

Draft

### Minutes

Wasatch Front Community Development Block Grant (CDBG) Regional Review Committee (RRC)  
Meeting  
May 19, 2020  
12:00 – 1:30 pm

A meeting of the Wasatch Front Community Development Block Grant (CDBG) Regional Review Committee (RRC) was held on Tuesday, May 19, 2020 via Zoom to adhere to the Governor's stay at home order and maintain social distancing.

The meeting was called to order at 12:00 p.m. by Christy Dahlberg. The following were in attendance:

#### Attendance

Rachelle Custer	Community Development Director, Tooele County
Commissioner Thomas	Commissioner, Tooele County
Mark Allen	Mayor, Washington Terrace City
Lance Evans	Planning and Development Services Director, Morgan County
Sean Wilkinson	Community Development Director, Weber County
Christy Dahlberg	Wasatch Front Regional Council
Scott Hess	Wasatch Front Regional Council, ED Director
Holin Wilbanks	Weber County Economic Development
Shawn Milne	Tooele County Commission
Mike Newton	Morgan County Council
Andrew Gruber	Executive Director, WFRC

#### **MEETING OBJECTIVES: Review and approve February minutes, Review and approve administration strategy of CDBG-CV Small Business Grant Funds, start thinking of updates to the Rating and Ranking Criteria**

**Action:** Mayor Allen made a motion to approve the minutes from the February meeting, Lance Evans seconded and the motion passed.

The strategy for administering the CDBG-CV Small Business Grant money was discussed. It was explained by Christy that in conjunction with the Economic Development professionals from each county, who were in attendance to help with the discussion, an administration framework was developed. It was determined that WFRC, using administration funds from the CDBG-CV award, would purchase ZoomGrants, an online application platform. Each county would be responsible for communicating the opportunity to businesses in their county. The application can be shared using a URL or a link. After the application has been open for the to be predetermined timeframe, Christy will review applications to ensure eligibility. Once applicants are deemed eligible, each county will be responsible for determining which of the applicants will be funded and for the transfer of funds.

Each county will receive a base award amount of \$50,000 and the remainder of the nearly \$500,000 will be split based on population in each county.

**Action:** Mayor Mark Allen made a motion to approve this framework and Lance Evans seconded it and the motion passes.

The RRC then started to discuss the upcoming changes to the Rating and Ranking Criteria. We discussed the desire to help housing applicants and decided to explore having housing activities be the top priority and reducing the number of housing units needed to gain more points. The final decision will be made at the August RRC meeting.

The meeting was adjourned at 1:30.

## **NEXT STEPS**

Christy will work on the ZoomGrants application and send it to the Committee for review before it is released. She will also use Census data to determine how much funding each of the counties will receive.

The next CDBG RRC meeting will take place August 18, 2020 at noon at the Wasatch Front Regional Council or via Zoom depending on the status of the Coronavirus.