

MAG Executive Council

MINUTES | May 26, 2022 | 7:00 pm



MAG

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Location | South Summit Services Building: 110 North Main St., Kamas, UT

YouTube | https://youtu.be/C5KtXU8_QFw

Attending:

Council Member Glenn Wright, Chair
Mayor Bill Wright
Mayor Mark Johnson
Mayor Carla Merrill
Mayor Denise Andersen
Mayor Matt Packard
Mayor Michelle Kaufusi
Mayor Matt McCormick
Mayor Zane Woolstenhulme
Mayor Celeni Richins
Mayor Guy Fugal
Mayor Carolyn Lundberg
Mayor Mark Marsh
Mayor Rob Haddock
Council Member Kendall Crittenden

Representing:

Summit County
Payson
Lehi
Alpine
Cedar Hills
Springville
Provo
Kamas
Oakley
Wallsburg
Pleasant Grove
Springville
Coalville
Elk Ridge
Wasatch County

Excused:

Mayor Kurt Osler
Highland

MAG Staff:

Melanie Haws	Andrew Wooley	Michelle Carroll	LaNiece Davenport
April Sandberg	Jessica DeLora	Mary Lucero	Garret Henderson

Council Member Wright called the meeting called to order at 7:00 p.m. and listed the excused Executive Council Members.

Approve February 24, 2022 Meeting Minutes (0:20)

Mayor Packard moved to approve the February 24, 2022 meeting minutes. Mayor Marsh seconded the motion. The motion passed unanimously.

Public Comment (0:50)

None.

MAG FY23 Budget Presentations (1:05)

MAG FY23 Budget Overview – Michelle Carroll, MAG

Michelle Carroll, Deputy Executive Director explained that MAG's budget looks different this year. Two goals were in mind in creating the MAG FY23 Budget. The first goal was to make MAG's finances easy to read by transitioning to a revenues and expenses model MAG wide on a department level, as well as on a program level. The second goal was to have the narrative be concise and forward-looking.

There have been significant changes and reorganizing at MAG. Two long-time directors have retired this year, and MAG's CFO of fifty years is scheduled to retire in June. In addition to having two new directors, MAG is moving from a decades-old DOS accounting system to a new accounting software. Michelle Carroll explained that during this transition MAG may uncover past mistakes and may make new mistakes. MAG's team is invested in being transparent and great stewards of the taxpayers' dollars.

MAG FY23 Budget is proposing a 5% COLA be implemented July 1, 2022. MAG uses the average of three indices to determine COLA. The average indices are 7.4% which is more than what MAG is proposing. In addition to the COLA, MAG is proposing a 2% merit, a longevity increase, and asks that the 8.3% increase in health insurance be covered as well.

An overview of the revenues and expenses was provided.

Administration – April Sandburg, MAG

April Sandberg, Director of Administrative Services introduced herself and gave an overview of the various roles she has had during her ten years at MAG. The Administrative Services is a new department at MAG that manages IT, human resources, finance, and operations.

Goals for the Administrative Department include:

- Implement the new accounting software GovSense
- Update MAG's purchasing and procurement policy
- Move all vendors to ACH payment
- Update MAG's personnel policies
- Ensure privacy security and HIPPA compliance

Aging & Family Services – Mary Lucero, MAG

Mary Lucero, Director of Aging and Family Services gave a brief overview of the revenues and expenses for her department. There is a slight increase for FY23 that is earmarked for specific programs and positions.

Goals for the Aging and Family Services Department include:

- Reassess Home Delivered Meal services to prioritize seniors with the greatest needs
- Make a bigger investment in volunteers

Community & Economic Development – *Jessica DeLora, MAG*

Jessica DeLora, Director of the Community and Economic Development gave a brief overview of the revenues and expenses for her department. There was an increase in revenues in FY21 due to CARES/ARPA revenue, in addition to the increase that took place when the HEAT and Weatherization programs moved from the Aging and Family Services Department to the Community and Economic Development Department.

Goals for the Community and Economic Development Department include:

- Establish a water and sewer infrastructure revolving loan fund
- Administer a single-family housing rehabilitation program for rural communities
- Increase outreach in Summit and Wasatch Counties for HEAT and Weatherization
- Assist businesses in moving from MAG funding to traditional loan sources

Planning Department – *LaNiece Davenport, MAG*

LaNiece Davenport, Director of Regional Planning gave a brief overview of the revenues and expenses for her department. The largest revenue source is state revenue funding that consist of the MAG/UDOT Exchange Fund Program. The largest expenses are contracted expenses that involve planning. The Regional Planning Department has three divisions: Transportation, Planning and Analytics.

Goals for the Regional Planning Department include:

- Accomplish activities effectively and efficiently
- Communicate frequently with members and partners

Public Comment on MAG FY23 Budget (42:13)

None.

Adoption of MAG FY23 Budget - *Michelle Carroll, MAG* (42:37)

Mayor Johnson moved to accept the MAG FY23 Budget as presented. Mayor Richins seconded the motion. The motion passed unanimously.

Title XX: Social Services Block Grant Allocation Recommendation for FY23 – *Mary Lucero, MAG* (42:58)

MAG's Aging & Family Services Department administers the Title XX Social Services Block Grant Funds (SSBG) for Summit, Utah, and Wasatch Counties. This is federal pass-through funding to the State of Utah and is discretionary for priority social service programs in the MAG service area. The allocation process takes place on an annual basis. The total budget available for FY23 is \$217,699.

MAG's SSBG Review Committee solicited and collected proposals. The committee reviewed six applications for FY23 funding. This year United Way located in Utah County did not apply for repeat program funding and Peace House located in Summit County is a new applicant.

Mayor McCormick moved to accept the recommendation for allocation of FY23 SSBG funding as recommended by the SSBG Review Committee. Mayor McCormick seconded the motion. The motion passed unanimously.

Area Agency on Aging Four-Year Plan, Fourth Year of Plan, FY23 – Mary Lucero, MAG (46:09)

Under the Older Americans Act (OAA), Aging and Family Services is required to prepare a Four-Year Plan covering the OAA programs MAG administers. The document maintains MAG's eligibility to receive state and federal funds, and to administer program services covered by the plan.

The document includes an update on progress made during the current fiscal year, identifies goals for the department in the coming fiscal year, and projects program services for FY23. An overview of the accomplishments and goals for the Aging and Family Services Department that are listed in the document.

The plan was reviewed and approved by the MAG Aging Advisory Council. With the approval of the Executive Council, the plan will be submitted to the State Division of Aging and Adult Services for approval by the State Board on Aging.

Council Member Krittenden moved to approve the Fourth Year of the Area Agency on Aging Four-Year Plan, covering FY22-23, and authorize the Chair to sign the plan document. Mayor Packard seconded the motion. The motion passed unanimously.

Utah County Community Development Block Grant Urban Renewal – Jessica DeLora, MAG (54:08)

As an "entitlement community" in HUD's Community Development Block Program (CDBG), Utah County receives funds that can be used for a wide variety of community development projects. The County renews this status every three years, at which point non-entitlement communities can choose to participate in the County's program. This makes cities and towns eligible to receive grant funds to undertake projects in their communities. Although most participating cities and towns have entered an automatically renewing interlocal agreement to participate, HUD is requiring additional language that must be added via amendment during the renewal cycle. Each city or town has received an explanatory letter and a copy of the original agreement and required amendment. Amendments should be signed and returned by June 17, 2022.

Communities that elected not to participate during the last renewal cycle, have the option to join for the next three federal fiscal years. Jessica DeLora is available to meet with Mayors, council members, city administrators, etc. to answer any questions.

Mountainland Continuum of Care Public Service Networking Event - Jessica DeLora, MAG (57:18)

A Continuum of Care services provider open house will be held on June 8th from 2-4 pm at the Wasatch Senior Center in Heber. This is an opportunity for public services providers and elected officials in Summit and Wasatch Counties to learn about organizations serving the MAG region and resources available for residents.

A Community Services Fair will be held in September (date TBD) at Wasatch High School. This will be an open community fair for residents to connect with service providers and learn about resources available to them.

It was noted that the Continuum of Care event takes place during both the Wasatch and Summit County City Council meetings. Jessica DeLora will work with her staff to make sure the time and date listed will allow people to participate and will make accommodations as needed.

Executive Council Meeting Time Change Discussion – Michelle Carroll, MAG (1:00:05)

Michelle Carroll asked for feedback about changing the MAG Executive Council meeting start time from 7 pm to 6 pm. MAG is mindful that many of the mayors have work obligations and provide public service on their spare time. A survey will be sent to gather feedback.

MAG asked for feedback about adding an extra Executive Council meeting to the schedule. The Committee meets three times a year to discuss specific topics that can be extensive. Outside agencies relevant to the MAG region have requested an opportunity to present at the Executive Council meeting, but due to time restraints have been denied. Specifically, the Utah League of Cities and Towns has requested to meet with the Committee prior to the legislative session to discuss legislative issues and priorities. The Committee agreed that it would be beneficial. MAG will check city council meeting schedules and conduct a survey to determine the best time.

Other Business (1:04:58)

Michelle Carroll announced that MAG is celebrating its 50th anniversary in June.

Council Member Krittenden reported that Wasatch County is considering options to provide transit services. A transit open house will be held June 7, 2022, 6:30 p.m. to 8 p.m. at the Wasatch Senior Center. Potential routes and stops will be presented.

Mayor Johnson asked MAG to email elected officials prior to sending anything through DocuSign to ensure authenticity.

The next Executive Council meeting will be held October 27, 2022, in Wasatch County. Location TBD.

Council Member Krittenden moved to adjourn the meeting at 8:10 p.m. Mayor Packard seconded the motion. The motion passed unanimously.

**Meeting minutes are recorded. A summary and all motions made during the meeting will be approved at the next meeting and can be found at <https://mountainland.org/executive-council>*

