East Central Intergovernmental Association
a regional response to local needs

ECIA

IV.D. Narrative Information Sheet

R07-20-A-002

IV.D.1. Applicant Identification: East Central Intergovernmental Association (ECIA)
7600 Commerce Park
Dubuque, IA 52002

IV.D.2. Funding Requested:

IV.D.2.a. Assessment Grant Type: Coalition

IV.D.2.b. Federal Funds Requested:

IV.D.2.b.i. Requested Amount: $600,000

IV.D.2.b. ii. Federal Funds Requested Waiver: Not applicable

IV.D.2.c. Contamination: $550,000 Hazardous/commingled substance & $50,000 petroleum

IV.D.3. Location: Focus on cities and unincorporated areas in Clinton, Delaware and Jackson Counties as covered by Coalition partner jurisdictions. Additional sites in Cedar and Dubuque Counties covered under ECIA jurisdiction.

IV.D.4. Property Information for Site-specific Applications: Not applicable

IV.D.5. Contacts

IV.D.5.a. Project Director: Dawn Danielson
ECIA, 7600 Commerce Park, Dubuque, IA 52002
563.690.5772 (p); ddanielson@ecia.org

IV.D.5.b. Chief Executive/Highest Ranking Elected Official:
Kelley Deutmeyer, Executive Director,
ECIA, 7600 Commerce Park, Dubuque, IA 52002
563.213.0897 (p); kdeutmeyer@ecia.org

IV.D.6. Population (2010 Census)[1]:

Cities of Priority Sites:
Maquoketa (Clinton Engine & Jackson County Regional Health Center): 6,141
Clinton (Former US Post Office): 26,885
DeWitt (Walker's Salvage): 5,322
Sabula (Tyco): 576
Manchester (Former Lincoln School): 5,179

Target Area Counties:
Jackson County: 19,848
Clinton County: 49,116
Delaware County: 17,764

[1] Data from 2010 U.S. Census

IV.D.7. Other Factors Checklist

Other Factors	Page #
Community population is 10,000 or less.	1, 5
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	N/A
The priority brownfield site(s) is impacted by mine-scarred land.	N/A
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	1,2,3
The priority site(s) is in a federally designated flood plain.	N/A
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	3, 4
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	9

IV.D.8. Letter from the State or Tribal Environmental Authority – see attachment IV.D.8. State Envo Authority

IOWA DEPARTMENT OF NATURAL RESOURCES

GOVERNOR KIM REYNOLDS
LT. GOVERNOR ADAM GREGG

DIRECTOR KAYLA LYON

November 22, 2019

Mr. Jonathan Harrington
US EPA Region 7
11201 Renner Blvd
Lenexa, KS 66219

RE: East Central Intergovernmental Association, Dubuque, Iowa –
Brownfield Coalition Assessment Grant Application

Dear Jonathan:

This letter is submitted as a statement of acknowledgement, review and support for the East Central Intergovernmental Association's (ECIA's) assessment grant application for $600,000 ($550,000 hazardous substances, and $50,000 petroleum-only) through funding authorized by §104(k) of CERCLA. This application and brownfield assessment initiative addresses known and potential hazardous substance and petroleum contamination at multiple abandoned and underutilized commercial and industrial parcels within a coalition of five counties that ECIA serves.

ECIA and their coalition partners seek to carry out a comprehensive, community-wide approach for public engagement and participation in the environmental assessment, cleanup, and redevelopment planning efforts for former manufacturing, warehousing, and railroad properties within this five-county area of small, rural communities, as known and suspected environmental contaminants have had a detrimental impact on redevelopment interest and community quality impact in this area. These small communities have interest in partnerships to address brownfield sites for community and environmental improvement; however, they lack the planning and financial resources needed for a comprehensive approach to the brownfield issues that these sites present.

The Iowa Department of Natural Resources (IDNR) has worked closely with ECIA and a number of their community partners in past years, by providing technical and financial resources through our Brownfield State Response Section 128(a) Program; however, the number of communities and sites that need further brownfield assistance for redevelopment strategy, planning, and assessment and risk-analysis, will require significant investment, beyond the resources that the IDNR can provide.

The IDNR appreciates the opportunity to be a supportive partner for brownfield assessment, cleanup, and redevelopment projects in the past with ECIA and their coalition members, and we support the brownfield assessment strategies presented within the ECIA's application with the highest degree of endorsement and confidence.

Sincerely,

Mr. Mel Pins
Executive Officer
Iowa Brownfield Redevelopment Program

WALLACE BUILDING, 502 E 9TH ST, DES MOINES IA 50319
Phone: 515-725-8200 www.IowaDNR.gov Fax: 515-725-8202

Narrative for Assessment Grant

IV.E.1. Project Area Description and Plans for Revitalization

IV.E.1.a Target Area and Brownfields

IV.E.1.a.i. Background and Description of Target Area: East Central Intergovernmental Association (ECIA) is a public governmental entity providing a regional response to the needs of its designated five counties in east central Iowa empowering communities and their people. The five counties (Cedar, Clinton, Delaware, Dubuque, and Jackson) include 66 cities, 64 of which are under **7,000 population**. ECIA provides the intergovernmental connection between those cities, state and federal government. With the exception of Dubuque, the largest city in the region, these cities do not have staff or the financial resources to access and administer complex federal grant contracts. ECIA partnered with Jackson & Clinton County on a FY16 Brownfield Assessment Grant. Assessments were completed on 24 sites in the region however not all of these sites are fully assessed and funds are depleted leaving a shortfall. Sixty more sites are in need of assessment funds and eventual cleanup to become reuse ready. Of the 60 sites, 44 are scattered throughout rural cities in Delaware, Clinton and Jackson County. Therefore, ECIA, Clinton & Jackson County added Delaware County as a partner in seeking additional EPA Coalition Assessment Funding to continue efforts in establishing and implementing a sustainable rural brownfields reuse program. Funds will be used to identify and prioritize additional brownfield inventory, complete planning, assess 12-15 sites, and obtain leverageable resources for the five counties, with **Clinton, Delaware and Jackson counties being Target Areas**.

The Mississippi River borders Clinton and Jackson Counties on the east. The Maquoketa River flows through Delaware and Jackson Counties. Numerous communities within the Target Area have dealt with costly floods and damages to infrastructure over the past several years from these rivers and tributaries. Most of these small rural communities have further struggled with withering main streets and town centers, vacant industrial facilities, underutilized or vacant commercial buildings and depressed residential neighborhoods. Businesses within the communities have expressed a lack of skilled-trade workers as populations are aging. This has had an impact on communities attracting and retaining businesses within the region. In addition to the skills gap, employers continue to have general workforce challenges including finding affordable housing for their workforce.

Clinton County is the eastern most county in Iowa, located on the Mississippi River, with a total population of 49,116[1]. The county had the largest decrease in population in Iowa in 2018 and has been steadily declining since 1980. The City of Clinton, pop. 26,885 began as a lumber town and has been home to several heavy industries, including Union Pacific and Archer Daniels Midland Company. The City has suffered several major employment losses including the Chicago & North Western Transportation Co. (250 job loss in 1995), Thomas and Betts (165 job loss in 2011), Evergreen Packaging (107 job loss in 2014), TMK IPSCO (loss of 131 jobs in 2015 & 102 jobs in 2019), and Ashford University (400 job loss in 2016) leaving several abandoned and dilapidated properties within Clinton's Opportunity Zone. Beyond the city's Brownfield issues, the rural towns in Clinton County are dealing with derelict commercial buildings abandoned after the loss of employment within the county.

Jackson County, north of Clinton County along the Mississippi River, is extremely rural with a total population of just 19,848[1] according to the 2010 census. From 2010 to 2018, Jackson County, similar to Clinton County, has seen a decrease in its population. The county seat, Maquoketa, has a population of 6,141[1], and 41% of the county's population lives in unincorporated areas. The Maquoketa River runs through the northern portion of Maquoketa. Jackson County's small towns are also disproportionately affected by Brownfields. One identified Brownfield Priority Site, the former Clinton Engines at its height employed over 1,000 people. Clinton Engines closed in 1980 and in combination with the farm

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crisis began a startling economic downturn in Maquoketa that rippled throughout Jackson County. The City of Maquoketa acquired the site in 1980 and has been working on assessing and containing the known contaminants on the site to minimize impact on environmental and health threats to sensitive populations. Over the past 40 years, the combination of an aging population, low-wage jobs, loss of small businesses and major employers, a devasting downtown fire and out-migration of young people has created a cycle of disinvestment and taken its toll on not only Maquoketa but all of Jackson County.

Delaware County, with a population of 17,770[1] is the smallest of the Target Area counties. The Maquoketa River runs through the county. Delaware County also has struggled from decline in population, low-wage jobs and the loss of small businesses impacting the downtowns. Lack of affordable housing and workforce ready employees has deterred new employers from relocating in the area. Farm communities have been suffering from the decline in the agricultural industry. Flooding along the Maquoketa River has impacted Manchester and other rural areas in Delaware resulting in multiple Presidential Disaster Declarations. As a result of the decline in population in five communities within Delaware County several elementary schools closed and sit vacant and abandoned. One Brownfield Priority Site, the Lincoln School needs funding to serve as a catalyst for the development of a pocket neighborhood to address affordable housing needs in Manchester.

The three Target Areas have been experiencing a shortage of affordable housing and in having adequate workforce ready employees to meet employer needs. Low unemployment rates across all three counties exacerbates the lack of available workforce. Assessment funds will provide a catalyst for the conversion of Brownfield sites into Affordable Housing that will attract new residents and aid community efforts to increase the workforce. Beyond the target area contractual funds will be used in other rural member communities, as well as unincorporated county areas within the five counties, as Brownfield sites are identified and prioritized.

IV.E.1.a. ii. Description of the Priority Brownfield Site(s)

The table below outlines six priority Brownfield sites within the Target Area:

Site (Location)	**Past Use/Current Condition**	**Potential/Known Contaminants**	**Assessment Work Needed**
Former Clinton Engines (Maquoketa)*	Small engine manufacturing - part of former Milwaukee Railway Corridor; site partially redeveloped as museum; partially assessed; under ongoing investigation	toluene & trichloroethylene (TCE), VOCs[2]	Sampling, Cleanup planning (also RLF funds)
Jackson Co. Regional Health Center (Maquoketa)*	Health Center, dilapidated	asbestos[4], lead[3], petroleum	Phase I, Asbestos & Lead Inspection, Cleanup Planning
Walker's Salvage (DeWitt)	Junk yard/Salvage	lead[3], refrigerants, selenium, arsenic and barium	Phase I, II, Cleanup Planning, Reuse Planning for portion of site
US Post Office (Clinton)*	Former Post Office – now used for storage	asbestos[3], mold[4], lead[4]	Asbestos & Lead Inspection, Cleanup planning, Market Study
Former Tyco Electronics (Sabula)	Electronics manufacturing	Heavy metals; refrigerants; waste oil	Phase I, II, Asbestos & Lead Inspection, Cleanup planning
Former Lincoln School Building (Manchester)	Former school – vacant, dilapidated	asbestos[3], mold[4], lead[4]	Phase I, II, Asbestos & Lead Inspection, Cleanup planning

*Within or near Opportunity Zones located in the heart of Jackson (Maquoketa) County and Clinton (Clinton) County.

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The Priority sites were selected because the reuse plans would have the greatest impact on minimizing environmental and health concerns, obtaining additional leverageable resources and community support, alleviating affordable housing needs and attracting workforce to the target areas.

Trichloroethylene vapor intrusion and elevated concentrations of toluene discovered beyond the original Clinton Engine site are impacting over half of the city. The City has spent over $1 million in demolition and cleanup resources, while losing tax revenue annually on the site since the company's closure. The City's revitalization plan identifies a need for funds to complete planning and assessment work on the Clinton Engine site and the former health center. ECIA's current Brownfield funds are depleted and funds are needed to finish the assessment phase. Once completed the city will utilize the ECIA Brownfields RLF and other leverage resources to provide cleanup funds for the sites to prepare for reuse.

IV.E.1.b. Revitalization of the Target Area

IV.E.1.b.i. Reuse Strategy and Alignment with Revitalization Plans:

Site (Location)	Reuse Objective	Revitalization Alignment
Former Clinton Engines (Maquoketa)*	Expand museum; greenspace, renewable energy & eco-village	Cleanup required for recreational development of whitewater rafting park on Maquoketa River
Jackson Co. Regional Health Center (Maquoketa)*	Assisted Affordable Senior Housing	Proposed reuse of site aligns with Community Health needs assessment for affordable senior housing
Walker's Salvage (DeWitt)	Public works shop	Site cleanup would increase surrounding values and provide a location for public works site identified in city's plan
US Post Office (Clinton)	Mixed used: restaurant lower level & housing upper level	Cleanup of site would increase surrounding values and increase housing for workforce attracting new businesses to the community
Former Tyco Electronics (Sabula)	Light manufacturing and workforce housing	Cleanup of site aligns with city's plan to increase housing for workforce attracting new manufactures to community
Former Lincoln School Building (Manchester)	Pocket neighborhood	Offer affordable workforce housing to low income households identified as need by city of Manchester and Dyersville within Community Housing Assessment 2016
*Properties are located in an Opportunity Zone and site cleanup and reuse objective will help minimize health and environmental risk, while spurring economic growth and providing affordable housing within these zones.		

The Priority Site reuse plans outlined above align with EPA's FY2018-2022 Strategic Plan to provide cleaner, safer and healthier environments, accelerate the pace of cleanups and return sites to beneficial use in its community. The Brownfield Grant will provide a source for planning funds to cities that don't have these resources currently. Lack of planning funds is an existing road block in developing the Priority sites and in establishing sustainable and healthier communities. Two Maquoketa priority Brownfield sites (Clinton Engine & Jackson County Regional Health Center) are part of the City's revitalization priority area. The availability of planning funds will aid in community outreach and engagement to ensure the best potential use of the vacant sites, obtaining buy-in and building a community where residents feel safe and are proud of. Ultimately the goal is to minimize and contain the contaminants from further pollution in the city and to the Maquoketa River. The city plans to create a white-water park on the Maquoketa River to become a regional tourist destination.

IV.E.1.b. ii. Outcomes and Benefits of Reuse Strategy: The identified priority sites have the best potential to accelerate redevelopment. One major outcome of the site reuse strategies is identifying and minimizing exposure to contaminants especially to pregnant women and children within the Coalition's Target Area. Beyond minimizing health concerns having access to EPA funds will aid the Coalition in

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providing assistance to cities that have limited resources to deal with economic injustice. Two Priority Sites are located within Opportunity Zones which have higher levels of low-income residents. Funding of the proposed projects will assist the cites in spurring economic growth within their communities. Completion of assessment and planning on the sites will enable the cities to be able to market the properties, entice potential developers and/or key stakeholders' involvement in bringing the revitalization plans of the city into a reality. Development of the Priority Sites will aid in facilitate use and reuse of existing infrastructure, create additional greenspace and recreation area, launch sustainable equitable development and promote equitable affordable housing and increasing tourism as well. Development of a 10-unit pocket neighborhood at the Lincoln School site in Manchester, 4 condo units at the former Post Office site in Clinton & opening up 35 affordable homes with the creation of 40 senior housing units at the Jackson Co. Regional Health Center site will aid the communities in combating the demand for affordable workforce housing to attract and retain over 100 workforce employees, a dozen potential new businesses, and related economic spinoff.

IV.E.1.c. Strategy for Leveraging Resources

IV.E.1.c.i. Resources Needed for Site Reuse: The five counties are focused on revitalization and growth within the communities being served. The communities and developers actively seek and utilize federal funding from US EPA, US Economic Development Administration, US. Dept of Housing and Urban Development, US Dept. of Transportation, Small Business Administration, US Dept. of Agriculture; state funding from Iowa Economic Development Authority including Energy grant, Federal and/or State Historic Tax Credits, Low Income Housing Tax Credits, Iowa DNR, Iowa DOT, Iowa Dept. of Agriculture; local funding utilizing Tax Increment Financing, Tax Abatement and Rebates, General and Economic Development Funds, General Funds; Other funds from Community Foundations, Gaming grants, etc. Depending on the specific reuse of a property, funding may be a single source or layered. ECIA's $800,000 Brownfield RLF may be utilized as additional funding source on cleanups.

Clinton, Jackson and Delaware Counties have been working to address their Brownfields issues for many years working with ECIA to identify Brownfield sites, assess and cleanup sites for reuse. In conjunction with these efforts, Clinton Regional Development Corporation kicked off Future Focused 2024 fundraising campaign to create 500 jobs, seek capital investment of $100 million and bring 300 new workers to the area. The city is working on applying for a buyout grant to purchase homes within a section south of downtown that has been impacted by flooding numerous times over the past ten years. NICC is working with Jackson, Dubuque and Delaware Counties offering trade school scholarships to increase available workforce ready employees for employers. Reuse of Priority sites will further compliment and support these efforts.

IV.E.1.c. ii. Use of Existing Infrastructure: Priority Sites will use existing infrastructure with access to City utilities, communications, electric, natural gas and highways. The Clinton Engines site plans to add solar energy. The Museum is running generators 24/7 and adding solar panels to the site provides a huge savings in electrical utility expense to the Jackson County Historical Society, the nonprofit owner of the Museum. The Brownfields planning process will aid the City in looking into sustainable development & energy uses for both the regional health center site and the Clinton Engines site. The City may provide incentives for developers/entities who choose to implement sustainable development/energy star measures into the redevelopment initiatives.

IV.E.2. Community Need and Community Engagement

IV.E.2.a. Community Need

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IV.E.2.a.i. The Community's Need for Funding: With populations under 7,000 the municipalities struggle with aging structures and the need for redevelopment. Flooding has further drained human and capital resources and deteriorated city infrastructures. Businesses that were unable to recover from losses closed. Many low-income households lost their homes and/or belongings. EPA funding provides a multitude of benefits to the Target Area. The vacant Brownfields are not only eyesores within the communities but also contribute to declining property values and have a negative impact on reinvestment. The community resources are limited in assessing and marketing the vacant dilapidated Brownfields sites. The redevelopment with its addition of new employment opportunities and affordable housing will help stabilize and increase the population.

IV.E.2.a. ii. Threats to Sensitive Populations

1) Health or Welfare of Sensitive Populations: With EPA funds, the Coalition will be able to prioritize sites for redevelopment having the greatest impact on sensitive populations particularly pregnant women and children. Redevelopment within these communities will enable the Target Areas to address environmental health concerns impacting the uninsured population especially women and children. For example, in Maquoketa, trichlorethylene vapor intrusion poses a health risk to sensitive populations. Entrance to the museum warns women and children to not enter the facility because of the presence of trichlorethylene, a highly carcinogenic contaminant, which is known to effect liver, kidneys, immune system, and the central nervous system.[2]

2) Greater Than Normal Incidence of Disease and Adverse Health Conditions: Properties located near Brownfield sites, similar to flood plain areas, have lower values and therefore attracted lower income households. This sensitive population that is uninsured suffers more health impacts than those who have insurance. According to the 2013 Community Health Needs Assessment, Clinton and Jackson County there are more uninsured people than the state, and there is a high prevalence of asthma, high cancer mortality, infant mortality, heart disease mortality, mental health issues and suicide in these two counties in comparison to the state and nation. The prevalence of heart disease in Clinton County is 6.0% and in Jackson County is 6.26% of the population compared to 4.08% in the State and 4.33% in the US. The Infant mortality rates in Clinton County is 9.22 per 1,000 births compared to 5.28 in the State and 6.71 in the US. Clinton County has 24.87% and Jackson County 30.37% of their populations with poor dental health compared to 14.8% is the State and 15.65% in the US. Clinton County has 13.19% and Jackson County 12.79% of their populations with a disability compared to 11.11% in the State and 12% in the US. Clinton County has over 600 years of potential life lost per 100,000 population when compared to the State. **These higher than expected rates may be indicators of the effects of the hazards in the air and water in these counties.** Air quality is worse in the two counties than in the nation with Clinton County at 0.42% and Jackson County at 0.27% of days exceeding Air quality (particulate matter) standards while the state is at 0.09%. The Brownfield sites have contributed to the poor air quality as evidenced by presence of trichlorethylene vapors in Maquoketa. Low income housing including a mobile home park near the Clinton Engine site provides housing to women and children who are impacted from the poor air quality.

3) Disproportionately Impacted Populations: The Demographics below highlight challenges faced in the Target Area.

	Cities					Counties				
	Clinton	DeWitt	Manchester	Maquoketa	Sabula	Clinton	Delaware	Jackson	Iowa	National
Population[1]	26,885	5,322	5,179	6,141	576	49,116	17,764	19,848	3,046,355	308,745,538
Unemployment Rate[2]	4.7%	4.0%	2.2%	4.0%	2.7%	4.0%	2.2%	2.7%	2.6%	3.7%
Poverty Rate[3]	16%	15.5%	15.5%	19%	19%	13.1%	9.2%	12.0%	12.0%	13.8%
Median Household Income[3]	$42,702	$60,107	$ 52,089	$ 46,173	$50,855	$50,295	$ 60,534	$51,806	$ 56,570	$ 53,046

1Data from 2010 US Census; 2 Data from Aug 2019 American Community Survey; 3 Data from 2013-2017 American Community Survey

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The table reflects that the low-income population of the cities of all six of the Priority Sites are located are higher than the state of IA and national. Affordable housing has been identified as a need in all three Target Area communities. The issue is further compounded as property values in these counties, and specifically those near Brownfield sites are lower and attract lower income persons, many who are uninsured. Environmental issues disproportionally impact these low-income populations. It is only after assessments are completed that the dangers become known. The grant will aid in the completion of assessments of the Brownfield sites moving the cities one step closer towards reuse strategies that will minimize and reduce health risk impacting these sensitive populations.

IV.E.2.b. Community Engagement

IV.E.2.b.i. Project Partners & IV.E.2.b. ii. Project Partner Roles

Partner Name	Point of Contact (Name, Email and Phone)	Specific Role in the Project
ECIA Brownfields Coalition (Includes 30+ members from 5 county region)	Dawn Danielson, ddanielson@ecia.org; 563.690.5772	Input/advisor, Conduct Outreach, Community Engagement & aid in leveraging additional resources
Kansas State University's Technical Assistance to Brownfields (KSU-TAB)	Jennifer Clancey, jclancey@ksu.edu; 785.532.0782	Technical Support-Brownfields training/ facilitating and planning assistance
Jackson County Economic Alliance	Nic Hockenberry, hockenberry@thejcea.org; 563.652.4549	Input in identifying Brownfields inventory, support with Outreach & Community Engagement; support implementation of reuse plans; aid in seeking and providing leveraging support
Delaware County Economic Development	Donna Boss, dboss@delawarecountyia.com; 563.927.3325	
Clinton Regional Development Corporation	Erin Cole, ecole@clintondevelopment.com; 563.242.4536	
Iowa Economic Development Authority	Daniel Hansen, daneil.hansen@iowaeda.com; 515.348.6212; Nicole Hansen, cdbg@iowaeda.com, 515.348.6215	Advisor on historic preservation tax credit program and assistance with downtown revitalization projects
Iowa Department of Natural Resources	Mel Pins, mel.pins@dnr.iowa.gov; 515.725.8344	Technical Support-DNR Brownfields services & technical expertise
Iowa Department of Public Health	Gerd Clabaugh, 515.281.7689	Provide oversight regarding health concerns on sites with mold, asbestos, lead, etc.
Northeast Iowa Community College	Sue Stork, sstork@nicc.edu; 563.557.8271	Aid with community engagement and outreach regarding reuse plans

Coalition members have pledged to help deliver outputs and will explore opportunities to leverage resources and support implementation of reuse plans. ECIA will partner with others within the five-county region as needed to implement the project including but not limited to local developers, lenders, nonprofits, community organizations, real estate agents, health departments, historic preservation society, city councils and staff, Chambers of Commerce, citizens and property owners within the Target Areas.

IV.E.2.b.iii. Incorporating Community Input

The Brownfield Coalition Committee consisting of economic development authorities, nonprofits, county and/or city officials, citizens, and bankers will meet at minimum twice a year to discuss the project progress. The Steering Committee, a subset of the Coalition Committee will provide assistance in determining site prioritization based possible cleanup needs. Members of this committee include nonprofits, economic development authorities, local citizens, counties and/or city officials and bankers.

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ECIA will attend the clerk and mayor meetings for cities to engage the community regarding the project. Public meetings may be held within communities where Brownfields have been identified to update the public on the site and seek input into the reuse of the site. The ECIA website and social media will be updated providing the progress of Brownfield sites. Educational material will be created including a webinar series. Community members such as property owners, citizens, realtors within the community where the Brownfield site is located will be invited to participate in planning to determine highest and best use of identified priority sites.

IV.E.3. Task Descriptions, Cost Estimates, and Measuring Progress

IV.E.3.a. Description of Tasks/Activities and Outputs: In order to carry out the grant ECIA will contribute staff time (salary, benefits and indirect cost) in excess of what is budgeted in the form of administration support to carry out programmatic oversight and grant administration, office supplies (i.e. copies, telephone charges, other supplies) and potentially additional travel expenses for other staff to attend Brownfields conferences or for travel associated with inventory site recon. Task Activities outline some of the major tasks that coincide with the project.

Task 1: Project & Programmatic Management:

i. Project Implementation: Task includes management of the grant by the project manager, consultants and additional ECIA staff. ECIA staff will assure compliance with administrative and reporting requirements. Task activities include: consultant procurement, contracting and oversight; coordination with regulators; grant management and reporting; coordinating planning meetings, agendas, coordinating site access; reviewing assessment reports/AAI compliance; overseeing Brownfields Coalition.
ii. Anticipated Project Schedule: Ongoing throughout grant period; MOA executed prior to funding of first site, quarterly performance and financial report, annual MBE-WBE report, ACRES reporting ongoing; report semiannually to coalition update on project progress; ECIA will communicate to the Coalition Committee the availability of funds and begin to accept applications for use of assessment funds upon receiving grant award.
iii. Task/Activity Lead: ECIA; The Project Manager will oversee management of the project and all task
iv. Outputs: Consultant Contract, approved QAPPs, quarterly reports, ACRES updates, annual DBE reports, financial reports, project closeout report, minimum of 6 Coalition committee meetings with minutes

Task 2: Inventory & Prioritization:

i. Project Implementation: Task includes: brownfield site recon, research and ongoing inventory maintenance; coordination with local government dissemination of inventory data to appropriate audiences. Applications will be evaluated based on the prioritization of the inventory list that ECIA has been working on with the Coalition.
ii. Anticipated Project Schedule: Ongoing update to website and social media and recon of potential inventory site over grant period; prioritization criteria to be determined by coalition prior to fund disbursement
iii. Task/Activity Lead: ECIA and Steering Committee
iv. Outputs: Prioritized Brownfield inventory list, website and social media post to include progress on sites, 4 Brownfield educational handouts

Task 3: Outreach, Engagement & Planning:

i. Project Implementation: A Community Implementation Plan will be developed. ECIA staff and/or consultant will lead public community meetings to engage community members in planning activities. ECIA and/or KSU TAB may provide assistance with planning efforts including facilitation of public meetings.

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ii. Anticipated Project Schedule: Community Implementation Plan will be approved by Steering Committee prior to site planning use. Conduct workshop to educate community on project once during grant period; provide access to webinar series within first year of grant to reach all community stakeholders; Ongoing during grant period hold public meetings for community input as to site reuse planning

iii. Task/Activity Lead: ECIA and Planning Consultant along with Coalition member associated with where site is located

iv. Outputs: Approved community implementation plan, webpage, 4 factsheets, minimum of 1 public meeting per planning activity; minimum of 8 planning activities

Task 4: Assessment Activities:

i. Project Implementation: Assessment work will be performed by qualified environmental professional. ECIA staff, Liz Kemp may prepare LBP Inspections. Only 10% of the budget is allocated for Petroleum as all of the sites that we have identified as Brownfields are Hazardous/commingled. No petroleum site has been identified but wanted to have a small amount available for any site that may be identified during the grant period.

ii. Anticipated Project Schedule: Ongoing during grant period

iii. Task/Activity Lead: ECIA and Environmental Professional

iv. Outputs: Expect to complete 8 Phase Is; Other assessment work: Phase II reports, ACM & LBP Inspection reports, cleanup workplans, and supplemental on 12-15 sites

IV.E.3.b. Cost Estimates

Budget		Project Tasks ($)				
Hazardous		Task 1	Task 2	Task 3	Task 4	
		Project & Programmatic Management	Inventory & Prioritization	Outreach, Engagement & Planning	Assessment Activities	Total
Direct Costs	Personnel	30,000	10,000	43,200	7,500	**90,700**
	Fringe Benefits	9,000	3,000	12,960	2,250	**27,210**
	Personnel-Grant Admin	4,000				**4,000**
	Fringe Benefits-Grant Admin	1,120				**1,120**
	Travel	1,900	1,000	1,500	600	**5,000**
	Supplies	1,500	640	1,400	150	**3,690**
	Contractual/Consultant	11,900	-	119,000	264,500	**395,400**
	Admin - Indirect Cost	8,299	2,437	10,285	1,859	**22,880**
	Total Cost	**67,719**	**17,077**	**188,345**	**276,859**	**550,000**

Petroleum		Task 1	Task 2	Task 3	Task 4	
		Project & Programmatic Management	Inventory & Prioritization	Outreach, Engagement & Planning	Assessment Activities	Total
Direct Costs	Personnel	4,100	1,500	5,400	-	**11,000**
	Fringe Benefits	1,230	450	1,620	-	**3,300**
	Travel	530	420	500	-	**1,450**
	Supplies	-	-	150	-	**150**
	Contractual/Consultant	2,100	-	5,000	25,000	**32,100**
	Admin - Indirect Cost	744	300	956	-	**2,000**
	Total Cost	**8,704**	**2,670**	**13,626**	**25,000**	**50,000**

Task 1: Project & Programmatic Management [Hazardous $67,719+Petroleum $8,704=$76,423]
Personnel & Personnel-Grant Admin Cost: 762 hours at average rate of $50/hr.=$38,100 [$34,000 hazardous+$4,100 petroleum]; Fringe benefits =30% of personnel & personnel-grant admin cost $11,350=[$10,120 hazardous+$1,230 petroleum]; Travel: $2,430 for ECIA staff to attend Brownfields Conferences (estimate: registration fee: $200; airline/mileage: $700 & hotel: $250X5nights; food: $280); Supplies: Copies, materials: $1,500; Contractual/Consultant: (100 hours at $140/hr.=$14,000) [$11,900 hazardous+$2,100 petroleum]; Admin-Indirect cost totaling $9,043[$8,299 hazardous+$744 petroleum]

[1]Data from 2010 U.S. Census; [2]Carcinogen (kidney, liver, non-Hodgkin lymphoma); affects unborn fetus, cardiovascular, hematological, and immunological systems (ATSDR, CDC 2018); [3]Can affect almost every organ system; neurotoxin, carcinogen (ASTDR, CDC 2018); [4]Carcinogen (lungs, stomach, pancreas, intestines, esophagus, kidneys); affects respiratory system (ASTDR, CDC 2018)

Task 2: Inventory & Prioritization [Hazardous $17,077+Petroleum $2,670=$19,747] Personnel: 230 hours at $50/hour rate [$10,000 hazardous, $1,500 petroleum=$11,500]. Travel for site recon and coordination mileage was estimated at $1,000 hazardous & $420 petroleum; and $640 was allocated for inventory GIS software under Hazardous. Admin-indirect: $2,437 hazardous + $300 petroleum
Task 3: Outreach, Engagement, Planning [Hazardous $188,345 + Petroleum $13,626=$201,971] Over 30% of the budget will be spent on planning activities in the Target Area. ECIA budgeted 648 hours at $75/hour rate of staff time. [648X$75=$48,600] Fringe Benefit=30% of Personnel= $12,960 hazardous +$1620 petroleum; Contractual [620 hours X$200/hour=$124,000]; Travel: $2,000 ($1,500 Haz +$500petroleum); Supplies: $1,550 ($1,400 hazardous+$150 petroleum); Admin-indirect: $10,285 hazardous & $956 petroleum
Task 4: Assessment Activities [Hazardous $276,859 + Petroleum $25,000=$301,859]: 7 LBP inspections at $1,500 prepared ECIA-staff (Personnel $7,500, Fringe Benefits $2,250, Travel $600 & Printing Materials=Supplies $150); Total: $10,500 Hazardous; Admin-Indirect Cost: $1,859; Phase I ESAs: 7 hazardous/comingled and 1 petroleum at average cost of $3,000 [8X$3,000=$24,000]; Other Assessment activities: 14 Hazardous/commingled sites: Phase II, Cleanup Planning, Supplementals including ACM & LBP Inspections at an average site cost of $17,500 [14X$17,500=$245,000];1 petroleum site: Phase II, Cleanup Planning, Supplementals including ACM & LBP Inspections at an average site cost of $20,500 [1X$20,500=$20,500]

IV.E.3.c. Measuring Environmental Results: Achieve goals/objectives outlined in workplan for project. The workplan will outline each Task, activities related to the task, who will be completing the activities and timeline for completion. Any outputs and outcomes achieved will be reported quarterly to EPA, periodically to the Coalition and updated on the ECIA Brownfields website and in ACRES. ACRES will continually be updated even after the end of the grant period and will include outcomes including leveraging obtained on each site. Outcomes to be achieved as result of grant being funded include: increase in economic and commercial development, increase in tourism, sustainable redevelopment, creation of greenspace/trails, expansion of affordable housing availability, reduction in environmental contaminants and health risks. Success measured by # pf participants at meetings, frequency of meetings, level of community support and feedback in project.

IV.E.4 Programmatic Capability and Past Performance
IV.E.4.a. Programmatic Capability
IV.E.4. a.i. Organizational Structure & IV.E.4.a.ii Description of Key Staff: The FY2016 Brownfield Assessment Grant's memorandum of agreement (MOA) will be updated/modified to add Delaware County as a partner and any additional changes needed under the new assessment grant will be made to the MOA prior to funding a site. ECIA and the Coalition members will continue to work with the municipalities through a Brownfield Coalition Steering Committee to identify Brownfield sites. ECIA will periodically update the Coalition Committee on the Brownfield project. Historically ECIA has utilized the services of KSU TAB for planning, community outreach and technical aspects of the grant. ECIA will continue to take advantage of these technical experts and free services when available. ECIA's professional staff are experienced in administrating government grants and have a combined planning, development, grand administration and economic development experience surpassing 200 years and will support the project by providing administrative support and assist with public meetings and community outreach.

[1]Data from 2010 U.S. Census; [2]Carcinogen (kidney, liver, non-Hodgkin lymphoma); affects unborn fetus, cardiovascular, hematological, and immunological systems (ATSDR, CDC 2018); [3]Can affect almost every organ system; neurotoxin, carcinogen (ASTDR, CDC 2018); [4]Carcinogen (lungs, stomach, pancreas, intestines, esophagus, kidneys); affects respiratory system (ASTDR, CDC 2018)

The table below outlines the staff ECIA has to manage and administer the project.

Staff	Role	Expertise, Qualifications, Experience
Dawn Danielson	Project Manager	Current project manager of Brownfield Assessment Grant & RLF; 25+ years of banking/financial experience working. Dawn will be the Project Manager and oversee all programmatic activities, updates of inventory, and work with Coalition on outreach and engagement activities.
Mark Schneider & Matt Specht	Community Director	Matt has 16+ years of experience in lending; Matt & Mark, combined, have over 45 years in writing and administrating government grants; They will aid in project management, community outreach and planning efforts.
Lisa Weinhold & financial & administrative staff	Financial Director & assistants	Lisa and her team will provide administrative support including but not limited to expense processing; regulatory reporting; Lisa is a CPA and has over 35 years of accounting experience and her team has over 50 years combined experience
Dylan Michels	IT & Marketing	Dylan will assist with tracking Brownfield sites inventory and marketing of the Brownfield programs; He has over 5 years of experience in this field
Liz Kemp	Environmental Specialist	Liz has 20+ years of experience in preparing ESAs. She will provide technical expertise and/or guidance on any Task 4 activity & prepare LBP inspections.
Dan Fox & Jennifer Walker	Planner & Community Coordinator	Dan & Jennifer have 35 years combined of planning experience and will aid in community outreach, engagement and planning task functions.
Unknown	Community Assistant	Interns or support staff may help in tracking inventory sites in ACRES and with other daily functions as needed

IV.E.4.a.iii. Acquiring Additional Resources: For technical aspects of the grant requiring a qualified environmental consultant (QEC) ECIA will contract with a QEC to complete the assessment activities. ECIA would like to have the option to continue using a QEC that it procured for existing Brownfield Grants and/or to procure a new one if ECIA choses to do so. While internal staff and KSU TAB may be used for some basic planning functions/efforts, ECIA will procure and hire a consultant for the majority of the planning. ECIA may utilize the programs offered by Iowa DNR in addition to the assessment funds to fill funding gaps.

IV.E.4.b. Past Performance and Accomplishments

IV.E.4.b.i. Currently Has or Previously Received an EPA Brownfields Grant:

Assessment Grant $550,000: Grant funds are 90%+ disbursed; Remaining funds are being used for completion of assessment work on 2 sites; programmatic monitoring, outreach, inventory tracking and prioritization efforts. All funds will be used by 3/31/20(end of grant). 1) Accomplishments: 24 sites assessed; 21 Phase Is, 14 Phase IIs, 16 Supplementals and 4 Cleanup reuse plans. 2)Compliance with Grant Requirements: Workplan goals/objectives completed; ACRES included 23 of 24 sites at the time of this application. The last site will be entered into ACRES once the Phase I is received. Prior year annual reports were not submitted timely but are being submitted timely now. ECIA learned a lot administering the grant. A process for tracking and prioritizing of inventory sites has been modified and it was noted that the current grant lacked funds for planning, causing roadblocks for the small communities with limited resources. Therefore, planning is a critical component of the new Brownfield grant request.

Brownfield RLF grant: 1) Accomplishments: Community Involvement Plan created; Initial Priority Sites fell through and no loans/grants have been made yet therefore nothing has been reported in ACRES. Only $7,000 has been drawn on grant. 2) Compliance with Grant Requirements: Reporting of the grant has been timely and acceptable. Two potential sites that may use funds are still in the assessment phase. Additional assessment grant funds would help move these two sites along from the assessment phase to the cleanup phase potentially allowing for the use of the Brownfield RLF.

[IV.E.4.b. ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements & IV.E.4.b.iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements: These do not apply as ECIA has received prior EPA Brownfield Grant funds.]

[1]Data from 2010 U.S. Census; [2]Carcinogen (kidney, liver, non-Hodgkin lymphoma); affects unborn fetus, cardiovascular, hematological, and immunological systems (ATSDR, CDC 2018); [3]Can affect almost every organ system; neurotoxin, carcinogen (ASTDR, CDC 2018); [4]Carcinogen (lungs, stomach, pancreas, intestines, esophagus, kidneys); affects respiratory system (ASTDR, CDC 2018)

ATTACHMENT C: THRESHOLD CRITERIA

III.B. Threshold Criteria for Assessment Grants

1. Applicant Eligibility:

East Central Intergovernmental Association (ECIA) is a Council of Government (COG) as established by Executive Order Number 11 (1968) and codified in Iowa Code Chapter 28H; Council of Government. Attachment 3.B.1-ECIA. The mission of ECIA is to empower communities and their people through sustainable partnerships; promoting inclusivity; and providing services to enhance the quality of life in the region.

Coalition Member Eligibility: The three coalition partners are all county governments – Clinton County, IA, Delaware County, IA and Jackson County, IA. All three counties have submitted a signed letter to ECIA in which they agree to be part of the coalition and partner with ECIA on a Brownfield Assessment Grant. The letters also affirm that the counties are eligible given counties. Attachments: 3.B.1.-Clinton; Attachment 3.B.1-Delaware; & Attachment 3.B.1-Jackson

2. Community Involvement:

This proposed U.S. EPA Brownfield Assessment Grant provides ECIA, the coalition partners and the municipalities within the five counties a great opportunity to continue the efforts that ECIA and its partners started under its existing Brownfield Assessment Grant. As stated in the narrative, ECIA plans on continuing the involvement of stakeholders at all levels of the project, as described through a Community Implementation Plan. Under the current Brownfield Assessment Grant ECIA established a Community Implementation Plan. The plan will include strategies to involve citizens and support planning efforts. Upon being awarded a new Brownfields Assessment grant and prior to funding, ECIA will update the existing plan modifying based on lessons learn during the prior grant period. ECIA has established a Brownfield Coalition Committee which consists of local government officials, economic development staff and various other representatives that are critical partners in the promotion of community renewal. The Coalition will provide input in execution of project, continue its efforts in identifying potential Brownfield sites and assisting with community outreach and planning in the communities the members of the coalition serve. Public meetings to garner feedback from local citizens and businesses within the community impacted will be part of planning efforts for sites where planning funds will be utilized. Community outreach will include, but not be limited to the following:

- Host periodic open house events at various times throughout the five counties to keep interested stakeholders engaged in the project
- Develop webinar series for community engagement, outreach and input
- Continue development of the ECIA website to educate stakeholders on Brownfields, available resources, inventory sites, progress on sites/projects
- Distribute brochures including facts on Brownfields basics to communities
- Methods of informing the public of upcoming events, meetings, input forums may include but are not limited to: local newspapers, radio stations, social media, direct mailings

- All written outreach materials will be made available in English and Spanish

3. Expenditure of Assessment Grant Funds:

As indicated in the proposal narrative, ECIA administers a FY16 Brownfields Assessment Grant. BF-97756401. As of November 1, 2019, ECIA has drawn down $506,307.55, or 92% on the grant of $550,000. ECIA has surpassed the 70% drawn down requirement for additional Assessment Grant funding. See 3.B.3-EPA Draw Down for further evidence of the drawn down.

East Central Intergovernmental Association
a regional response to local needs

ECIA

November 20, 2019

U.S. EPA Brownfields Program Region 7
Attn: Ms. Susan Klein
11201 Renner Blvd
Lenexa, KS 66219

RE: FY20 Coalition Assessment Grant Application for East Central Intergovernmental Association (ECIA) – Response to Section III.B.1.

Dear U.S. EPA Brownfields Program:

East Central Intergovernmental Association (ECIA) is pleased to submit this application for $600,000 in Brownfields Coalition Assessment Grant funds ($550,000 for hazard substances and $50,000 for petroleum). With Coalition partners Clinton, Delaware, and Jackson Counties, ECIA intends to continue its efforts in establishing a sustainable brownfields program for our five-county service region, by identifying and prioritizing brownfield inventory sites, completing planning and environmental site assessments at 9-12 sites.

ECIA is the regional Council of Governments for five eastern Iowa counties: Cedar, Clinton, Delaware, Dubuque and Jackson. The Iowa legislature created seventeen Councils of Governments in 1968 under Iowa Code 28H.5. ECIA is authorized to do work in Iowa as a public governmental entity providing services to its designated local member governments, including services provided through direct federal contracts. See ATTACHMENT SECTION III.B.1.: CHAPTER 28H COUNCILS OF GOVERNMENTS. As a Council of Governments ECIA is an eligible entity.

Our mission is to work with our 71 member governments (5 counties and 66 cities), their citizens and others to empower communities and enhance the quality of life throughout the region. We provide planning, technical assistance and management resources in a variety of categories including community and economic development, transportation, housing, and workforce development. The largest community ECIA serves is Dubuque (with a population of 57,637) and the other 64 municipalities each have a **population less than 7,000**. Many of our rural communities are struggling with blighted downtowns, aging infrastructure, abandoned gas stations, and remnants of past industry.

The Coalition Assessment Grant is a critical step to continue the efforts made under the prior Brownfields Coalition Assessment grant by bringing stakeholders together and breaking down barriers to help our rural communities identify and address problem sites, increase economic competitiveness and support community livability.

Thank you for your time and consideration.

Sincerely,

Kelley Hutton Deutmeyer, Executive Director
East Central Intergovernmental Association (ECIA)

ATTACHMENT SECTION III.B.1.: CHAPTER 28H COUNCILS OF GOVERNMENTS

28H.1 Councils of governments
established.
28H.2 Work program — coordination.
28H.3 Duties.
28H.4 Membership — liability of members.
28H.5 Agreements with other agencies.

28H.1 Councils of governments established.

For purposes of this chapter, a council of governments includes the following areas established by executive order number 11, 1968 or a chapter 28E agreement:

1. Upper explorerland regional planning commission serving Allamakee, Clayton, Fayette, Howard, and Winneshiek counties.
2. North Iowa area council of governments serving Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago, and Worth counties.
3. Northwest Iowa planning and development commission serving Buena Vista, Clay, Dickinson, Emmet, Lyon, O'Brien, Osceola, Palo Alto, and Sioux counties.
4. Siouxland interstate metropolitan planning council serving Ida, Monona, Plymouth, Woodbury, and Cherokee counties.
5. MIDAS council of governments serving Calhoun, Hamilton, Humboldt, Pocahontas, Webster, and Wright counties.
6. Region six planning commission serving Hardin, Poweshiek, Tama, and Marshall counties.
7. Iowa northland regional council of governments serving Black Hawk, Bremer, Buchanan, Butler, Chickasaw, and Grundy counties.
8. East central intergovernmental association serving Cedar, Clinton, Delaware, Dubuque, and Jackson counties.
9. Bi-state metropolitan planning commission serving Scott and Muscatine counties.
10. East central Iowa council of governments serving Benton, Iowa, Johnson, Jones, Linn, and Washington counties.
11. Region twelve council of governments serving Audubon, Carroll, Crawford, Greene, Guthrie, and Sac counties.
12. Southwest Iowa planning council serving Cass, Fremont, Harrison, Montgomery, Page, and Shelby counties.

I-831 COUNCILS OF GOVERNMENTS, §28H.4

13. Southern Iowa council of governments serving Adair, Adams, Clarke, Decatur, Madison, Ringgold, Taylor, and Union counties.
14. Area fifteen regional planning commission serving Davis, Jefferson, Keokuk, Mahaska, Van Buren, and Wapello counties.
15. Southeast Iowa regional planning commission serving Des Moines, Henry, Lee, and Louisa counties.
16. Metropolitan area planning agency serving Mills and Pottawattamie counties.
17. Chariton valley council of governments serving Appanoose, Lucas, Monroe, and Wayne counties.

90 Acts, ch 1157, §1; 90 Acts, ch 1262, §40; 2007 Acts, ch 76, §1, 2; 2011 Acts, ch 34, §13
Referred to in §28H.3

Boone, Dallas, Jasper, Marion, Polk, Story, and Warren counties, or combinations of these, may form councils of governments or associate with any existing councils of governments; 90 Acts, ch 1157, §6; 90 Acts, ch 1262, §41

28H.2 Work program — coordination.

1. Each council of governments shall adopt each year a work program to establish guidelines for delivery of services and activities to communities in the area. The work program shall include but is not limited to the following:

a. Cooperation in delivery of community development programs and services to units of local government.

b. Cooperation with the regional coordinating council in the development of plans and programs for community development.

2. The councils of governments shall receive information and recommendations on issues of regional economic importance from the regional coordinating council for possible use in the regional community development plan.

90 Acts, ch 1157, §2; 2009 Acts, ch 82, §15

28H.3 Duties.

A council of governments shall perform, but is not limited to, the following duties:

1. Provide planning services or technical assistance to the region defined in section 28H.1.

2. Coordinate regional community development planning to assist community development and planning.

3. Coordinate delivery of community development programs and services with local, state, and federal programs and activities.

4. Prepare a regional community development plan which shall be updated annually. The plan shall include but is not limited to the following:

a. Inventory and needs assessment of regional infrastructure.

b. Labor supply.

c. Cultural and fine arts resources.

d. Housing.

e. Primary health care services.

f. Natural resources, conservation, and recreational facilities.

g. Region-wide development opportunities.

90 Acts, ch 1157, §3

28H.4 Membership — liability of members.

1. Membership, appointments, and terms of office shall be governed by bylaws adopted by each council of governments.

2. A director, officer, employee, member, trustee, or volunteer of a council of governments is not liable for the debts or obligations of the council of governments. A director, officer, employee, member, trustee, or volunteer is not personally liable for a claim based upon an act or omission of the person performed in the discharge of the person's duties, except for acts or omissions which involve intentional misconduct or knowing violation of the law, or for a transaction for which the person derives an improper personal benefit.

90 Acts, ch 1157, §4

Attachment III.B.I-Clinton

Clinton County
Board of Supervisors

Clinton County Administration Building
1900 North Third Street

Dan Srp, Chairman
Tom Determann, Vice-Chairman
Jim Irwin, Jr.

P.O. Box 2957
Clinton, Iowa 52733-2957
Telephone: (563) 244-0575

www.clintoncounty-ia.gov

November 18, 2019

Kelley Hutton Deutmeyer, Executive Director
East Central Intergovernmental Association (ECIA)
7600 Commerce Park
Dubuque, IA 52001

Dear Kelley,

Clinton County is very pleased to support the East Central Intergovernmental Association's (ECIA) application for a $600,000 U.S. EPA Brownfields Assessment Grant as a member of the East Central Brownfields Coalition. Clinton County is excited to continue its partnership with ECIA and Jackson County as a Coalition member to assist our communities in their revitalization efforts. Clinton County is an Iowa county and hereby affirms its eligibility as a governmental entity for funding in the U.S. EPA Brownfields Assessment Grant program.

The ECIA Brownfields Coalition is wrapping up its current FY2016 Assessment Grant and its achievements have surpassed workplan requirements with twenty-four sites being funded. With the funds depleted in its current grant, the purpose of the proposed Coalition Assessment Grant is to continue our efforts in identifying, and more importantly in assessing brownfields, and providing plans for remediation and redevelopment of potentially contaminated sites with a continued focus on Clinton and Jackson Counties in Iowa. As a Coalition member, we are committed to assisting ECIA with identifying sites, leveraging resources, and providing technical resources in order to assess and eventually redevelop brownfields in our county.

The goal of this project is to build capacity and support for a five-county program and brownfields plan, while addressing the immediate needs of the two counties. We believe this Coalition Assessment Grant is an important tool in the continuation of the five-county regional efforts in building a sustainable brownfields program. The grant will further provide support to the regional ECIA Brownfields RLF.

Within Clinton County, the ongoing efforts over the last year of the Clinton County Coordinating Council and Clinton County Mayor's Group have established a sturdy base of support and understanding for this project. These efforts have contributed to identifying an inventory and implementing outreach efforts within the community. The process of planning and assessing these properties will only be fully developed with the granting of additional assessment funds.

We recognize that revitalization of brownfields in our communities can have an enormous positive impact on a County's economic and social vitality. Clinton County strongly urges the U.S. EPA to fully fund this proposal to allow the ECIA Brownfields Coalition to continue to provide needed assistance and resources to our rural communities. Please feel free to contact me at either dsrp@clintoncounty-ia.gov or 563-244-0575 if I may be of further assistance.

Sincerely,

Daniel A. Srp
Chairman, Clinton County Board of Supervisors

COUNTY AUDITOR
CARLA K. BECKER

DEPUTIES
ANNE RAVE
JULIE HACKBARTH
PEGGY HILDEBRAND

CLERK
JOELLEN HOLTORF
PHONE (563) 927-4701
auditor@co.delaware.ia.us

DELAWARE COUNTY
COURTHOUSE
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Manchester, Iowa 52057

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COUNTY SUPERVISORS

SHIRLEY E. HELMRICHS
JEFF MADLOM
PETER BUSCHMANN

PHONE: (563) 927-2515
supervisors@co.delaware.ia.us

November 18, 2019

Kelley Hutton Deutmeyer, Executive Director
East Central Intergovernmental Association (ECIA)
7600 Commerce Park
Dubuque, IA 52001

RE: Eligibility Affirmation and Partnership Commitment

Dear Kelley,

Delaware County is very pleased to support the East Central Intergovernmental Association's (ECIA) application for a $600,000 U.S. EPA Brownfields Assessment Grant as a member of the East Central Brownfields Coalition. Delaware County is excited to join in its partnership with ECIA, Clinton County, and Jackson County as a Coalition member to assist our communities in their revitalization efforts. Delaware County is an Iowa county and hereby affirms its eligibility as a governmental entity for funding in the U.S. EPA Brownfields Assessment Grant program.

We understand that the ECIA Brownfields Coalition is wrapping up with its FY2016 Assessment Grant and its achievements have surpassed workplan requirements with twenty-four sites being funded. The purpose of the proposed Coalition Assessment Grant is to continue efforts in identifying, and more importantly in assessing brownfields, and providing plans for remediation and redevelopment of potentially contaminated sites with an expanded focus that will add Delaware County in addition to Clinton and Jackson Counties in Iowa. As a Coalition member, we are committed to assisting ECIA with identifying sites, leveraging resources, and providing technical resources in order to assess and eventually redevelop brownfields in our county.

The goal of this project is to build capacity and support for a five-county program and brownfields plan, while addressing the immediate needs of the three counties. We believe this Coalition Assessment Grant is an important tool in the continuation of the five-county regional efforts in building a sustainable brownfields program. The grant will further provide support to the regional ECIA Brownfields RLF.

Within Delaware County, the Delaware County Clerks Association (consisting of all Delaware County City Clerks) have an established group to provide support and understanding for this project. In addition, in 2020 a Delaware County Mayors Group is being developed that include all Delaware County Mayors and will provide additional support for the project. The Mayors, City Clerks, Economic Development officials and Manchester City Manager have all contributed to identifying an inventory and implementing outreach efforts within their communities in the FY2016 project. The process of planning and assessing these properties will only be fully developed with the granting of additional assessment funds.

We recognize that revitalization of brownfields in our communities can have an enormous positive impact on a County's economic and social vitality. Delaware County strongly urges the U.S. EPA to fully fund this proposal to allow the ECIA Brownfields Coalition to continue to provide needed assistance and resources to our rural communities. Please feel free to contact me at either supervisors@co.delaware.ia.us or 563-927-2515 if I may be of further assistance.

Sincerely,

Shirley E. Helmrichs

Shirley E. Helmrichs, Chairperson
Delaware County Board of Supervisors

Jackson County
Board of Supervisors

Mike Steines **John J. Willey** **Larry McDevitt**
201 West Platt St. Maquoketa, IA 52060-2243
(563) 652-3181, Ext. 1755 E-mail: jcbos@co.jackson.ia.us

November 26, 2019

Kelley Hutton Deutmeyer, Executive Director
East Central Intergovernmental Association (ECIA)
7600 Commerce Park
Dubuque, IA 52001

RE: Eligibility Affirmation and Partnership Commitment

Dear Kelley,

Jackson County is very pleased to support the East Central Intergovernmental Association's (ECIA) application for a $600,000 U.S. EPA Brownfields Assessment Grant as a member of the East Central Brownfields Coalition. Jackson County is excited to continue its partnership with ECIA and Clinton County as a Coalition member to assist our communities in their revitalization efforts. Jackson County is an Iowa county and hereby affirms its eligibility as a governmental entity for funding in the U.S. EPA Brownfields Assessment Grant program.

The ECIA Brownfields Coalition is wrapping up its current FY2016 Assessment Grant and its achievements have surpassed workplan requirements with twenty-four sites being funded. With the funds depleted in its current grant, the purpose of the proposed Coalition Assessment Grant is to continue our efforts in identifying, and more importantly in assessing brownfields, and providing plans for remediation and redevelopment of potentially contaminated sites with a continued focus on Clinton and Jackson Counties in Iowa. As a Coalition member, we are committed to assisting ECIA with identifying sites, leveraging resources, and providing technical resources in order to assess and eventually redevelop brownfields in our county.

The goal of this project is to build capacity and support for a five-county program and brownfields plan, while addressing the immediate needs of the two counties. We believe this Coalition Assessment Grant is an important tool in the continuation of the five-county regional efforts in building a sustainable brownfields program. The grant will further provide support to the regional ECIA Brownfields RLF.

Within Jackson County, the ongoing efforts over the last year of the Jackson County Municipal League (consisting of all Jackson County mayors) have established a sturdy base of support and understanding for this project. These efforts have contributed to identifying an inventory and implementing outreach efforts within the community. The process of planning and assessing these properties will only be fully developed with the granting of additional assessment funds.

We recognize that revitalization of brownfields in our communities can have an enormous positive impact on a County's economic and social vitality. Jackson County strongly urges the U.S. EPA to fully fund this proposal to allow the ECIA Brownfields Coalition to continue to provide needed assistance and resources to our rural communities. Please feel free to contact me at either msteines@co.jackson.ia.us or 563-652-3181 if I may be of further assistance.

Sincerely,

Mike Steines

Mike Steines
Chairperson
Jackson County Board of Supervisors

MGS: llg

SENSITIVE BUT UNCLASSIFIED
Automated Standard Application for Payments
ACCOUNT SETTLEMENT REPORT

ALC/Region : 68128933/
Recipient ID : 1908150
Account ID : BF97756401
Transaction Date From : 11/02/2016

Short Name : LVFMC
Short Name : ECIA

Through : 11/06/2019

Settlement/Applied Date	Transaction Type	Authorizations	Draws/RP/BE	Account Balance
11/02/2016	BL FWD			$0.00
11/02/2016	AU	$550,000.00		$550,000.00
11/09/2016	PY		-$7,787.50	$542,212.50
12/15/2016	PY		-$5,161.64	$537,050.86
01/27/2017	PY		-$6,583.41	$530,467.45
02/17/2017	PY		-$17,505.87	$512,961.58
03/29/2017	PY		-$9,705.59	$503,255.99
04/13/2017	PY		-$5,324.18	$497,931.81
05/31/2017	PY		-$5,341.45	$492,590.36
06/21/2017	PY		-$5,957.86	$486,632.50
09/01/2017	PY		-$3,769.96	$482,862.54
10/11/2017	PY		-$2,141.52	$480,721.02
11/03/2017	PY		-$5,011.73	$475,709.29
11/06/2017	PY		-$5,557.59	$470,151.70
11/29/2017	PY		-$5,060.81	$465,090.89
01/10/2018	PY		-$3,765.05	$461,325.84
02/09/2018	PY		-$6,487.18	$454,838.66
03/27/2018	PY		-$35,316.73	$419,521.93
05/24/2018	PY		-$15,112.44	$404,409.49
07/11/2018	PY		-$53,057.76	$351,351.73

Automated Standard Application for Payments
ACCOUNT SETTLEMENT REPORT

ALC/Region : 68128933/
Recipient ID : 1908150
Account ID : BF97756401
Transaction Date From : 11/02/2016

Short Name : LVFMC
Short Name : ECIA

Through : 11/06/2019

Settlement/Applied Date	Transaction Type	Authorizations	Draws/RP/BE	Account Balance
08/09/2018	PY		-$26,720.18	$324,631.55
08/27/2018	PY		-$15,102.25	$309,529.30
09/21/2018	PY		-$13,081.94	$296,447.36
09/21/2018	PY		-$13,081.94	$283,365.42
10/17/2018	PY		-$302.81	$283,062.61
11/20/2018	PY		-$11,594.35	$271,468.26
12/18/2018	PY		-$16,195.86	$255,272.40
01/23/2019	PY		-$18,970.23	$236,302.17
03/15/2019	PY		-$16,067.58	$220,234.59
04/19/2019	PY		-$11,856.16	$208,378.43
04/19/2019	PY		-$22,373.63	$186,004.80
06/03/2019	PY		-$29,702.26	$156,302.54
07/17/2019	PY		-$81,262.41	$75,040.13
08/21/2019	PY		-$18,335.26	$56,704.87
09/12/2019	PY		-$7,727.43	$48,977.44
10/15/2019	PY		-$5,284.99	$43,692.45

Automated Standard Application for Payments
ACCOUNT SETTLEMENT REPORT

ALC/Region : 68128933/
Recipient ID : 1908150
Account ID : BF97756401
Transaction Date From : 11/02/2016

Short Name : LVFMC
Short Name : ECIA

Through : 11/06/2019

Settlement/Applied Date	Transaction Type	Authorizations	Draws/RP/BE	Account Balance
Totals :		$550,000.00	-$506,307.55	

East Central Intergovernmental Association

ECIA Personnel Handbook

718 Problem Resolution

Effective Date: 4/2/2014

Revision Date: 1/1/1900

ECIA is committed to providing the best possible working conditions for its employees. ECIA strives to ensure fair and honest treatment of all employees. Part of this commitment is encouraging an open and frank atmosphere in which any problem, complaint, suggestion, or question receives a timely response from ECIA Program Directors and management. Program Directors, managers, and employees are expected to treat each other with mutual respect. Employees are encouraged to offer positive and constructive criticism.

The purpose of this procedure is to secure, at the earliest possible level, equitable solutions to problems that may arise involving the interpretation or application of specific provisions of this policy. This procedure may, but is not required to be utilized in appealing disciplinary actions.

If employees disagree with established rules of conduct, policies, or practices, they can express their concern through the problem resolution procedure. No employee will be penalized, formally or informally, for voicing a complaint with ECIA in a reasonable, business-like manner, or for using the problem resolution procedure.

If a situation occurs when employees believes that a condition of employment or a decision affecting them is unjust or inequitable, they are encouraged to make use of the following steps. The employee may discontinue the procedure at any step.

1. Employee presents problem to in writing to their Program Director and the Director of Finance and Human Resources within five (5) working days, after incident occurs. The immediate Program Director and the Director of Finance and Human Resources shall attempt to resolve the problem within five (5) working days following the employees written problem.

2. If the problem remains unresolved in step 1 above, the employee may be present in writing to the Executive Director within five (5) working days after the Program Director and the Director of Finance and Human Resources written response is received, a written statement. The Executive Director shall

render a decision within five (5) working days thereafter.

3. If the employee continues to think the problem remains unresolved, the Executive Director counsels and advises employee, assists in putting problem in writing, visits with employee's Program Director, if necessary, and directs employee to the ECIA Executive Committee for review of problem. The employee must submit a written statement of the grievance to the Executive Committee by mailing said statement to the Chairperson of the Committee within five (5) working days following the Executive Director's written response.

4. The ECIA Executive Committee reviews and considers problem. Chairperson of the ECIA Council informs employee of decision within thirty-five (35) working days of its regular meeting, and forwards copy of written response to Executive Director for employee's file.

Not every problem can be resolved to everyone's total satisfaction, but only through understanding and discussion of mutual problems can employees and management develop confidence in each other. This confidence is important to the operation of an efficient and harmonious work environment, and helps to ensure everyone's job security.

All references to days shall mean working days. Failure of an employee to comply with any time limits shall constitute a withdrawal of the grievance. If any answer to a grievance is not given to the employee within any of the time limits specified, the grievance may be appealed to the next step of the grievance procedure.

Program Project District: IA-001 and IA-002

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received: 12/01/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: BF

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: East Central Intergovernmental Association

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. Organizational DUNS: 1310641850000

d. Address:

* Street1: 7600 Commerce Park
Street2:
* City: Dubuque
County/Parish: Dubuque
* State: IA: Iowa
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 52002-9673

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Dawn
Middle Name:
* Last Name: Danielson
Suffix:

Title: Lending Development Specialist

Organizational Affiliation: ECIA

* Telephone Number: 563-690-5772
Fax Number: 563-556-0348

* Email: ddanielson@ecia.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

*** 12. Funding Opportunity Number:**

EPA-OLEM-OBLR-19-05

* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

East Central Intergovernmental Association Assessment Grant Program 2020-2023

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant IA-001 * b. Program/Project IA-001

Attach an additional list of Program/Project Congressional Districts if needed.

1234-1_Program Districts.pdf [Add Attachment] [Delete Attachment] [View Attachment]

17. Proposed Project:

* a. Start Date: 10/01/2020 * b. End Date: 09/30/2023

18. Estimated Funding ($):

* a. Federal	600,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	600,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

[Add Attachment] [Delete Attachment] [View Attachment]

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: Dawn

Middle Name:

* Last Name: Danielson

Suffix:

* Title: Lending Development Specialist

* Telephone Number: 563-690-5772 Fax Number: 563-556-0348

* Email: ddanielson@ecia.org

* Signature of Authorized Representative: Dawn Danielson * Date Signed: 12/01/2019