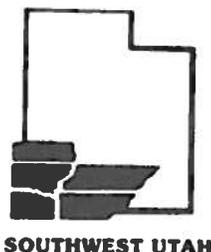


Five County Association of Governments

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 CLARE M. RAMSAY, CHAIR

DATE: AUGUST 1, 2012

SUBJECT: STEERING COMMITTEE, WEDNESDAY, AUGUST 8, 2012

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON WEDNESDAY, AUGUST 8, 2012, AT THE GARFIELD COUNTY COURTHOUSE, COMMISSION CHAMBERS 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 KENNETH L. SIZEMORE. THIS WOULD ALLOW TIME TO RESEARCH YOUR QUESTIONS OR CONCERNS PRIOR TO THE STEERING COMMITTEE MEETING.

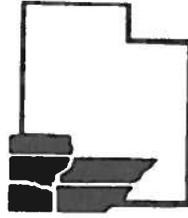
WE LOOK FORWARD TO MEETING WITH YOU IN PANGUITCH ON WEDNESDAY, AUGUST 8, 2012.

KLS:DL
ATTACHMENTS

Five County Association of Governments

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

Fax (435) 673-3540



**SOUTHWEST UTAH
** A G E N D A ****

Post Office Box 1550
St. George, Utah 84771

Office (435) 673-3548

**STEERING COMMITTEE MEETING
AUGUST 8, 2012
GARFIELD COUNTY COURTHOUSE, COMMISSION CHAMBERS
55 SOUTH MAIN STREET
PANGUITCH, UT - 1:00 P.M.
(PLEASE NOTE LOCATION CHANGE)**

- I. MINUTES JUNE 13, 2012 - REVIEW AND APPROVE
- II. COMMUNITY ACTION PROGRAM REVIEW
- III. HUMAN SERVICES COUNCIL - COMMUNITY SERVICES BLOCK GRANT (CSBG) AND SOCIAL SERVICES BLOCK GRANT (SSBG) ALLOCATION RECOMMENDATIONS
- IV. REGIONAL SUPPORTIVE HOUSING UPDATE
- V. CENTRAL UTAH FOSTER GRANDPARENT PROGRAM PROPOSAL
- VI. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM - RATING AND RANKING CRITERIA FY 2013
- VII. FINAL REVOLVING LOAN FUND BOARD APPOINTMENT
- VIII. GOVERNOR'S OFFICE UPDATE
- IX. DEPARTMENT OF WORKFORCE SERVICES UPDATE
- X. SOUTHERN UTAH UNIVERSITY UPDATE
- XI. DIXIE COLLEGE UPDATE
- XII. CONGRESSIONAL STAFF UPDATES
- XIII. LOCAL AFFAIRS
 - A. CORRESPONDENCE
 - B. OUT-OF-STATE TRAVEL
 - C. PERMANENT COMMUNITY IMPACT BOARD APPLICATIONS
 - D. PLANNING ASSISTANCE
 - E. OTHER BUSINESS
- XIV. 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.

BEAVER

GARFIELD

IRON

KANE

WASHINGTON

MINUTES

STEERING COMMITTEE MEETING

June 13, 2012

Kanab, Utah

MEMBERS IN ATTENDANCE

Commissioner Leland Pollock for
Commissioner Clare Ramsay, Chair
Mayor Jerry Taylor, Vice-Chair
Commissioner Chad Johnson
Craig Wright for Mayor Mark Yardley
Carolyn White
Commissioner Dale Brinkerhoff
Mayor Dutch Deutschlander for
Mayor Connie Robinson
Commissioner Douglas Heaton
Mayor Nina Laycock
Commissioner Denny Drake
Dorian Page

OTHERS IN ATTENDANCE

Marreen Casper
Ellen Schunk
Mike Empey
Lori Economy
Duane Huffman
Ken Sizemore
Scott Leavitt
Diane Lamoreaux

MEMBERS NOT IN ATTENDANCE

Ken Platt
Alan Adams, Excused
Wendy Allan
Mayor Darrin LeFevre, Excused
LuAnne Forrest
Frank Lojko, Excused

REPRESENTING

Garfield County Commissioner Representative

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

Kane County Commissioner Representative
Kane County Mayor Representative
Washington Co. Commissioner Representative
Southern Utah University

Senator Hatch's Office
Senator Lee's Office
Congressman Matheson's Office
Department of Workforce Services
Kanab City
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

Garfield County Schools Representative
Iron County Schools Representative
Kane County Schools Representative
Washington Co. Mayor Representative
Washington Co. Schools Representative
Dixie State College of Utah

Mayor Jerry Taylor, Vice-Chair, welcomed everyone in attendance. Those asking to be excused include Mr. Alan Adams, Iron County Schools Representative; Mayor Darrin LeFevre, Washington County Mayor Representative and Frank Lojko, Dixie State College. He noted that Commissioner Leland Pollock will be representing Commissioner Clare Ramsay who is recovering from knee surgery. Mayor Dutch Deutschlander is representing Mayor Connie Robinson, Iron County Mayor Representative and Craig Wright is representing Mayor Mark Yardley, Beaver County Mayor Representative. He indicated that a quorum was present for conduct of business.

I. MINUTES OF MAY 9, 2012 - REVIEW & APPROVE

Mayor Taylor presented minutes of the May 9, 2012 Steering Committee meeting for Board discussion and consideration.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE TO APPROVE MINUTES OF THE MAY 9, 2012 MEETING AS PRESENTED. MOTION WAS SECONDED BY MS. CAROLYN WHITE. MOTION CARRIED BY UNANIMOUS VOTE.

II. FY 2013 BUDGET

A. PUBLIC HEARING

Mr. Sizemore indicated that a motion is required to enter into the public hearing for the FY 2013 Budget.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MAYOR NINA LAYCOOK, TO ENTER INTO THE FY 2013 BUDGET HEARING. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Ken Sizemore referenced budget information contained in the packet on pages 9-39. He indicated that staff has incorporated information requested by Board members including the previous year budget amounts for the past two years for each cost center beginning on page 10. A middle column has been added that depicts adjustments for line items. The Consolidated Budget for the period July 1, 2012 through June 30, 2013 is contained on page 9. The FY 2013 budget amount is set at \$7.5 million, which decreased approximately \$1 million compared to the FY 2012 budget of \$8.6 million. The budget reduction is a result of the end of stimulus funding for the Weatherization Program and reductions in the Area Agency on Aging budget which resulted from the state of Utah formula utilized for fund allocation. The formula currently uses old population data, but these numbers should be adjusted in next year's budget which will increase funding. He explained that approximately 80% of the total budget is comprised of federal funds which are passed through state agencies to the AOG. The local participation amount shown on the Consolidated Budget sheet is derived from various sources including the contribution of \$15,000 from each of the five counties; Garfield County provides local funds to cover costs for their circuit rider planner; and local cities and Iron County match funds are provided for the Dixie Metropolitan Planning Organization (DMPO) and the Eastern Washington County and Iron County RPO's. Washington County contributes in-kind match with GIS services for the DMPO.

He reviewed the various cost centers as follows: **1) Administration, \$337,741--** Funding for this cost center is mainly derived from the Indirect Cost Allocation Plan which allows 11.1% from each contract to cover administrative costs including salaries, benefits, and overhead. A small amount is also provided from the county participation funds; **2) Aging Waiver Administration, \$76,000--** One of the case management programs that covers some of the cost for case managers and the supervisor that oversees these employees; **3) HOME, \$99,184--** Covers costs associated with Home Rehabilitation for approximately 5-6 projects each year. Construction money is provided from other agencies such as the U.S. Department of Agriculture. Scott Leavitt will retain this program in addition to his duties as Chief Financial Officer; **4) Aging Waiver Services, \$100,000--** This is one of the case management programs paying for services. This program has experienced a reduction of \$21,697 due to budget cuts. As a result two staff members will be moving from full-time to three-quarter time with the health insurance benefit

coverage for the employee only; **5) Community & Economic Development, \$454,944--** This cost center includes the savings account and other contractual accounts. Completion of the Hazard Mitigation Plan resulted in the reduction of staff FTE's. Other projects such as assistance to Escalante City with a grant from USDA will be added to this cost center. The unallocated salaries line item is funds that are available for salaries that have not been programmed but are included in the budget and available for employee increases; **6) Special Contracts, 1,013,492-** - This cost center is designed as a holding place for pass through funds or programs that are not permanent in nature; **7) Area Agency on Aging, \$468,024--** The major adjustment in this cost center accounts for more of Carrie Schonlaw's time and less time of the CFO. A reduction in funds made it necessary to adjust amounts in the budget that have previously been allocated to county councils on aging. Unallocated funds are being held in the travel line item and will be allocated as necessary to cover costs throughout the course of the budget year; **8) Weatherization, \$918,611--** It appears that there is an increase in funding for this program, but it is because stimulus funds from the American Recovery and Reinvestment Act (ARRA) funds have been utilized for the past few years leaving money in this account. A reduction of four FTE will occur at the end of this month; **9) Retired Senior Volunteer Program (RSVP), \$154,666--** One of the Senior Corps programs provided by the Volunteer Center. An additional allocation of time for the Director is depicted in the budget; **10) Human Services, \$5,000--** This cost center will be eliminated and funds will be shifted to the CSBG cost center; **11) Volunteer Center Iron County, \$13,000--** The coordinator salary will be allocated to RSVP as well as this cost center; **12) Child Care Resource & Referral, \$533,033--** This program has a decrease of one FTE which resulted when one person left and the position was not refilled; **13) Nutrition, \$1,241,649--** The director's salary amount has been adjusted and the accounting technician line item has been eliminated due to the retirement of Bob Rasmussen. The amount in the supervisors line item has been eliminated and funds have shifted to the meals category. Each of the five counties will receive the same or in some cases additional funds for congregate and home delivered meals. The suggested donation for meals will increase from \$2.50 to \$3.00; **14) HEAT, \$541,721--** This cost center depicts a substantial reduction in funds. Utility companies receive payment directly from the state of Utah, but the amount included in Crisis funds are paid directly to providers. The cost center includes salaries for HEAT intake workers; **15) Mobility Management, \$42,700--** This program was started last year. Funds have been shifted to cover more of the planner salary and less of the planning manager salary; **16) Volunteer Center - Washington County, \$27,683--** The budget reflects a reduction as a result of Carol spending less time in this cost center and shifting some of her time to RSVP. A large percentage of funds received from fund raising efforts have been allocated in the Senior Corps programs; **17) Foster Grandparent, \$124,820--** Individuals volunteer in the schools to assist with literacy. The volunteers receive a stipend and meal allowance; **18) United Way, \$26,855--** Affiliate renting space, services and payroll; **19) Human Services Transportation Planning, \$25,000--** Provides coordination between various entities that provide transportation services. A few adjustments have been made in line items but the overall budget amount is not changing from last year; **20) Transportation Planning, \$402,000--** This cost center reflects funding for the Dixie Metropolitan Planning Organization which is comprised of Washington County and the cities of St. George, Santa Clara, Ivins and Washington. There is a reduction

in the amount that will be spent for consultant services; **21) ARRA Weatherization--** This cost center previously contained stimulus funding which has ended; **22) Senior Companion Program, \$142,723--** Another of the Senior Corps programs that assists elderly and handicapped individuals with respite, housecleaning, transportation to appointments, etc. Volunteers are paid a stipend and receive reimbursement for travel; **23) Community Services Block Grant (CSBG), \$230,664--** Federal funding was cut \$15,000 for this program. Some of the salaries for employees working under this cost center have been shifted to other program cost centers; **24) Iron County RPO, \$40,000--** The program specialist will be spending less time working in this cost center and the planner will allocate additional time to this program. Darren Janes resigned to pursue private sector employment and Scott Leavitt moved into the CFO position. Staff is in the process of hiring two new planners to fill these vacancies; **25) Habitat for Humanity, \$4,100--** Affiliate organization renting space and services from the AOG; **26) UDOT, \$1,400--** Costs associated with space rental. Staff will be negotiating to end the lease to utilize the space for AOG staff; **27) New Choices Waiver, \$234,000--** A case management program that has provided a challenge, but is now generating sufficient funds to cover operational costs; **28) St. George Down Payment Assistance Program, \$155,365--** The AOG contracts with St. George City to administer this program; **29) Eastern Washington County RPO, \$82,000--** Additional funds are included to fund consultant services which will span two fiscal years; and **30) Temporary Assistance for Needy Families (TANF), \$90,188--** The AOG contracts with the Department of Workforce Services for these funds to provide income eligible clients temporary rental and utility assistance. The assistance maximum is a three month period, but most of the clients receive assistance for a shorter length of time. Payments are made directly to landlords and utility companies. Case management is provided to assure that clients have stable employment and management skills necessary to be able to pay their expenses when the assistance ends.

Mr. Sizemore reported that AOG staff have worked hard to reflect the wishes of this Board to decrease the salary to fringe benefit ratio. Health insurance is a difficult area to address and has a tremendous impact on budgets. A handout was provided that depicts the Five County AOG budget history tracking salaries and fringe benefits from the 2001 through 2013 fiscal years. Staff will continue with efforts to bring the trend line down in the future. It was noted that the budget reflects the resumption of 3.5% merit increases to staff and a 1% cost of living which will provide a set amount to each employee as per Board instructions. The 3.5% merit increase has typically fallen on the employee's anniversary date, but all evaluations will be moved to the first of July to help offset the insurance premium co-pay. Most of the employees may realize approximately \$1,000 annual net increase in pay. The majority of the increase will pay for the employee participation on the health insurance premium, a policy that was enacted by the Executive Committee at their April meeting. A program has been established that will allow the insurance premium deduction from employee's pre-tax.

Commissioner Dale Brinkerhoff mentioned that the State Retirement rate jumped 2.8% and wondered if this was included in the budget. Combining the merit, cost-of-living and increased state retirement, AOG employees will receive a 6.84% increase. Because Iron County is not in the position to offer their employees this type of increase, it will be difficult to support the increase to AOG employees.

Dorian Page, SUU, asked what type of contingency plan is in place at the AOG to address federal budget cuts. Because the AOG receives a large portion of federal funds, it would be prudent to have some type of plan in place. Mr. Sizemore reported that this was a topic of discussion during the Executive Committee meeting. A reserve fund is in place that would provide funding for a one year period to close down the agency, sell off the assets and allocate the proceeds between the five counties. However, it is difficult to anticipate what program funding will be decreased.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MS. CAROLYN WHITE, TO CLOSE THE PUBLIC HEARING. MOTION CARRIED.

B. BUDGET APPROVAL

Mr. Ken Sizemore presented the FY 2013 budget to the Board for consideration.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MAYOR NINA LAYCOOK, TO APPROVE THE FY 2013 BUDGET FOR THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS AS PRESENTED. MOTION CARRIED WITH ONE OPPOSED.

C. RATIFICATION OF EXECUTIVE COMMITTEE ACTION - FY 2012 BUDGET REVISIONS

Mr. Ken Sizemore reported that the Executive Committee met earlier in the day to review and approve FY 2012 Budget revisions. He asked for ratification of their action.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER DENNY DRAKE, TO RATIFY EXECUTIVE COMMITTEE ACTION FOR FY 2012 BUDGET REVISIONS. MOTION CARRIED.

III. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG PROGRAM)

A. PROGRAM SUMMARY/SCHEDULE

Ms. Diane Lamoreaux referenced information contained on pages 40-42 of the packet containing a brief summary of the Community Development Block Grant program and a proposed schedule for the FY 2013 program year. The summary also contains examples of some eligible CDBG project activities.

B. RATING AND RANKING CRITERIA FY 2013

Ms. Lamoreaux reported that the Five County AOG is required to review the Rating and Ranking Criteria on an annual basis to provide any necessary revisions. This year the state CDBG staff has requested that the RRC address projects that tie in the Rating and Ranking process. This past year, the number one project was a tie between Iron County and Big Water. In the event that the tied project is last in priority, some type of process must be in place to address how the projects would be funded. Staff will work to develop a formal process for utilization in future

allocation of CDBG Funds. The State CDBG Policy Committee has determined that each rating and ranking criteria must contain, at a minimum, eight specific criteria which are outlined in the CDBG program summary on page 48 of the packet. Pre-approved funding must also be included in the Rating and Ranking Criteria for the upcoming program year.

A mailer has been provided to all jurisdictions in the Five County region soliciting input on the Rating and Ranking Criteria. The criteria will be present to the Steering Committee during the August 8, 2012 meeting for approval.

C. PRE-APPROVED FUNDING

Ms. Lamoreaux referenced a summary contained on page 57 of the packet outlining the Five County Association of Governments request for pre-approved funding in the amount of \$90,000 for FY 2013. The summary outlines activities provided by CED staff for CDBG Program Administration, updating the Region's Consolidated Plan, Rating and Ranking process, Housing program delivery, RLF program delivery and Economic Development Technical Assistance and planning. Staff is recommending pre-approved funding for \$90,000 to enable CDBG program administration and on-going assistance throughout the region. Other funding pre-approved for FY 2013 in the amount of \$106,236 will be allocated to the Minersville Town multi-year project to expand their library.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER CHAD JOHNSON, TO PRE-APPROVE \$90,000 OF FY 2013 CDBG ALLOCATION FOR THE ASSOCIATION OF GOVERNMENTS TO PROVIDE PROGRAM ADMINISTRATION AND SUPPORT AS OUTLINED IN THE PACKET. MOTION CARRIED BY UNANIMOUS VOTE.

IV. REVOLVING LOAN FUND BOARD APPOINTMENTS

Mr. Ken Sizemore referenced a summary contained on pages 58-59 of the packet outlining appointment recommendations for the Revolving Loan Fund Administration Board. Nine individuals serve on the RLF Board to help with administration of the program. The Workforce Services Council is recommending the appointment of Wayne Shamo, Shamo Lumber in Hurricane, to represent the council. He will replace Rich VanAusdal who retired in May. Jeff Marchant has served on the Board for a number of years and has asked to be replaced. AOG staff recommends the appointment of David Grant, Metalcraft Technologies in Cedar City for a two year term beginning in June 2012. Mr. Sizemore explained that the Washington County Attorney's Office has agreed to assign an attorney to the Board but has yet to provide that name for Board consideration. Commissioner Jim Matson, Kane County, has agreed to continue his assignment to represent the Steering Committee. Nick Lang, CPA and current Chairman of the RLF Board, has agreed to serve an additional two year term. Board action is required to approve these recommended appointments and/or renewals to the RLF Board.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO APPROVE APPOINTMENTS AND/OR RENEWALS TO THE RLF BOARD AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

V. STATE 911 COMMITTEE APPOINTMENT

Mr. Sizemore referenced correspondence from the Southwest Region IV Task Force Chair requesting Steering Committee approval of Justin Grenier to replace Jeff Dial on the state of Utah 911 Committee. The letter reports that Justin is very familiar with local 911 processes and communications systems. AOG staff is supportive of this recommendation.

MOTION WAS MADE BY MAYOR NINA LAYCOOK TO APPOINT JUSTIN GRENIER TO SERVE AS THE LOCAL REPRESENTATIVE ON THE STATE 911 COMMITTEE. MOTION WAS SECONDED BY MR. CRAIG WRIGHT AND CARRIED BY UNANIMOUS VOTE.

VI. COMMUNITY IMPACT BOARD REPRESENTATIVE

Mr. Sizemore reported that Commissioner Denny Drake was appointed and confirmed to serve as the Five County representative on the Permanent Community Impact Fund Board to fill the remainder of Maloy Dodd's term. This term expires in June 2012 and Commissioner Drake has expressed an interest in continuing his service on the board to serve a full term. The Governor's Office, state of Utah CIB staff and Five County staff concur with this proposal. Board action is required to nominate Commissioner Drake for a full term of service on the CIB Board.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER CHAD JOHNSON, TO APPOINT COMMISSIONER DENNY DRAKE TO SERVE A FULL TERM AS THE FIVE COUNTY REPRESENTATIVE ON THE PERMANENT COMMUNITY IMPACT BOARD. MOTION CARRIED BY UNANIMOUS VOTE.

VII. DEPARTMENT OF WORKFORCE SERVICES UPDATE

Ms. Lori Economy provided copies of the Southwest Economic Service Area Economic Analysis. The document outlines programs services and strategies used to implement DWS goals. Information is broken out for each of the five counties on the labor market, unemployment, employment base, wages, job experience, industry index information, job order postings and poverty rates, etc. The focus of staff has shifted to working on work readiness evaluations and more direct contact with customers.

VIII. DEPARTMENT OF TRANSPORTATION UPDATE

UDOT's representative was not in attendance.

IX. GOVERNORS OFFICE UPDATE

Mr. John Bennett, Office of Planning and Budget, asked to be excused.

X. DIXIE STATE COLLEGE UPDATE

Mr. Frank Ljoko, Dixie State College, asked to be excused.

XI. SOUTHERN UTAH UNIVERSITY UPDATE

Dorian Page, SUU's representative, provided handouts outlining information on the Rural Summit which is scheduled for August 9-10, 2012. A number of keynote speakers are scheduled for this event. A handout titled "Utah Cluster Acceleration Partnership" provides acceleration strategies for small business growth. The Utah Summer Games are in full force in Cedar City. The opening ceremony scheduled for June 14, 2012 will offer a number of events and a spectacular fire works display. The Shakespeare Festival runs from June 21, 2012 to October 20, 2012. The slate of plays this year is fantastic and the "Les Miserables" play is drawing national attention. The Summer Games and Utah Shakespeare Festival have a huge economic impact on Cedar City and Iron County. SUU is now part of the Big Sky Conference, recently hired a new basketball coach and now has a national champion in track and field (Cameron Levins) who will be participating in the Olympics. He also reported that the Nursing Program at SUU is gathering a lot of attention from the University of Utah. All of the students graduating from this program have passed the national exam and a number have been excepted into medical school.

Mr. Ken Sizemore commented that the Utah Chapter of the American Planning Association recently held their conference on the SUU Campus and members were very impressed with the facilities and the campus environment.

XII. CONGRESSIONAL STAFF UPDATES

Ms. Ellen Schunk, Senator Lee's Office, reported that their office is awaiting the Supreme Court decision on Obamacare, which will have major impacts on this country. The Senator is concerned about comments from the administration and others in terms of judicial activism. Staff is continuing to work on lumber and sawmill issues. There is also a lot of concern regarding coal mining soot and possibly more stringent standards out of the Environmental Protection Agency. Senator Lee recently opposed the nomination to the 9th Circuit Court of Appeals because of activism issues. The Senator is supportive of Secure Rural Schools (SRS) and Payment in Lieu of Taxes (PILT) funding and is hoping that in the future there will be other sources of funding provided through access to public lands. Senator Lee has visited Iron County and is working on prairie dog issues, including use of the 4d rule to eliminate dogs from the Parowan Airport and Paragonah Cemetery.

Senator Lee proposed a budget titled "Saving the American Dream", but it did not pass. The legislation calls for a unified tax rate, elimination of the payroll tax, allows two credits for health insurance and earned income, allows three deductions for mortgage interest, higher education and charitable giving. The bill would also balance the federal budget in 2017 and includes significant reform for Medicare and Social Security.

Mr. Mike Empey, Congressman Matheson's Office, reported that the Utah delegation is working together to seek a solution to prairie dog issues in Iron County. Transportation is an ongoing topic of discussion, but the Congressman has asked that the bill include SRS and PILT. At this point, the House has not reached agreement on a transportation bill, but the conference committee will be considering the bill. The House is working on their version of the farm bill which is very important to rural Utah and USDA funding. Congressman Matheson is supportive of the Catastrophic Wildfire Act of 2012, HR 5744. This legislation would expedite the thinning of forests and streamline grazing processes on public lands.

Ms. Marreen Casper, Senator Hatch's Office, reported that their office is working diligently to resolve issues regarding navigable waters where the Environmental Protection Agency and the U.S. Army Corps of Engineers are attempting to regulate dry washes. The agencies are clarifying authority to regulate using the Clean Water Act. Local elected officials maintain that the proposed regulation of these dry washes reaches far beyond navigable. Senator Hatch is seeking clarification of authority provided to these agencies through the Clean Water Act. Commissioner Douglas Heaton pointed out that the agencies are now trying to use the Interstate Commerce clause to strengthen their position saying that the waters cross state lines. Board members mentioned that the Congressional delegation needs to attack permitting at all levels because it is difficult, if not impossible, to get through these processes.

Ms. Casper reported that SRS has been voted on to remain in the Senate version of the transportation bill, but PILT has yet to be addressed. This legislation is moving very slowly and there is some concern regarding U.S. Department of Transportation and EPA environmental red tape that is included in the highway bill.

She provided a handout developed by the Western Caucus titled "Breaking Down Washington's Barriers to America's Red, White and Blue Jobs". This movement is gaining momentum with mid-east states, most of which have never had to deal with the Bureau of Land Management regarding public lands issues.

XIII. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Sizemore reported that correspondence was received after the packet was mailed containing notification that none of the Utah candidates nominated to serve on the Forest Service Planning FACA committee were successful in receiving appointment. He noted that approximately 79% of the successful nominees were from states carried by President Obama in the last election.

B. OUT-OF-STATE TRAVEL

Mr. Sizemore referenced the travel authorization requests contained on pages 62-65 of the packet. Carol Hollowell is requesting authorization to attend the Senior Medicaid Patrol Regional Training Conference scheduled for August 13-16, 2012 in Denver Colorado. The State Division of Aging and Adult Services will provide reimbursement to the Association of Governments for travel costs. Myron Lee is requesting authorization to attend the Metropolitan Planning Organization Annual Conference scheduled for September 11-14, 2012 in Saratoga Springs, NY. The total estimated cost for this travel request is \$2,171.00. Funding is provided in the Dixie MPO budget.

Mr. Sizemore recommended approval of the two requests for out-of-state travel.

MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY MS. CAROLYN WHITE, TO APPROVE THE OUT-OF-STATE TRAVEL REQUESTS FOR CAROL HOLLOWELL AND MYRON LEE AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS

Mr. Sizemore referenced information contained in the packet on pages 66 through 78 containing reviews for four CIB applications as follows: **1) Region 4, Utah Department of Transportation, US-89 Passing Lanes & Alton Intersection Improvements--** The applicant is requesting a \$1.5 million grant from CIB that will be matched by \$3 million in UDOT funds; **2) Kane County, Kane County North Event Center Project--** Applicant is requesting \$400,000 grant from CIB that will be matched with \$550,000 in cash and in-kind by Kane County; **3) Escalante City, Surface Drainage Master Plan--** Escalante City is requesting a \$10,000 grant from CIB that will be matched with \$10,000 by the city; and **4) Parowan City, Main Street Project--** The City is requesting a \$2,145,000 loan with a 0%, two year term.

The Board has the opportunity to support, not support or remain neutral on any of the applications submitted to the Permanent Community Impact Fund Board.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF TO SUPPORT ALL APPLICATIONS TO THE PERMANENT COMMUNITY IMPACT BOARD. MOTION WAS SECONDED BY COMMISSIONER CHAD JOHNSON AND CARRIED BY UNANIMOUS VOTE.

D. PLANNING ASSISTANCE

None.

E. OTHER BUSINESS

Mr. Sizemore reminded Board members that there is no meeting in July. The next regularly scheduled meeting will be held on Wednesday, August 8, 2012 in Panguitch.

XIV. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Sizemore referenced two reviews on pages 79-80 of the packet for consideration. Both reviews are for State Trust Lands Administration projects with supportive staff recommendations.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DOUGLAS HEATON, TO ACCEPT STAFF RECOMMENDATIONS FOR A-95 REVIEWS. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 2:55 p.m.

AGENDA ITEM # II.



**FY 2012
Five County
Community Action Partnership**

**Plan, Prepare and Partner
to assist individuals, families and community groups
in becoming more self-sufficient.**

www.FiveCountyCAP.org

Sherri Dial, Community Action Director
sdial@fivecounty.utah.gov

Jane H. Lewis
jlewis@fivecounty.utah.gov

Community Action Partnership of Utah (CAP of Utah) Coordinated funding from all the state CAPs	\$ 4,937.70
Community Services Block Grant (CSBG) U.S. Department of Health and Human Services Utah Division of Housing and Community	\$ 269,108.00
Earn It Keep It Save It (EIKISI) (VITA) Funding through the Utah Legislator Community Action Partnership of Utah	\$ 17,000.00
Emergency Food and Shelter Program Federal Emergency Management Agency (FEMA)	\$ 38,333.00
Emergency Food Network (EFN) Utah Division of Housing and Community	\$ 35,400.00
Internal Revenue Service (IRS) (VITA) Community Action Partnership of Utah	\$ 9,640.00
Social Services Block Grant (SSBG) U.S. Department of Health and Human Services Utah Department of Human Services	\$ 76,350.00
Temporary Aid to Needy Families (TANF) U.S. Department of Health and Human Services Utah Division of Housing and Community	\$ 180,376.08
The Emergency Food Assistance Program (TEFAP) U.S. Department of Agriculture Utah State Office of Education	\$ 28,822
TOTAL	\$ 659,966.78

AGENDA ITEM # II. (Continued)

Community Partners

Iron County Care and Share	Dixie Care and Share
Kane County Care and Share	Garfield County Care and Share
Beaver County Food Network	Iron County Council on Aging
Beaver County Council on Aging	Garfield County Council on Aging
Kane County Council on Aging	Washington County Council on Aging
TURN Community Services	New Frontiers for Families
Young Parent Program at Millcreek	Southwest High School
Adult High School -Iron County	DOVE Center
Canyon Creek Woman's Crisis Center	Resource & ReEntry Center
Dixie State College	Southern Utah University
Kane County Volunteer Center	Red Rock Center for Independence
SunTrans	Cedar Area Transit Services (CATS)
LDS Transient Services	Grace to Families
Southern Utah Deaf Center	Department of Workforce Services
Erin Kimball Memorial Foundation	Southwest Center Behavioral Health
Job Corps	Veterans Administration
St. George City Police Department	USU Extension Services

Requirements of the Contracts:

- Point-in-Time Survey
- Public Forums
- Human Services Council
- Five County Local Homeless Coordinating Committee
- Washington County Homeless Workgroup
- Southern Utah Asset Building Coalition (VITA)
- Family Development Specialist Training
- Poverty Simulation
- ROMA Training
- Public Meeting Training
- Civil Rights Training
- Human Resource Directory
- Webpage
- Homeless Standdown
- Board Training
- Database Training
- Monitoring Subcontracts
- Reports & Budgets
- Tax Preparation Training
- Volunteer recruitment and retention
- Emergency Food & Shelter Board
- Emergency Food Network Board

AGENDA ITEM # III.

CSBG Funding Allocations 2011-2013			
	Community Services Block FY2011	Community Services Block FY2012	Human Service Council Recommendation Community Services Block FY2013
Five County CAP			
Salaries & Wages	\$ 52,730.00	68,480.00	68,480.00
Fringe Benefits	\$ 35,851.00	35,852.00	35,852.00
Travel	\$ 10,000.00	10,500.00	10,500.00
Space Costs and Rental	\$ 1,600.00	2,500.00	2,500.00
Consumable Supplies	\$ 5,905.00	5,905.00	5,905.00
Rental, Lease, Purchase of Equipment	\$ 1,200.00	2,400.00	2,400.00
Unclassified Other Direct Client Services Indirect Costs Board Meeting Expenses Dues & Membership Fees	\$ 14,511.00	23,883.00	23,883.00
Communications	\$ 4,000.00	5,000.00	5,000.00
	\$ 125,797.00	\$ 154,520	\$ 154,520
Beaver County Food Network	\$ 21,240.00	17,018.00	15,000.00
Dixie Care & Share	\$ 38,432.00	13,750.00	0
Garfield County Care & Share	\$ 16,496.00	12,604.00	15,000.00
Iron County Adult Education	\$ 5,000.00	00	4,088.00
Iron County Care & Share	\$ 28,663.00	24,063	21,000.00
Kane County Care & Share	\$ 16,766.00	13,750	15,000.00
Millcreek High School	\$ 11,000.00	8,341.00	9,000.00
New Frontiers for Families	\$ 8,759.00	8,221.00	18,000.00
Southwest High School	\$ 8,964.00	8,341.00	9,000.00
Utah Center for Rural Health	\$ 5,077.00	00	00
DOVE Center	0	3,000.00	00
Canyon Creek Women's Crisis Center	0	3,000.00	8,500.00
Resource & ReEntry	0	2,500.00	0
Sub-Total	\$160,397.00	\$ 114,588.00	114,588.00
TOTAL	269,108.00	269,108.00	269,108.00

AGENDA ITEM # III. (Continued)

SSBG Funding Allocations 2011-2013			
	Social Services Block Grant FY2011	Social Services Block Grant FY2012	Human Service Council Recommendation Social Services Block Grant FY2013
Beaver County COA	9,485.00	9,000.00	
Garfield County COA	9,485.00	9,000.00	9,000.00
Iron County COA	9,485.00	9,000.00	9,000.00
Kane County COA	9,485.00	9,000.00	9,000.00
New Frontiers for Families	0	7,600.00	8,502.00
TURN Community	7,797.00	7,000.00	7,600.00
Washington Co. COA	9,485.00	9,000.00	9,000.00
Total Contract Allocations	55,222.00	59,600.00	51,102.00
Five County AOG	6,506.00	5,400.00	6,400.00
Five County CAP Client Services (Case management staff training for community partners, Data Management system TA, Travel, Direct support services to clients, salaries/benefits)	15,945.17	11,350.00	16,000.00
TOTAL	77,676.17	76,350.00	74,502.00

- 2012 was allocated with for \$ 84,000 and then reduced to \$ 76,350. Five County CAP provided fewer resources to clients to absorb the deduction in funding rather than reduce the allocations to sub-contracting programs.

AGENDA ITEM # IV.

REGIONAL SUPPORTIVE HOUSING UPDATE

In August 2011, Sherri Dial provided a detailed regional supportive housing report that documented a substantial increase in homelessness across southwestern Utah. One major approach to addressing homelessness is the development of transitional housing opportunities that allow individuals and families to stabilize their situation in a facility that provides longer term occupancy than emergency shelters.

The Steering Committee authorized the Volunteer Center and Community Action staff to “pursue funding that would support a supportive housing project to serve the five-county region, with progress reports to the board from time-to-time and placing no expectations on this board to divert existing funding or ultimately fund the project.”

During the intervening months, staff has negotiated a contract with the Department of Workforce Services to provide temporary rental assistance and counseling. That contract has helped 39 families get into apartments, with more than 85 percent still in place. Another 75 individuals have received case management and counseling.

Staff has also pursued a project that would be established on 5 acres provided by St. George City to construct a 92-unit transitional housing project. Preliminary construction plans have been prepared, and \$5.5 million dollars in state and private funds have been pledged. An additional \$1.5 million will allow the construction of a facility that would be debt-free. A funding request has been submitted to the LDS Church foundation to fill that need.

It is evident that the missing link at this time is an entity that will operate and maintain the project. One possibility is the Friends of the Volunteer Center, an existing non-profit. Another is the creation of a non-profit covering the five county region.

The need for a non-profit organization to complement the mission of Associations of Government in Utah has been accomplished in other regions. This topic will be addressed in the September meeting.

AGENDA ITEM # V.

Central Utah Foster Grandparent Program

Foster Grandparents is one of three major programs sponsored by the Corporation for National and Community Service. Participants are income-qualified seniors who provide literacy assistance in public schools, usually as reading tutors. Foster Grandparents are screened and undergo a background check. They receive a small stipend and are reimbursed for travel to and from schools. Staff at the Five County AOG works with 26 participants in the region.

A Foster Grandparent program covering counties in central and southeastern Utah has been relinquished by its current sponsor. The Utah State Office of the Corporation for National and Community Service is encouraging Five County AOG to take on the program because the staff already administers a successful and vibrant Foster Grandparent program.

Southeast Utah AOG has explored the possibility of applying for the grant, but determined that the organization was not prepared with experienced staff to take on the program.

Counties covered by the program include Carbon, Emery, Grand, San Juan and Tooele, including portions of the Navajo Nation. More than 40 seniors participate in the program. Schools in that region are ready to continue the activity as the school year begins. Participating local governments have pledged to continue funding the required local cash match, along with an in-kind match of lunches provided by participating school districts.

Carol Hollowell has analyzed the project, and determined that she and her staff can take on the additional load, with the addition of one full time coordinator based in northern San Juan County.

This proposal is similar to the operation of the Child Care Resource and Referral program that covers 11 counties in southwestern and Central Utah. One employee is based in Richfield to cover central Utah.

A grant application for \$187,025 plus a \$20,000 cash and in-kind match has been packaged and provided to the Utah State Office. A grant award is scheduled for 17 August.

Pursuant to AOG Bylaws, the Steering Committee must approve this unique opportunity to expand staff operations into southeast and central Utah.

AGENDA ITEM # VI.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
FY 2013 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 2013. 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)							
1	CDBG Rating and Ranking Criteria Description Five County Association of Governments	Data		Score	X Weight	Total Score	
	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)	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	5
	Grant Administration: Concerted effort made by grantees to minimize grant administration costs.	0% CDBG Funds 3 points	1 - 5% 2 points	5.1 - 10% 1 point			1.0
	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
	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
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.	> 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) - Jurisdiction Population >5,000 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 # VI. (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 # >5 1 point		1.0	
7 Jurisdiction's Project Priority: Project priority rating in Regional Consolidated Plan, <u>Capital Investment Plan - One-Year Action Plan</u>		# 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 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 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	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 benefitting 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	

AGENDA ITEM # VI. (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
14	Jurisdiction's LMI Population: Percent of residents considered 80 percent or less LMI (based on LMI Survey).	%	91 - 100% 5 points	81 - 90% 4 points	71 - 80% 3 points	61 - 70% 2 points	51 - 60% 1 point		1.0		
15	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.	%	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% 5 points	80 - 99% 4 points	60 - 79% 3 points	51 - 59% 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 #18.		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 #19.		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 #20.		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 * is a THRESHOLD eligibility requirement for the CDBG Program. < = Less Than > = More Than
Previously Allocated Pre-Approved Funding: \$90,000 - Five County AOG (Administration, Consolidated Plan, Rating & Ranking, Program Delivery for Housing Programs and Economic Development Technical Assistance Grant)

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

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)

AGENDA ITEM # VI. (Continued)

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 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		
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		
4. Proposed project does not 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)		
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 (8 Points Total)
Criteria	Status		
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 # VI. (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:
 - \$90,000 Five County AOG (Consolidated Plan Planning, Administration, Rating & Ranking, Housing Program Delivery and Economic Dev. Technical Assistance)
11. Set-aside Funding:
 - None.

Adopted by the Five County Association of Governments Regional Review Committee (Steering Committee) August 14, 2002, as amended August 8, 2012.

AGENDA ITEM # VI. (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, 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 February 1, 2013 are not eligible to be rated and ranked, with the exception of housing rehabilitation projects.
16. Policy regarding funding of housing related projects: 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.
17. 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.

AGENDA ITEM # VI. (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).

Adopted by the Five County Association of Governments Regional Review Committee (Steering Committee) October 9, 2002.

AGENDA ITEM # VI. (Continued)

FY 2013 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 members.

#1 priority	6 points X 2.0 (weighting)	=	12.0 points
#2 priority	5 points X 2.0 (weighting)	=	10.0 points
#3 priority	4 points X 2.0 (weighting)	=	8.0 points
#4 priority	3 points X 2.0 (weighting)	=	6.0 points
#5 priority	2 points X 2.0 (weighting)	=	4.0 points
#6 priority	1 point X 2.0 (weighting)	=	2.0 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., PCIFB 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. |

**Five County Association of Governments
CDBG Rating and Ranking Program Year 2013
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.

AGENDA ITEM # VI. (Continued)

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 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 # VI. (Continued)

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%) and Very Low Income (VLI - 30%) persons directly benefitting from a project.
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 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 #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 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 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.

AGENDA ITEM # VII.

08/2012

**FIVE COUNTY ECONOMIC DEVELOPMENT DISTRICT
REVOLVING LOAN FUND
LOAN ADMINISTRATION BOARD**

**Nick Lang, Chairman
Vacant, Vice-Chairman**

Nick Lang
Certified Public Accountant
Lang and Company
1240 East 100 South, Building #2
St. George, Utah 84790
PHONE: 435-673-1000 Work
2 Year Term - Renewed 6/2012
Expires 6/2014
langco@infowest.com

Commissioner Jim Matson
Kane County Commission
135 West Kanab Creek Drive
Kanab, Utah 84741
PHONE: 435-644-8841 435-819-0149 Cell
Steering Committee Appointment 6/2012
jmatson@kanab.net

West Martin
Town & Country Bank
405 East St. George Boulevard
St. George, Utah 84770
PHONE: 435-673-1150 Office
435-229-6831 Cell
2 Year Term - Appointed 2/2011
Expires 2/2013
wmartin@tcbankutah.com

David Grant
Metalcraft Technologies
526 North Aviation Way
Cedar City, Utah 84720
PHONE: 435-586-3871
2 Year Term - Appointed 6/2012
Expires 6/2014
david.i.grant@metalcraft.net

Paul Campbell
SCORE
1202 West Hummingbird Drive
St. George, Utah 84770
PHONE: 435-652-2115 Home
2 Year Term - Appointed 2/2011
Expires 2/2013
donpaulc@beyondbb.com

Wayne Shamo
Shamo Lumber
340 West 100 North
Hurricane, Utah 84737
PHONE: 435-635-4586 Work
435-229-4517 Cell
Appointment of the Regional Council
2 Year Term -Appointed 6/2012
Expires 6/2014
wshamo@msn.com or shamo@dixie.edu

Scott Jolley, President/CEO
Cedar City Chamber of Commerce
77 North Main Street
Cedar City, Utah 84720
PHONE: 435-586-4484
435-701-0148 Cell
2 Year Term - Appointed 3/2011
Expires 3/2013
director@infowest.com

Darrin Duncan
State Bank of Southern Utah
377 North Main Street
Cedar City, Utah 84720
PHONE: 435-865-2304
2 Year Term - Appointed 3/2012
Expires 3/2014
Dduncan@sbsu.com

Eric Clarke
Washington County Attorney's Office
33 North 100 West, Suite 200
St. George, UT 84770
PHONE: 435-896-2605 632-5549 Cell
Steering Committee Appointment 8/2012
eric.clarke@wcattorney.com



U. S. DEPARTMENT OF COMMERCE
Economic Development Administration
Denver Regional Office
410 17th Street, Suite 250
Denver, Colorado 80202
(303) 844-4715 FAX (303) 844-3968

July 6, 2012

Mr. Chad Johnson, Chairman
Five County Association of Governments
1070 West 1600 South, Building B
St. George, Utah 84770-1550

Dear Mr. Johnson:

On Thursday, June 7, 2012, the Denver Regional Office conducted a Peer Evaluation of your organization. The Peer Evaluation team consisted of Beverly Fischer, Project Officer and Peer Evaluator, Doug Elliott, Executive Director from East Central Iowa Council of Governments. The purpose of the review was to conduct an evaluation of the management, fiscal operation, and the performance of the district with respect to the Economic Development Administration (EDA) Partnership Planning program. We appreciate the time and effort you and your staff took to accommodate the review, and the professional manner in which the Executive Director worked with the evaluation team.

The Regional Office has completed its Performance Evaluation and Recommendation Report; a copy is attached. Our team was impressed with the activities and procedures that your district has incorporated to implement the EDA planning process.

We commend you for the work you are doing to serve the needs of the counties in the Five County Association of Governments. If you have any questions regarding the evaluation or other matters pertaining to your work with EDA, please contact Beverly Fischer in the Denver Regional Office at (303) 844-4702. We look forward to continuing our economic development partnership with you.

Sincerely,

Robert E. Olson
Regional Director

Enclosures

Cc: Ken Sizemore, Executive Director
Doug Elliott, ECICOG
Trisha Korbass, EDR

AGENDA ITEM # XIII-A. (Continued)

**EDA Denver Regional Office
Economic Development District
Performance Evaluation & Recommendation Report**

Economic Development District Name & Location: Five County Association of Governments, St. George, UT	
Evaluation Review Team Members: Beverly Fischer, Program Specialist, Doug Elliott, Executive Director, East Central Iowa Council of Governments	
EDD Participants: Ken Sizemore, Mayor Jerry Taylor, Vice Chairman	
Member Counties: Beaver, Garfield, Iron, Kane and Washington	
EDA Grant #: 05-83-04947-02	Current Grant Period: April 1, 2012 – March 31, 2013
Location of Evaluation: Park City, UT	Date of Evaluation: June 7, 2012
Instructions for the Reviewer: <i>Based on your evaluation of the organization through interviews and the materials provided, supply the appropriate response to the questions in the three sections below. For questions requiring a "Yes" or "No" answer, please indicate the correct response. For self-assessment questions requiring variable responses, please indicate your rating using the following scale: 4=Excellent, 3=Good, 2=Fair, 1=Poor. Add pertinent comments and recommendations, and attach supplementary materials as needed.</i>	

**PART I. REGIONAL ELIGIBILITY:
Distress, Size, Resources, CEDS, Support, Cooperation with State(s)**

1. Continuing Regional Eligibility	Y N
a) Does the EDD's region contain at least one geographic area that is subject to EDA's economic distress criteria?	Yes, Iron
b) Is the EDD of sufficient size or population and contains sufficient resources to foster economic development on a scale involving more than a single geographic area subject to EDA's economic distress criteria?	Yes
c) Does the EDD have an EDA-approved CEDS that meets EDA's regulatory requirements and contains a specific program for intra-district cooperation, self-help, and public investment?	Yes
d) Does the EDD have the support of the majority of the counties within its boundaries for the economic development activities of the district?	Yes
e) Does the EDD work cooperatively on economic development with the State(s) in which it is located?	Yes
2. Comments & Recommendations: 	

AGENDA ITEM # XIII-A. (Continued)

**PART II. ECONOMIC DEVELOPMENT DISTRICT MANAGEMENT
Organization, Governance, Operations, Financial Accountability**

1. Membership Participation	<i>Please fill in 1-4 unless specified otherwise</i>	4	3	2	1
To what extent do the members of the organization participate financially and otherwise in the affairs of the EDD? (Rate 1-4, 4=Excellent)		4			
2. Governing Body					
a) Does the composition of the governing body meet the EDA's regulatory requirements? (Y or N)		Yes			
b) How effective is the governing body in providing policy guidance and leadership to the organization? (Rate 1-4, 4=Excellent)		4			
3. Staff					
How effective is the staff in carrying out the activities of the EDD? (Rate 1-4, 4=Excellent)		4			
4. Public Information and Involvement					
How effective is the EDD in providing information to and soliciting input from the general public about ongoing and proposed district activities? (Rate 1-4, 4=Excellent)		4			
5. Economic Development Activities					
To what extent does the EDD engage in the full range of economic development activities listed in its EDA-approved CEDS? (Rate 1-4, 4=Excellent)		4			
6. Financial Accountability					
To what extent has the EDD demonstrated that sound financial controls and practices are in place? (Rate 1-4, 4=Excellent)		4			
7. Comments and Recommendations:					

**PART III. EDA PARTNERSHIP PLANNING PROGRAM:
CEDS Implementation and Program Performance**

1. Required Reports	<i>Please fill in 1-4 unless specified otherwise</i>	4	3	2	1
How well does the EDD perform in submitting all required reports to EDA in accordance with the terms and conditions of the award? (Rate 1-4, 4=Excellent)		4			
2. Comprehensive Economic Development Strategy (CEDS)					
a) How effective is the EDD's CEDS development, implementation, review, and update process? (Rate 1-4, 4=Excellent)		4			
b) How complete, relevant and useful is the EDD's CEDS document? (Rate 1-4, 4=Excellent)		3			
3. Scope of Work (SOW)					
a) How effective is the EDD in carrying out the Scope of Work contained in its EDA grant award? (Rate 1-4, 4=Excellent)		4			
b) To what extent is the EDD in carrying out the SOW based on the priorities and activities identified in the CEDS? (Rate 1-4, 4=Excellent)		4			
4. EDD Effectiveness					
a) Overall, how effective is the EDD's governing body in the guidance and oversight of its EDA-funded economic development program? (Rate 1-4, 4=Excellent)		4			
b) Overall, how effective is the EDD's staff carrying out its EDA-funded economic development program? (Rate 1-4, 4=Excellent)		4			

AGENDA ITEM # XIII-A. (Continued)

5. Comments & Recommendations:

The operations and breadth of programming of the organization are impressive. Board commitment is reflected in excellent meeting attendance, and the presence of the vice chair at the peer review. In his comments, the vice chair indicated the agency was responsive to regional needs. The previous audit found no corrective actions. Employee handbook currently being updated and evaluations are conducted annually. CEDs is integrated with other planning documents. Efforts to work with Tribal councils and in creating Council CEDs.

After reviewing the reports and materials submitted for this Peer Evaluation, the Team was pleased to see the level of success and accomplishments being made. Five County AoG has been one of the premier organizations within the EDA Denver Regional Office.



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Grand Staircase-Escalante National Monument
669 South Highway 89A
Kanab, UT 84741
<http://www.ut.blm.gov/monument>



In reply refer to:
8301 (UT-030)

June 8, 2012

Dear Interested Public:

I wanted to provide with an update on the tourism initiative presented at the Monument Advisory Committee meeting in Escalante in April of this year, by Angela West the BLM program lead for tourism and community service.

Angela has drafted the enclosed project proposal, which has been approved by the BLM Director. The pilot project has the potential to bolster tourism benefits in small, rural communities as well as to pilot a replicable process that can be exported to other BLM offices.

The Monument will actively participate with local communities, within a process facilitated by a third party. Appreciative Inquiry is a strength-based or asset-based community development and sustainable livelihood model. It seeks out the best qualities in individuals and organizations; not the problems and deficits. This process strives to understand the interrelationships among conservation, livelihood and sustainable tourism development and the facilitation of sustainable nature and heritage based tourism models, structured within a regional cooperative planning framework.

I will be working with Angela West to establish a timeline for the implementation of this important pilot initiative project in support of the President's National Travel and Tourism Strategy.

I will strive to keep you apprised of our progress in this endeavor.

Sincerely,

René C. Berkhoudt
Monument Manager
Grand Staircase-Escalante National Monument

AGENDA ITEM # XIII-A. (Continued)

5\16\12

Bureau of Land Management Tourism and Community Cooperative Plan - Pilot Grand Staircase Escalante National Monument

Needs Statement/Purpose

This Pilot Project Proposal is a result of the Bureau of Land Management's (BLM) realization that travel and tourism is poised to be one of the top six economic drivers for the U.S. economy within this decade, and that tourism constitutes a particularly strong influence within rural communities. Given this reality, BLM and the NLCS play a pivotal role in not only the conservation of rural natural and cultural assets, but their economic wellbeing and quality-of-life as well. This proposal is clearly in keeping with the intent of the President's Executive Order on Travel and Competitiveness and the recently released National Travel and Tourism Strategy for the U.S. As such, BLM & the NLCS would like to be responsive to local county and municipal interest in exploring the GSENM role in stimulating regional tourism and how that might benefit local communities' economic and quality of life needs; while maintaining the GSENM purpose and values. This Pilot Project has the potential to:

- Bolster tourism benefits in small, rural communities
- Help diversify local income stream in small communities historically tied to the GSENM
- Provide BLM Utah a much-needed cooperative plan and plan process that cooperatively addresses tourism , while building relationships with local stakeholders
- Pilot a replicable process that can be exported to other BLM visitor attractions
- Highlights BLM's ability to constructively respond to the demands of a stressed rural economy while highlighting conservation work with local communities
- Implement the President's National Tourism and Competitiveness Strategy for the United States with an action that can be initiated summer of 2012; and will continue to assist in ongoing national tourism efforts
- Actively Support the Western Governors Association efforts to promote "Get out West"
- Implement NLCS 15 Year Strategy
- Honor local culture and history by acknowledging historic cultural and economic ties to the NM
- Highlight and strengthen the GSENM biophysical and educational role and value with local interests, as well as the national and international visitors
- Model BLM's role in the facilitation of getting work done in a cooperative fashion; with shared resources

Pilot Project Overview

The Pilot Project looks at sustainable nature and heritage based tourism models, structured within a regional cooperative planning framework, to ascertain: collective strengths, desires for the future; steps to cooperatively implement; sustaining the desired change/outcome. Examine local, state, regional, national & international linkage. BLM will actively participate with the communities, within a process facilitated by a third party. Outcomes are expected to be mutually derived.

AGENDA ITEM # XIII-A. (Continued)

Recommended Process

BLM will facilitate a grassroots cooperative solution to help meet current and future needs. The Pilot will likely use the Appreciative Inquiry (AI) Model as applied to community and organizational development, and tailored to the conversation surrounding tourism and community service opportunities.

Appreciative Inquiry is a strength-based or asset-based community development and sustainable livelihood model. It seeks out the best qualities in individuals and organizations; not the problems and deficits. This process strives to understand the interrelationships among conservation, livelihood and sustainable tourism development. The AI process can be done in basically 6 steps. A very brief description follows:

Pre -AI Workshop Interviews

Step #1 – project preparation: identifies stakeholders, works on rapport building. Done prior to the full AI workshop, with local visits and interviews

AI One-Day Workshop

Step #2 – identifies the positive forces in tourism, biodiversity and livelihood that contribute to the interests of the stakeholders

Step #3 - identifies an ideal image of a preferred future, collectively derived

Step #5 – frame plans and implementation activities to accomplish image (It is important to note that this includes the consideration of other factors such as capital, technology, governance, human resources and policies.)

Step #6 – Sustaining positive outcomes

Key Outcomes

- Develop a community/public process (a repeatable methodology) that is tailored to working with the interrelationships among conservation, livelihood and tourism; particularly within rural areas
- Respond to local County and Municipal interests to explore the GSENM role in stimulating regional tourism and how that can benefit local community's while maintaining the NM purpose, values, and objectives
- Assist in creating a viable plan and tools to help achieve local county and municipal goals
- Capture Best-Practices and provide a mechanism to export to other BLM sites, as appropriate
- Pilot will serve as a key action, implementing the President's National Travel & Tourism Strategy for the U.S.
- Process honors local culture and history – acknowledges historic cultural and economic ties to the NM, and reinforces their sense of place; and brings it forward into a contemporary set of opportunities
- Highlights the value of the GSENM Biophysical and educational role to local and national interests

TimeLine

Phase 1 – 6 months estimate Phase 2 – determined by Phase 1: selected implementation steps.

AGENDA ITEM # XIII-B.

FIVE COUNTY ASSOCIATION OF GOVERNMENTS

OUT OF STATE TRAVEL AUTHORIZATION REQUEST

DATE: 8 August 2012

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: 2012 National Association of Development Organizations (NADO) Annual Training Conference in Las Vegas, NV - 13 to 16 October 2012.

SUPPORTING DOCUMENTATION ATTACHED: Registration Form & Agenda

ESTIMATED TRAVEL COSTS:

SURFACE TRANSPORTATION: \$ 250 miles x \$0.25 = \$62.50

LODGING (3 Nights @ \$ 165): \$ 495

PER DIEM (4 Days @ \$ 45): \$ 180 less meals in registration

REGISTRATION FEES (4 Days) : \$ 455

OTHER COSTS: _____

TOTAL ESTIMATED TRAVEL COSTS: \$ 1,192.5

SOURCE OF TRAVEL FUNDS: Administration and Economic Development

BUDGET LINE ITEM: 530-01 and 530-05 EDA

REVIEWED PER BUDGET: _____, CFO DATE:

REVIEWED BY EXECUTIVE DIRECTOR: [Signature] DATE: 1 Aug 12

2012 NADO ANNUAL TRAINING CONFERENCE REGISTRATION FORM

REGISTRATION OPTIONS (Make checks payable to NADO)

1. Complete this form and mail with full payment to NADO, 400 North Capitol St., NW, Suite 390, Washington, D.C. 20001.
2. Complete this form and fax to NADO at 202.624.8813 and send payment with a copy of this form to NADO at the above address.
3. Complete this form and fax to NADO at 202.624.8813. If payment is not received by October 17, 2012, NADO will invoice you.
4. Complete this form and fax to NADO at 202.624.8813 and bring full payment to conference.

PARTICIPANT INFORMATION

Please print or type

Organization Name: Five County Association of Governments
 Address: 1070 West 1600 South, Bldg B
 City: St. George State: UT Zip: 84770
 Telephone: 435-673-3548 Fax: 435-673-3540
 Email: KSizemore@fivecounty.utah.gov

Please check all extra events each registrant plans to attend. You must list the names of each registrant. This includes spouses and guests. Use the form on the next page for additional registrants.

Please list each participant's name (First and Last) and title (please print)	Conference only	Spouse or Guest
Kenneth Sizemore, Executive Director	X	

CONFERENCE FEES

	Early Bird Discount (September 10)	Regular Registration (After September 10)	Number of Registrants	Total
Platinum*	\$385	\$420	x _____	= _____
Sustaining**	\$420	\$455	x _____	= _____
Sustaining Associate***	\$420	\$455	x _____	= _____
General/Associate	\$455	\$490	x <u>1</u>	= <u>455</u>
Nonmember	\$590	\$635	x _____	= _____
Spouse/Guest	\$150	\$190	x _____	= _____
Student	\$100	\$100	x _____	= _____
			Total number of registrants <u>1</u>	<u>455</u>
			Total amount enclosed	<u>455</u>

ADA and Special Needs:
 Vegetarian Other Special Needs
 A NADO staff member will call you to discuss how we can accommodate your special needs.

- * Platinum members receive six free spouse registrations.
- ** Sustaining members receive three free spouse registrations.
- *** Sustaining Associate members receive one free spouse registration.
- Spouse and student registration includes all conference events.
- NADO reserves the right to cancel any conference-related event.

Cancellation policy: We will reimburse your conference registration fees, minus a \$50 administrative fee, upon receipt of a written request from you.

AGENDA ITEM # XIII-B. (Continued)

[ABOUT US](#) | [ADVOCACY](#) | [EVENTS & TRAINING](#) | [RESOURCES](#) | [JOB BANK](#) | [MARKETPLACE](#) | [CONTACT US](#) | [MEMBERS](#)

When & Where

October 13 to October 16, 2012

Mirage Hotel

Las Vegas, NV

2012 Annual Training Conference

[Home](#) > [Upcoming NADO Events](#) > 2012 Annual Training Conference

Overview

Registration

Agenda & Presentations

Travel & Venue

Agenda & Presentations

Friday, October 12th

4:00 pm to 6:00 pm Conference Registration

Saturday, October 13th

8:00 am to 6:00 pm Conference Registration

8:30 am to 10:30 am NADO Executive Committee Meeting

10:30 am to 3:30 pm Executive Director Learning Lab

10:30 am to 3:30 pm Regional Strategies 2.0 (CEDs)

3:45 pm to 5:15 pm NADO Nominating Committee

5:30 pm to 6:30 pm New Member & New Executive Director Reception (Invitation Only)

Sunday, October 14th

8:30 am to 6:00 pm Conference Registration

9:00 am to 10:30 am NADO Membership Regional Caucus Meetings (Open to all members)

10:45 am to 12:15 pm Executive Directors Learning Lab

10:45 am to 12:15 pm Policy Officials Learning Lab

10:45 am to 3:30 pm Regional Strategies 2.0 (CEDs)

12:00 pm to 4:00 pm MOBILE WORKSHOP: Hoover Dam

1:30 pm to 3:30 pm NADO Research Foundation Advisory Committee (Open to all NADO members)

1:30 pm to 3:30 pm Executive Directors Learning Lab

3:45 pm to 5:15 pm NADO Board of Directors Meeting (Open to all members)

6:00 pm to 8:00 pm Welcome Event

Monday, October 15th

7:30 am to 6:00 pm Conference Registration

7:30 am to 8:30 am DDAA Breakfast (for representatives of the 73 LDDs in the ARC region)

8:45 am to 10:00 am Opening Plenary

10:00 am to 10:15 am Innovation Showcase Coffee Break

10:15 am to 11:45 am Concurrent Session: Financial Management

10:15 am to 11:45 am Concurrent Session: RDO Return on Investment

AGENDA ITEM # XIII-B. (Continued)

10:15 am to 11:45 am	Concurrent Session: Rural Wealth Creation
10:15 am to 11:45 am	Conversation Cafe: Lessons Learned from RDO Statewide Assessments
12:00 pm to 1:30 pm	Luncheon
1:30 pm to 2:15 pm	Innovation Showcase
2:15 pm to 4:30 pm	MOBILE WORKSHOP: Creating Culture, Wowing Customers and Empowering Employees: The Zappos Experience
2:30 pm to 3:30 pm	Concurrent Session: Financial Management
2:30 pm to 3:31 pm	Concurrent Session: Tapping into Non-Federal Resources
2:30 pm to 3:30 pm	Concurrent Session: Regional Resiliency after Disasters
2:30 pm to 3:30 pm	Conversation Cafe: Friending the Media
2:30 pm to 4:30 pm	MOBILE WORKSHOP: Developing Las Vegas
3:30 pm to 3:45 pm	Innovation Showcase Coffee Break
3:45 pm to 5:00 pm	Concurrent Session: Financial Management
3:45 pm to 5:00 pm	Concurrent Session: Launching and Enhancing RDO State Associations
3:45 pm to 5:00 pm	Concurrent Session: Connecting Affordable Housing and Transportation
3:45 pm to 5:00 pm	Conversation Cafe: Ethics and GSA Ramifications

Tuesday, October 16th

7:30 am to 5:00 pm	Conference Registration
8:30 am to 9:45 am	Plenary Session
9:45 am to 10:00 am	Networking Break
9:45 am to 12:30 pm	MOBILE WORKSHOP: Summerlin Planned Community
10:00 am to 11:45 am	Concurrent Session: Re-Branding Your Organization
10:00 am to 11:45 am	Concurrent Session: Working with Small Businesses
10:00 am to 11:45 am	Concurrent Session: Re-shoring: Is Your Workforce Prepared?
10:00 am to 11:45 am	Conversation Cafe: Making Tough Budget Choices
10:00 am to 12:30 pm	MOBILE WORKSHOP: Creating Culture, Wowing Customers and Empowering Employees: The Zappos Experience
11:45 am to 1:15 pm	Lunch on Your Own
1:30 pm to 2:30 pm	Concurrent Session: Water and RDOs: Opportunities and Obstacles
1:30 pm to 2:30 pm	Concurrent Session: Grant Writing Primer and Refresher
1:30 pm to 2:30 pm	Concurrent Session: Economic Development and the Clean Energy Sector
1:30 pm to 2:30 pm	Conversation Cafe: RDOs and Aging Programs
2:30 pm to 2:45 pm	Networking Break
2:45 pm to 3:30 pm	Legislative Update
3:40 pm to 5:15 pm	NADO 2012 Annual Business Meeting
3:40 pm to 5:15 pm	NADO Board of Directors Meeting (Immediately follows Annual Business Meeting)
5:00 pm to 6:00 pm	Innovations Photo Session
6:00 pm to 8:00 pm	President's Awards Banquet

~ Please note this schedule is subject to change ~

AGENDA ITEM # XIV.

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 8, 2012

**1. Title: PANGUITCH BENCH HABITAT IMPROVEMENT
PROJECT - RIP # 488**

Applicant: Trust Lands Administration

Description: The Utah Watershed Restoration Initiative in cooperation with SITLA has proposed to treat approximately 390 acres of pinyon and juniper on a trust lands section northwest of Panguitch, Utah. The treatment will consist of removing the trees with a chain, seeding, and back chaining to cover the seed. The Utah Division of Wildlife Resources will complete a cultural resource survey.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	33420
			Received 06/25/2012

Comments: The Utah State Trust Lands Administration proposes to authorize a range improvement project on 390 acres of land northwest of Panguitch. Pinyon and juniper trees will be chained and the acreage will be seeded. Regional policies support efforts to improve rangeland health. (Ken Sizemore)

AGENDA ITEM # XIV. (Continued)

STEERING COMMITTEE

REVIEWS

**AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V**

NOTIFICATIONS - Supportive

August 8, 2012

**2. Title: HATCH BENCH HABITAT IMPROVEMENT PROJECT -
RIP # 489**

Applicant: Trust Lands Administration

Description: SITLA, in cooperation with the Utah Watershed Restoration Initiative, propose to treat 1,204 acres of pinyon and juniper on trust lands to improve wildlife habitat. The vegetation treatment will involve mechanically removing the trees with a chain, seed, and back chain to cover the seed. The Utah Division of Wildlife Resources will complete the cultural resource survey. The plan is to improve habitat for mule deer and sagegrouse.

Funding: Amount Agency SAI #

N/A N/A 33421

Received 06/25/2012

Comments: The Utah State Trust Lands Administration proposes to authorize a range improvement project on 1204 acres of land on Hatch Bench in Garfield County. Pinyon and juniper trees will be chained and the acreage will be seeded. Regional policies support efforts to improve rangeland health. (Ken Sizemore)

STEERING COMMITTEE

REVIEWS

AREAWIDE CLEARINGHOUSE REVIEWS
FOR PLANNING DISTRICT V

NOTIFICATIONS - Supportive

August 8, 2012

2. Title: NEW EASEMENT NO. 1731/SULA 1044 AMEND. # 1 - CABIN AND ACCESS ROAD

Applicant: Trust Lands Administration

Description: The Division of Wildlife Resources has submitted an easement for a new access road within the NE4NW4 of Section 32, Township 31, Range 10 East, SLB&M in Garfield County. The applicant currently holds SULA 1044 within this section, which contains a cabin that needs to be replaced. The applicant has proposed a new location for the cabin, and the lease boundary will move accordingly. This road will provide access from Durfey Flat Road to the new cabin site. The proposed easement corridor contains approximately 0.17 acre and is 33 feet wide. The proposed amended lease contains approximately 2.5 acres.

Funding:	<u>Amount</u>	<u>Agency</u>	<u>SAI #</u>
	N/A	N/A	34020
			Received 07/27/2012

Comments: The Utah State School and Institutional Trust Lands Administration proposes to authorize an easement to relocate a cabin site and access from the Durfey Flat Road in Garfield County. Regional policies support active use of state lands. County officials should be consulted and applicable permits obtained. (Ken Sizemore)