

Five County Association of Governments

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Memorandum

To: County Commissioners, County Clerks, County Administrators, City and Town Mayors, Clerks and Managers, Special Service District Representatives, and other interested individuals in **Beaver County, Garfield County, Iron County, Kane County, and Washington County, Utah**

From: *A03* Gary O. Zabriskie, Director of Community & Economic Development
CIB Regional Planning Program Planner

Date: March 7, 2016

Subject: Utah Permanent Community Impact Fund Board (CIB) **Capital Improvement List Project Prioritization Meetings** at scheduled dates/times/locations

A meeting is scheduled to prioritize the consolidated One-Year Capital Improvement List of projects that your County's entities have identified as planned to be applied to the Utah Permanent Community Impact Fund Board (CIB) in the next three CIB application cycles: June 1, 2016; October 1, 2016; and February 1, 2017.

An un-prioritized One-Year CIB Capital Improvement List as well as a Year 2-5 CIB Project List were developed from lists and information provided by jurisdictions in your respective counties. Yours, and the other entities in your county, will prioritize the One-Year List at the meeting scheduled in your county.

The prioritization of the projects on the One-Year list will be done by consensus of attending representatives of the county, cities, towns, and special service districts within your county. A local representative (clerk, manager, etc.) or elected official from all entities should be in attendance to help organize and prioritize the projects on the list.

The prioritization meeting held in your county will be the final opportunity for your jurisdiction to add any additional project(s) prior to the participating representatives prioritizing the One-year List and formally closing it for the upcoming year. It is intended that the Prioritized One-Year List for your county will not be amended during the coming year except for the rare case of a project becoming necessary because of an unforeseen event or other critical reason.

The prioritization meetings will be held as follows:

- **Thursday, March 17, 2016 at 10:30 a.m.** at the **Garfield County Courthouse (Upstairs Conference Room)**. The address is **55 S. Main; Panguitch, Utah**.
- **Thursday, March 17, 2016 at 2:30 p.m.** at the **Kane County Courthouse (Commission Chambers)**. The address is **76 N. Main; Kanab, Utah**.
- **Friday, March 18, 2016 at 10:00 a.m.** at the **Five County Association of Governments' Tonaquint Center office building**. The address is **1070 W. 1600 South, Bldg. B; St. George**.

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- **Monday, March 21, 2016 at 10:00 a.m.** at the **Beaver County Administration Building (Commission Chambers)**. The address is **105 E. Center; Beaver, Utah**. (NOTE: The prioritization activity will take place during the Beaver County Commission meeting).
- **Monday, March 21, 2016, at 1:30 p.m.**, at the **Cedar City/Brian Head Convention & Visitors Center**. The address is **581 N. Main, Cedar City**.

It will not take a significant amount of time to complete the prioritization process at any of these meetings. It will be good, however, to have each of these in-person get-together meetings to discuss upcoming community development needs throughout your county as well as the timing of CIB applications to address those needs.

I will also be available to discuss any other CIB related issues you might have at that time.

I look forward to meeting with you, or your representative, at your county's meeting. If you have any questions, please contact me by e-mail: gzabriskie@fivecounty.utah.gov or by phone: (435) 673-3548, extension #126.