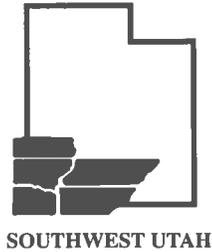


Five County Association of Governments

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

Fax (435) 673-3540



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 MIKE DALTON, CHAIR

DATE: AUGUST 3, 2016

SUBJECT: STEERING COMMITTEE MEETING, WEDNESDAY, AUGUST 10, 2016

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON WEDNESDAY, AUGUST 10, 2016, BEGINNING AT 2:00 P.M.

THE MEETING WILL BE HELD AT THE GARFIELD COUNTY COURTHOUSE, UPSTAIRS CONFERENCE ROOM, LOCATED AT 55 SOUTH MAIN STREET, PANGUITCH, UTAH.

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

WE LOOK FORWARD TO MEETING WITH YOU IN PANGUITCH.

BDT:GZ
ATTACHMENTS

Five County Association of Governments

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

Fax (435) 673-3540



Post Office Box 1550
St. George, Utah 84771

Office (435) 673-3548

STEERING COMMITTEE MEETING WEDNESDAY, AUGUST 10, 2016 - 2:00 P.M.

MEETING LOCATION:
GARFIELD COUNTY COURTHOUSE, UPSTAIRS CONFERENCE ROOM EME
55 SOUTH MAIN STREET, PANGUITCH, UTAH

PLEDGE OF ALLEGIANCE

- I. MINUTES JUNE 8, 2016 MEETING - REVIEW AND APPROVE
- II. FINANCE COMMITTEE AUGUST 10, 2016 -RATIFICATIONS
- III. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM - FY 2017 RATING AND RANKING CRITERIA APPROVAL
- IV. HUMAN SERVICES COUNCIL
 - A. COMMUNITY SERVICES BLOCK GRANT - FY 2017 FUNDING ALLOCATION
 - B. SOCIAL SERVICES BLOCK GRANT FY 2017 FUNDING ALLOCATION
 - C. COMMUNITY NEEDS ASSESSMENT PRESENTATION
- V. MEALS ON WHEELS VEHICLES -PROPOSAL
- VI. STATE AGENCY UPDATES
- VII. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES
- VIII. CONGRESSIONAL STAFF UPDATE
- IX. LOCAL AFFAIRS
 - A. CORRESPONDENCE
 - B. OUT OF STATE TRAVEL
 - C. REVOLVING LOAN FUND BOARD REAPPOINTMENTS
 - D. AREA WIDE CLEARINGHOUSE REVIEWS
 - E. OTHER BUSINESS

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities by calling 435-673-3548. Individuals with speech and/or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162

MINUTES

FIVE COUNTY ASSOCIATION OF GOVERNMENTS STEERING COMMITTEE MEETING

June 8, 2016 - 2:00 p.m.

Kane County Emergency Services Training Facility/Search & Rescue Building
30 West Airport Drive, Kanab, Utah

MEMBERS IN ATTENDANCE

Commissioner Mike Dalton, Chair
Carolyn White
Commissioner Dell LeFevre
Commissioner Dale Brinkerhoff
Harold Haynie for Becki Bronson
Commissioner Jim Matson
Mayor Robert Houston
Wendy Allan
Commissioner Victor Iverson
Mayor John Brammall
LaRene Cox
Mike Olson for Frank Lojko

OTHERS IN ATTENDANCE

Lowery Snow
Commissioner Dirk Clayson
Mayor Phillip Barlow
Raymond Barlow
Dean Cox
Kelly Stowell
Bette Arial
Lisa Taylor
Adam Snow
Courtney Brinkerhoff
Mark Tilby
Bryan Thiriot
Jo Seegmiller
Allison McCoy

MEMBERS NOT IN ATTENDANCE

Mayor Nolan Davis, Excused
Mayor Jerry Taylor
Ken Platt
Mayor Connie Robinson
Donna Law

REPRESENTING

Beaver County Commissioner Representative
Beaver County Schools Representative
Garfield County Commissioner Representative
Iron County Commissioner Representative
Iron County Schools Representative
Kane County Commissioner Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington Co. Commissioner Representative
Washington Co. Mayor Representative
Washington Co. Schools Representative
Dixie State University

Utah State Representative
Kane County Commission
Hildale City
Hildale City
Self
Kane County Economic Development
Senator Lee's Office
Congressman Stewart's Office
Congressman Stewart's Office
Senator Hatch's Office
Department of Workforce Services
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

Beaver County Mayor Representative
Garfield County Mayor Representative
Garfield County Schools Representative
Iron County Mayor Representative
Southern Utah University

Commissioner Mike Dalton, Chair, welcomed everyone in attendance. Mr. Harold Haynie was representing Ms. Becki Bronson, Iron County Schools Representative; Mr. Mike Olson was representing Frank Lojko, Dixie State University Representative; and Mayor John Brammall

represented the Washington County Mayors. Mayor Nolan Davis, Beaver County Mayor Representative, asked to be excused.

I. PLEDGE OF ALLEGIANCE

Commissioner Mike Dalton led the group in the pledge of allegiance.

II. MINUTES APRIL 20, 2016 - REVIEW AND APPROVE

Commissioner Mike Dalton, Chair, indicated that a quorum was present to conduct business and presented minutes of the April 20, 2016 meeting for discussion and consideration of approval.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER VICTOR IVERSON, TO APPROVE MINUTES OF THE APRIL 20, 2016 MEETING AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

One correction to the minutes was noted on page seven under congressional updates to read: "... National Wild Horse and Burro Advisory Board".

III. FINANCE COMMITTEE JUNE 8, 2016 RATIFICATIONS

Commissioner Mike Dalton presented the following promotions and/or pay for performance increases as recommended by Bryan Thiriot and approved by the Finance Committee: **1) Myron Lee, Transportation--** Promotion from MPO Planning Manager to the position of MPO Planning Director. This includes a salary increase from \$5,429 a month to \$5,683 per month; **2) Tammy Douglas, Care About Child Care--** Promotion from Quality Improvement Specialist to Training Supervisor, with a salary increase from \$2,447 to \$2,844 per month; **3) Nathan Reeves, Care About Child Care--** Pay for performance increase from \$2,447 to \$2,597 per month; **4) Joshua Weaver, Weatherization--** Promotion from Weatherization Energy Technician to Weatherization Energy Auditor, with a salary increase from \$2,772 to \$2,844 per month; **5) Scott Bolander, Weatherization--** Promoted from Weatherization Coordinator to Inventory Control Specialist UCI Inspector, with a salary increase from \$3,075 to \$3,247 per month; **6) Janeil Jackson, Aging--** Increase from 20 to 29 hours per week, with a salary increase from \$2,221 to \$3,296 per month. Janeil has been with Five County for 21 years; **7) Kristi Lasson, Aging--** Increase from 24 to 29 hours per week, with a salary increase from \$2,466 to \$ 3,053 per month. Kristi has been with Five County for 16 years; **8) Megan McCourt, Aging--** Increased from 3/4 time to full time, with a salary increase from \$2,318 to \$3,247 per month. Megan has been with Five County for five years and is opting out of the health insurance coverage.

Commissioner Mike Dalton commented that the pay for performance increases and/or promotions would be reflected in the FY 2017 budget that will be reviewed and considered as a separate agenda item.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER JIM MATSON, TO APPROVE FINANCE COMMITTEE ACTIONS AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

IV. FY 2016 BUDGET REVISIONS

Commissioner Mike Dalton opened a public hearing to discuss FY 2016 budget revisions. Ms. Allison McCoy reported that copies of the FY 2016 budget revisions were provided in the Steering Committee packet for review prior to today's meeting. These revisions were discussed and approved by the Finance Committee earlier today. The main change in the budget is reflected with the National Community Service organizations request for Five County to extend the Rural Foster Grandparent Program through the end of the new fiscal year. Continuation of this program will not include any match requirements for the Five County AOG. Revisions in the Aging Division reflect increased funding into specific program budgets. Some of the other program budgets have slightly increased and/or decreased funding. Noting no specific comments and/or questions, Commissioner Mike Dalton declared the public hearing closed.

MOTION WAS MADE BY MR. HAROLD HAYNIE, SECONDED BY COMMISSIONER VICTOR IVERSON, TO ACCEPT THE FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF THE FY 2016 BUDGET REVISIONS AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

V. FY 2017 BUDGET HEARING

Commissioner Mike Dalton, Chair, declared the FY 2017 Budget hearing open to discuss, present and approve the FY 2017 budget for the Five County Association of Governments. Ms. Allison McCoy reported that copies of the draft FY 2017 budget were included in meeting packets for review prior to today's meeting. This is pretty similar to the FY 2016 budget. She referenced several new programs including the Continuum of Care under the Human Services programs, a new Veterans Direct program, and the previously discussed Foster Grandparent Program that will be continued through this fiscal year. It was also noted that the Mutual Self Help program was discontinued and is no longer included in the budget. Mr. Harold Haynie asked a question about the administrative budget with regard to the decreased amount of funding listed under local participation. Ms. McCoy indicated that staff has been successful in providing the administrative functions with other funding sources rather than local participation monies. This is also attributed to the conclusion of lease payments on AOG vehicles. Commissioner Mike Dalton noted no additional comments and closed the public hearing.

VI. ADOPTION OF FY 2017 BUDGET

Commissioner Mike Dalton, Chair, entertained a motion to approve the FY 2017 budget.

MOTION WAS MADE BY MR. HAROLD HAYNIE, SECONDED BY MS. CAROLYN WHITE, TO APPROVE THE FY 2017 BUDGET AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

VII. REPORT/DISCUSSION ON THE 2016 LEGISLATIVE SESSION

Representative Lowery Snow, District 74, noted that the last legislative session was a success. There are a couple of items of interest in regards to rural county government. He reported that a special session was held last month. Near the end of the veto period,

Governor Herbert elected to veto some education bills related to funding. Some of the concerns raised were valid in this regard, and these issues were addressed in the special legislative session. It is important for a greater focus on vendor technology in public education and to make sure that there is not duplication. An interim meeting was also dedicated to review these issues. Another action item during the special session included passing a resolution relating to the Bear's Ears National Monument. It is anticipated that President Obama will exercise his executive power to designate approximately 1.9 million acres to establish this new monument. This is a huge amount of land located in San Juan County that has special meaning to the American Indian tribes and Native Americans living in this area who consider certain portions of the land sacred. There is some division between the Native American population, but most of the leadership is behind objecting to the monument designation. This resolution passed both houses and was signed by Governor Herbert. The resolution is not binding, but it provides a political statement from the legislature that is supported by the majority of citizens in the state of Utah opposing designation of a new monument. It is also rumored that designation of this monument would be one of three monuments under consideration for designation in Utah. Public land issues is an area of significant attention for the Utah legislative bodies.

One item of specific interest includes appropriation of \$250,000 to initially fund the Rural Utah Alliance. The interest and focus on rural issues seems to stop south of Provo. The purpose of the alliance is to provide greater support for issues related to rural Utah. It is anticipated that the majority of rural counties will participate in this alliance. The funding will be utilized to address and provide legal counsel for rural county issues, especially in relation to the federal government. Mr. Snow discussed SB 155 which created an indigent defense commission. It was noted that Utah provides funds for indigent defense on a county by county basis. Another bill of interest is SB 246 which relates to the Community Impact Fund Board. This allows Utah to invest \$51 million in a deep water port in Oakland, California for transport of Utah Coal to foreign markets. The state of Utah would become an investor/lender to a private industry and would not own the port. San Juan, Sanpete, Emery and Carbon counties, who are suffering economically, have made application to the CIB to fund this project. The local markets have been shut down for some of the cleanest coal in the world. However, there is a market overseas for this clean coal. CIB funds are derived from mineral leases on government owned land and are typically used to alleviate the impacts of natural resource development. Funding for this project is being lent by the state of Utah with the CIB funds in place as a backup. This project has experienced a lot of controversy in Utah as well as in California. This is being done as an effort to alleviate high unemployment issues in these four counties. The current federal government administration is doing everything in their power to shut down the use of fossil fuels in the United States. This will have a direct impact on the state of Utah.

Representative Snow reported that a significant amount of funding was allocated for education. Eleven million dollars in new money was allocated to preschool programs. There was a lot of discussion about SAGE scores for utilization in rating and evaluating teachers. SAGE testing will be discussed during the next Legislative session.

Other items of interest from the 2016 Legislative session included the medical marijuana bills, collection of sales taxes on Internet purchases, and large water projects. Representative Snow answered questions regarding the indigent defense commission and goals to address this issue moving forward in an effort to avoid litigation. Further discussion included the overreach of the federal government and designation of

monuments. Representative Snow explained that President Obama would utilize the Antiquities Act for designation of new national monuments, the same act that has been used in past designations. Governor Herbert is trying to be aggressive, but also recognizing that the state must be cautious in terms of their approach to litigation at this point. Commissioner Victor Iverson asked a question regarding an Article V convention. Representative Snow indicated that he is not afraid of anything in the Constitution and a lot of work has been ongoing to develop a framework in terms of the procedure, if an Article V is called. Other groups are working on amendments regarding term limits, a balanced budget, etc.

VIII. MEALS-ON-WHEELS VEHICLES - PROPOSAL

Ms. Allison McCoy presented a proposal developed by Ms. Carrie Schonlaw, Director of Aging Programs for the Five County Association of Governments. A one-time allocation has been provided by the state of Utah from Older American Act funding in the amount of \$160,000 to Five County for allocation of one-time purchases and not to include ongoing expenses. The funding can be utilized for capital expenses in support of nutrition services. This amount of funding has been included in the FY 2017 budget under the nutrition program cost center. In discussion with the County Aging Coordinators, the most critical need was determined to be meals-on-wheels vehicles. This funding would require local match that would determine the number of vehicles could be purchased. Several scenarios were presented and discussed. Commissioner Victor Iverson concluded that Washington County has the match in place and they would take all five vehicles if permitted. There needs to be an established process in place for allocation of this funding. Ms. McCoy indicated that the cost of each vehicle would be \$45,000 and all of the counties are in need of new vehicles. It was the consensus of the Committee that a working group be established by Ms. Schonlaw, consisting of the County Aging Directors, to discuss this issue further to develop a recommendation for presentation to the Steering Committee for their consideration.

IX. LOCAL AFFAIRS

A. CORRESPONDENCE

None.

B. OUT-OF-STATE TRAVEL

Mr. Bryan Thiriot indicated that two out-of-state travel requests were included in the packet as follows: **1) Gary Zabriskie**-- To attend the Western Planner Conference in Great Falls, Montana on August 10-12, 2016; and **2) Carrie Sigler**-- A request to attend the National Association for Family Childcare Yearly Conference July 6-9, 2016 in San Diego, California. Funds are included in the FY 2017 budget to cover associated costs for both travel requests.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY MS. LARENE COX, TO APPROVE THE TWO OUT-OF-STATE TRAVEL REQUESTS AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

C. CONGRESSIONAL UPDATES

Ms. Bette Arial, Senator Lee's office, reported that Dan Love, Chief Law Enforcement Officer for Utah and Nevada with the Bureau of Land Management, has been transferred and is now working out of the State BLM office in Salt Lake City. According to a BLM News Release, his position as a BLM Special Agent includes the oversight of BLM facilities nationwide. Zachary Oper, who is based in Nevada, will assume Love's old position. Of interest, the U.S. Forest Service does not have, nor do they plan on having, a similar position. It was noted that this was a demotion which included a three step salary reduction. Senator Lee's staff is working on SB 361, The Disposal of Excess Federal Lands Act. This legislation calls for the Secretary of the Interior to offer excess federal lands at competitive pricing. Senate Bill 2004 requires that any proclamation for a national monument appear in existing federal law. This is an interesting bill that can be forwarded upon request. Senator Lee is also working on passage of the email privacy act. This deals with the federal government being able to access private email information that is stored on electronic devices. It was also noted that Senator Lee and many other Senators have warned Loretta Lynch that the witch hunt of Obama's energy opponents must stop and that it is an abuse of power. They are also demanding that the Department of Justice cease investigation into opponents of Obama's Energy Policy. The Bureau of Land Management recently held a scoping meeting on their Coal Plan EIS. She read names of a number of coal mines and trucking companies who transport the coal that spoke in favor of coal mining. She also shared the names of several environmental groups and others speaking in opposition. The EIS included several pages of bullet points of both supporters and opponents. The scoping meeting included a very vigorous debate of those in attendance. Ms. Arial thanked all counties for their participation in their mobile office visits. Senator Lee's staff will now be visiting all of the counties they represent to meet with business owners to discuss their needs and/or issues.

Ms. Courtney Brinkerhoff, Senator Hatch's office, reported that the Senator recently completed his tour of southern Utah. Included in his visit was a presentation of the purple heart and other metals for a veteran in Beaver County who was killed in action during World War II and had not previously received recognition. Senator Hatch is working on legislation to protect the Hurricane Sand Dunes and to turn the dunes over to Washington County for management. Senator Hatch visited all of the national parks in southern Utah as well as Natural Bridges National Monument, which is in close proximity to the site of the proposed Bears Ears National Monument. It appears that the current Obama administration may be taking note of the opposition in Utah and that perhaps some other types of protection can be offered as opposed to designation of a national monument. Work is continuing on the Jackson Flat Reservoir in Kane County. A response from the Army Corps of Engineers is anticipated in the near future. A hearing was recently held in regard to the grazing bill and it is hoped that this bill will move forward. The Coal Creek Flood project in Iron County is now officially funded and ready to move forward. Senator Hatch is currently working on the National Defense Authorization Act.

Commissioner Mike Dalton moved to agenda Item # F to discuss CIB applications in order to accommodate committee member that will be leaving the meeting.

F. COMMUNITY IMPACT BOARD (CIB) REVIEWS

Mr. Bryan Thiriot reviewed applications submitted to the Permanent Community Impact Board as follows: **1) Iron County--** Courthouse remodel; **2) Hatch Town--** Roads and Transportation Master Plan; **3) Parowan City--** Implementation Strategy; **4) LaVerkin City--** 300 West Road Project; **5) Beaver City--** Airport Runway Renovation Project; **6) Garfield County--** Public Works Facility; **7) Hildale City--** Flood Control and Storm Water Detention Improvements; **8) Santa Clara City--** Truman Drive Landslide Stabilization Improvements; **9) Toquerville City--** General Plan and Master Transportation Plan; and **10) Enoch City--** Rush Lake Well Project. Copies of the review sheets were included in the meeting packet. Commissioner Mike Dalton indicated that the Board has to option to approve, not approve or remain neutral on project applications.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER VICTOR IVERSON, TO RECOMMEND APPROVAL OF ALL APPLICATIONS SUBMITTED TO THE PERMANENT COMMUNITY IMPACT BOARD FOR FUNDING CONSIDERATION. MOTION CARRIED BY UNANIMOUS VOTE.

Commissioner Mike Dalton returned to agenda item #C. Congressional Updates

Mr. Adam Snow, Congressman Stewart's Office, reported that their office is also working on the Grazing Act. The Congressman has introduced legislation that would de-fund the BLM law enforcement efforts. Legislation to address this issue will continue to be pushed forward. Mr. Snow also reviewed important funding for equipment that is manufactured in Utah for attaching to military vehicles. A brief update of the proposed Sage Grouse listing on the endangered species list was reviewed. It was noted that legislation requires the use of the state of Utah Management Plan for this species rather than any plans of the U.S. Fish and Wildlife Service or the Bureau of Land Management. The group participated in a brief discussion of wild horses issues and the need to educate citizens as well as congress about the issues that exist with increased populations.

D. SOUTHERN UTAH UNIVERSITY & DIXIE STATE UNIVERSITY UPDATES

Mr. Mike Olson, Dixie State University, reported that Frank Lojko is currently serving in two positions at DSU as Vice President of Student Affairs as well as the Vice President of Government Relations. President Williams has determined that this needs to be split into two separate positions. Mr. Lojko will continue to serve as the Vice President of Government Relations moving forward. The interview process to hire a Vice President of Student Affairs is currently underway. Construction of the new student dorms is on schedule. DSU student athletes received the community engagement award for 2015-16 for completing 125 hours of community service.

E. AREAWIDE CLEARINGHOUSE REVIEWS

None.

G. OTHER BUSINESS

Mr. Mark Tilby, Department of Workforce Services, provided copies of the five year unemployment growth projections for the state of Utah. The information depicts which counties and areas of the state are projected to grow the fastest and at what rate for the next five years. Current unemployment rates are also available for each of the five counties. Unemployment numbers are also provided for the state and nation for comparison purposes. The job growth rate for the state of Utah over the last year is 3.4% as compared to 1.9% for the United States. He also referenced an article recently written by David DeMille and published in The Spectrum newspaper addressing and summarizing the intergenerational poverty initiative. Those interested in obtaining a link to the article can contact Mark Tilby at DWS. Industry projects show southern Utah leading the state of Utah for the next ten years. The number one growth industry for the next ten years is technology, which will actually outdistance health care. Health care is ranked second and it is followed by construction.

The next meeting is scheduled for August 10, 2016 in Panguitch, Utah.

Being no further business, the meeting adjourned at 2:30 p.m.

DRAFT

AGENDA ITEM # III.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
FY 2017 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 applications received for funding during FY 2017. 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:	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.	0% CDBG Funds 3 points	1 - 5% 2 points	5.1 - 10% 1 point									1.0
3	Job Creation: Estimated number of new permanent 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?	4.1% or greater above state average 3.0 points	3.1% - 4.0% above state average 2.5 points	2.1% - 3.0% above state average 2.0 points	1.1% - 2.0% above state average 1.5 points	.1% - 1.0% above state average 1.0 point				Up to state average 0 points			1.5
5 A	Financial Commitment to Community Development (Self-help Financing) - <u>Jurisdiction Population <500</u> 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) - <u>Jurisdiction Population 501 - 1,000</u> 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) - <u>Jurisdiction Population 1,001 - 5,000</u> Percentage of non-CDBG funds invested in total project cost.	> 30% 5 points	25.1 - 30% 4 points	20.1 - 25% 3 points	15.1 - 20% 2 points	1 - 15% 1 point							2.0
5 D	Financial Commitment to Community Development (Self-help Financing) - <u>Jurisdiction Population >5,000</u> Percentage of non-CDBG funds invested in total project cost.	> 40% 5 points	35.1 - 40% 4 points	30.1 - 35% 3 points	25.1 - 30% 2 points	1 - 25% 1 point							2.0

AGENDA ITEM # III. (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
		\$1 - 100 5 points	\$101-200 4 points	\$201- 400 3 points	\$401 - 800 2 points	\$801 or > 1 point				
6 CDBG funds Requested Per Capita: CDBG funds requested divided by # of beneficiaries.		High #1 6 points	High #2 5 points	High #3 4 points	High #4 3 points	High #5 2 points	High #6 or > 1 point	1.0		
7 Jurisdiction's Project Priority: Project priority rating in Regional Consolidated Plan, (Capital Investment Plan - One-Year Action Plan).		#1 6 points	#2 5 points	#3 4 points	#4 3 points	#5 2 points	#6 or > 1 point	2.0		
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 Finance 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 Finance Committee members. The Finance Committee is comprised of one (1) County Commissioner from each of the five counties.		#1 6 points	#2 5 points	#3 4 points	#4 3 points	#5 2 points	#6 or > 1 point	2.0		
10 LMI Housing Stock: Infrastructure for the units, rehabilitation of units, and/or accessibility of units for LMI residents.		> 20 Units 8.5 points	15 - 20 Units 7 points	10 - 14 Units 5.5 points	5-9 Units 4 points	3-4 Units 2.5 points	1-2 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 3.5 points	Multi-county 3.0 points	County-wide 2.5 points	Multi-community 2.0 points	Community 1.5 points	Portion of Community 1 point	1.5		
13 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).	%	> 50% 5 points	40.1 - 50% 4 points	30.1 - 40% 3 points	20.1 - 30% 2 points	10.1 - 20% 1 point	< 10% 0 points	1.0		

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
		91 - 100% 5 points	81 - 90% 4 points	71 - 80% 3 points	61 - 70% 2 points	51 - 60% 1 point				
14 Jurisdiction's LMI Population: Percent of residents considered 80 percent or less LMI (based on LMI Survey).	%							1.0		
15 Extent of Poverty: If an applicant satisfactorily documents the percentage of Low Income (LI: 50% of AMI) and Very Low Income (VLI: 30% of AMI) persons directly benefitting 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.	%	20% or More 5 points	15 - 19% 4 points	10 - 14% 3 points	5 - 9% 2 points	1 - 4% 1 point		1.0		
16 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.	%	100% 4 points	51% 2 points					1.0		
17 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 #17.		Very High 4 points	High 3 points	Fair 2 points	Low 1 point			0.5		
18 Application Quality: Application identifies problem, contains a well-defined scope of work and is cost-effective. Score comes from Worksheet #18.		Excellent 5 points	Very Good 4 points	Good 3 points	Fair 2 points	Acceptable 1 point	Poor 0 points	1.5		
19 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 #19.		Excellent 5 points	Very Good 4 points	Good 3 points	Fair 2 points	Acceptable 1 point	Poor 0 points	2.0		

PLEASE NOTE: Criteria marked with a T* is a THRESHOLD eligibility requirement for the CDBG Program. < = Less Than > = More Than
Previously Allocated Pre-Approved Funding: \$90,000 to Five County AOG for Administration, Consolidated Plan, Rating & Ranking, Planning Assistance, Economic Development Technical Assistance and Affordable Housing Plan Development and Updates

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) Cheryl Brown Other										
Excellent	=	9 to 10								
Very Good	=	7 to 8								
Good	=	5 to 6								
Fair	=	3 to 4								
Poor	=	1 to 2								
Total Points: _____ Rating: _____ (Excellent, Very Good, Good, Fair, Poor)										

CRITERIA 17 WORKSHEET

PRO-ACTIVE PLANNING			Score (4 Points Total)
Criteria	Support Documentation Provided		
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 18 WORKSHEET

APPLICATION QUALITY			
Criteria	Support Documentation	Other Documentation	Score (7 Points Total)
1. Problem Identification	Additional written text provided? Yes ___ 1 point No ___ 0 points	Detailed Architectural/Engineering Report prepared? Yes ___ 2 points No ___ 0 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	2 points	
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. Does proposed project 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.	No ___ 2 points (Does not Duplicate) Yes ___ 0 points (Duplicates Services)	2 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 19 WORKSHEET

PROJECT MATURITY			Score (9 Points Total)
Criteria	Status		
1. Architect/Engineer already selected and is actively involved in the application process	Yes ___ 1 point No ___ 0 points	1 point	
2. Is there evidence that the project manager has the capacity to carry out the project in a timely manner?	Yes ___ 1 point No ___ 0 points	1 point	
3. Is the proposed solution to problem identified in the Scope of Work <u>ready to proceed immediately</u> ?	(Well Defined) Yes ___ 2 points No ___ 0 points	2 points	
4. Are architectural or engineering design/plans (i.e. blueprints) already completed for the project?	Yes ___ 2 points No ___ 0 points	2 points	
5. Funding Status (Maturity)	Is CDBG the only funding source for the project? Yes ___ 1 point No ___ 0 points (or) All other project funding was applied for but not committed. Yes ___ 2 points No ___ 0 points (or) All other project funding is in place for immediate use. Yes ___ 3 points No ___ 0 points	1 point 2 points 3 points	
Excellent = 9 Points Very Good = 8 Points Good = 7 Points Fair = 6 Points Acceptable = 5 Points Poor = 4 Points or Less			Total Points: _____ Rating: _____ (Excellent, Very Good, Good, Fair, Acceptable, Poor)

**Five County Association of Governments
CDBG Rating and Ranking Program Year 2017
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. For the purposes of this criteria, a jurisdiction is defined as an incorporated city or town, a county, or a defined special service district service area. All public housing authorities shall be considered a 5B jurisdiction for this criteria.

- 6. CDBG DOLLARS REQUESTED PER CAPITA:** Determined by dividing the dollar amount requested in the CDBG application by the beneficiary population.
- 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 applications, 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 Finance Committee members. The Finance 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:** The CDBG State Policy Committee adopted the following rating and ranking criteria to be used by each regional rating and ranking system: *"Applications received from cities and counties which have complied with Utah code regarding the preparation and adoption of an affordable housing plan, and who are applying for a project that is intended to address element(s) 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 that their project complies with this criteria. Towns applying for credit under this criteria may either meet a goal in it's 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.

13. **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.
14. **PERCENTAGE OF APPLICANT'S JURISDICTION WHO ARE LOW TO MODERATE INCOME:** The figures will be provided from the results of a Housing and Community Development Division (HCDD) approved income survey conducted by the applicant of the project benefit area households.
15. **EXTENT OF POVERTY:** Based on information provided by applicant prior to rating and ranking that satisfactorily documents the percentage of Low Income (LI: 50% of AMI) and Very Low Income (VLI: 30% of AMI) persons directly benefitting from a project. Income survey tabulations for 50% and 30% will also be utilized to determine the number of low income and very low income persons.
16. **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.
17. **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 proactive land use planning in the community;
 - ** Development of efficient infrastructure including water and energy conservation;
 - ** Incorporation of housing opportunity and affordability into community planning; and
 - ** Protection and conservation plan for water, air, critical lands, important agricultural lands and historic resources.Worksheet #17 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.
18. **Application Quality:** Quality of the Pre-Application is evaluated in terms of project identification, justification, and well-defined scope of work likely to address identified problems.
19. **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 qualified project manager; 2) has selected an engineer and/or architect; 3) proposed solution to problem is identified in the Scope of Work and ready to proceed immediately; 4) has completed architectural/engineering design (blueprints); 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.

AGENDA ITEM # III. (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 may require a visit with each applicant for an onsite 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 recommendations to the RRC (Steering Committee) for consideration and approval. Membership of the Steering Committee includes two elected officials (mayor and commissioner) and a school board representative from each of the five counties. Appointments to the Steering Committee are reviewed and presented annually in February for the two elected officials of each county as well as the county school boards.
5. Maximum amount per year to a jurisdiction is \$200,000.00.
6. Maximum years for a multi-year project is 2 years for a total amount of \$300,000 (year 1 @ \$200,000 and year 2 @ \$100,000).
7. All applications for multi-year funding must contain a complete budget and budget breakdown for each specific year of funding. Depending on available funding, all or part of the second year funding of a multi-year project may be made available in year one.
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 CDBG final 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.
9. Projects must be consistent with the District's Consolidated Plan. The project applied for must be included in the prioritized capital improvements list (CIP) that the entity submitted for inclusion in the Consolidated Plan. Your jurisdictions CIP is due no later than Monday, January 9, 2017 at 5:00 p.m. If your CIP list containing your project is not submitted by the deadline, your project application will not be rated and ranked. You may not amend your list after the deadline.
10. Previously allocated pre-approved funding:
 - \$ 90,000 to Five County AOG (Administration, Consolidated Plan Planning, Rating & Ranking, Planning Assistance, Affordable Housing Planning, and Economic Development TA)
11. Set-aside Funding:
 - None.

AGENDA ITEM # III. (Continued)

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, may 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 guidelines prohibit the 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 prior to rating and ranking 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 funding of housing related projects shall be directed to the development of infrastructure supporting affordable housing or to the rehabilitation of rental housing managed by a public housing authority. CDBG funds in this region shall not be utilized for LMI rental or direct housing assistance payments.
17. It is the policy of the RRC (Steering Committee) that lots for single family homes may not be procured with CDBG funding in the Five County region, unless the homes remain available as rental units under the auspices of a public housing authority.
18. In the event of a tie for the last funding position, the following will be awarded one (1) point for each criteria item listed below answered affirmatively:
 - The project that has the Highest percentage of LMI;
 - The project that has the most Local funds leveraged;
 - The project with the most Other funds leveraged;
 - The largest Geographical area benefitted;
 - The project with the Largest number of LMI beneficiaries;

If a tie remains unbroken after the above mentioned tie breaker, the members of the RRC will vote and the project that receives the majority vote will be ranked higher.

**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 # IV-A.

CSBG FY 2017

Approved by the HSC 7-13-16

SUBCONTRACT ALLOCATIONS		
Applicant Agency	FY 2016 Allocation	Recommended 2017 Allocation Amount
Beaver County Food Network	\$ 18,000	\$ 10,000
Dove Center	\$ 6,000	\$ -
Garfield County Care & Share	\$ 15,000	\$ 10,000
Iron County Care & Share	\$ 17,500	\$ 17,000
Kane County Care & Share	\$ 15,000	\$ 11,400
New Frontiers for Families	\$ 9,000	\$ 11,400
TURN Community Services	\$ -	\$ 9,100
TLC	\$ -	\$ 11,400
SUBCONTRACT TOTALS	\$ 80,500	\$ 80,300

BUSINESS EXPENSES		
Applicant Agency	FY 2016 Allocation	Recommended 2017 Allocation Amount
Salary and Wages	\$ 93,000.00	\$ 90,000.00
Fringe Benefits	\$ 60,000.00	\$ 60,000.00
Travel	\$ 4,500.00	\$ 6,000.00
Space Costs	\$ 8,000.00	\$ 8,000.00
Consumable Supplies	\$ 3,000.00	\$ 5,000.00
Communications	\$ 4,500.00	\$ 4,500.00
Equipment	\$ 500.00	\$ 2,000.00
BUSINESS EXPENSES TOTAL	\$ 173,500.00	\$ 175,500.00

UNCLASSIFIED OTHER		
Applicant Agency	FY 2016 Allocation	Recommended 2017 Allocation Amount
Direct Client (Total of all Counties)		
<i>Beaver</i>	\$ 1,000.00	\$ 1,000.00
<i>Garfield</i>	\$ 1,000.00	\$ 1,000.00
<i>Iron</i>	\$ 7,000.00	\$ 7,000.00
<i>Kane</i>	\$ 1,000.00	\$ 1,000.00
<i>Washington</i>	\$ 7,000.00	\$ 7,000.00
Emergency Discretionary Response Funding**	\$ 14,500.00	\$ 12,100.00
Indirect Costs	\$ 21,000.00	\$ 20,100.00
Memberships/Dues	\$ 5,500.00	\$ 7,000.00
UNCLASSIFIED OTHER	\$ 58,000.00	\$ 56,200.00

FCAOG ALLOCATIONS	\$ 231,500.00	\$ 231,700.00
TOTAL AWARD AMOUNT	\$ 312,000.00	\$ 312,000.00

* These Awards are Estimates

** Emergency discretionary funds are for client use or disaster response use only.

*** Any surplus contract amount will be put into discretionary fund to provide direct client services in all counties

AGENDA ITEM # IV-B.

**Social Services Block Grant
FY 2017**

Approved by HSC 5/11/2016

Name of Agency	FY 17 Award
Beaver County Council on Aging	\$ 6,450.00
Dove Center	\$ 6,200.00
Friends of Switchpoint	\$ -
Garfield County Council on Aging	\$ 5,950.00
Iron County Council on Aging	\$ 5,950.00
Kane County Council on Aging	\$ 6,700.00
Learning Center for Families	\$ 4,950.00
New Frontiers for Families	\$ 6,450.00
Red Rock Center for Independence	\$ 5,700.00
TURN Community Services	\$ -
Washington County Council on Aging	\$ 6,200.00
Five County AOG Services	\$ 9,000.00
Direct Client Assistance	\$ 2,042.80
Admin	\$ 6,487.20
Total	\$ 72,080.00

AGENDA ITEM # V.

**Meals on Wheels Vehicle – Final Proposal
8/1/16**

County Council on Aging coordinators met with Carrie Schonlaw, Director of Aging & Human Services and Bryan Thiriot on July 18th for final discussion on options for the \$160,000 in one-time Federal/State funds available in the FY 17 Five County Area Agency on Aging budget for Capital Outlay (Meals on Wheels vehicles). The following is a summary of the discussion and proposal:

- 4 Counties requested vehicles and can provide the 28% (\$13,000) match per vehicle, so we are proposing that each receive funding for 1 vehicle. Iron County reported they do not need a vehicle at this time.
- Based upon reported mileage and usage data for the current MOW inventory in the Five County area, it was determined that Washington County had the highest need. Therefore, we are proposing they receive the funding for the 5th vehicle for which they would provide the required match.
- If additional funding becomes available either this year or next, priority would go to Garfield, Kane and then Washington County in that order; unless another County has a significant change resulting in them moving higher up on the priority of need.

Next Steps:

- Once this proposal has been approved by the Steering Committee, Five County will submit a formal request to the Utah Department of Human Services, Division of Aging & Adult Services (DAAS) to use these funds for the purchase of capital outlay (MOW Vehicles). Once approval is received from DAAS, Five County will prepare contract agreements and work with the local County Council on Aging Coordinators. Vehicles must be purchased prior to June 30, 2017.

The Following is a summary of data obtained for the planning meeting on July 18th with County Coordinators:

Number of total Vehicles Requested: 6-8

<i>County</i>	<i># Vehicles</i>	<i># Reason</i>
• Washington County:	3-5	replace high mileage/maint. costs- 1 4WD
• Iron County	0	
• Beaver County	1	replace Minersville/Milford Route- need 4WD
• Kane	1	replacement Long Valley- high mileage- 4WD
• Garfield	2	need 4WD and be able to replace routes currently using cooler with MOW Trucks.

AGENDA ITEM # V. (Continued)

Meals on Wheel Vehicles- Proposal

TOTAL FUNDING

Scenario	Federal/State Funds	Match	Total	Vehicle Cost	# Vehicles
Min Req. Match					
1	\$ 160,000.00	\$ 28,235.29	\$ 188,235.29	\$ 45,000.00	4.18
28% Match					
2	\$ 160,000.00	\$ 65,000.00	\$ 225,000.00	\$ 45,000.00	5.00
50% Match					
3	\$ 160,000.00	\$ 160,000.00	\$ 320,000.00	\$ 45,000.00	7.11

FUNDING PER VEHICLE

Scenario	Federal/state funds	Match	Total
Min Req Match			
1	\$ 38,278.00	\$ 6,755.00	\$ 45,033.00
28% Match			
2	\$ 32,000.00	\$ 13,000.00	\$ 45,000.00
50% Match			
3	\$ 22,504.00	\$ 22,504.00	\$ 45,008.00

Summary: In the FY 17 budget, the Division of Aging & Adult Services has allocated some additional federal (Older Americans Act) funding that had been held in reserve with the State. Because these particular funds will not be available in future years, it is recommended they be used for one-time not ongoing expenditures. Five County will receive an additional \$160,000 for capital expenditures. Based upon discussion with the County Council on Aging Coordinators for each of your Counties, Meals on Wheels Vehicles seem to be the most critical need. However, we would like to note that these funds could be used for other types of capital expenditures which are directly related to the delivery of Nutrition Services; with the exception of actual brick and mortar. This could include large kitchen appliances/equipment.

Matching & Contractual Requirements: As with other State/Federal funds there is a minimum local match requirement for these funds and a separate contractual agreement would need to be entered in to with each County as it relates to these funds, the matching requirement and use of the vehicles. The vehicles would be under the ownership of the County. However, in the un-likely event that the County was no longer willing or able to continue to operate the Senior Nutrition Program in their County; the vehicle would need to be signed over to the Five County Association of Governments and/or Division of Aging & Adult Services for use in another OAA Funded Senior Nutrition Program.

Funding Scenarios: Due to the nature of these funds, we wanted to address this as a separate item from the overall AOG & Aging Programs budget approval process to assure the Steering Committee and each of the Counties are actively involved how best to proceed in the use and allocation of these funds. The above funding scenarios provide 3 options for how the funding could be divided if used for purchase of new MOW Vehicles. The current estimated cost of a 4 wheel drive MOW vehicles is approximately \$45,000. The above scenarios provide options based upon a minimum match requirement, 28% match or 50% match which than determines how many vehicles could be purchased based upon what the Counties are able to match. Five County has also discussed these scenarios with the County Coordinators at our May 23rd meeting (Beaver coordinator absent due to emergency).

AGENDA ITEM # V. (Continued)

Vehicles with Highest Mileage:

County	Mileage	Frequency	4WD needed
• Kane County	120,218	3xweek – 40-50 miles	Yes
• Washington (#95 Enterprise)	112,756	3x week – 60 miles/180 week	Yes
• Washington (#85 St. George)	101,640	4x week – 40 miles/160 week	
• Washington (#81 Hurricane)	99,405	4x week – 40 miles/160 week	
• Washington (#14 St. George)	84,979	4x week – 50 miles/200week	
• Beaver (Miner/Milford)	84,354	4x week – 52 miles/208 week	Yes

Priority of Need for 4WD:

1. Garfield County
2. Beaver County
3. Kane County
4. Washington County

Adding new route or replacing cooler route:

Garfield County

Beaver will coordinate with Washington County for possible purchase of the MOW vehicle Beaver will be replacing with the new 4WD vehicle as this could help Washington County in replacing another of their high mileage vehicles.

Also attached the information from the original proposal submitted at the June Steering Committee meeting.

AGENDA ITEM # IX-A.



**urban
planning
international, llc**

Statewide Small Area Demographic and Economic Forecasting Project

The Gardner Policy Institute at the University of Utah has been charged with creating the official demographic and economic forecasts for the State of Utah—statewide, county, and small area. As part of this endeavor, the Gardner Policy Institute has asked Michael J. Clay, Ph.D., Director of the Urban and Regional Planning Program at Brigham Young University, to assist in the development of small area forecasts throughout the state through his consulting firm, Urban Planning International LLC—a sole proprietorship LLC created to facilitate Dr. Clay’s part-time consulting work.

This project will consist of the following:

1. Prepare an inventory for each county (and community, where available) of events, major industries, and institutions – current conditions, potential changes, and likelihood, including

timing, of changes.

2. Build these data into an information system with background information and translation into employment and population impacts, by year and area.
3. Establish and maintain a network of local governments through the MPOs and AOGs.
4. Assist in the outreach and education efforts for local government partners so that they understand why we are gathering the information and its usage.
5. Participate in the local area review and dissemination process.

In addition to collecting, creating, and sharing data, an important part of this process will be working collaboratively with local governments, AOGs, MPOs, and RPOs across the state to obtain and maintain a list of projects in any portion of the real estate development process (including projects that are anticipated, being explored, or announced). Real estate development projects, including expansion of existing businesses, can have a significant impact on small area forecasts; therefore, the project team needs to be aware of them.

The project team will be contacting AOG, MPO, and RPO staff to collaborate on data for the land use inventory and will visit AOG meetings periodically, for in-person meetings. The team hopes that through this project greater awareness of real estate development throughout the state and improved land use data for much of the state will result. The team looks forward to working with you and are happy to answer any questions that you may have about the project. Dr. Clay can be reached via email at clay@byu.edu or by phone at (801) 414-5648.

AGENDA ITEM # IX-B.

FIVE COUNTY ASSOCIATION OF GOVERNMENTS
OUT OF STATE TRAVEL AUTHORIZATION REQUEST

Employee Name: Bryan Thiriot Date: 7/6/2016

Pursuant to the Five County Association of Governments personnel policies and procedures, I am requesting authorization to travel out of state for the following purposes:

PURPOSE OF TRAVEL:

Five County AOG is an Economic Development District serving all counties with the Economic Development Agency in Denver, Colorado for our region. All AOG's in the state of Utah have a required peer review with EDA in Denver during this economic conference with EDA and the National Association of Development Organizations. Also, the conference will include sessions with EDA staff to address specific aspects of EDA program regulations. This conference satisfies EDA requirements for Five County.

PLEASE ATTACH SUPPORTING DOCUMENTATION

Estimated Travel Costs:

Airfare/Surface Transportation	:	<u>\$840.00</u>
Lodging	<u>4</u> Nights @ <u>\$172.00</u>	: <u>\$172.00</u>
Per Diem	<u>4</u> Days @ <u>\$180.00</u>	: <u>\$180.00</u>
Registration Fees	<u>4</u> Days	: <u>\$275.00</u>
Other Costs:	:	<u> </u>

Explanation of other costs:

None.

TOTAL ESTIMATED TRAVEL COSTS: : \$1,467.00

Source of travel funds: EDA, Administration, MPO

Budget line item: 530

CFO Signature: *William P. McCoy* Date: 7-6-16

DEPUTY OR EXECUTIVE DIRECTOR JUSTIFICATION OF TRAVEL REQUEST:

The EDA and NADO conference will fulfill the Five County AOG requirements to have a peer review and prepare Five County for the 2019 Comprehensive Economic Development Strategy or CEDS for southern Utah.

Deputy Director Signature: *Amy O. Zabuskie* Date: July 6, 2016

Executive Director Signature: *Bryan Thiriot* Date: 06 Jul 16

Steering Committee Chair Signature: *Sharon Hill* Date: 7/13/16



CREATE. CHALLENGE. CHANGE.

Economic Development Conference for the Denver Region

July 31 - August 3, 2016

Grand Hyatt Hotel / Denver, Colorado

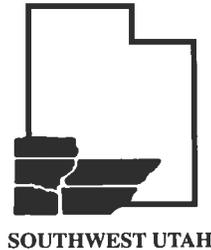
The conference is being offered by the Northeast Nebraska Economic Development District with planning assistance by the NADO Research Foundation, and with support from the U.S. Economic Development Administration Denver Regional Office.



Five County Association of Governments

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

Fax (435) 673-3540



Post Office Box 1550
St. George, Utah 84771

Office (435) 673-3548

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

TO: Five County AOG Steering Committee Members
FROM: ^{DOZ} Gary O. Zabriskie, Director of Community and Economic Development
SUBJECT: Re-Appointment Recommendations for Revolving Loan Fund Board
DATE: August 2, 2016

The Five County Association of Governments has operated a Revolving Loan Fund (RLF) for nearly 30 years. The RLF is intended to provide supplemental financing to startup and growing businesses in the region that may not be able to generate adequate capital from private sector lenders. The RLF "fills the gap" between available private sector debt and equity capital and the owner's capital resources. The Revolving Loan Fund does not take the place of a commercial lending, nor should it. Our loan fund typically provides additional "gap" capital in circumstances where a business, that is otherwise sound, would be unable to secure all of the borrowing it needs through a private lender. Our primary purpose of the RLF is to create needed jobs in southwestern Utah. Over its years of operation, the RLF has injected over \$8 million in revolved loan funds to over 133 business deals, resulting in the creation of more than 900 private sector jobs and the retention of over 500 private sector jobs.

The RLF is operated pursuant to policies outlined in the regional Revolving Loan Fund Plan adopted in July 1987, as amended in November 2010. The RLF is administered by the Five County Loan Administration Board, The nine (9) member board is composed of the following:

- 2 Bankers
- 2 Business Owners/Managers
- 1 Utah Workforce Services Department Representative
- 1 Five County Economic Development District Representative (Steering Committee rep.)
- 1 Equity/Investment Representative
- 1 Chamber of Commerce Representative
- 1 County or Municipal Attorney

I recommend that the Five County AOG Steering Committee reappoint **Mr. Kris Braunberger**, CPA with HintonBurdick in St. George, and **Mr. Shaun Warby**, CPA with Warby & Johnson CPAs, PLLC in Cedar City, each for an additional 2 year term on the RLF Board. If reappointed, their new terms will expire on 06/30/2018. Both of these individuals have expressed a willingness to serve on the Board if reappointed.

AGENDA ITEM # IX-D.

STEERING COMMITTEE REVIEW

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATION - Supportive

August 10, 2016

1. Title: PS 1842 - Utah Communications Authority Public Safety Radio Communications Tower

Applicant: Trust Lands Administration

Description: A small 40-foot high communication tower and small earth-toned color prefabricated radio equipment shelter to be located on State Trust Lands in Washington County on the Hurricane Mesa in close proximity to the existing testing track. There is already surface disturbance in the area and there are existing miscellaneous structures, buildings, water tanks, and other radio antenna sites and improvements on the mesa. The proposed tower is to be constructed in late summer or early fall of 2016. The purpose of the site is to provide improved communication and public safety communication within the Washington County area. Portions of Zion National Park will also benefit from the improved communication coverage area and public safety enhancement. Estimated size of surface disturbance: approximately 60 feet x 60 feet (about 0.08 acre)

The benefit of the project is that emergency communication services and public safety will be enhanced. Washington County area and portions of Zions Park will benefit from the improved communication. The proposed tower site is being sponsored by the Utah Communications Authority and will enhance public safety radio coverage in the Zion Corridor.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	54722
			Received 7/29/2016

Comments: Washington County was contacted and stated that they fully support this tower project and the enhanced coverage it will provide for first responders. (Gary Zabriskie)