



**Brownfields Assessment Grant
Advisory Committee Meeting**

**Tuesday, January 13, 2026
11:00AM**

**2001 S. State Street, North Building, Room N3-617, Parley's Conference Room
(Please enter through N3-500)
and virtually as described below**

AGENDA

1. Welcome and hit record – **Kersten Swinyard**, Salt Lake County
2. Approve minutes from December 2, 2025 meeting (**action**) – **Kersten** – 5 mins
3. Community feedback or Committee comments (**discussion**) – **Kersten** – 5 mins
4. 2026 Conflict of Interest Disclosure Statements (**discussion**) – **Sindy** – 5 mins
5. Property and budget updates (**discussion**) – **Sindy Song**, Salt Lake County – 10 mins
6. Property budget request (**discussion, action**) – **Sindy & Kersten** – 10 mins
 - a. **CDCU 1084 W 1700 S**: Additional \$3,500 for Phase II
Previously Approved: \$3,500 for Phase I, \$11,250 for SAP, \$26,500 for Phase II Assessment
 - b. **SLC Rio Grande**: \$35,000 for Phase II
Previously Approved: \$3,500 for Phase I Assessment, \$6,500 for SAP
7. 2026 EPA Assessment Grant Application Cycle Update (**discussion**) – **Sindy** – 5 mins
8. Any additional properties from committee members/attendees (**discussion**) – **Kersten**
9. Next meeting: February 3, 2025, or as needed
10. Adjourn

Ways to Join Virtually

Join from the meeting link

<https://slco.webex.com/slco/j.php?MTID=m051e1c4210f54341c350adf3f695f40d>

Join by meeting number

Meeting number (access code): 2480 559 5598

Meeting password: eZWXXuyy736

Notes: Members of the Brownfields Assessment Grant Advisory Committee may participate electronically or in person.



Motions related to any of the preceding agenda items, including final action, may be taken at the meeting.

EQUAL OPPORTUNITY PROGRAM

In compliance with the Americans with Disabilities Act, reasonable accommodations (including auxiliary communicative aids and services or alternate formats) for individuals with disabilities may be provided upon receipt with five working days' notice. To expedite accommodation requests and coordination, call 385-468-4900. TTY/TDD users should call 7-1-1.

-SLCO-



**Brownfields Assessment Grant
Advisory Committee Meeting**

**COMMITTEE MEETING MINUTES
TUESDAY, 12/2/2025
11:00 AM**

Committee Members in Attendance

Kersten Swinyard (Economic Development Director, Salt Lake County), Chair
David Foster (Construction Manager, NeighborWorks Salt Lake)
Emily Paskett (Sustainability Director, Salt Lake County)
Ronald Lund (Environmental Health Director, Salt Lake County)

Staff

Rachel Boyett Shaw (Economic Development Manager, Salt Lake County)
Sindy Song (Economic Development Coordinator, Salt Lake County)
Isaac Higham (Council Office Director, Salt Lake County)
Adam Miller (Deputy District Attorney, Salt Lake County)

Others in Attendance

Joe Katz (Utah Department of Environmental Quality)
Kate Gregory (EPA Project Officer)
Ben Bowers (Project Manager, Terracon Consultants)

Excused

David Brickey (City Manager, Magna City)

Kersten Swinyard opened the meeting and while waiting for a quorum, Rachel Boyett Shaw provided a staffing update, noting that Sindy Song will serve as the primary point of contact for the grant during her upcoming maternity leave until early spring.

Once a quorum was reached, Kersten called for approval of the minutes from the previous Board meeting. Emily Paskett made the motion, seconded by Ronald Lund. The motion passed. Kersten invited any community feedback or committee comments, however, none was received.

Rachel then provided an update on site assessments for five properties that were completed between the last committee meeting and this meeting: completed Phase II reports for the Schovaers Expansion and Stanbridge properties, completed Phase II and Hazardous Materials Investigation (HMI) reports for the Montrose Ave and Sugarhouse/Former DI properties, and a completed HMI report for Murray Secured Auto. Sindy then reported on four properties that are currently being assessed. The Poplar Grove property has a completed Phase II report and HMI report and has a Analysis of Brownfield Cleanup Alternatives (ABCA) currently in process. The

**SALT LAKE
COUNTY**
ECONOMIC DEVELOPMENT

Phase II report recommended targeted soil excavation and groundwater treatment, additional soil-gas sampling, and vapor-intrusion mitigation or strategic building design into future redevelopment plans. Kersten added context that Poplar Grove has been a major scale project under the current grant. The CDCU 1084 West 1700 South Property received a clean Phase I report except for a potential fuel oil tank. The EPA has authorized using assessment grant funds for further investigation and potential tank removal if a tank is found. Rachel clarified that if a tank is confirmed, additional costs would fall under a Phase II budget request, and staff will return to the Committee as needed. For the SLC Rio Grande property, the Phase I report recommended further investigation due to historically operating industrial facilities surrounding the site. Staff and Terracon are working to develop a scope of work for the EPA to use to initiate the State Historic Preservation Offices (SHPO) process as the site is in a historical warehouse district. Once the process is initiated, the SHPO team has 30 days to respond. This process can happen at the same time as the Sampling and Analysis Plan (SAP), however, no sampling can take place until we receive permission from SHPO and the EPA. The Phase II budget will be brought to the Board once the SAP is complete and costs are known. A Phase I report was completed for the SLC Crossroads Thrift Store property which recommended a Phase II Assessment due to its history as a dry cleaner between 1951-1965. Lastly, Sindy noted CDCU made a request for the Assessment grant to fund a SAP and HMI report for the CDCU Emeril Apartments property which received a budget request later in the meeting.

Next, Rachel provided a budget update. Salt Lake County met the 70% spend-down threshold by 9/30 and is therefore eligible to apply for the next grant cycle. The grant has approximately \$208,000 in remaining funds. Staff will continue accepting new properties that meet scoring and community-need criteria but will monitor the budget closely to remain within grant limits.

Following the updates, Kersten called for votes on three budget requests. The first vote asked for additional SAP funds in the amount of \$4,750 for the CDCU 1084 W 1700 S property. A motion was made by Emily and seconded by David Foster, and the motion carried. The second vote asked for SAP funds in the amount of \$6,500 for the SLC CRA Crossroad Thrift Store property. Ronald motioned to approve, Emily seconded, and the motion carried. The last vote was for SAP funds in the amount of \$6,500 for the CDCU Emeral Apartments property. David motioned to approve, Kersten seconded, and the motion carried.

Rachel then provided an overview of the upcoming EPA grant cycle. She explained that the Notice of Funding Opportunity for the 2026 EPA Assessment Grant Application Cycle was delayed due to the Federal Shutdown, but it was released late last month, and the County is working to create a successful application. The deadline for the grant application is January 28, 2026.

Kersten invited any additional properties from committee members and attendees; however, none were received. The next Committee meeting is scheduled for January 6, 2026, or as needed. The meeting was then adjourned.



SALT LAKE COUNTY DISCLOSURE STATEMENT

TO: ALL SALT LAKE COUNTY OFFICERS, VOLUNTEERS, BOARD MEMBERS AND EMPLOYEES (“covered persons”)
FROM: THE SALT LAKE COUNTY DISTRICT ATTORNEY’S OFFICE
SUBJECT: STATUTORY ETHICAL AND DISCLOSURE REQUIREMENTS

All Salt Lake County covered persons must understand and follow a Utah law that prohibits, or requires disclosure of, certain actual or potential conflicts of interest between public duties and private interests. The County Officers and Employees Disclosure Act (§§ 17-16a-1, et seq., U.C.A., 1953 as amended) and Salt Lake Countywide Policy 1430 set the following requirements:

PROHIBITED ACTS

A covered person may not:

1. Disclose confidential information acquired by reason of the covered person’s official position or use such information to secure special privileges or exemptions for the covered person or others;
2. Use or attempt to use the covered person’s official position to secure special privileges for the covered person or for others; or
3. Knowingly receive, accept, take, seek or solicit, directly or indirectly, any gift or loan for the covered person or for another, if the gift or loan tends to influence the covered person in the discharge of his/her official duties.

DISCLOSURE REQUIRED

A covered person is required to make a disclosure if he or she:

- A. Receives or agrees to receive compensation for assisting a person or business entity in a transaction involving Salt Lake County;
- B. Is an officer, director, agent, employee or the owner of a substantial interest in a business entity that is subject to the regulation of Salt Lake County;
- C. Is an officer, director, agent, employee or owner of a substantial interest in a business entity that does or anticipates doing business with Salt Lake County;
- D. Holds an investment or other financial interest that creates a potential or actual conflict between the interest and the covered person’s public duties; or
- E. Hold some personal interest that creates a potential or actual conflict between the interest and the covered person’s public duties.

All written disclosures must be sworn statements containing the information described above and be in a form similar to that on the reverse side of this document. All such statements are public records, open to public inspection. All disclosures must be made as follows: Orally in any meeting of a county agency, board or division where a transaction is discussed involving a matter in which the covered person has an interest, and in writing when the conflict first arises. The general written disclosure must also be filed in January of each year that the outside interest exists. The written disclosure is filed through the covered person’s chain of command to the immediate supervisor, volunteer or community liaison, division director, department head or elected official, and county council.

Violation of these provisions may subject the covered person to disciplinary action or criminal prosecution. Any violations will be thoroughly investigated and prosecuted. Please be aware that this document is a shortened and simplified statement of the legal requirements involved in this area. Additional requirements or exceptions may apply. **YOUR CONDUCT WILL BE GOVERNED BY THE LAW, NOT THIS SUMMARY.** Feel free to direct any questions regarding the law’s ethical and disclosure requirements to the Civil Division of the Office of the District Attorney.

DISCLOSURE OF PERSONAL OR FINANCIAL INTEREST

(Use one form for each outside business entity or person you are associated with for which disclosure is required in the above section. If multiple forms for multiple outside business entities or persons are submitted, only one form need be signed and notarized.)

Under the provisions of the County Officers and Employees Disclosure Act, §§ 17-16a-1 et seq., U.C.A., 1953 as amended, I, the undersigned, under penalties of perjury, make the following statement regarding my personal or business interest. *(Type or print all information.)*

A. _____
Covered Person Position, or County Division for which you are employed or volunteering County/Volunteer's Phone

Covered Person's County Address/Volunteer's Address

B. _____
Outside institution, entity, private business or person in which the Covered Person has a personal or business interest for which disclosure is required in the above section

Covered person's status, relationship or commitment to the institution, entity, business or person named above

Address and phone number of the institution, entity, business or person named above

C. Select the category that applies to yourself and the outside institution, entity, business or person identified in subsection (B) above:

— I receive or have agreed to receive compensation for assisting a person or business entity in a transaction involving Salt Lake County.

— I am an officer, director, agent, employee or the owner of a substantial interest in a business entity that is subject to the regulation of Salt Lake County.

— I am an officer, director, agent, employee or owner of a substantial interest in a business entity that does or anticipates doing business with Salt Lake County.

I hold an investment or other financial interest that creates a potential or actual conflict with my public duties.

I hold a personal interest that creates a potential or actual conflict with my public duties.

— None of the above categories apply.

D. Give a detailed description of the actual or potential conflicts of interest identified above, i.e., the nature of the relationship of each business entity or person with the County. Use more sheets if necessary. *(This disclosure statement will not be accepted as valid unless this section is completed.)*

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the _____ day of _____, _____,
Date Month Year

at _____
City or other location, and state or county

Printed Name

Signature

This statement is a public document. It must be filed with the covered person's immediate supervisor, volunteer or community liaison, division director, department director or elected official, and the County Council. It must be filed when the potential conflict arises and re-filed every January, as long as the potential conflict exists.

In-Progress

Site Name (In Progress)	Address	Acreage/ Parcel Amt	Authorized Total Budget	Current Committee Request	Approve d Work	SED Submittal Date	SED Approval Date	Phase I Completion Date	SAP Approval Date	Phase II Completion Date	Cleanup Report Completi on Date
Midvale Unique Auto	788-798 W Center St; 7697 S Holden St; Midvale	0.77 Acres / 3 Parcels	\$11,500.00	-	Phase I/ SAP/ Phase II	6/18/24	6/24/24	In Progress	Not Yet Started	Not Yet Started	N/A
CDCU 1084 W 1700 S	1084 W 1700 S, Salt Lake City	0.71 Acres/ 1 Parcel	\$41,250.00	\$3,500 for Phase II	Phase I/ SAP/ Phase II	7/10/25	8/15/25	10/22/25	In Progress	Not Yet Started	N/A
SLC Rio Grande	333 S 600 W., Salt Lake City	3.24 Acres/ 1 Parcel	\$10,000.00	\$35,000 for Phase II	Phase I / SAP	8/19/25	9/16/25	10/29/25	In Progress	N/A	N/A
SLC Crossroads Thrift Store	1385 W. Indiana Ave., Salt Lake City	0.17 Acres/ 1 Parcel	\$10,000.00		Phase I/ SAP/ Phase II	8/19/25	8/29/25	10/22/25	In Progress	Not Yet Started	N/A
CDCU Emeril Ave Apartments	37 N 800 W, Salt Lake City	0.46 Acres/ 1 Parcel	\$6,500.00		SAP/HMI	9/26/25	10/6/25	N/A	In Progress	Not Yet Started	N/A
CDCU 71 W Crystal Ave	71 W Crystal Ave, SSL UT 84115	0.13 / 1 Parcel	\$3,500.00	-	Phase I	10/6/2025	10/10/20 25	In Progress	N/A	N/A	N/A

Completed

Site Name (Complete)	Address	Acreage/ Parcel Amt	Authorized Total Budget	Current Committee Request	Approved Work	SED Submittal Date	SED Approval Date	Phase I Completion Date	SAP Approval Date	Phase II Completion Date	Cleanup Report Completion Date
Magna Main St.	9011-9045 W Magna Main Magna	0.63 Acres / 8 Parcels	\$49,970.00	-	SAP/ Phase II	3/12/24	3/19/24	N/A	6/14/24	9/13/24	N/A
Citizens West	509 W 300 N, Salt Lake City	1.42 Acres / 2 Parcels	\$6,750.00	-	Phase I/ Refresh	1/8/24	1/17/24	2/15/24; 07/25/24	N/A	N/A	N/A
Public Works	W Oakland Ave, Salt Lake City	4.79 Acres / 19 Parcels	\$51,200.00	-	SAP/ Phase II	3/18/24	3/25/24	N/A	7/16/24	10/25/24	N/A
SSL Park	20 W 2700 S, South Salt Lake	0.14 Acres / 1 Parcel	\$4,000.00	-	Phase I	3/12/24	3/19/24	4/12/24	N/A	N/A	N/A
Major St SLC	1364 - 1388 S Major St., Salt Lake City	0.96 Acres / 4 Parcels	\$46,750.00	-	Phase I/II	5/14/24	5/17/24	6/10/24	8/22/24	10/17/24	N/A
Murray Park	1193 W. Winchester St (Murray); 1130 W Saddle Bluff Dr (West Jordan)	5.28 Acres / 2 Parcels	\$4,000.00	-	Phase I	6/6/24	6/6/24	9/12/24	N/A	N/A	N/A
9 Line Property	937 S 200 W, Salt Lake City	0.25 Acres / 2 Parcels	\$36,800.00	-	Phase I/ SAP/ Phase II	7/31/24	8/5/24	9/23/24	11/27/24	1/14/25	N/A
Midvale Public Works	8170 & 8172 S Main St., Midvale	1.55 Acres/ 2 Parcels	\$4,500.00	-	Phase I	1/21/25	1/27/25	3/12/25	N/A	N/A	N/A

Magna - Neighborhood Park (Property Transfers)	2905 S. 9150 West, 2939 S. 9150 W, 2908 S. 9100 W, Magna	1.44 Acres/ 3 Parcels	\$4,500.00	-	Phase I	2/24/25	3/3/25	4/25/25	N/A	N/A	N/A
Magna - Main Street (Property Transfers)	9045, 9033, 9021, 9017, 9011 W. Magna Main St. & 2725 S. 9050 W., Magna	0.63 Acres/ 8 Parcels	\$6,500.00	-	Phase I	2/27/25	3/14/25	4/24/25	N/A	N/A	N/A
Magna - Mantle Park (Property Transfers)	9094 W. Magna Main St., Magna	0.28 Acres/ 1 Parcel	\$3,500.00	-	Phase I	2/27/25	3/14/25	4/24/25	N/A	N/A	N/A
SSL 3291 S 900 W	3291 S 900 W, South Salt Lake City	1.05 Acres/ 1 Parcel	\$3,500.00	-	Phase I	6/27/25	7/8/25	9/11/25	N/A	N/A	N/A
SSL 3492 1000 W	3492 + 3502 S 1000 W, South Salt Lake	1.32 Acres/ 2 Parcels	\$4,000.00	-	Phase I	6/27/25	7/23/25	8/29/25	N/A	N/A	N/A
Schovaers Electronics	22 S Jeremy St., Salt Lake City	0.34 Acres/ 1 Parcel	\$34,500.00	-	SAP/ Phase II	2/7/25	3/4/25	N/A	5/14/25	7/17/25	N/A
Schovaers Expansion	25 S 900 W + 28 S 800 W, Salt Lake City	1.66 Acres/ 2 Parcels	\$41,000.00	-	SAP/ Phase II	7/25/25	8/14/25	N/A	8/21/25	10/10/25	N/A
SLC RDA Montrose Ave.	264 W 800 S., 244 W 800 S; 745, 765 & 753 S 300 W; 244- 246, 254, & 252 W Montrose	1.88 Acres / 8 Parcels	\$83,950.00	-	Phase I/ SAP/ Phase II	1/13/25	1/23/25	3/28/25	6/12/25	Phase II: 11/13/25 HMI: 10/31/25	N/A

	Ave., Salt Lake City										
Stanbridge Property	803, 805, 807, and 815 W Simondi Ave., 319 N 800 W, 812-814W 300 N, Salt Lake City	0.91 Acres/ 8 Parcels	\$44,500.00	-	SAP/ Phase II	1/16/25	2/28/25	N/A	6/6/25	10/23/25	N/A
Murray Secured Auto	4285 S. State St., Murray	2.67 Acres/ 2 Parcels	\$66,000.00	-	SAP/ Phase II	3/12/25	3/18/25	N/A	6/6/25	Phase II: 9/24/25 HMI: 10/31/2025	N/A
Poplar Grove	839, 841-853, 857, 859, 865, 877 W. 400 South, Salt Lake City	0.99 Acres / 6 Parcels	\$125,750.00	-	Phase I/ SAP/ Phase II	1/6/25	1/22/25	7/29/25	8/14/25	Phase II: 11/21/25 HMI: 10/31/25	12/08/25
Sugarhouse /Former Deseret Industries	2234 & 2226 S Highland Dr.; 1103, 1113, 1085, & 10885 E # NFF1 Simpson Ave., 1104 E Sugarmont Dr., Salt Lake City	1.8 Acres / 7 Parcels	\$72,650.00	-	Phase I/ SAP/ Phase II	12/20/24	12/31/24	3/27/25	6/6/25	Phase II: 10/23/25 HMI: 10/31/2025	N/A

Grant Period	
Beginning Date	Ending Date
10/1/2023	9/30/2027
Cooperative Agreement Number	
BF 96897201	

Workplan Budget - Combined Remaining				
Categories	Total Award	Funds Spent	Remaining Funds	
Personnel	\$ 82,921.00	\$ (51,151.95)	\$ 31,769.05	
Fringe Benefits	\$ 30,682.00	\$ (20,842.57)	\$ 9,839.43	
Travel	\$ 11,880.00	\$ (2,871.59)	\$ 9,008.41	
Supplies	\$ 1,717.00	\$ (154.75)	\$ 1,562.25	
Contractual	\$ 872,800.00	\$ (734,416.75)	\$ 138,383.25	
Subtotal	\$ 1,000,000.00	\$ (809,437.61)	\$ 190,562.39	

Spending by Member		
	NWSL	\$44,500
	Magna	\$64,470
	Salt Lake County	\$625,347
Additional Planned Spending (Payables) by Member		
	NWSL	\$0
	Magna	\$0
	Salt Lake County	\$53,338
Total by Member		
	NWSL	\$44,500
	Magna	\$64,470
	Salt Lake County	\$678,685

Contractor Budget	
Total Budget	\$ 872,800.00
Budget Minus Invoices	\$ 142,089.25
Total Remaining Funds Budgeted for Active Projects	(\$53,338)
Amount Available to Spend	\$ 88,751.00

Tracker to Qualify for More Funding	
Total Sites	18
Must spend to qualify for new application	(\$700,000)
Spent to Date	(\$809,438)
Budgeted/Committed for Active Projects	\$ (53,338)
Still need to spend to qualify for new application	-\$109,438

Active Sites				
Property	Budgeted Amount	Spent To Date	Budget Remaining	Jurisdiction
Midvale Unique Auto / 788-798 W Center St, 7697 S Holden St	\$ 11,500	\$ 3,190	\$ 8,310	Salt Lake County
SLC Crossroads Thrift Store	\$ 10,000	\$ 3,500	\$ 6,500	Salt Lake County
SLC Rio Grande	\$ 10,000	\$ 10,000	\$ -	Salt Lake County
CDCU 1084 W 1700 S.	\$ 41,250	\$ 14,750	\$ 26,500	Salt Lake County
CDCU 71 W Crystal Ave	\$ 3,500	\$ 1,000	\$ 2,500	Salt Lake County
CDCU Emeril Apartments	\$ 6,500	\$ -	\$ 6,500	Salt Lake County
Outreach and Site Investigation (part of Contractual)	\$ 5,000	\$ 4,859	\$ 141	Salt Lake County
Terracon program support	\$ 16,375	\$ 13,488	\$ 2,887	Salt Lake County
Total	\$ 104,125	\$ 50,787	\$ 53,338	n/a

Complete Sites				
Property	Budgeted Amount	Spent To Date	Budget Remaining	Jurisdiction
Magna Main St / 9033-9045 W. Magna Main St	\$ 49,970	\$ 49,970	\$ -	Magna
Giv Development / 509 W. 300 North	\$ 6,750	\$ 6,750	\$ -	Salt Lake County
SSL Park / 20 W. 2700 South	\$ 4,000	\$ 4,000	\$ -	Salt Lake County
SSL Public Works / Oakland Ave	\$ 51,200	\$ 51,200	\$ -	Salt Lake County
Major Street / 1364 S. Major Street	\$ 46,750	\$ 46,750	\$ -	Salt Lake County
Murray Park Parcels / 1193 W Winchester St, 1130 W Saddle Bluff Dr	\$ 4,000	\$ 4,000	\$ -	Salt Lake County
9 Line/937 S 200 W	\$ 36,800	\$ 36,800	\$ -	Salt Lake County
Sugarhouse/Former Deseret Industries (multiple addresses)	\$ 72,550	\$ 72,550	\$ -	Salt Lake County
Midvale Public Works	\$ 4,500	\$ 4,500	\$ -	Salt Lake County
Montrose Properties	\$ 83,950	\$ 83,950	\$ -	Salt Lake County
Poplar Grove /877 W 400 South	\$ 110,060	\$ 110,060	\$ -	Salt Lake County
Schovaers Electronics	\$ 34,500	\$ 34,500	\$ -	Salt Lake County
Schovaers Expansion	\$ 41,500	\$ 41,500	\$ -	Salt Lake County
Stanbridge (8 parcels)	\$ 44,500	\$ 44,500	\$ -	NWSL
Magna Neighborhood Park	\$ 4,500	\$ 4,500	\$ -	Magna
Magna Main St/ 9033-9045 W. Magna Main St (Property Transfer)				
Total	\$ 595,530	\$ 595,530	\$ -	