

Salt Lake County Office of Regional Development

Wasatch Brownfields Coalition

Revolving Loan Fund (RLF) Board Meeting

Monday, November 24, 2014

4:00 to 5:00 PM

County Government Center, 2001 South State Street (Room S-2606)

RLF Board Attendees

Carlton Christensen, SLCo
Dennis Downs, SLCo
Kimberly Barnett, SLCo
Brandon Cooper, Ogden
Sara Meess, Ogden
Debbie Lyons, SLC RDA
Matthew Dahl, SLC RDA

Staff in Attendance

Emily Farmer, SLCo
Stephen Barnes, SLCo
Bill Rees, DEQ
Christina Wilson, EPA
Ted Lanzano, EPA
Bob Whitehead, SLCo
Stephnie Gyllenskog, SLCo

Excused

Christina Oliver, SLCo
Jared Steffey, SLCo
Joe Katz, DEQ

Welcome & Introductions: Chair Carlton Christensen welcomed everyone and introductions were made.

Utah Open & Public Meetings Act Training: Stephen Barnes began with a power point presentation that was also included inside the binders provided to all of the attendees. He explained how the open and public meetings act operates and the requirements within.

Review RLF Policies & Procedures: Emily Farmer began explaining how the Revolving Loan Fund works and how the grant was applied for. Emily said after the application was successful, the Coalition had to get all the policies and procedures in place. She asked Christina Wilson to go over the EPA requirements. Christina went over the RLF basics that were also provided in the binders. She said the Coalition was awarded the grant in the Fall of 2012, and the funds can be used for a loan or a sub grant. Typically the RLF grant is for 5 years but can be up to 15 years. They are flexible on how they can meet the cost share, and they have a list of what the eligible costs are. The funds from this grant cannot be used for site assessment, administration costs or non-cleanup expenses. When the funds are depleted they can come in for supplemental funding, which is usually for about \$200,000 to \$400,000. Carlton asked if the grant funds can be made to the property owners or other Coalition members. Emily said that only Coalition members and non-profits are eligible for sub-grants, and since the County is lead Coalition member it is ineligible for sub-grant funds – however, EPA funding may be sub-granted to the County’s redevelopment agency. Also, loans can be to private entities but not the sub-grantees, and the sub-grantees need to own the site.

Emily talked about the policies and procedures and interlocal agreement, as well as an overview of the EPA RLF Cleanup Program form provided in the binders. She mentioned that the Board must approve funding for one project in each Coalition Partner's jurisdiction before it can approve a second project in any Coalition Partner's jurisdiction – although this requirement can be waived. Each Board member will serve a four year term. There will be application fees, origination fee, and a monthly service fee. Discussions were made by the group regarding what the fees are used for. Christina said we are moving along according to the requirements of the EPA.

Discuss New Funding Proposal:

- a. **Ogden Business Exchange Presentation** – Brandon Cooper began with his power point presentation that was also provided in the binders. He showed the site where the plans are and what is going to be built on the site. Brandon talked about the amount they will need to do this project. Questions and comments were made. Brandon provided a breakdown with his funding request and re-payment structure. He said it would be a phased project taking approximately 3 years to complete.

Other Business: None

Next Meeting: December 18, 2014
11:00 AM to 12:00 PM

Adjourn: Carlton Christensen motioned to adjourn. Brandon Cooper seconded the motion. Motion was approved.