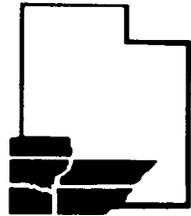


Five County Association of Governments

1070 West 1600 South, Building B
St. George, Utah 84770

Fax (435) 673-3540



SOUTHWEST UTAH

Post Office Box 1550
St. George, Utah 84771

Office (435) 673-3548

**** M E M O R A N D U M ****

TO: ALL STEERING COMMITTEE MEMBERS AND INTERESTED PARTIES

FROM: COMMISSIONER LOIS BULLOCH, CHAIR

DATE: AUGUST 4, 2010

SUBJECT: STEERING COMMITTEE MEETING, AUGUST 11, 2010

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON WEDNESDAY, AUGUST 11, 2010, AT THE PANGUITCH CITY OFFICE, COUNCIL CHAMBERS, LOCATED AT 25 SOUTH 200 EAST, PANGUITCH, UTAH.

THE ATTACHED MATERIALS ARE PROVIDED TO ASSIST YOU IN PREPARING FOR OUR MEETING. PLEASE REVIEW ALL MATERIALS AND ADDRESS ANY QUESTIONS OR CONCERNS TO THE AOG STAFF, C/O KENNETH L. SIZEMORE. THIS WOULD ALLOW STAFF TIME TO RESEARCH YOUR QUESTIONS OR CONCERNS PRIOR TO THE STEERING COMMITTEE MEETING.

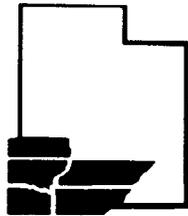
WE LOOK FORWARD TO MEETING WITH YOU IN PANGUITCH ON WEDNESDAY, AUGUST 11, 2010 AT 1:00 P.M.

KLS:DL
ATTACHMENTS

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**** A G E N D A ****

STEERING COMMITTEE MEETING AUGUST 11, 2010 PANGUITCH CITY OFFICE COUNCIL CHAMBERS 25 SOUTH 200 EAST PANGUITCH, UT - 1:00 P.M.

- I. MINUTES JUNE 9, 2010 - REVIEW AND APPROVE**
- II. EXECUTIVE COMMITTEE ACTIONS**
 - A. CDBG REGIONAL PRIORITIES**
 - B. OUT-OF-STATE TRAVEL**
 - C. AREAWIDE CLEARINGHOUSE REVIEWS**
 - D. GRIEVANCE PROCESS REPORT**
- III. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**
 - A. RATING AND RANKING CRITERIA FY 2011**
 - B. PROPOSED GRANT CYCLE CHANGES**
- IV. UTAH PERMANENT COMMUNITY IMPACT BOARD NOMINATIONS**
- V. SOUTHERN UTAH UNIVERSITY (SUU) REGIONAL SERVICES UPDATE**
- VI. DIXIE STATE COLLEGE UPDATE**
- VII. CONGRESSIONAL STAFF UPDATES**
- VIII. LOCAL AFFAIRS**
 - A. CORRESPONDENCE**
 - B. OUT-OF-STATE TRAVEL**
 - C. PERMANENT COMMUNITY IMPACT BOARD APPLICATIONS**
 - D. PLANNING ASSISTANCE**
 - E. OTHER BUSINESS**
- IX. AREAWIDE CLEARINGHOUSE REVIEWS**

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify KENNETH SIZEMORE, EXECUTIVE DIRECTOR, FIVE COUNTY ASSOCIATION OF GOVERNMENTS, at 1070 West 1600 South, Building B, St. George, Utah, (435) 673-3548 at least three working days prior to the meeting.

MINUTES

STEERING COMMITTEE MEETING

June 9, 2010

Kanab, Utah

MEMBERS IN ATTENDANCE

Commissioner Lois Bulloch, Chair
Mayor Dutch Deutschlander for
Mayor Connie Robinson
Alan Adams
Commissioner Chad Johnson
Carolyn White
Commissioner Clare Ramsay for
Commissioner Maloy Dodds
Gladys LeFevre
Commissioner Douglas Heaton
Commissioner Denny Drake
Christina Schultz for Frank Lojko
Wes Curtis

REPRESENTING

Iron County Commissioner Representative
Iron County Mayor Representative

Iron County Schools Representative
Beaver County Commissioner Representative
Beaver County Schools Representative
Garfield County Commissioner Representative

Garfield County Schools Representative
Kane County Commissioner Representative
Washington Co. Commissioner Representative
Dixie State College of Utah
Southern Utah University

OTHERS IN ATTENDANCE

Marreen Casper
Mike Empey
Brian Thiriot
Rhonda Gant
Ken Sizemore
Diane Lamoreaux

Senator Hatch's Office
Congressman Matheson's Office
Senator Bennett's Office
Kane County
Five County Association of Governments
Five County Association of Governments

MEMBERS NOT IN ATTENDANCE

Mayor Mark Yardley, Excused
Mayor Janet Oldham
Mayor Nina Laycook
Wendy Allan
Mayor Tom Hirschi
LuAnne Forrest, Excused

Beaver County Mayor Representative
Garfield County Mayor Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington Co. Interim Mayor Representative
Washington Co. Schools Representative

Commissioner Lois Bulloch, Chair, welcomed everyone in attendance. Those asking to be excused include: Mayor Mark Yardley, Beaver County Mayor Representative, and Ms. LuAnne Forrest, Washington County Schools Representative. It was noted that Commissioner Clare Ramsay would be representing Commissioner Maloy Dodds, Garfield County Commissioner Representative; Mayor Dutch Deutschlander would be representing Mayor Connie Robinson, Iron County Mayor Representative; and Christina Schultz would be representing Frank Lojko, Dixie State College.

I. MINUTES MAY 12, 2010 - REVIEW AND APPROVE

Chairman Bulloch noted that a quorum was present and presented minutes of the May 12, 2010 meeting for Board consideration and approval.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY COMMISSIONER CLARE RAMSAY, TO ACCEPT MINUTES OF THE MAY 12, 2010 MEETING AS PRESENTED. MOTION CARRIED.

II. FY 2011 BUDGET

A. PUBLIC HEARING

Commissioner Lois Bulloch called for a motion to enter into the public hearing for the upcoming fiscal year budget.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MR. ALAN ADAMS TO ENTER INTO THE FY 2011 BUDGET HEARING. MOTION CARRIED.

Mr. Ken Sizemore referenced budget information contained in the packet beginning on page 12. He reported that the budget for fiscal year 2011, beginning July 1, 2010, is \$8.5 million, a slight decrease from the current year budget. The Association of Governments utilizes approximately 30 cost centers to administer a myriad of programs. Cost center budgets were reviewed as follows: **1) Aging Waiver Administration--** This pays for the administration of Case Management services provided by licensed social workers employed by the AOG. A significant decrease in this cost center is attributed to shifting funds into case management services rather than administration; **2) Administration--** Includes funds taken from indirect costs and \$24,000 from local contributions from counties to oversee AOG operations. A larger portion of Ken's salary has been programmed into this cost center and a decreased portion to Community and Economic Development; **3) HOME--** This cost center has decreased dramatically because the salary and fringe for Danna Alvey has been moved into weatherization, leaving money for home improvements only; **4) Aging Waiver Services--** Another cost center dealing with case management services which contributes in part with funding for five full-time employees; **5) Community and Economic Development--** Funding for planners and other support staff, including circuit rider planners for Garfield and Iron counties. Community Development Block Grant and Economic Development Administration dollars are included in this cost center; **6) Special Contracts--** Includes short-term contracts of 1-2 year duration for programs such as Volunteer Income Tax Assistance, Senior Medicare Patrol, Chronic Disease Grant, Welcome Center, etc.; **7) Area Agency on Aging--** Provides administration for senior programs throughout the region. Carrie Schonlaw is assuming responsibilities of Beth Cottam for this program. Most of the money from this cost center is provided to county councils on aging to fund meals and senior citizen center activities; **8) Weatherization--** Provides assistance to income eligible households to improve energy quality of homes. There has been a substantial increase in funds for this program which has necessitated hiring an additional work crew; **9) Retired and Senior Volunteer Program--** Funding is provided through the National Corporation for Services. As per instructions from the Executive Committee, an adjustment is required in this cost center deleting other contracts (\$33,633) for a total revenue of \$177,171. Anticipated funding is being decreased until contracts are in place; **10) Human Services--** Includes the support costs for human services programs.

Community Services Block Grant funds are included in Special Contracts; **11) Volunteer Center of Iron County**-- A reduction in this cost center is a result of reduced local contributions. The majority of the coordinator's time is allocated into Senior Corps; **12) Home Energy Assistance Target**-- Provides funding for utility assistance to income qualified households. Increased funding for this cost center is a result of the injection of federal stimulus funds. Crisis funds are provided for emergency type situations and are paid directly by the Association of Governments through a contract with the state of Utah. Regular utility assistance is paid by the state of Utah directly to utility companies. Commissioner Lois Bulloch pointed out that this would explain the high amount allocated for staff versus service dollars; **13) Nutrition**-- The majority of funds for this cost center covers congregate and home delivered meals at the Senior Citizens Centers throughout the region; **14) Child Care Resource & Referral**-- A \$2,000 increase in the budget over last year reflects implementation of a new program. It was noted that Five County is the only AOG in the state of Utah that administers this program. Also, this program covers both the Five and Six County Associations of Governments; **15) Housing Counseling**-- This is another entity renting space from the AOG. The Cedar City Housing Authority also provides reimbursement for printing, postage and telephone costs; **16) Volunteer Center of Washington County**-- A substantial budget reduction is the result of AmeriCorps program funds no longer funneling through the AOG; **17) Foster Grandparent Program**-- This program provides funds to place qualified senior citizens into schools to assist with reading. As per Executive Committee direction, other contracts (\$16,200) has been reduced for a total budget revenue of \$100,892; **18) United Way**-- Another affiliate organization that rents space from the AOG. The director is also included on the Five County AOG payroll and costs for services are also provided on a reimbursement basis; **19) Transportation Planning**-- Funds to support the Dixie Metropolitan Planning Organization. A significant change is occurring in terms of how funds are spread out because of Lowell Elmer's retirement. It was noted that Mr. Sizemore will assume executive functions which equates to 20 percent of his time; **20) Human Services Transportation Planning**-- Funds to support efforts to coordinate vans and other vehicles in the five county region to make sure that assets are being used to achieve best results; **21) Senior Companion Program**-- As per Executive Committee direction, other contracts (\$24,526) is being reduced from the budget for a total revenue of \$129,919; **22) ARRA Weatherization**-- This cost center reflects dollars injected into the weatherization program from federal stimulus. This is a substantial increase in funding which required hiring an additional work crew. The program will run through September 2012 and new hires understand that this is a temporary program; **23) Iron County RPO**-- This is a new cost center allowing Five County to administer the RPO for Iron County. In order to provide staff support for this program, an additional planner will be hired to work out of the Cedar City office; **24) New Choices Waiver**-- Another case management program that is receiving a significant increase in funds. This program has grown from 50 clients to more than 80 clients; **25) UDOT**-- Another tenant that rents space at the St. George office and reimburses costs for supplies, postage, printing and telephone; **26) Habitat for Humanity**-- A tenant renting space and providing reimbursement for other associated costs; **27) Community Services Contract Management**-- This is additional funding to assist the AOG in covering overhead costs associated with administering Human Services programs; **28) Eastern Washington County RPO**--

The bulk of funding for this program is provided by UDOT to support two staff positions; and **29) St. George Down Payment Assistance--** St. George City contracts with the AOG to administer their down payment assistance program which is funded with Community Development Block Grant funds received directly by the city. Income eligible applicants can receive up to \$10,000 for down payment costs.

Mr. Sizemore explained that state funding listed in each of the cost centers is mostly federal funds which are channeled through the state of Utah. Commissioner Lois Bulloch asked for comments or questions. Noting no response, she entertained a motion to close the public hearing.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DENNY DRAKE, TO CLOSE THE PUBLIC HEARING. MOTION CARRIED

B. BUDGET APPROVAL

Commissioner Bulloch presented the FY 2011 budget as reviewed with noted corrections for Board consideration.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DENNY DRAKE, TO APPROVE THE FY 2011 BUDGET INCLUDING CORRECTIONS OUTLINED IN THE BUDGET DISCUSSION. MOTION CARRIED.

C. RATIFICATION OF EXECUTIVE COMMITTEE ACTION - FY 2010 BUDGET REVISIONS

Mr. Ken Sizemore reported that FY 2010 budget revisions were reviewed and discussed by the Executive Committee earlier today. That discussion resulted in picking up on the situation with contracts being listed when funding was not actually finalized and one program in particular exceeding the FY 2010 budgeted amount. FY 2010 budget revisions were approved by the Executive Committee and the Steering Committee is asked to ratify that action.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER CHAD JOHNSON, TO RATIFY EXECUTIVE COMMITTEE APPROVAL OF FY 2010 BUDGET REVISIONS. MOTION CARRIED.

III. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

A. PROGRAM SUMMARY/SCHEDULE

Ms. Diane Lamoreaux referenced information on pages 42-43 of the packet containing a summary of the Community Development Block Grant (CDBG) program. The typical annual schedule developed by the State CDBG Policy Committee was reviewed. Examples of some eligible CDBG project activities were also referenced.

B. RATING AND RANKING CRITERIA

Ms. Lamoreaux reviewed the eight criteria mandated by the State CDBG Policy Committee to be addressed in each region's rating and ranking criteria as follows: 1) Capacity to carry out the grant; 2) Job creation; 3) Expansion and/or improvement of housing stock; 4) Affordable housing plan; 5) Extent of poverty; 6) Financial commitment to community development– local match; 7) Project maturity; and 8) Proactive planning in operation of city/county government. It was noted that copies of the FY 2010 Rating and Ranking Criteria have been mailed to all jurisdictions in the region for review and comment prior to approval by the Steering Committee in August.

C. PRE-APPROVED AND SET-ASIDE FUNDING PROPOSALS

Ms. Lamoreaux referenced page 44 of the packet containing a request for consideration of pre-approved funding of \$150,000 to the Five County Association of Governments for planning, administration, economic development and planning technical assistance and program delivery. This funding enables the Community and Economic Development staff to provide planning and technical assistance to income eligible communities throughout the Five County region. Funds are used to update the region's Consolidated Plan, community development planning assistance, administration of the CDBG program, workforce housing assistance and program delivery for the RLF and housing programs. This funding supports approximately two full-time equivalent staff and is presented annually for Board consideration.

MOTION WAS MADE BY COMMISSIONER CLARE RAMSAY, SECONDED BY MS. CAROLYN WHITE, AUTHORIZING PRE-APPROVED FUNDING OF \$150,000 TO THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS TO PROVIDE PLANNING/TECHNICAL ASSISTANCE, ADMINISTRATION AND PROGRAM DELIVERY ACTIVITIES AS OUTLINED IN THE PACKET. MOTION CARRIED.

Ms. Lamoreaux explained that housing projects were the only projects approved for funding in FY 2010 and all of those projects were multi-year projects that commit a large portion of FY 2011 funds. The packet contains a funding set-aside proposal on page 45 for Board consideration. Community and Economic Development (CED) staff have met with the Cedar City and Beaver City Housing Authorities, Iron County Care and Share and Color Country Community Housing, Inc. to discuss the status of their current housing projects and to determine the feasibility of presenting a proposal to set-aside the fund balance of approximately \$250,000 to \$300,000 in FY 2011 for housing projects. This would allow any jurisdiction to make application for the housing set-aside while eliminating costly publications for public hearings and/or having to conduct an LMI survey to determine eligibility for other types of projects. Because of the current downturn in the economy, and the housing market in particular, the cost of land and/or available housing stock is much lower. Many of the above mentioned organizations have identified suitable land and/or housing complexes that could be acquired. In discussion with the above entities, CED staff have concluded that current housing projects will be able to move forward in a time frame that would allow the required 50% spend down by the established deadline of January 31, 2011. It would also require establishing a special set of criteria to

rate and rank housing projects. The CED staff is recommending that Board members consider a set-aside of the FY 2011 fund balance for housing projects.

Board members voiced concerns with this recommendation because it would eliminate a funding source for small communities who struggle in funding basic infrastructure types of projects. It was the consensus of the Board to leave the balance of FY 2011 funds intact for all jurisdictions to make application on a competitive basis, with the knowledge that housing project applications would likely rise to the top of the rating and ranking.

IV. SOUTHERN UTAH UNIVERSITY (SUU) GOVERNMENT RELATIONS AND REGIONAL SERVICES UPDATE

Mr. Wes Curtis reported that the summer games have begun, and the Opening Ceremony will be held on Thursday evening. The Shakespearean Festival begins on June 28th and runs through Labor Day. He mentioned that SUU owns approximately 1,500 acres up Cedar Canyon on what they call the SUU Mountain Ranch. In working with the State Division of Forestry and Fire, several measures have been undertaken to reduce fire hazards while improving the ranch. Later this year, an agreement will be initiated for this area to become a demonstration forest. Further details in this regard will be provided prior to this event. The university has 89 students working on summer crews for the Forest Service, Bureau of Land Management, and National Parks Service. SUU is also continuing for the second year an archaeological field school on an Anasazi site in the Kanab area. Ed Meyer has organized a number of activities in conjunction with this project, including the Purple Sage Riders Retreat in the near future. The regular entrepreneur forums will also be held again this year with expanded services. Ed has gathered funding to produce a brochure and sponsored prizes for industry competitors. Two winners were awarded a \$5,000 cash prize and a couple of other businesses were awarded \$1,000. One of the businesses has already received two multi-million dollar contracts to ship materials that can be utilized to erect a permanent type of housing structure.

V. DIXIE STATE COLLEGE UPDATE

Ms. Christina Schultz, representing Frank Lojko, reported that Dixie State College has kicked off it's centennial celebration which will last for the next 16 months with over 200 activities planned. A large portion of this event will be community service projects. The Southern Quill Exhibition will be displayed at the Kane County Hospital. This is a traveling exhibit which will also be available in Springdale as well as other locations throughout Washington County. The DOCUTAH film festival has received more than 200 submissions from over 33 countries. Events in conjunction with the film festival will be held at Tuachan and the OC Tanner Amphitheater in Springdale. Ed Meyer will be conducting an entrepreneur forum with film makers on September 24, 2010 in conjunction with this event. Several panels will be established including film maker and entrepreneurs.

VI. REVOLVING LOAN FUND BOARD RE-APPOINTMENT

Mr. Ken Sizemore referenced information contained on page 46 of the packet outlining the composition of the Revolving Loan Fund Administration Board. The seven member board is comprised of the following: 1) Two bankers; 2) Two businessmen; 3) One Chairperson of the Workforce Services Council; 4) The Chairperson of the Five County Economic

Development District (Steering Committee) and 4) One county or municipal attorney. Nick Lang, a local CPA, has served for two terms on the RLF Board. He has added valuable expertise and has expressed a desire to remain on the Board. Mr. Sizemore noted terms for the two banker terms will expire in February 2011 and at that time staff intends to submit a recommendation to consider new representatives. However, staff is recommending re-appointment of Nick Lang for an additional two year term.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY MS. CAROLYN WHITE, TO FOLLOW STAFF RECOMMENDATION TO APPOINT NICK LANG TO SERVE AN ADDITIONAL TWO YEAR TERM ON THE REVOLVING LOAN FUND ADMINISTRATION BOARD. MOTION CARRIED.

VII. CONGRESSIONAL STAFF UPDATES

Ms. Marreen Casper, Senator Hatch's Office, reported that a number of things are happening in Congress. The Senate schedule is very busy until the recess in August with items such as extension of unemployment benefits, judicial appointments, defense authorization and campaign finance, etc. Senator Hatch and several other Republican senators have signed on to a resolution outlining disapproval for the Environmental Protection Agency (EPA) endangerment regulations. These regulations include items that were proposed in the Cap and Trade legislation. Inclusion of these provisions in EPA regulations allows the administration to bypass Congressional approval. A large consortium of senators is trying to stop this action. A town hall meeting was held in St. George where a lot of questions were focused on the Arizona immigration legislation. It was noted that ICE is in the process of implementing a secure communities program which provides an additional tool to local government in terms of law enforcement dealing with immigration. During the month of March this system was implemented in several northern Utah counties and it will be coming on line in Beaver, Washington and Sevier counties. It is also anticipated that Millard and Iron counties will be moving online in the near future. This is an additional tool for law enforcement to use in controlling immigration. President Obama recently met with Republicans to encourage bipartisan efforts with Democrats, but he did not receive overwhelming support. Senator Hatch has met with the Secretary of the Interior to discuss the suspension of drilling off shore and to ask that he reconsider leases in Utah. Ms. Casper provided copies of publications titled "Our Flag" and "Our American Government".

Mr. Mike Empey, Congressman Matheson's Office, reported that the upcoming calendar for the House is also very busy. Representatives would like to tackle an energy bill but it is unknown what type of bill it would be at this point. Congressman Matheson is also supportive of on shore energy development in light of what occurred off shore. The House passed legislation sponsored by Congressman Matheson for the Diamond Canyon in Utah County for a small hydro power plant. Mr. Empey reported that the Congressman continues to support the local land bill process but understands Beaver County's decision to pull their land bill. He will continue to work with Piute County if they decide to continue pursuit of legislation. Marreen Casper mentioned that Senator Hatch will sponsor any required land bills or continue efforts undertaken by Senator Bennett.

Brian Thiriot, Senator Bennett's Office, reported that the Senator intends to work hard for the remainder of his term in office. He desires to work toward continuation of the Aeries and Constellation programs administered by NASSA as well as completion of the San Juan

County land bill. Commissioner Lois Bulloch expressed appreciation of the local elected officials to Senator Bennet for his support and assistance provided in passing critical pieces of legislation of great importance to the state of Utah and local governments.

VIII. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Sizemore referenced correspondence contained on page 47 of the packet outlining release dates for 2010 Census information and noted that specific information will not be available until 2012 or 2013. Copies of a news release from the Dixie National Forest soliciting applications for projects for consideration by the Dixie National Forest Resource Advisory Committee (RAC) were provided for information purposes. Commissioner Lois Bulloch indicated that she and Commissioner Clare Ramsay are members of the RAC and they would like to see some local projects submitted for consideration.

B. OUT-OF-STATE TRAVEL

No out-of-state travel requests for consideration.

C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS

Mr. Sizemore presented three applications for Board consideration as follows: **1) Zion Canyon Corridor Geologic Hazard Analysis--** The communities of Springdale, Rockville and LaVerkin, along with the Utah Geologic Society (UGS), will participate with local match for a PCIFB planning grant totaling \$60,000; **2) Kane County Hospital--** Requesting \$500,000 as a grant/loan to purchase a new CAT scan machine; and **3) Rockville Town--** Requesting a grant loan mix to construct a new town hall. The Board has the option to support, remain neutral or not support these applications.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER CHAD JOHNSON, TO SUPPORT THE THREE APPLICATIONS TO THE PERMANENT COMMUNITY IMPACT FUND BOARD AS PRESENTED. MOTION CARRIED.

D. PLANNING ASSISTANCE

None.

E. OTHER BUSINESS

Mr. Sizemore polled Board members to obtain an RSVP for the upcoming events planned for June 14, 2010 at the State Capitol (10:00 a.m.) and the Governor's Mansion reception at 12:30 p.m. Mike Mower, State Planning Coordinator, has been made aware that several of the commissions in the Five County region meet on that day which precludes attendance. Commissioner Lois Bulloch indicated that she would not be able to attend because of the commission meeting conflict. Ms. Carolyn White indicated that she would be attending.

Mr. Sizemore announced activities that will be held in conjunction with the Highway 143 Utah Patchwork Parkway this coming Saturday with a breakfast at both ends of the parkway (Parowan and Panguitch) and a ribbon cutting at 5:00 p.m. on each end as well. Several dignitaries will be on hand for the ribbon cutting ceremonies. The Quilt Walk event is also being held in Panguitch.

Finally, a reminder that Tuesday, June 29, 2010 from 2-5 p.m. has been set aside for an open house to honor Beth Cottam and Lowell Elmer who are retiring on June 30th. Formal invitations will be mailed in the upcoming weeks.

Commissioner Lois Bulloch explained that the Steering Committee does not normally meet during July but due to a grievance which has been filed it will be necessary to schedule a special meeting to approve a grievance committee. Over the past few months, the grievance policy has been amended, a grievance has been filed, findings have been provided and now an appeal of those findings has been filed. The Executive Committee had an option to hear the appeal but choose to select an independent committee which needs formal Board approval. It was suggested that a meeting be scheduled next week to consider this formal action. It was determined that a meeting be scheduled for Wednesday, June 16, 2010 at 10:00 a.m. with the anchor location at the Five County Association of Governments Conference Room. Information will be forwarded via e-mail to Board members providing conference call numbers and codes required to log onto the meeting.

IX. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Sizemore reviewed two A-95 reviews included in the packet and one late arrival from the State Division of Housing and Community Development to provide funding for a pilot weatherization innovation program. All reviews have supportive staff recommendations.

MOTION WAS MADE BY, MR. ALAN ADAMS, SECONDED BY MS. CAROLYN WHITE, TO APPROVE THE AREAWIDE CLEARINGHOUSE REVIEWS, INCLUDING THE LATE ARRIVAL, AS PER STAFF RECOMMENDATIONS. MOTION CARRIED.

The next Board meeting is scheduled for Wednesday, August 11, 2010 at the Panguitch City Office Council Chambers beginning at 1:00 p.m.

Meeting adjourned at 2:35 p.m.

AGENDA ITEM #III-A.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
FY 2011 CDBG RATING AND RANKING CRITERIA and APPLICANT'S PROJECT SCORE SHEET**

The Five County Association of Governments Steering Committee (RRC) has established these criteria for the purpose of rating and ranking fairly and equitably all Community Development Block Grant Pre-Applications received for funding during FY 2011. Only projects which are determined to be threshold eligible will be rated and ranked. Eligibility will be determined following review of the submitted CDBG application with all supporting documentation provided prior to rating and ranking. Please review the attached Data Sources Sheet for a more detailed explanation of each criteria.

Applicant:	Requested CDBG \$'s	Ranking:	of	Total Score:
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1	CDBG Rating and Ranking Criteria Description Five County Association of Governments	Data	Data Range/Score (circle only one for each criteria)						Score	X Weight	Total Score:
			Excellent (9-10 score) 4 points	Very Good (7-8 score) 3 points	Good (5-6 score) 2 points	Fair (3-4 score) 1 point	Poor (1-2 score) 0 points				
1	Capacity to Carry Out The Grant: Performance history of capacity to administer grant. Score comes from Worksheet #1. (First-time & <5-yr grantees: default = Good)										
2	Grant Administration: Concerted effort made by grantee to minimize grant administration costs.		100% Other Funds 3 points	1 - 5% 2 points	5.1 - 10% 1 point						1.0
3	Job Creation: Estimated number of new jobs completed project will create or number of jobs retained that would be lost without this project.		> 4-Jobs 4 points	3-4-Jobs 3 points	2-Jobs 2 points	1-Job 1 point					1.5
4	Unemployment: What percentage is applicant County's unemployment percentage rate above State average percentage rate?	%	6% or greater above state average 3.5 points	5% above state average 3.0 points	4% above state average 2.5 points	3% above state average 2.0 points	2% above state average 1.5 point	Equal to or up to 1% above state avg. 1.0 points	Below state average 0 points		1.5
5 A	Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population <500) Percent of non-CDBG funds invested in total project cost.	%	> 10% 5 points	7.1% - 10% 4 points	4.1% - 7% 3 points	1% - 4% 2 points	< 1% 1 point				2.0
5 B	Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population 501 - 1,000) Percentage of non-CDBG funds invested in total project cost.	%	> 20% 5 points	15.1 - 20% 4 points	10.1 - 15% 3 points	5.1 - 10% 2 points	1 - 5.0% 1 point				2.0
5 C	Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population 1,001 - 5,000) Percentage of Non-CDBG funds invested in total project cost.	%	> 40% 5 points	30.1 - 40% 4 points	20.1 - 30% 3 points	10.1 - 20% 2 points	1 - 10% 1 point				2.0
5 D	Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population >5,000) Percentage of non-CDBG funds invested in total project cost.	%	> 50% 5 points	40.1 - 50% 4 points	30.1 - 40% 3 points	20.1 - 30% 2 points	1 - 20% 1 point				2.0

AGENDA ITEM #III-A. (Continued)

CDBG Rating and Ranking Criteria Description Five County Association of Governments		Data	Data Range/Score (circle only one for each criteria)						Score	X Weight	Total Score
6	CDBG funds Requested Per Capita: CDBG funds requested divided by population.		\$1 - 100 5 points	\$101-200 4 points	\$201-400 3 points	\$401 - 800 2 points	\$801 or > 1 point				
7	Jurisdiction's Project Priority: Project priority rating in Regional Consolidated Plan. (Capital Investment Plan - One-Year Action Plan)		High #1 6 points	High #2 5 points	High #3 4 points	High #4 3 points	High #5 2 points	High #5 1 point		1.0	
8	County's Project Priority: Prioritization will be determined by the three (3) appointed Steering Committee members representing the county in which the proposed project is located. The three (3) members of the Steering Committee include: one County Commission Representative, one Mayor's Representative, and one School Board Representative. (Note: for AOG application, determination is made by the Steering Committee Chair. In consultation with the AOG Executive Committee.)		#1 6 points	#2 5 points	#3 4 points	#4 3 points	#5 2 points	#6 or > 1 point		2.0	
9	Regional Project Priority: Determined by the Executive Director with consultation of the AOG Executive Committee members. The Executive Committee is comprised of one (1) County Commissioner from each of the five counties.		#1 LMI Housing Activities 6 points	#2 Community Facilities 5 points	#3 Public Utility Infrastructure 4 points	#4 Public Safety Activities 3 points	#5 Remove Architectural Barriers (ADA) 2 points	#6 or > Parks and Recreation 1 point		2.0	
10	LMI Housing Stock: Number of units constructed, rehabilitated, or made accessible to LMI residents.		> 20 Units 6 points	15 - 20 Units 5 points	10 - 14 Units 4 points	5-9 Units 3 points	3-4 Units 2 points	2 Units 1 point		1.0	
11	Affordable Housing Plan Implementation: City has adopted an Affordable Housing Plan and this project demonstrates implementation of specific policies in the Plan. Towns applying for credit under this criteria may either meet a goal in their adopted Affordable Housing Plan or the project meets a regional affordable housing goal in the Consolidated Plan.		YES 3 points	No 0 points						1.0	
12	Project's Geographical Impact: Area benefiting from project.		Regional 6 points	Multi-county 5 points	County-wide 4 points	Multi-community 3 points	Community 2 points	Portion of Community 1 point		1.5	
13	Applicant's County Per Capita Income (PCI): as compared to State's PCI to target distressed areas from 2000 Census.	%	70% or < 5 points	71 - 80% 4 points	81-90% 3 points	90 - 100% 2 points	100-110% 1 point	> 110% 0 points		1.0	

AGENDA ITEM #III-A. (Continued)

CDBG Rating and Ranking Criteria Description Five County Association of Governments	Data	Data Range/Score (circle only one for each criteria)							Score	X Weight	Total Score
		61% or >	51 - 60%	41 - 50%	31 - 40%	21 - 30%	< 20%				
14 Jurisdiction's Property Tax Rate: In response to higher demand for services, many communities have already raised tax rates to fund citizen needs. The communities that maintain an already high tax burden (as compared to the tax ceiling set by state law) will be given higher points for this category. Property tax rate as a percent of the maximum allowed by law (3 point default for non-taxing jurisdiction).	%	5 points	4 points	3 points	2 points	1 point	0 points		1.0		
15 Jurisdiction's LMI Population: Percent of residents considered 80 percent or less LMI (based on 2000 Census Data or Survey).	%	5 points	4 points	3 points	2 points	1 point			1.0		
16 Extent of Poverty: If an applicant satisfactorily documents the percentage of Low Income (LI - 50%) and Very Low Income (VLI - 30%) persons directly benefiting from a project; or can show the percentage of Low Income/Very Low Income of the community as a whole; additional points shall be given in accordance with the following. Percentage of total population of jurisdiction or project area who are low income and very low income.	%	5 points	4 points	3 points	2 points	1 point			1.0		
17 Presumed LMI Group: Project specifically serves CDBG identified LMI groups, i.e. elderly, disabled, homeless, etc., as stipulated in the state of Utah Small Cities CDBG Application Policies and Procedures.	%	5 points	4 points	3 points	2 points				1.0		
18 Pro-active Planning: Reflects on communities who pro-actively plan for growth and needs in their communities; coordination and cooperation with other governments; development of efficient infrastructure; incorporation of housing opportunity and affordability in community planning; and protection and conservation plan for water, air, critical lands, important agricultural lands and historic resources. Score comes from Worksheet #18.		4 points	3 points	2 points	1 point				0.5		
19 Application Quality: Application identifies problem, contains a well-defined scope of work and is cost-effective. Score comes from Worksheet #19.		5 points	4 points	3 points	2 points	1 point			1.5		
20 Project Maturity: Project demonstrates capacity to be implemented and/or completed in the 18 month contract period and is clearly documented. Score comes from Worksheet #20.		5 points	4 points	3 points	2 points	1 point	0 points		2.0		

PLEASE NOTE: Criteria marked with a * is a THRESHOLD eligibility requirement for the CDBG Program. < = Less Than > = More Than
 Previously Allocated Pre-Approved Funding:
 \$150,000 – Five County AOG (Consolidated Plan Planning, Administration, Rating & Ranking, Direct Planning Assistance, Program Delivery for Housing Programs and ED Technical Assistance Grant)
 \$150,000– Beaver City on behalf of Beaver Housing Authority, year 2 of multi-year project; \$150,000– Washington City on behalf of Color Country Community Housing Inc., year 2 of multi-year project;
 \$116,727– Cedar City on behalf of Cedar Housing Authority, year 2 of multi-year project (Year two amount less than \$150,000 because grantee was awarded additional funding in year 1).

CRITERIA 1 WORKSHEET

STATE OF UTAH DIVISION OF HOUSING & COMMUNITY DEVELOPMENT - GRANTEE PERFORMANCE RATING										
10	9	8	7	6	5	4	3	2	1	Score (10 Points Total)
Excellent ⇐ _____ (Circle One) _____ ⇒ Poor										
Person Providing Evaluation: (Circle) Keith Cheryl Glenna										
Excellent	=	9 to 10								
Very Good	=	7 to 8								
Good	=	5 to 6								
Fair	=	3 to 4								
Poor	=	1 to 2								
Draft										
Total Points: _____ Rating: _____ (Excellent, Very Good, Good, Fair, Poor)										

CRITERIA 18 WORKSHEET

PRO-ACTIVE PLANNING		
Criteria	Support Documentation Provided	Score (4 Points Total)
1. Has the local jurisdiction provided information demonstrating pro-active planning and land use in their community in coordination and cooperation with other governments?	Yes ___ 1 point No ___ 0 points 1 point	
2. Has the applicant documented that the project is in accordance with an adopted master plan (i.e., water facilities master plan, etc.)	Yes ___ 1 point No ___ 0 points 1 point	
3. Has the applicant documented incorporation of housing opportunity and affordability into community planning (i.e. General Plan housing policies, development fee deferral policies, etc.)	Yes ___ 1 point No ___ 0 points 1 point	
4. Has the applicant documented adopted plans or general plan elements addressing protection and conservation of water, air, critical lands, important agricultural lands and historic resources?	Yes ___ 1 point No ___ 0 points 1 point	
Very High = 4 Points High = 3 Points Fair = 2 Points Low = 1 Point		Total Points: _____ Rating: _____ (Very High, High, Fair, Low)

CRITERIA 19 WORKSHEET

APPLICATION QUALITY				Score (7 Points Total)
Criteria	Support Documentation	Other Documentation		
1. Problem Identification	Additional written text provided? Yes ___ 1 point No ___ 0 points	Detailed Architectural/Engineering Report prepared? Yes ___ 2 points No ___ 0 points	1 point	2 points
2. Is proposed solution well defined in Scope of Work? In other words, is solution likely to solve problem?	Yes ___ 1 point No ___ 0 points		1 point	
3. Does the application give a concise description of how the project will be completed in a timely manner?	Yes ___ 1 point No ___ 0 points		1 point	
4. Proposed project does <u>not</u> duplicate any existing services or activities already available and provided to beneficiaries in that jurisdiction through other programs, i.e. those locally or regionally based.	Yes ___ 2 points (Does not Duplicate) No ___ 0 points (Duplicates Services)		2 points	0 points
Excellent = 7 Points Very Good = 6 Points Good = 5 Points Fair = 4 Points Acceptable = 3 Points Poor = 2 Points				Total Points: _____ Rating: _____ (Excellent, Very Good, Good, Fair, Acceptable, Poor)

CRITERIA 20 WORKSHEET

PROJECT MATURITY		
Criteria	Status	Score (8 Points Total)
1. Architect/Engineer already selected at time of application through formal RFP process	Yes ___ 2 points No ___ 0 points	2 points
2. Has application identified dedicated and involved project manager?	Yes ___ 1 point No ___ 0 points	1 point
3. Is the proposed solution to problem identified in the Scope of Work ready to proceed immediately?	(Well Defined) Yes ___ 2 points No ___ 0 points	2 points
4. Has applicant identified all funding sources?	Yes ___ 1 point No ___ 0 points	1 point
5. Funding Status (Maturity)	All other project funding is applied for but not committed. Yes ___ 1 point No ___ 0 points (or) All other project funding is in place for immediate use. Yes ___ 2 points No ___ 0 points (or) Is CDBG the only funding source for the project? Yes ___ 2 points No ___ 0 points	1 point 2 points 2 points
Excellent = 8 Points Very Good = 7 Points Good = 6 Points Fair = 5 Points Acceptable = 4 Points Poor = 3 Points		Total Points: _____ Rating: _____ (Excellent, Very Good, Good, Fair, Acceptable, Poor)

AGENDA ITEM III-A. (Continued)

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
COMMUNITY DEVELOPMENT BLOCK GRANT
GENERAL POLICIES**

1. **Weighted Value utilized for Rating and Ranking Criteria:** The Rating and Ranking Criteria utilized by the Five County Association of Governments contains a weighted value for each of the criteria. Points values are assessed for each criteria and totaled. In the right hand columns the total points received are then multiplied by a weighted value to obtain the total score. These weighted values may change from year to year based on the region's determination of which criteria have higher priority.
2. Five County AOG staff will visit each applicant on site for an evaluation/review meeting.
3. All applications will be evaluated by the Five County Association of Governments Community and Economic Development staff using criteria approved by the Steering Committee.
4. Staff will present prioritization recommendation to the RRC (Steering Committee) for consideration and approval.
5. Maximum amount per year to a jurisdiction is \$150,000.00.
6. Maximum years for a multi-year project is 2 years at \$150,000 per year.
7. All applications for multi-year funding must contain a complete budget and budget breakdown for each specific year of funding.
8. Applications on behalf of sub-recipients (i.e., special service districts, non-profit organizations, etc.) are encouraged. However, the applicant city or county must understand that even if they name the sub-recipient as project manager the city/county is still responsible for the project's viability and program compliance. The applying entity must be willing to maintain an active oversight of both the project and the sub-recipient's contract performance. An inter-local agreement between the applicant entity and the sub-recipient must accompany the pre-application. The inter-local agreement must detail who will be the project manager and how the sponsoring entity and sub-recipient will coordinate work on the project. A letter from the governing board of the sub-recipient requesting the sponsorship of the project must accompany the pre-application. This letter must be signed by the board chairperson.
9. Projects must be consistent with the District's Consolidated Plan. The project applied for must be included in the prioritized capital improvements list that the entity submitted for inclusion in the Consolidated Plan. Projects sponsored on behalf of an eligible sub-recipient may not necessarily be listed in the jurisdictions capital investment plan, but the sub-recipient's project must meet goals identified in the region's Consolidated Plan.
10. Previously allocated pre-approved funding:
 - \$150,000 Five County AOG (Consolidated Plan Planning, Administration, Rating and Ranking, Direct Planning Assistance, Program Delivery for Housing Programs and ED Technical Assistance Grant)

Adopted by the Five County Association of Governments Regional Review Committee (Steering Committee) August 14, 2002, as amended August 11, 2010.

AGENDA ITEM #III-A. (Continued)

➤➤➤ \$150,000 Beaver City on behalf of Beaver Housing Authority, 2nd year of multi-year project; \$150,000 Washington City, on behalf of Color Country Community Housing Inc., 2nd year of multi-year project; \$116,727 Cedar City on behalf of Cedar Housing Authority, 2nd year of multi-year project (Second year funding is less than \$150,000 because additional funds were allocated in FY 2010).

11. Set-aside Funding:
➤➤➤ None.

12. Emergency projects may be considered by the Regional Review Committee (FCAOG Steering Committee) at any time. Projects applying for emergency funding must still meet a national objective and regional goals and policies.

Projects may be considered as an emergency application if:

- Funding through the normal application time frame will create an unreasonable risk to health or property.
- An appropriate third party agency has documented a specific risk (or risks) that; in their opinion; needs immediate remediation.

If an applicant wishes to consider applying for emergency funds, they should contact the Five County Association of Governments CDBG Program Specialist as soon as possible to discuss the state required application procedure as well as regional criteria. Emergency funds (distributed statewide) are limited on an annual basis to \$500,000. The amount of any emergency funds distributed during the year will be subtracted from the top of the appropriate regional allocation during the next funding cycle.

13. Public service providers, traditionally non-profit organizations, are encouraged to apply for CDBG funds for capital improvement and major equipment purchases. Examples are delivery trucks, furnishings, fixtures, computer equipment, construction, remodeling, and facility expansion. State policy prohibits use of CDBG funds for operating and maintenance expenses. This includes paying administrative costs, salaries, etc. No more than 15 percent of the state's yearly allocation of funds may be expended for public service activities.
14. State policy has established the minimum project size at \$30,000. Projects less than the minimum size will not be considered for rating and ranking.
15. In accordance with state policy, grantees with open grants from previous years who have not spent 50 percent of their previous grant by January 15, 2011 are not eligible to be rated and ranked, with the exception of housing rehabilitation projects.
16. It is the policy of the Five County Association of Governments RRC (Steering Committee) that CDBG funds in this region be directed to the development of brick and mortar LMI housing projects, or utilized for necessary infrastructure for that housing. CDBG funds in this region shall not be utilized for LMI rental assistance.

Adopted by the Five County Association of Governments Regional Review Committee (Steering Committee) August 14, 2002, as amended August 11, 2010.

AGENDA ITEM #III-A. (Continued)

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
HOW-TO-APPLY CDBG APPLICATION WORKSHOP
ATTENDANCE POLICY**

Attendance at one workshop within the region is mandatory by all prospective applicants or an "OFFICIAL" representative of said applicant. [State Policy]

Attendance at the workshop by a county commissioner, mayor, city council member, or county clerk satisfies the above referenced attendance requirement of the prospective applicant's jurisdiction. In addition, attendance by a city manager, town clerk, or county administrator also satisfies this requirement.

Jurisdictions may formally designate a third party representative (i.e., other city/county staff, consultant, engineer, or architect) to attend the workshop on their behalf. Said designation by the jurisdiction shall be in writing. The letter of designation shall be provided to the Five County Association no later than at the beginning of the workshop.

Attendance by prospective eligible "sub-grantees", which may include non-profit agencies, special service districts, housing authorities, etc. is strongly recommended so that they may become familiar with the application procedures. If a city/town or county elects to sponsor a sub-grantee it is the responsibility of that jurisdiction to ensure the timely and accurate preparation of the CDBG application on behalf of the sub-grantee.

Extraordinary circumstances relating to this policy shall be presented to the Executive Director of the Five County Association of Governments for consideration by the Regional Review Committee (Steering Committee).

AGENDA ITEM #III-A. (Continued)

FY 2011 Regional Prioritization Criteria and Justification

Criteria #9: Regional Project Priority **Project priority rating with regional goals and policies. Regional prioritization is determined by the Executive Director with consultation of the AOG Executive Committee.**

#1 priority	5 points X 2.5 (weighting)	=	12.5 points
#2 priority	4 points X 2.5 (weighting)	=	10.0 points
#3 priority	3 points X 2.5 (weighting)	=	7.5 points
#4 priority	2 points X 2.5 (weighting)	=	5.0 points
#5 priority	1 point X 2.5 (weighting)	=	2.5 points
#6 priority	0.0 points	=	0.0 points

Regional Prioritization

Justification

#1 LMI Housing Activities

Projects designed to provide for the housing needs of very low and low-moderate income families. May include the development of infrastructure for LMI housing projects, home buyers assistance programs, or the actual construction of housing units (including transitional, supportive, and/or homeless shelters), and housing rehabilitation. Meets a primary objective of the program: Housing. Traditionally CDBG funds leverage very large matching dollars from other sources.

#2 Community Facilities

Projects that traditionally have no available revenue source to fund them, or have been turned down traditionally by other funding sources, i.e., Permanent Community Impact Fund Board (PCIFB). May also include projects that are categorically eligible for Community Development Block Grant (CDBG) funding, i.e., senior citizens centers, health clinics, food banks, and/or public service activities. Includes community centers that are not primarily recreational in nature.

#3 Public Utility Infrastructure

Projects designed to increase the capacity of water and other utility systems to better serve the customers and/or improve fire flow capacity. Other funding sources usually available. Adjusting water rates are a usual funding source. Other agencies also fund this category. Includes wastewater disposal projects.

#4 Public Safety Activities

Projects related to the protection of property, would include activities such as flood control projects or fire protection improvements in a community. Typically general fund items but most communities cannot fund without additional assistance. Grants help lower indebted costs to jurisdiction. Fire Protection is eligible for other funding i.e., PFCIB and can form Special Service Districts (SSD's) to generate revenue stream.

#5 Projects to remove architectural barriers

Accessibility of public facilities by disabled persons is mandated by federal law but this is an unfunded mandate upon the local government. A liability exists for the jurisdiction because of potential suits brought to enforce requirements. Only CDBG and sometimes PCIFB have stepped up to fund this mandate.

#6 Parks and Recreation

Projects designed to enhance the recreational qualities of a community i.e., new picnic facilities, playgrounds, aquatic centers, etc.

Note: The Executive Director in consultation with the Executive Committee reviewed and approved the regional prioritization for ratification by the Steering Committee on August 11, 2010.

**Five County Association of Governments
CDBG Rating and Ranking Program Year 2011
Data Sources**

1. **CAPACITY TO CARRY OUT THE GRANT:** The grantee must have a history of successful grant administration in order to receive full points in this category. First time grantees or grantees who have not applied in more than 5 years are presumed to have the capacity to successfully carry out a project and will receive a default score of 2.5 points. To adequately evaluate grantee performance, the RRC must consult with the state staff. State staff will rate performance on a scale of 1-10 (Ten being best). A grantee whose performance in the past was poor must show improved administration capability through third party administration contracts with AOG's or other capable entities to get partial credit. Worksheet #1 used to determine score.
2. **GRANT ADMINISTRATION:** Grant administration costs will be taken from the CDBG pre-application. Those making a concerted effort to minimize grant administration costs taken from CDBG funds will be awarded extra points.
3. **JOB CREATION:** Information provided by applicant prior to rating and ranking. Applicant must be able to adequately support proposed figures for job creation or retention potential. This pertains to permanent jobs created as a result of the project, not jobs utilized in the construction of a project. Two part-time employees = 1 full-time.
4. **UNEMPLOYMENT:** "Utah Economic and Demographic Profiles" (most current issue available prior to rating and ranking), provided by Utah Office of Planning and Budget; or "Utah Labor Market Report" (most current issue with annual averages), provided by Department of Workforce Services.
5. **FINANCIAL COMMITMENT TO COMMUNITY DEVELOPMENT (Self-Help Financing):** From figures provided by applicant in grant application. Documentation of the source(s) and status (whether already secured or not) of any and all proposed "matching" funds must be provided prior to the rating and ranking of the application by the RRC. Any changes made in the dollar amount of proposed funding, after rating and ranking has taken place, shall require reevaluation of the rating received on this criteria. A determination will then be made as to whether the project's overall ranking and funding prioritization is affected by the score change.

Use of an applicant's local funds and/or leveraging of other matching funds is strongly encouraged in CDBG funded projects in the Five County Region. This allows for a greater number of projects to be accomplished in a given year. Acceptable matches include property, materials available and specifically committed to this project, and cash. Due to federal restrictions unacceptable matches include donated labor, use of equipment, etc. All match proposed must be quantified as cash equivalent through an acceptable process before the match can be used. Documentation on how and by whom the match is quantified is required. "Secured" means that a letter or applications of intent exist to show that other funding sources have been requested as match to the proposed project. If leveraged funds are not received then the points given for that match will be deducted and the project's rating reevaluated.

A jurisdiction's population (most current estimate provided by Utah Office of Planning and Budget) will determine whether they are Category A, B, C or D for the purposes of this criteria.

6. **CDBG DOLLARS REQUESTED PER CAPITA:** Determined by dividing the dollar amount requested in the CDBG application by the population of the jurisdiction, using most current population estimate provided by Utah Office of Planning and Budget.
7. **LOCAL JURISDICTIONS COMMUNITY DEVELOPMENT OBJECTIVES:** **THRESHOLD CRITERIA:** Every applicant is required to document that the project for which they are applying is consistent with that community's and the Five County District Consolidated Plan. The project, or project type, must be a high priority in the investment component (Capital Investment Plan (CIP) One-Year Action Plan). The applicant must include evidence that the community was and continues to be a willing partner in the development of the regional (five-county) consolidated planning process. (See CDBG Application Guide.)
8. **COUNTY'S COMMUNITY DEVELOPMENT GOALS AND POLICIES:** Prioritization will be determined by the three (3) appointed Steering Committee members representing the county in which the proposed project is located. The three (3) members of the Steering Committee include: one County Commission Representative, one Mayor's Representative, and one School Board Representative. (Note: for AOG application, determination is made by the Steering Committee Chair, in consultation with the AOG Executive Committee.)
9. **REGIONAL COMMUNITY DEVELOPMENT GOALS AND POLICIES:** Determined by the Executive Director with consultation of the AOG Executive Committee members. The Executive Committee is comprised of one County Commissioner from each of the five counties.
10. **IMPROVEMENTS TO, OR EXPANSION OF, LMI HOUSING STOCK, OR PROVIDING AFFORDABLE HOUSING ACCESSIBILITY TO LMI RESIDENTS:** Information provided by the applicant. Applicant must be able to adequately explain reasoning which supports proposed figures, for the number of LMI housing units to be constructed or substantially rehabilitated with the assistance of this grant. Or the number of units this grant will make accessible to LMI residents through loan closing or down payment assistance.
11. **AFFORDABLE HOUSING PLAN IMPLEMENTATION:** In January, 1999, the Community and Economic Development State Legislative Committee passed a resolution requiring the Community Impact Fund and the Community Development Block Grant Program to implement rating and ranking criteria that would award jurisdictions that had complied with HB 295 law and had adopted their Affordable Housing Plans when they applied for funding from these two programs. The CDBG State Policy Board adopted the following rating and ranking criteria to be used by each regional rating and ranking system: *"Applications received from communities and counties who have complied with HB 295 by the preparation and adoption of a plan, and who are applying for a project that is intended to address some element of that plan will be given additional points."* Projects which actually demonstrate implementation of a jurisdiction's Affordable Housing Plan policies will be given points. Applicants must provide sufficient documentation to justify their project does, in fact, comply with this criteria. Towns applying for credit under this criteria may either meet a goal in their adopted Affordable Housing Plan or the project meets a regional affordable housing goal in the Consolidated Plan.
12. **GEOGRAPHIC EXTENT OF PROJECT'S IMPACT:** The actual area to be benefitted by the project applied for.

AGENDA ITEM #III-A. (Continued)

13. **PER CAPITA INCOME OF APPLICANT'S COUNTY RELATIVE TO STATE PER CAPITA INCOME:** Utah Department of Workforce Services; or more current source available prior to rating and ranking.
14. **PROPERTY TAX RATE FOR JURISDICTION:** Base tax rate for community or county, as applicable, will be taken from the "Statistical Review of Government in Utah", or most current source using the most current edition available prior to rating and ranking. Basis for determining percent are the maximum tax rates allowed in the Utah Code: .70% for municipalities, and .32% for counties.
15. **PERCENTAGE OF APPLICANT'S JURISDICTION WHO ARE LOW TO MODERATE INCOME:** Figures from the most current available census data provided by the State Department of Community and Economic Development. If a community or county is not on the DCED provided "HUD Pre-approved List", the figures will be provided from the results of a DCED approved income survey conducted by the applicant of the project benefit area households.
16. **EXTENT OF POVERTY:** Based on information provided by applicant prior to rating and ranking that satisfactorily documents the percentage of Low Income (LI - 50%) and Very Low Income (VLI - 30%) persons directly benefitting from a project.
17. **PRESUMED LMI GROUP:** Applicant will provide information as to what percent of the proposed project will assist a presumed LMI group as defined in the current program year CDBG Application Guide handbook.
18. **PRO-ACTIVE PLANNING:** The State of Utah emphasizes the importance of incorporating planning into the operation of city government. Communities that demonstrate their desire to improve through planning will receive additional points in the rating and ranking process.

In the rating and ranking of CDBG applications, the region will recognize an applicant's accomplishments consistent with these principles by adding additional points when evaluating the following:
 - ** Demonstration of local responsibility for planning and land-use in their communities in coordination and cooperation with other governments
 - ** Development of efficient infrastructure including water and energy conservation
 - ** Incorporation of housing opportunity and affordability into community planning
 - ** Protection and conservation plan for water, air, critical lands, important agricultural lands and historic resourcesWorksheet #18 will be used in the rating and ranking process for applicants who have taken the opportunity to provide additional information and documentation in order to receive these additional points.
19. **Application Quality:** Quality of the Pre-Application in terms of project identification, justification, and well-defined scope of work likely to address identified problems.

20. Project Maturity: Funding should be prioritized to those projects which are the most "mature". For the purposes of this process, maturity is defined as those situations where: 1) the applicant has assigned a project manager; 2) has selected an engineer and/or architect through a formal process in accordance with applicable laws and regulations; 3) knows who will administer the grant; 4) proposed solution to problem is identified in the Scope of Work and ready to proceed immediately; and 5) identifies all funding sources and funding maturity status. Projects that are determined to not be sufficiently mature so as to be ready to proceed in a timely manner, may not be rated and ranked.

Draft

AGENDA ITEM # III. B.

CDBG 2012 Proposed Program Year Schedule

Date	Activity	Notes & Due Dates
July	Start new program year AOGs start work on Consolidated Plan Grantees return signed contracts	7/01/11 Submitted to State by 7/31/11
August	AOG may re-allocate unexecuted grants State will re-allocate unexecuted grants	8/01/11 8/31/11
September	Rating and Ranking Policies due to state	Must be submitted by 9/1/11
October	AOGs will notice How to Apply Mtgs. AOGs work on Consolidated Plan Policy meeting-approve Application Guide AOGs hold How to Apply Mtgs.	10/15/11 (Proposed) Two held in each region Oct. – Jan.
November	AOGs visit applicant project sites Continue Consolidated Plan work	State Staff visit Slum/Blight projects
December		
January 2012	Applicants work on Application Public Hearing #1	State must review all new surveys
February	Spend down 50% of prior grants Application submittal in Webgrants Regional Rating and Ranking	By 5:00 pm 02/02/12 February - March
March	Staff reviews applications w/ AOGs Consolidated Plan draft due to state Grant award letters sent w/ invitation to workshop	Submitted by 03/1/12
April	Final Rating and Ranking submitted to state – notify grantees Grantees hold public hearing #2 Final Consolidated Plan submittal - AOG	04/01/12
May	Consolidated Plan submitted to HUD Grantee training workshops Finalized Application submitted in Webgrants	5/15/12 NLT 5:00 p.m. 06/01/12
June 2012	Execution of contracts Policy Committee Retreat	

AGENDA ITEM # IX.

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 11, 2010

1. Title: **RANGE IMPROVEMENT PROJECT NO. 395 - SOUTH
HAMBLIN VALLEY SEEDING**

Applicant: Trust Lands Administration

Description: SITLA grazing permittee, S&W Hall Company, Inc., has received an EQIP grant from the USDA Natural Resources Conservation Service and the Utah Watershed Initiative to seed approximately 520 acres of trust lands in Hamblin Valley. The seeding will be completed by removing the existing pinyon and juniper trees with an "Ely" chain pulled by two dozers, aerial seed, then back chain to cover the seed. The purpose of this seeding is to improve sage grouse and wildlife habitat. A cultural resource survey will be completed by the NRCS.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/15/2010

Comments: The Utah State Trust Lands Administration proposes to authorize a range improvement project on 520 acres of land in Hamblin Valley. The seeding is intended to improve forage for both livestock and wildlife. Regional policies support efforts to improve rangeland conditions. (Ken Sizemore)

STEERING COMMITTEE

REVIEWS

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATIONS - Supportive

August 11, 2010

2. Title: RANGE IMPROVEMENT PROJECT NO. 400 - TETON
SPRING DEVELOPMENT OF TRUST LANDS

Applicant: Trust Lands Administration

Description: SITLA grazing permittee, Russell Albrecht, has received a grant from the Grazing Improvement Program of the Utah Department of Agriculture and Food to re-develop a spring on a trust land section for livestock water. The spring development will include a new head box, pipeline, storage liner in pond and a new fence around the spring development. A water right diligence claim is being sought for the spring. A cultural resource survey will be completed on the project by SITLA.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/15/2010

Comments: The Utah State Trust Lands Administration proposes to authorize a spring re-development project on 640 acres of land in south-west Beaver County. The project includes spring improvements, piping and a pond. Regional policies support efforts to improve rangeland conditions. (Ken Sizemore)

AGENDA ITEM # IX. (Continued)

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 11, 2010

- 3. Title: PANGUITCH CREEK SPIKE TREATMENT, FENCING & CATTLE GUARD**
- Applicant: Utah Department of Agriculture and Foods**
- Description: Spike treatment of 225 acres, rabbitbrush treatment on 75 acres, cross fencing and cattle guard.**
- | Funding: | <u>Amount</u> | <u>Agency</u> | <u>SAI #</u> |
|-----------------|----------------------|----------------------|---------------------------|
| | N/A | N/A | Received 7/29/2010 |

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 225 acres near Panguitch Creek in Garfield County. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

AGENDA ITEM # IX. (Continued)

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 11, 2010

4. Title: **CHERRY CREEK PIPELINE**
- Applicant: **Utah Department of Agriculture and Foods**
- Description: **Replace four miles of poorly functioning pipeline to run water to existing troughs.**

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 4090 acres of land near Cherry Creek in Beaver County. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

AGENDA ITEM # IX. (Continued)

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 11, 2010

5. **Title:** SHEERING CORRAL WELL
- Applicant:** Utah Department of Agriculture and Foods
- Description:** Equip an existing well to bring water to the surface.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project at the Sheering Corral in Beaver County. A well will be drilled and a trough will be installed. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

AGENDA ITEM # IX. (Continued)

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 11, 2010

- 6. Title: BLACK MOUNTAIN CLEAR/SEED PROJECT**
- Applicant: Utah Department of Agriculture and Foods**
- Description: Clear and seed approximately 300 acres of pinyon/juniper and brush on private ground.**

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 300 acres of land on Black Mountain in Kane County. Pinyon/juniper trees will be removed, followed by seeding. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

STEERING COMMITTEE

REVIEWS

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATIONS - Supportive

August 11, 2010

7. Title: GLENDALE BENCH VEGETATION ENHANCEMENT

Applicant: Utah Department of Agriculture and Foods

Description: Brush management on 3020 acres, spike treatment on these acres. Clear pinyon/juniper trees on 430 acres and reseed.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 3020 acres near Glendale Bench in Kane County. Vegetation treatment and reseeded will occur. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

STEERING COMMITTEE

REVIEWS

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATIONS - Supportive

August 11, 2010

8. Title: GLENDALE BENCH SPIKE TREATMENT

Applicant: Utah Department of Agriculture and Foods

Description: Spike treatment of 553 acres, install two miles of fence.
Cross fence the pastures for better grazing rotation.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 553 acres on Glendale Bench in Kane County. Vegetation treatment and fencing will occur. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)

AGENDA ITEM # IX. (Continued)

STEERING COMMITTEE

REVIEWS

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATIONS - Supportive

August 11, 2010

9. Title: SMITHS MESA PIPELINE, TROUGHS, AND
MISCELLANEOUS IMPROVEMENTS

Applicant: Utah Department of Agriculture and Foods

Description: Installation of 10000' of pipeline, four troughs, one storage tank/drinker, cross fence and clean & equip existing well.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	Received 7/29/2010

Comments: The Utah Department of Agriculture proposes to authorize a grazing improvement project on 700 acres on Smiths Mesa in Washington County. Well improvements, fencing, troughs and pipeline will be installed. Regional policies strongly support grazing improvements on rangelands. (Ken Sizemore)