

Minutes

Wasatch Front Community Development Block Grant (CDBG) Regional Review Committee (RRC)
Meeting

February 21, 2023

12:00 – 1:00 pm

A hybrid meeting of the Wasatch Front Community Development Block Grant (CDBG) Regional Review Committee (RRC) was held on Tuesday, February 21, 2023 via Zoom and the WFRC office.

The meeting was called to order at 12:14 p.m. by Christy Dahlberg. The following were in attendance:

Attendance

Mark Allen	Mayor, Washington Terrace City
Melissa Freigang	Weber County Prosperity Center of Excellence
Rachelle Custer	Community Development Director, Tooele County
John Olson	Mayor, Vernon Town
Josh Cook	Planning and Development Director, Morgan County
Jared Andersen	Commissioner, Morgan County
Christy Dahlberg	Wasatch Front Regional Council

MEETING OBJECTIVES: Welcome and orientation, chair and vice chair appointments, approve draft 2023 Annual Action Plan, review and approve 2023 Rating and Ranking

With a new member on the committee, we did an overview of CDBG and the roles and responsibilities of the RRC by reviewing the CDBG calendar, WFRC Rating and Ranking, and RRC By-laws.

The August minutes were reviewed and Rachelle made a motion to approve the minutes, Mayor Allen seconded it and the motion passed.

Although chair and vice chair appointments (which stand for two years) were made last year, we lost our chair so had to nominate the positions again. Mayor Olson was nominated and appointed as the chair, and Mayor Allen was nominated and appointed as the vice chair. Mayor Allen remains the RRC Policy Committee Rep.

The RRC reviewed the 2023 Draft Annual Action Plan. Rachelle pointed out that Lake Point and Erda had recently been incorporated in Tooele County and so need to be added to the list of eligible communities. With the addition of Lake Point and Erda, Mayor Olson made a motion to approve the Draft 2023 Annual Action Plan, Melissa seconded it, and the motion passed.

We then reviewed the 2023 applications and their rankings. Eight applications were received; Tooele County/WFRC Planning and Admin, Tooele County Boys and Girls Club Building Modifications, Tooele City Sewer Improvements, Marriott-Slaterville Water/Sewer Installation, Roy City Water/Street Improvements, Vernon Town Street Improvements, Washington Terrace AMI Installation, and Washington Terrace Fire Equipment. Due to the incorrect posting of the first public notice, Marriott-Slaterville and Vernon Town were disqualified. Roy City was also disqualified for not following the correct process to complete an income survey. The remaining five projects will be fully funded. Tooele City will receive both years of funding this year.

We discussed the ongoing issues with applications causing them to be disqualified and how we could further prevent it. It was decided that the soft deadline of completing a WebGrants application by Jan. 15th to be reviewed for completeness should be moved up to a hard requirement to have your application ready for review by Dec. 15. This will be implemented in the next funding cycle.

It was also discussed that in our Policies and Procedures, we have indicated that should we have money left over after all projects have been funded that we could use up to \$20,000 to study a revolving loan fund (RLF). Christy will work with DWS to determine how that works. We will also discuss other options for spending left over funds in the future.

Mayor Allen made a motion to approve the rating and rankings, Melissa seconded it and the motion passed.

Mayor Olson made a motion to adjourn, Melissa seconded it and the meeting was adjourned.

The meeting was adjourned at 1:00.

NEXT STEPS

Christy will work with DWS to determine our options for using leftover funds in the future and studying an RLF.

Next meeting will be May 16th at noon.