



**Brownfields Assessment Grant
Advisory Board Meeting**

**Thursday, Dec, 14th, 2023
4:00 PM**

**2001 S. State Street, South Building, Room S2-950,
and virtually as described below**

AGENDA

- 1. Welcome and Introductions – Kersten Swinyard, Salt Lake County – 5 min**
- 2. Approve Minutes from 11/09/2023 meeting (action)**
- 3. Community Feedback or Board Comment (if any)**
- 4. QAPP Overview – Ben Bowers, Terracon – 5 min**
- 5. Process for Bringing Properties into Assessment Grant (discussion) – Kelci Dansie, Salt Lake County – 10 min**
- 6. Prospective Property List (discussion) – Kersten – 10 min**
- 7. Budget Updates (discussion) – Kersten – 5 min**
- 8. Community Engagement and Involvement Plan (discussion) – Kelci – 5 mins**
- 9. Introduction to EPA Brownfields Site Map - slco.to/BrownfieldSites (discussion) – Kelci – 5 mins**
- 10. Other items from board members (If needed)**
- 11. Next meeting: January 11, 2024**
- 12. Adjourn**



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Salt Lake County Division of Economic Development

**Brownfields Assessment Grant
Advisory Board Meeting**

**BOARD MEETING MINUTES
THURSDAY, 11/09/2023
4:00 PM**

Board Members in Attendance

Corbin Anderson (Bureau Manager, Salt Lake County Air Quality Bureau)
David Foster (Construction Manager, NeighborWorks Salt Lake)
Emily Paskett (Environmental Programs Manager, Salt Lake County)
Kersten Swinyard (Acting Economic Development Director, Salt Lake County), acting chair

Staff

Adam Miller (Deputy District Attorney, Salt Lake County)
Kelci Dansie (Economic Development Coordinator, Salt Lake County)

Others in Attendance

Joe Katz (VCP/Brownfields, Utah Department of Environmental Quality)
Bill Rees (VCP/Brownfields, Utah Department of Environmental Quality)
Melisa Devincenzi (Project Officer, Environmental Protection Agency)

Excused

Eric Barney (Magna Township)

Kersten Swinyard invited everyone to introduce themselves. Kersten excused Eric Barney, the coalition partner representing Magna, from attendance at today's meeting and turned the time over to Adam Miller.

Adam discussed the open and public meetings act, giving a brief training on how board members and other attendees can ensure compliance with the act. Administratively, it is required that there be a notice of the meeting, published agenda, recorded audio/video of the meeting, and detailed minutes. Adam ended the training by emphasizing that if there are any concerns or questions on our compliance with this act, reach out to him right away.

Melisa Devincenzi gave an introduction to the Environmental Protection Agency's (EPA) role in the grant. Melisa explained that she is a resource for ensuring compliance with the grant terms and conditions and EPA regulations, as well as facilitate any additional help or support needed to accomplish the goals in the grant workplan. She gave a brief introduction to the community involvement plan and how the EPA is offering resources to accomplish that portion. Also discussed the workflow between the State, County and EPA, the submission of site eligibility determinations (SED), quarterly reports on the projects, etc.

Utah Department of Environmental Quality representatives Bill Rees and Joseph Katz detailed their roles and involvement with this grant. Joe explained how they review the site assessments to ensure sampling is thorough and accurately conducted, and in compliance with regulations. Working in collaboration with the EPA to be a second set of eyes and a technical resource throughout the cycle of the grant. Melisa reiterated that this is a voluntary program, and the EPA is not involved in a regulatory capacity but rather fostering a site owner's understanding of their property and what their options are for the path forward.

Next, Ben Bowers from Terracon explained how they will begin by establishing a Quality Assurance Performance Plan (QAPP) before moving onto site assessments and sampling. The purpose of the QAPP is to set up how information will be collected and used throughout the grant cycle. After site assessments are completed, Terracon will create an Analysis of Brownfields Cleanup Alternatives (ABCA) to get cost estimates and cleanup plans.

Kersten then went over the Environmental Site Assessment infographic attached in the board packet. Discussing the purpose of the QAPP, SED, site assessments, additional sampling and ABCAs.

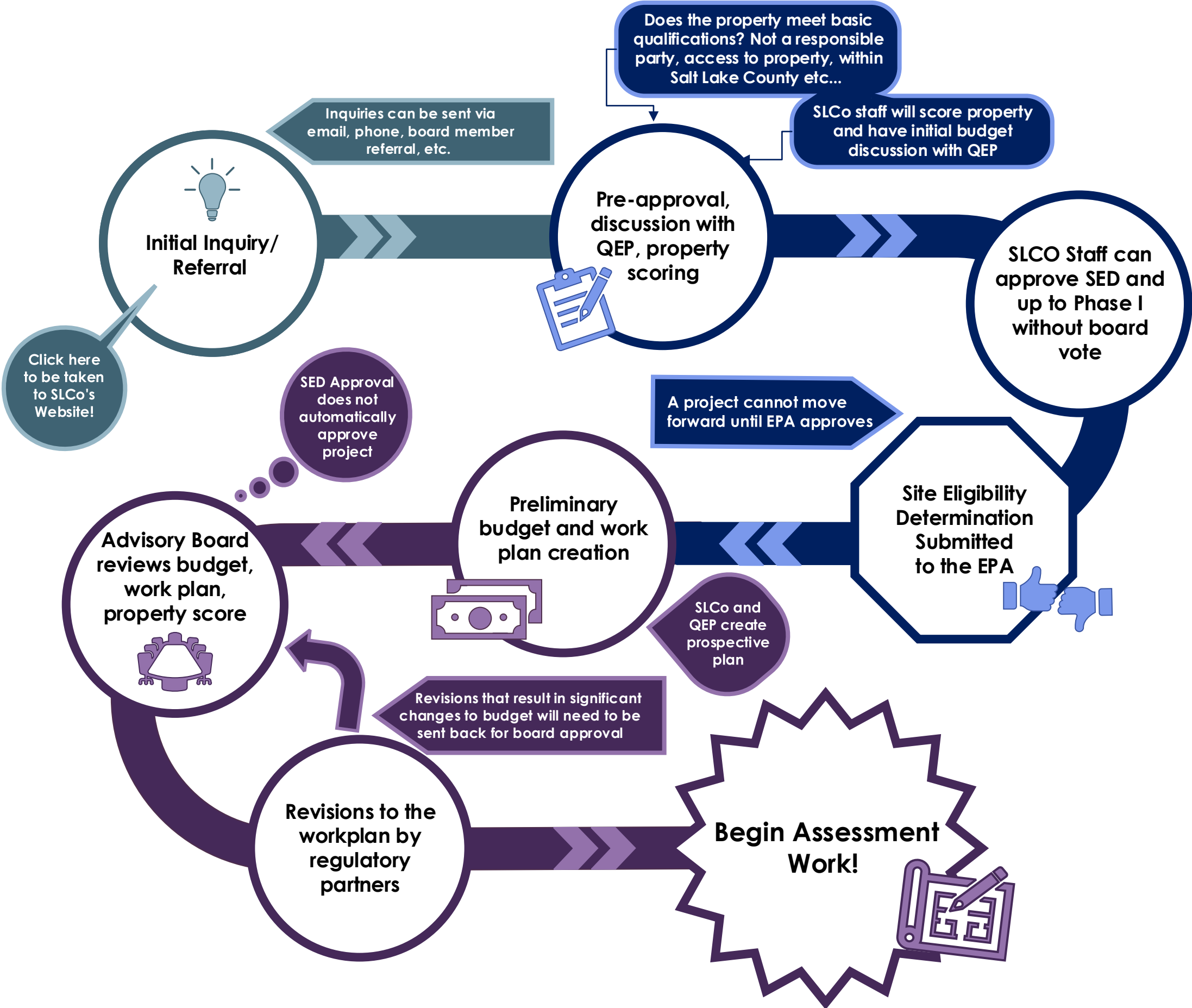
Kelci introduced the draft document of prospective property scoring, going over the current criteria being used to score applications. Kersten reminded everyone that the criteria are open to change and are there as a base advisory resource for evaluating properties and applications.

Kersten then went over the Assessment Grant budget document, highlighting the amount being allocated for Terracon's work and the separate amount being used for the area-wide planning task to be started sometime in 2024. Noted the travel budget that is available for anyone on the committee interested in attending the EPA Brownfields Conference in 2025.

Kelci introduced the draft of the Community Involvement Plan and the purpose of facilitating two-way communication and feedback from all communities involved in the assessments. Then went over each task listed to be completed, reiterating that it is subject to change and open to any suggestions from board members and attendees.

Kersten reminded that all documents discussed are all included in their board packet and gave a reminder about the next board meeting scheduled for December 14th at 4:00pm. Meeting adjourned.

SLCo's EPA Assessment Grant Process



Site Name	Site Pursued	Address	Acreage/Parcel Amt	Jurisdiction	Application Score	Type of Work
Magna Main St	Yes	9033-9045 W Magna Main St.	0.63 Acres / 8 Parcels	SLCo	9	Phase 1,2
Guadalupe Neighborhood	TBD	637 W Girard Ave.	0.31 Acres / 1 Parcel	SLC	5	Phase 1,2
Poplar Grove	TBD	360-376 S. 900 W; 864 W 400 S; 321 S. 870 W; 365 S. 870 W	1.83 Acres / 8 Parcels	SLC	8	Phase 1,2
Citizens West 2/3	TBD	509 W 300 N	1.42 Acres / 2 Parcels	SLC	2	Phase 1

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COALITION ASSESSMENT GRANT COMMUNITY INVOLVEMENT PLAN

Salt Lake County

Community Involvement Plan for CERCLA Section 104(k) Assessment Grant Cooperative Agreement

10/1/2023-9/30/2027

OBJECTIVE: Salt Lake County, Magna, and NeighborWorks Salt Lake (the “Coalition”) are planning to target at least three Brownfield priority areas within Salt Lake County to create a cleaner, healthier environment and revitalize land while preventing further contamination. This community involvement plan outlines our comprehensive approach to involving and empowering our communities in the revitalization efforts supported by the EPA grant, fostering an inclusive and participatory process that stands as a testament to our dedication to the environment and community engagement.

Introduction: The EPA has outlined five different levels of community involvement: Inform, Consult, Involve, Collaborate, and Empower. Below we have identified tasks, both short and long-term, that we believe incorporate these five levels of community involvement in a way that allows us to maximize the benefits of our revitalization plan.

TASKS				
Activities/Commitments	Timeframe	Output	Outcome	Responsible Parties
Activity 1: EPA Assessment Grants Presentation for Magna Township Council and NeighborWorks Salt Lake Board	October/ November 2023	Attend Council and Board meetings to present details of the Assessment Grant	Inform and involve coalition partners and subsequent community members in grant process	Program Manager/ Coordinator
Activity 2: Community involvement discussions at board meetings	November 2023 and following	Input/feedback from coalition partners on involving their communities	New ideas for targeted approaches to community involvement	All parties
Activity 3: Coalition Partners host in-person board meetings	Once a year for each partner	Yearly board meeting hosted in Guadalupe and Magna	Potential to interact and meet with stakeholders and community members in person	Magna Board Member, NeighborWorks SL Board Member
Activity 4: Social Media/Public Website posts with	November 2023 and following	Disbursement of information in a way that is easily	Higher attendance at meetings and general increase in	Program Coordinator, SLCo Comms.

updates on projects and events for the public to attend		accessible by the public	the public's knowledge of EPA projects in their community	
Activity 5: KSU Orientation/workshop for AWP	Summer 2024	Receive input from community members on AWP and their goals/ideas for growth	Use input to ensure AWP is considering local priorities	KSU
Activity 6: Meet regularly with stakeholders	August 2023 and following	Community meetings and interactions	Improve community knowledge on Brownfield issues and identify potential sites.	All parties
Activity 7: KSU Brownfields 101 presentations	January 2024 and following	Present info on brownfields to SLC, Magna, and other communities.	Keep community members informed on opportunities and projects throughout SLCo	KSU