I N U T E** **S**

**PRESENT**

Commissioner Stan Summers County Executive Craig Buttars

Commissioner Jeff Hadfield Mayor Tyler Vincent

Commissioner Jeff Scott Council Member Karl Ward

Mayor Holly Daines Mayor Roger Fridal

Mayor Mike Leonhardt

**EXCUSED**

Council Member Paul Borup Commissioner Norm Weston

Mayor Shaun Dustin Commissioner Sim Weston

Mayor Scott Sabey Commissioner Bill Cox

**BRAG STAFF PRESENT**

Roger Jones Jesse Waite

Brian Carver Nathan Russell

Karen Merkley

**OTHERS PRESENT**

Nathan Jackson Senator Mike Lee’s Office

Matt Anderson Senator Mitt Romney’s Office

David Hipp Representative Rob Bishop’s Office

Dan Johnson State House District 4 Representative

Tim Stewart Bennett Consulting Group

Herm Olsen Logan City Council

**WELCOME, INTRODUCTIONS, AND MINUTES**

Cache County Executive Craig Buttars, Chair, opened the meeting; welcomed everyone and introductions were made.

Buttars asked if there were any changes or additions to the minutes of November 28, 2018. The minutes were **APPROVED** unanimously with a **MOTION** by Council Member Karl Ward and **SECOND** by Commissioner Stan Summers.

**WASHINGTON REPORT**

Buttars read a nice bio to introduce Tim Stewart of American Capitol/Bennett Group DC. Mr. Stewart has spent close to 30 years working in Washington D.C. in various capacities and is very knowledgeable of the current happenings in Washington.

The Board asked Tim to share a little about the current Federal Government Shut-Down:

* At the time of the meeting it was Day 33 of the shutdown affecting 800,000 people.
* In most of the county, only pockets of federal jobs were affected, but in the DC Area alone 360,000 employees were out of work.
* He explained that there will be long term residual impact in areas such as Bureau of Land Management (BLM), Transportation, Agriculture and the Interior.
* He felt like Congress was close to cutting a deal to reopen the government.

Stewart also addressed the Land Bill proposed by Congressman Rob Bishop that contained the hope for National Designation of Bear River Heritage Area, which recently didn’t pass. He noted the Congressman Bishop wants to introduce the Bear River Heritage Area Designation again as part of another Bill.

**NEW CONGRESSIONAL STAFF ASSIGNMENTS**

The three new Congressional Staff Members were each given some time to introduce themselves and share their goals and priorities. Each offered to work closely with the BRAG Governing Board and all local officials by supporting them any way they could and taking their concerns to their Congressional Leaders.

Matt Anderson, Senator Romney’s Northern Utah Director

Nathan Jackson, Senator Lee’s Northern Utah Director

David Hipp, Congressman Bishop’s Northern Utah Director

**FIRST PUBLIC HEARING TO GATHER INPUT ON CDBG PROJECTS TO BE SPONSORED BY BRAG**

County Executive Buttars **DECLARED** the first public hearing for the Community Development Block Grant program **OPEN** for any public comments or questions.

Brian Carver, BRAG Community & Economic Development Director said the purpose of this hearing is to gain citizen input regarding community needs and potential CDBG projects.

Approximately $680,000 is expected to be available in the Bear River Region for CDBG projects, $500,000 of which will be available through competitive grants for projects that meet U.S. Department of Housing and Urban Development national objectives to benefit low and moderate income individuals. Projects may include local infrastructure projects such as water system improvements, construction of a fire station, or purchase of playground equipment; or projects that improve the availability and quality of housing for low- and moderate-income individuals and families such as purchasing land for subsidized housing, or rehabilitation of homes and apartments. Projects that displace low- to moderate-income individuals are not likely to receive funding.

BRAG intends to apply for set-aside funds totaling $164,250. The applications will include $50,000 for regional administration of the CDBG application program, regional rating and ranking of applications, and preparation of the regional Consolidated Plan: $40,000 for assistance to low and moderate income families for emergency home repair and maintenance; $74,500 for loans to first-time homebuyers to cover closing costs, $20,500 of which is program delivery to cover staff costs and $20,000 which will be used for homeownership counseling and training. The proposed BRAG Set-Asides are the same as last year.

We would like to ask that representatives of the public and non-profit organizations that are in attendance specifically for this hearing please sign the attendance roll, including your name, address, and telephone number. If you have questions or comments, we would like to invite you to share them. Please identify yourself by name before you speak. The clerk will include your name in the minutes and we would like to specifically respond to your questions and suggestions during the hearing.

County Executive Buttars **OPENED** the floor for public comment.

There were no members of the public present to provide comment.

Members of the BRAG Governing Board asked what type of applicants were seeking the funds. Carver stated that they had five or six applicants from the region and would be able to fund three or four of the requests from the competitive grant funds.

County Executive Buttars **CLOSED** the hearing.

**BRAG SERVICES REPORT FOR 2018**

Roger Jones, BRAG Executive Director, reviewed the BRAG Services at a Glance for 2018 (Included with Minutes). Jones indicated the Face to Face Service Interactions for the combined departments totaled close to 8,000 during the 2018 year.

Jones introduced Jesse Waite, BRAG’s Weatherization Director and Nathan Russell, Weatherization Crew Supervisor. Jones expressed appreciation and thanked Nathan for his outstanding work at BRAG for the past 7 years. Nathan is leaving BRAG for a job in the private sector.

**APPROVE QUARTERLY FINANCIAL STATEMENTS AS REQUIRED BY UTAH STATE AUDITOR**

Council Member Karl Ward made a **MOTION** to indicate that the governing board had the opportunity to review the BRAG quarterly financial statements for the quarter ending on 12-31-2018. It was **SECONDED** by Mayor Tyler Vincent and **APPROVED UNANIMOUSLY.**

**REVIEW AND APPROVE PROGRAM ADVISORY BOARD MEMBERSHIP**

Roger Jones reviewed the current advisory boards. The Governing Board members made the following recommendations and acknowledgements:

* **BRAG Governing Board**
  + Cache County Council Member Paul Borup
  + Mayor Scott Sabey, Woodruff
* **Bear River Region Human Services Board**
  + Two new board members have been added to the board, one additional is still needed. The law requires that the appointments be an equal one third in the following areas: Elected Officials, Low Income Representatives, and the Private Sector.
* **Community Investment Council** 
  + This advisory council will be eliminated and responsibilities will be assumed by the BRAG Governing Board. By-laws will be changed to update.
* **Bear River Heritage Area Council Members** 
  + Distributed for information only.
* **Bear River Homeless Coordinating Council Members** 
  + Jones recognized and thanked Logan City Councilman Herm Olsen for serving as co-chair of the council along with his wife Norma.
  + Representative Dan Johnson and the three congressional staff members: Matt Anderson, David Hipp, and Nathan Jackson asked to be added to the list.
* **BRAG Aging Advisory Council**
  + To be reviewed at the March 27, 2019 meeting.

Mayor Tyler Vincent made the **MOTION** to approve the appointments and reappoint all current board members; Mayor Mike Leonhardt **SECONDED** the motion and the motion was **APPROVED UNANIMOUSLY.**

**ELECTION OF OFFICERS FOR 2019**

County Executive Buttars, Chair, opened the floor for nominations for the 2019 BRAG Governing Board Chair and Vice Chair. Following the past practice and custom of rotating the chairmanship from county to county and elevating the vice chair to chair, Council Member Karl Ward **MOVED** to elect Commissioner Jeff Hadfield who has been the Vice Chair to serve as Chair and, from Rich County Mayor Mike Leonhardt, as the Vice Chair by acclamation. Commissioner Jeff Scott **SECONDED** the motion and all **APPROVED THE MOTION UNANIMOUSLY.**

**APPROVE MEETING SCHEDULE FOR 2019**

The Governing Board agreed to keep the originally scheduled board meetings with the following exceptions:

* Change the November 27 meeting to November 20 at 1:30 at the Academy Conference Center in Brigham City.
* Change the location of the March 27 meeting to Tremonton’s Bear River Health Department Office.

Mayor Tyler Vincent made the **MOTION** to approve the 2019 BRAG Governing Board Meeting Schedule with the two noted changes; Mayor Mike Leonhardt **SECONDED**; the schedule was **APPROVED UNANIMOUSLY.**

**OTHER BUSINESS:**

Stan Summers updated the Governing Board on Box Elder County’s strong desire to realign United Way activities in the county to United Way of Cache Valley instead of United Way of Northern Utah based in Ogden. Every non-profit in Box Elder County was in favor of the change expect for one soup kitchen.

Logan City Council Member Herm Olsen, who also chairs the Bear River Homeless Coordinating Council, invited all to join the Point In Time Count on January 24, 25, 26. (Flyer included).

**ADJOURN**

The meeting **ADJOURNED** at 1:25 p.m.