

# Westside Coalition

## Minutes of August 23, 2022 Westside Coalition Board of Directors Meeting

**Minutes Taken By:** Marisa Neil – Board Secretary

**Location:** NeighborWorks Community Mtg Room 622 W 500 N SLC   **Online:** Zoom Meeting

**Time:** Started 5:34pm Ended 7:03pm      Wi-Fi Password: Nswfl\$1234

Board Members Present (16)	Krischa Arrington (online), Turner Bitton (online), Charlotte Fife-Jepperson, CJ Hellige, Esther Jackson-Stowell, Darin Mann (online), Terry Marasco, Marisa Neil, Billy Palmer, Kevin Parke, Blake Perez, Rick Silver, Dan Strong, Nigel Swaby (online), Daniel Tu’utau, Jason Wessel.
Board Members Excused or Absent (2)	Chaise Ware, Dorothy Owen
Others Present:	Maria Garciaz (Board Advisor), Jasmine Walton (NeighborWorks staff), Joseph Arrington (associate general member, online), Richard Holman (associate general member, online).; Todd Anderson and Cathy Rigby from SLC Economic Development; Eva Lopez from the Office of the Mayor (online).
<b>Item 1</b>	<b>WELCOME</b>
Dan Strong	Dan opened the meeting with a quorum. The board took a few minutes to go around and introduce themselves and others present.
<b>Item 2</b>	<b>Approval of Minutes</b>
Jason, Kevin Motion and vote	Jason made the motion to approve the meeting minutes for the July 26, 2022 Board of Directors meeting. Kevin seconded the motion, which passed unanimously.
<b>Item 3</b>	<b>Coalition Business</b>
Charlotte Candidate Forum Update	<p><b><u>Candidate Forum Update</u></b></p> <p>Charlotte provided an update for the Candidate Forum that the Westside Coalition is organizing in partnership with the League of Women Voters on September 22<sup>nd</sup>.</p> <ul style="list-style-type: none"> <li>So far, only two invitees have responded that they will not be attending the event, but a lot of invitees have not responded at all. The roster of attending candidates will be finalized by Wednesday <b>[August 24<sup>th</sup> or 31<sup>st</sup>?]</b></li> <li>Attendees will be incentivized to visit as many tables/booths as they can by giving them a passport card that will be punched/stamped at each table they visit. The passport card can then be turned in to enter a drawing for a cash (or gift card) prize.</li> </ul>

<p style="text-align: center;">Blake</p> <p style="text-align: center;">WSC Exec. Committee Community Council Tour</p> <p style="text-align: center;">Dan, Rick, CJ; Group Discussion</p> <p style="text-align: center;">Community Council Report-Out Proposal</p>	<ul style="list-style-type: none"> <li>• All races are invited, but only candidates from the following races are invited to participate in the Q&amp;A portion of the forum: <ul style="list-style-type: none"> <li>○ Utah State House of Representatives</li> <li>○ Utah State Senate</li> <li>○ Salt Lake County Council</li> <li>○ Salt Lake City School Board</li> <li>○ District Attorney</li> <li>○ State Treasurer</li> </ul> </li> <li>• The forum will last from 5:30 to 8:30pm. First, there will be dinner and an initial Meet &amp; Greet before moving onto the Timed Q&amp;A (which will be moderated by Fox 13’s Ben Winslow). After the Timed Q&amp;A, attendees will have the opportunity to ask any follow-up questions during a second Meet &amp; Greet.</li> <li>• For the Timed Q&amp;A: in order to formulate questions for the candidates, we will be reaching out to the community for topics of interest. The candidates will be given a list of topics before the forum so that they can prepare. The questions will be as nonpartisan and unbiased as possible.</li> <li>• Charlotte will email the board with the event details so that directors may distribute the information to their respective community councils.</li> <li>• Social media assets for the forum will be out in the first week of September.</li> </ul> <p><b><u>WSC Executive Committee Community Council Tour</u></b></p> <p>The WSC Executive Committee will be giving a 10-minute presentation introducing the Westside Coalition to each of the six community councils comprising the Coalition. Blake shared the slide deck for said presentation with the Board. The presentation will cover the following:</p> <ul style="list-style-type: none"> <li>• What and who is the Westside Coalition</li> <li>• How the WSC is organized (bylaws accessible on the website)</li> <li>• The WSC’s decision making process</li> <li>• Issue areas (value statements accessible on the website)</li> <li>• Future goals</li> <li>• Events such as the Annual Meeting, Paint Your Heart Out, the International Market, and Candidate Night</li> <li>• More details about the Candidate Night</li> </ul> <p><b><u>Community Council Report-Out Proposal</u></b></p> <p>Dan proposed to the Board that in upcoming Board meetings, each community council chair will take a few (less than five) minutes to share with the WSC Board any important topics that have come up in their community council meetings or other items of particular concern to their constituents. CJ agreed that a brief community council report would be a valuable part of our future Board meetings, particularly if there is a pressing topic that concerns</p>
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<p style="text-align: center;">Dan Attendance Reminder</p> <p style="text-align: center;">Esther, Joseph</p> <p style="text-align: center;">Billy Paint Your Heart Out Debrief</p>	<p>multiple communities. Rick said that the community council report would be a way to “find out what people are really interested in.” The WSC does not have communication with every single person on the west side, and sharing a brief report from each community council would help us better represent the interests of the west side. Rick suggested assigning someone to help raise some funds for the WSC to hire surveying firms (WSC currently has \$31k). Dan said that that discussion can be revisited in the context of our budget. Any Directors with ideas for fundraising should contact the Executive Committee.</p> <p><b><u>Attendance Reminder</u></b></p> <p>Dan reminded the Board that the bylaws state that all directors must attend the monthly meetings, and that 3 unexcused absences in a row is grounds for removal and replacement. If Directors know that they will be unable to attend a Board meeting, they are to contact either Dan or Marisa.</p> <p>Esther asked how Directors removed from the Board due to inattendance will be replaced. Dan answered that the affected Community Council will be asked to suggest a new appointee, who will then be voted in by the Board.</p> <p>Dan verified for Joseph that the attendance rule only applies to voting members of the Board.</p> <p><b><u>Paint Your Heart Out Debrief</u></b></p> <p>Billy thanked the volunteers who participated in Paint Your Heart Out on August 12<sup>th</sup>-- Blake, Marisa, Dorothy, Terry, Turner, and Turner’s partner Chase—for their time and hard work. Everyone had a good time painting and getting to know each other better. Dorothy also trimmed quite a few shrubs around the house as the group painted.</p> <p>Neighborworks has before and after photos of all the houses painted (although the house WSC painted will not look drastically different; the family wanted to keep the same colors). The WSC painted all four exterior walls and was done before noon. The family appreciated the fresh coat of paint. Billy says he hopes that the WSC can form a Paint Your Heart Out team next year as well.</p>
<p><b>Item 4</b></p>	<p><b><u>Issue Area Report-Out</u></b></p>
<p style="text-align: center;">Blake</p>	<p>Blake provided an update about the Issue Area management team. He and the Managers met altogether for the first time a few weeks prior to this Board meeting. They discussed networks, policy matrices, how to form committees, determining what is important to each Issue Area, and developing templates. Blake showed an example of a policy matrix that he and the Issue Area Managers will use to keep track of important policies so that the WSC can create statements or position papers for those policies. He then outlined the flow of decision making: Statements/papers go through Issue Area Managers, then to the Issue Area Manager team, then onto the Executive Committee before finally being brought to the Board of Directors.</p>

<p>CJ</p> <p>Nigel</p> <p>Dan</p>	<p>Blake added that he would like for the WSC to hold a quarterly speaker series that would address each issue area.</p> <p>Going forward, Blake and the Issue Area Manager team intend to meet monthly.</p> <p>CJ gave a brief overview of the Housing and Homeless Issue Area policy matrix. These are the four most important policies/items on the horizon:</p> <ul style="list-style-type: none"> <li>- Housing Incentives (formerly the Affordable Housing Overlay) <ul style="list-style-type: none"> <li>o Currently in public comment period</li> <li>o Nigel added that according to the Mayor, a public committee will be created. It will be at least 60-90 days before Housing Incentives goes back to the Planning Commission.</li> </ul> </li> <li>- SLC Housing Masterplan <ul style="list-style-type: none"> <li>o Currently in public comment period</li> </ul> </li> <li>- Thriving in Place study of gentrification and displacement</li> <li>- The Other Side Village</li> </ul> <p>Approximately 30 minutes on each month’s agenda will be allocated to cover Issue Areas. Dan told the Coalition, “we are on the cusp of being able to move more quickly and address important things affecting the west side.” We can be more effective with a decision-making process in place. If any Directors are not in favor of this decision-making process, they are to get in touch with the Executive Committee.</p>
Item 5	SLC Community Grant Presentation
<p>Todd Anderson, Cathy Rigby</p> <p>Maria</p>	<p>Todd Anderson and Cathy Rigby from the Economic Development Department of Salt Lake City presented on the SLC Community Grant program. Todd is the American Rescue Plan Act (ARPA) Project Coordinator and Cathy is the ARPA Project Manager.</p> <p>Mayor Mendenhall announced that Salt Lake City will be launching the Community Grants program to put \$4 million into the economy. \$2 million has been allocated to the Department of Economic Development to support non-profits, small businesses, and artists/artisans in the community.</p> <ul style="list-style-type: none"> <li>- NPOs offering arts or other small business-specific COVID-19 relief programs can apply for a grant of up to \$100,000</li> <li>- Small businesses, artists, artisans, creatives, and NPOs (as individual businesses) can apply for up to \$50,000</li> </ul> <p>Todd and Cathy went over the program guidelines, who is eligible to apply for a grant, eligible uses of the grant money, required documents, and the application deadlines. <i>(See Figures 1-4 at the end of this document)</i></p> <p>Maria brought up that some small business owners borrowed money to stay open during the COVID-19 pandemic and asked if those business owners could use this grant money to pay back. Cathy answered that they cannot,</p>

however they can be reimbursed and use that money for advanced planning.

Maria also mentioned that some small businesses may not have all the required documents. Cathy explained that half of the funds would be available for the first round of the program (September) and then there would be a second round in January or February when the other half of the funds would be available. Applicants who require assistance to gather the required documents and submit their application, need more time to get through the application process, or were unsuccessful in the first round can apply in the second round. Todd, Maria, and Department of Economic Development staff are available to assist in the application process. The Department of Economic Development will also be holding Q & A webinars.

Todd and Cathy asked the WSC to help spread the word about this opportunity to the small businesses, NPOs, and artists in our community.

For any questions, please contact Todd Andersen at [todd.andersen@slcgov.com](mailto:todd.andersen@slcgov.com).

**Item 6 Environmental Resources Manager Election**

Candidate Statements

Terry Marasco and Richard Holman each submitted a candidate statement, which was distributed through Boardspot. Esther withdrew her self-nomination from the previous meeting, but said she is “happy to be someone’s assistant” and attend meetings and help where she can. She is happy to support whoever is elected.

**Terry**

Terry gave a summary of his involvement in environmental activism. He helped to end the Las Vegas Pipeline project before focusing on issues on Salt Lake City’s west side. He has served on the board for Utah Moms for Clean Air as well as the governor’s air quality action team. He has made numerous recommendations to the legislature regarding air quality. When the Inland Port came to Utah, he started talking to Dorothy and got involved in the early discussions regarding the Port. Recently, he has been conversing with the Port’s new Executive Director Ben Hart. Terry also has a good relationship with Jack Hedge, the President of the Inland Port, and with the legislature.

**Richard**

Richard also gave a summary of his involvement in environmental justice. His focus has been addressing air quality, and he has been trying to bring attention to this issue for “quite some time.” He has written to the EPA asking them to conduct an environmental justice assessment of the west side. He has met quarterly of with the EPA for a year prior to making this request. Richard has since met with Miles Sansom, Daniel Mendoza, the city, and Ben Hart to help them understand the purpose and scope of the

Vote	<p>assessment. The assessment will look at all sources of pollution in the west side (refineries, interstates, etc) with the goal of minimizing these sources. The output of the report will be provided to community members. Richard stated the importance of amplifying the emerging voice of the Westside. "People are starting to pay attention."</p> <p><b><u>Vote</u></b></p> <p>In-person Directors' votes were anonymously written on pieces of paper, which were collected by Jasmine Walton. Online Directors submitted their votes to Marisa either by text or privately in the Zoom chat. Jasmine counted the votes.</p> <p><b>Terry: 11 votes</b>  <b>Richard: 3 votes</b>  <b>Abstain: 1</b></p> <p><b>Terry Marasco</b> was elected the Environmental Resources Issue Area Manager</p>
Item 7	Inalnd Port Engagement Discussion

<p>Dan</p> <p>Jason, Terry, Billy</p> <p>MOTION AND VOTE</p>	<p>Dan opened a discussion about how the WSC can engage with the Inland Port. The Inland Port has a tremendous impact on the west side and does not fall neatly into any of the Issue Areas the Board has created. The Executive Committee recommends that the Board create a Long-Term Project category, which would include things like the Inland Port as well as the International Market. Additionally, the Board would elect an Inland Port liaison. This would be a complicated role; the Inland Port Liaison would work with Issue Area Managers and would interface with the WSC, the Port, and groups focused on the Port. The liaison would get feedback from the Board be the WSC's mouthpiece in meetings.</p> <p>Jason, Terry, and Billy voiced their support for creating this role. Terry told the group that "things are happening fast, they are not waiting for comments, and are just barreling ahead." The WSC needs to make the Port a priority, and he likes the idea of having someone directly over the Port. Billy feels that a liaison is a good way to give the Port the attention it requires while preventing the Coalition from getting caught up in a single issue.</p> <p><b><u>Potential Inland Port Liaison Selection</u></b></p> <p>Billy moved to create the Inland Port Liaison position, and Esther seconded the motion. The motion passed unanimously.</p> <p>The group briefly discussed potential persons who could act as the Inland Port Liaison. Dan said that Dorothy is a potential candidate but he did not want to nominate her before gauging her interest, particularly because she</p>
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<p>Selection at next meeting</p>	<p>was not in attendance at this meeting. Esther expressed interest in the position.</p> <p>It was decided that Dan will inform Directors not in attendance that the liaison position now exists, and that anyone interested in the position should let the Executive Committee know before the next meeting (September 27<sup>th</sup>)</p>
<p><b>Item 8</b></p>	<p><b>Other Items Discussed</b></p>
<p>Terry; Cross E Ranch</p> <p>Jason; Public Safety</p> <p>Blake; Parks Bond</p>	<p>Terry brought up that the Cross E Ranch is for sale, and that he is trying to turn it into an agritourism project, but no one has come up with the money yet. He fears that it will turn into warehouses.</p> <p>Jason provided a brief update regarding the Public Safety Issue Area. His current focus is to find out what public safety topics and policies are of most concern to the west side. He is also looking for people to join the committee.</p> <p>Blake, in conjunction with Turner, proposed to the board that the WSC take a supportive stance on the \$80M general obligation bond that will be on the ballot this November. The bond will pay for significant improvements to the city's parks, including the most frequented parks on the west side. Blake emailed a <i>Salt Lake Tribune</i> article to the Board outlining the details of the bond. Blake is strongly in favor of the bond and believes the Coalition should encourage people to vote for it in November.</p> <p>Jason said that the general obligation bond needs to be brought up in the community council meetings as well. Nigel confirmed that Fairpark CC would be discussing it at their August meeting.</p>
<p><b>Item 9</b></p>	<p><b>Public Comment</b></p>
<p>Fawn</p> <p>Charlotte</p>	<p>Fawn Groves appreciates hearing the Coalitions perspectives and concerns. ASPIRE would love to support the Coalition in its efforts toward assessing and mitigating air pollution on the west side.</p> <p>Charlotte reminded everyone at the meeting that while there will be no International Market in September, but the Market on October 29<sup>th</sup> will have a Dia de los Muertos theme. She said that the August Market was not well-attended, and that we really need to invest in the October Market and make sure it is successful. She asked that anyone with suggestions for vendors or entertainment contact her or Terry. Fawn added that ASPIRE will be there.</p>
<p><b>Item 10</b></p>	<p><b>Adjourn</b></p>
	<p><b>Next Meeting:</b> September 27th (Fourth Tues) 5:30 PM at same NeighborWorks location</p>

## Future & Pending Tasks

**Charlotte:** Ongoing Candidate Night planning

**Everyone:** inform community councils about the Community Grant Program

## Upcoming Meetings & Events


**Sept. 22 (T):** Candidate Night 5:30pm—8:30pm

**Sept. 27 (T)** Next WSC Board Meeting 5:30pm—7:00pm

**Oct. 29 (Sa).** International Market 2pm—8pm

Figure 1: CGP Eligibility Guidelines

### Program Guidelines



#### Who Is Eligible to Apply?

To be eligible for grants, applicants must meet all the following requirements:


- Business is physically located and licensed to do business\* in Salt Lake City before January 1, 2020 \*If you are a home-based business, artist or musician, a business license is **not** required
- Business has less than 50 full-time employees.
- Business can show it was negatively impacted by the COVID-19 pandemic or related shutdowns.
- Business is **not** facing pending litigation or legal action.
- Business is **not** suspended or restricted from the use of federal funds.
- Business is **not** a franchise that is a subsidiary of a larger corporation.
- Business is **not** a multinational or publicly traded business.
- Business is **not** a chain (unless most locations are in Salt Lake City).
- Business is **not** owned by a city employee, elected or appointed official.

**With exceptions for the following:**

- Eligible individual artists must reside in Salt Lake City and must have been a professional artist before January 1, 2020.
- A home-based business is eligible to apply but must reside in Salt Lake City.
- Mobile food vendors are eligible to apply if the business owner resides in Salt Lake City OR the business uses a commissary kitchen located in SLC
- Nonprofit organizations are eligible to apply in two ways: 1) as a small business themselves if they were negatively impacted by COVID-19 and related shutdowns, or 2) as a subrecipient applicant that is offering artist/artisan and small business specific recovery programs.
- Nonprofit agencies serving a disproportionately impacted community must indicate such on their application.


Figure 2: Eligible uses of grant funding

### Program Guidelines




#### Eligible uses of grant funding

- Wages (payroll & benefits)
- Costs to retain employees (bonuses & retention pay have additional requirements)
- Mortgage, rent, or utilities costs
- COVID-19 prevention procedures (enhanced cleaning, barriers/dividers, COVID-19 vaccinations/testing)
- One-on-one business counseling, or other business planning services
- Other operating costs



#### Ineligible/prohibited uses of grant funding include, but are not limited to:


- Deposits into pension funds
- Debt servicing
- Replenishing financial reserves (stabilization or “rainy day” funds)
- Other personal enrichment activities



#### Timeline for Use of Funds

Grant funding may only be used for costs incurred after March 3, 2021. All funds must be spent by December 31, 2024, with receipts provided no later than December 31, 2026.






## Required Documents

**REQUIRED DOCUMENTS**  
In addition to the application, the following documentation is required for grant consideration. Applications should submit copies electronically and keep the original documents.

- **Federal Income Tax Returns (pre- and post-pandemic);** these should demonstrate negative economic impact or evidence of revenue reduction due to COVID-19 and related shutdowns
- **A signed copy of your IRS W-9**
- **A current copy of your Salt Lake City Business License\***  
\*if you are a home-based business, artist or musician, a business license is not required  
if you need a new copy of your business license, contact the SLC Business Licensing Division at (801) 535-6644 or [business.license@slcgov.com](mailto:business.license@slcgov.com)
- **Photo Identification;** examples of eligible forms of ID: Valid Driver's License, Passport or Passport Card, Birth Certificate, State-issued, Student or Military Identification Card
- **Schedule C;** only required if you are a sole owner/proprietor
- **Form 941 (Payroll Taxes);** only required if you are requesting wages, benefits or payroll reimbursement
- **Form 33H -Employer Quarterly Wage List and Contributions Report;** only for businesses requesting funding for employee wages
- **Copies of other Federal, State or local COVID-19 financial assistance received (PPP, EIDL, etc.);** only required if additional funding received; information about the dollar amount and use of the funds received


Figure 3: CGP required documents




## Deadlines / How to Apply

The application portal will open for a **30-day window** from:  
**September 1<sup>st</sup> to September 30<sup>th</sup>, 2022**


- Applications received online or in-person after the deadline will be considered late and will not be accepted.
- The Program will also offer a **second phase of funding**. Another 30-day window will be opened to receive applications in later months. A second phase rollout will allow for equitable access to funding to communities who
  - 1) may be engaged in technical assistance
  - 2) need longer lead times to get through the application process, or
  - 3) were unsuccessful in the first round
 City staff will release more information on this second phase in later months.



**Online:** starting September 1<sup>st</sup>, applicants can visit the [application portal](#) to complete an online application (along with required business documents) before the deadline. If this link doesn't work, you can access the portal through <https://www.slc.gov/ed/communitygrantsprogram>



**Mail:** Applicants can pick up a paper application at City Hall and mail their application (along with required business documents) to the following address before the deadline:  
*SLC Economic Development  
PO Box 145590  
Salt Lake City, UT 84114-5590*



**In-Person:** Applicants can visit Salt Lake City Hall to pick up a paper application:  
*SLC Economic Development  
451 South State Street, Room 128  
Salt Lake City, Utah 84114*

Completed paper applications (along with required business documents) can be returned to the above address before the deadline.

Figure 4: CGP application instructions and deadline