

1. Applicant Identification

Mo-Kan Regional Council  
224 North 7<sup>th</sup> Street  
St. Joseph, Missouri 64501

2. Funding Requested

- a. Assessment Grant Type: Community-wide
- b. Federal Funds Requested: \$500,000

3. Location

- a) City of Cameron b) DeKalb and Clinton Counties c) Missouri

4. Target Area and Priority Site Information

- Target Area: Cameron, Missouri (Census Tracts 29063080100 and 29049960100)
- Priority Site Information:
  - 1) Cameron Ballpark – 900 Northland Drive, Cameron, MO 64429
  - 2) CHD Block – 203, 205, 207, 209, and 211 East 3<sup>rd</sup> Street, Cameron, MO 64429

5. Contacts

a. Project Director

Ms. Kathy Hahn, Interim Director and Fiscal Officer  
(816) 233-3144  
kathy@mo-kan.org  
Mo-Kan Regional Council  
224 North 7<sup>th</sup> Street  
St. Joseph, Missouri 64501

b. Chief Executive/Highest Ranking Elected Official

Mr. Tim Wymes, Chairman  
(816) 632-2177  
Twymes@cameronmo.com  
Cameron City Hall  
205 North Main Street  
Cameron, Missouri 64429

6. Population

Counties of DeKalb and Clinton, MO: 10,879  
(US Census: 2017–2021 American Community Survey)

7. Other Factors

<b>Other Factors</b>	<b>Page #</b>
Community population is 10,000 or less.	4
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	N/A
The priority 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).	N/A
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.	3
The reuse of the priority site(s) will incorporate energy efficiency measures.	3
The proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments.	3
At least 30% or more of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.B., for priority site(s) within the target area.	N/A
The target area(s) is located within a community in which a coal-fired power plant has recently closed (2013 or later) or is closing.	N/A

8. Letter from the State or Tribal Environmental Authority

See attached.

9. Releasing Copies of Applications

Not Applicable.

Division of Environment  
Curtis State Office Building  
1000 SW Jackson St., Suite 400  
Topeka, KS 66612-1367



Phone: 785-296-1535  
Fax: 785-559-4264  
www.kdheks.gov

Janet Stanek, Secretary

Laura Kelly, Governor

November 2, 2023

Ms. Kathy Hahn  
Interim Director and Fiscal Officer  
Mo-Kan Regional Council  
224 North 7<sup>th</sup> Street  
St. Joseph, Missouri 64501

**Re: Community-Wide Brownfield Assessment Grant for Mo-Kan Regional Council**

Ms. Kathy Hahn:

This letter is written in support of the Community-Wide Brownfield Assessment Grant Application to be submitted by the Mo-Kan Regional Council to the U.S. Environmental Protection Agency (EPA). KDHE understands the purpose of the grant is to identify, inventory, assess, and redevelop the areas within the municipalities and jurisdictions that make up the regional coalition. The funds received from the U.S. EPA will be utilized to assess, protect, and restore the environmental integrity, environmental justice, and climate change included in the Brownfield corridor.

KDHE commends the Council's revitalization efforts in these communities, which represent the very ideals and goals of the Brownfields Program. The KDHE Brownfields Program will offer assistance in inventorying and assessment to Mo-Kan Regional Council and their communities as needed during this project as support. Additionally, it is KDHE's understanding that the Council will notify KDHE if any environmental contamination is discovered during the assessments, as well as provide Phase I and Phase II reports for KDHE review, as appropriate.

KDHE fully supports your grant application and looks forward to working with you on this and future Brownfields projects within your area. If you have any questions, please feel free to contact me at (785) 291-5519 or email at [seth.mettling@ks.gov](mailto:seth.mettling@ks.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Seth Mettling".

Seth Mettling  
Brownfields Coordinator  
Long Term Stewardship & Brownfields  
Bureau of Environmental Remediation



**MISSOURI**  
DEPARTMENT OF  
NATURAL RESOURCES

Michael L. Parson  
Governor

Dru Buntin  
Director

November 3, 2023

Kathy Hahn, Interim Director and Fiscal Officer  
Mo-Kan Regional Council  
224 North 7<sup>th</sup> Street  
St. Joseph, Missouri 64501

RE: Small Business Liability Relief and Brownfields Revitalization Act Environmental Protection Agency (EPA) Grants

Dear Kathy Hahn:

Please allow this letter to confirm acknowledgment by the Missouri Department of Natural Resources of the intention to apply to EPA for Brownfield Community Wide Assessment Grant funding by the Mo-Kan Regional Council (Council) as authorized under the above-referenced Act. I further understand and acknowledge that, if you are successful in your grant application, the Mo-Kan Regional Council or any of its constituent agencies or agents intends to utilize such funds for eligible purposes pursuant to the above-referenced Act.

The Council is applying for \$500,000 in Community Wide Assessment Grant funding to support the on-going redevelopment of vacant and underutilized properties. The Council will use the grant funds to conduct area-wide inventories, Phase I & II Environmental Assessments, brownfields cleanup and reuse planning, and community engagement in relation to targeted properties of suspected contamination issues, such as Lead Based Paint (LBP) and Asbestos Containing Materials (ACM). The target area for this application is the City of Cameron, Missouri center on the Historic District block in downtown and the City Ballpark. The target area is listed as a Justice40 Disadvantaged Community per the Climate and Economic Justice Screening Tool (CEJST). The Council will use the inventory and evaluation results to work with target area residents and partners to prioritize sites for further investigation and planning within the underserved community.

We expect the Council to enroll the cleanup site(s) in the Brownfields/Voluntary Cleanup Program (BVCP), and receive the benefits of our oversight program. Of course, we require that each site enroll separately in the BVCP. Nothing in this letter should be construed as automatic acceptance of the sites; standard enrollment procedures still apply.

Sincerely,

ENVIRONMENTAL REMEDIATION PROGRAM

Scott Huckstep, Chief  
Brownfields/Voluntary Cleanup Section

SH:bw



## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

**a. Target Area and Brownfields** i. Overview of Brownfield Challenges and Description of Target Area: **The geographic boundary for this application encompasses six counties, serviced by the Mo-Kan Regional Council (Council):** Andrew, Buchanan, Clinton, and DeKalb in Missouri and Atchison and Doniphan in Kansas, and one municipality, Morrill, in Brown County, Kansas. **The target area focuses on Census Tracts (CTs) 29063080100 and 29049960100 within the city limits of Cameron, Missouri.** CT 29063080100 is a **Justice40 Disadvantaged Community** per the **Climate and Economic Justice Screening Tool (CEJST)**. The target area contains the Cameron Historic District (old downtown) and was founded in 1855 in an area of low topography to allow the Hannibal and St. Joseph Railroad to build a line through the town, bypassing St. Joseph, Missouri; Leavenworth, Kansas; Atchison, Kansas; and Parkville, Missouri, to create the Cameron branch of the railroad. During this period, the Transcontinental Railroad investigated the area to determine the starting point for the line. The Hannibal and St. Joseph Railroad was the line farthest to the west that connected to the main rail line. The Hannibal Bridge was built in Kansas City, Missouri, to allow this rail line to cross the Missouri River, propelling Cameron into being the dominant city in the region. Once the railroad was established through Cameron, the population grew from 100 people in 1859 to 3,000 in 1881. The tracks ran between 1<sup>st</sup> and 2<sup>nd</sup> Streets, and along the tracks were **coal yards, water towers, livestock pens, and grain elevators**. More than 60 trains passed through Cameron during the peak of this rail line in the 1920s. Cameron was also a stop on the Pony Express route until the railroad and telegraph lines were erected. The rail line boosted the economy as livestock could be shipped from Cameron to St. Joseph to the stockyards. A second rail line called the Chicago, Rock Island, and Pacific line had been constructed by 1871, bolstering the city's claim as "Crossroads of the Nation." By the 1950s, many factories operated in the city. The economy in Cameron began to wane when manufacturing plants closed, several banks collapsed, international grain embargos affected local farmers, and banks stopped loaning money to farmers. Farm liquidations hit a high point in the 1990s in the Midwest. The Stockyards in St. Joseph, which used to be a major hub in the Midwest, were located near the Missouri River and near the Hannibal and St. Joseph Railroad yard. The St. Joseph Stockyards was the fifth largest market in the US after Chicago, Kansas City, Omaha, and New York. However, between 1965 and 1983, two of the major packing plants closed, which also affected local ranches and farmers, further decimating the economies of northwest Missouri and leading to significant brownfield challenges throughout the area. The target area is home to a population living with economic and environmental justice (EJ) difficulties such as poverty and transportation barriers, along with blighted and distressed neighborhoods. The Council believes a collaborative planning effort with project partner organizations, supported by EPA Brownfields Assessment funding, will allow for assessment and cleanup planning to redevelop blighted and abandoned brownfields, bringing prosperity back to the community.

ii. Description of the Priority Brownfield Site(s): **Over a dozen** vacant commercial and industrial buildings are in the target area, including automotive service repair and gas stations, warehouses, and a livestock auction property. Potential environmental concerns are **petroleum hydrocarbons, volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), metals, lead-based paint (LBP), and asbestos-containing materials (ACM)**. The Council will work with target-area residents to identify additional sites through a grant-funded site inventory followed by the creation of an evaluation ranking tool that will prioritize additional brownfield sites with an emphasis on underserved areas. The **first priority site** is the **Cameron Ballpark at 900 Northland**. The abandoned site is approximately 4.3 acres located on the northeast corner of the

city. The land is privately owned by an individual who inherited the property but does not have funding for the assessment or cleanup of the site. A Phase I Environmental Site Assessment (ESA) was completed for this property, and it was discovered the previous site owners **allowed dumping** on the property by other businesses, including **construction debris, asphalt roofing shingles, abandoned telephone poles, scrap metal, abandoned construction equipment, concrete, and large brush piles**. The property is **unsecured and heavily overgrown** with trees, bushes, weeds, and tall grass. The proposed reuse of the property is recreational, as it will become part of the east adjoining ballfields. **A Phase II ESA** will be required to determine what is buried on the site, the extent of the debris, and the chemical contaminants that may be present in the soil and groundwater. Potential environmental concerns are **VOCs, total petroleum hydrocarbons (TPHs), PAHs, metals, semivolatile organic compounds (SVOCs), pesticides, herbicides, LBP, and ACM**. **The Council has site access** from the owner(s) to perform the needed environmental assessments required for development.

The **second priority site** is the **CHD Block**, and the sites are located at **203–211 E. 3<sup>rd</sup> Street**. The abandoned building at **209 E. 3<sup>rd</sup> Street** was **Leibrandt Jewelry**, which opened at this location in 1876 but recently relocated. The vacant building at 205 E. 3<sup>rd</sup> Street was Burketts TV and Radio Repair, one of the first businesses to install and repair televisions in Cameron. Burketts sold the business in 2004, and it operated as Eggleston Electronics until the business closed. The abandoned building at 203 E. 3<sup>rd</sup> Street operated as several general mercantile businesses. The Masonic Lodge occupied the upper floors of the building until they purchased the old Baptist Church. The building operated as The Gallerys, a flower and gift shop, from 1979–1994. The building most recently operated as a hair salon. **The buildings were vacated and barricaded in 2021 due to the instability of the structures** causing safety concerns for pedestrians and children. Potential **environmental concerns** are **VOCs, SVOCs, TPHs, LBP, and ACM**.

iii. Identifying Additional Sites: An initial target-area survey has identified **over a dozen** potential brownfield projects, ranging from historic livestock auction properties, warehouses, automotive service and repair stations/filling stations, and vacant properties. The Council will work to determine additional eligible sites within the two CTs with emphasis on the sites within the disadvantaged CT. A more in-depth, grant-funded site inventory and evaluation ranking criteria process (Budget Task 2) will be established as the Council works with target-area residents and partners to identify and prioritize sites within the **underserved** community. Properties will be researched further by the Council using the county appraiser’s website. The evaluation criteria used to determine which sites are added to the inventory will be based on community need, project partner and resident input, and the **CEJST and US Census** data to ensure **underserved** communities benefit from the project. When the entire target area has been addressed, the Council will apply the same evaluation ranking tool to their entire geographic boundary to identify additional brownfield sites for the inventory.

**b. Revitalization of the Target Area** i. Reuse Strategy and Alignment with Revitalization Plans: The Council brought together regional and local community partners along with community members to formulate and develop a plan for the future of the Mo-Kan region. Within this strategic partnership, the Council developed the **2020 Comprehensive Economic Development Strategy (CEDS) Five Year Plan**. Council membership recognizes the need to continue planning for the future and focus on the target area by addressing potential brownfields sites. The CEDS outlines the **goals for the region** including **housing, economic development, land use, green space, transportation services, and additional public services**, where needed. The key goals are to set objectives to **promote development of a diverse community and economic base, ensure**

**facilities and public services** adequately serve current and anticipated future community needs, and ensure that future growth and development comply with local, state, and federal environmental regulations. The **target area** has been identified for multiple reuses such as **green space, recreational space, mixed-use, and retail**. **Priority site one** will be redeveloped into **recreational/green space reuse** for the City of Cameron, as it is adjacent to existing baseball/softball fields. This will expand the complex with additional fields and green space meeting the **CEDS goal** of additional recreational and green space. **Priority site two** will be redeveloped as mixed use with retail stores on the ground floor and apartments on the second floor. The reuse strategies for **both priority sites** align with the **CEDS** and will address the environmental and economic needs of this **disadvantaged, underserved** community.

ii. Outcomes and Benefits of Reuse Strategy: Brownfield redevelopment and revitalization of target-area properties will generate an **economic** benefit of **job opportunities** and **raise property values** by improving the appearance of these underserved communities. Revitalization of the **Cameron Ballpark** facility will bring **additional tourism** (economic) to the area due to being able to host more and larger baseball/softball tournaments throughout the year. The new ballpark facility will also provide **green space for recreation** and play (noneconomic benefit) by **improving health** and **removing blight** from the surrounding neighborhoods. The new ballpark facility **improves community walkability** (noneconomic), **increases part-time employment opportunities** (economic), **revitalizes area businesses** by improving the aesthetics of the area (economic), and **creates a sense of community pride** with a re-energized, clean, and **environmentally friendly space** that everyone sees while enjoying outdoor space and time (noneconomic). The revitalization of the five buildings in priority site two, CHD, will create new mixed-use and retail businesses. This will generate **new local job opportunities** (economic), **remove unsafe, blighted buildings** from the town center (noneconomic), draw in **area tourists** (economic), **increase walkability** (noneconomic), and **rejuvenate the CHD by opening more space for businesses** (economic) and **community engagement** (noneconomic).

The Council will work with developers so that the planned redevelopment will improve **climate adaptation/mitigation capacity and resilience**. Enhancing **green space** and connecting and **improving city walkability** will **reduce pollutants** and boost the quality of life for all residents. Using **energy-efficient measures** in redevelopment designs of the **ballpark complex and CHD** will **promote sustainability** and the use of **renewable energy** through **solar lighting or wind energy**. These measures will allow the Council to build a resilient community that will continue to grow for many years to come.

c. Strategy for Leveraging Resources i. Resources Needed for Site Reuse: The Council is a quasi-governmental entity and is eligible to apply to county, state, and federal grant funding. The Council is making every effort to secure additional funding to further its Brownfield Program redevelopment goals. **Community Development Block Grant (CDBG)** funds are available for the removal of blight, demolition, infrastructure, and affordable housing redevelopment. **State of Missouri Brownfield Program** funding is available for additional assessments that may be needed on the Missouri side of the state line. **State of Kansas Brownfield Program** funding is available for additional assessments that may be needed on the Kansas side of the state line. Once sites are assessed, the Council will apply for **EPA Brownfield Cleanup** funding. The Council will use its existing EPA RLF to assist with additional assessment and remediation throughout the region.

ii. Use of Existing Infrastructure: **The Council intends to use existing target-area infrastructure** (roads, electric and natural gas power, and water/sewer) for these projects. In the event the existing

infrastructure requires repair or replacement to continue revitalization efforts, the Council will request state or federal funding sources to supplement budget allocations for repair, maintenance, and installation of new infrastructure.

## **2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

**a. Community Need** The Community's Need for Funding: Cameron, Missouri, like many other small towns, uses its existing budgets to focus on basic community services and maintaining existing infrastructure and does not have excess funds to complete brownfields projects. Mo-Kan is a nonprofit regional council of governments that runs on funding from grants and state allocations; therefore, it does not have funding to perform assessments on its own for this target area. The target area's **population is small** but mighty, totaling **10,879** (including the City population of **8,987**).<sup>1</sup> Changing economic times and a decrease in farming and agricultural activities and livestock sales in the area have resulted in a drop in household incomes. **Blight and abandoned buildings** are taking over what was once a vibrant downtown. With one of the two CTs in the target area designated a **Justice40 Disadvantaged Community**, it is just a matter of time before the entire area is designated disadvantaged if the Council does not seek assistance to help change the course of hardship. Residents suffer from a **low per capita income of \$20,024** (US \$37,638) and **low median family income of \$75,214** (US \$85,028).<sup>2</sup> In addition, the target area's **poverty rate for female households with no spouse present is 45%** (US 25%).<sup>2</sup> The target area is in the **63<sup>rd</sup> percentile for low income**.<sup>2</sup> With no additional funding for assessments, these underserved residents will continue to endure the negative health effects and blight currently controlling this **disadvantaged** target area. Brownfield Assessment Grant funding would give the Council the ability to provide resources, identify environmental hazards, and generate revitalization to create employment opportunities, tourism, and recreational green space and produce a brighter future for this established **underserved** community.

**ii. Threats to Sensitive Populations** (1) Health or Welfare of Sensitive Populations: Target-area **sensitive populations** are those **living in poverty, the youth, and elderly populations**. Target-area elderly and youth populations show the vulnerability of this **disadvantaged, underserved** area. **Elderly and youth** make up approximately **38%** of the target area population.<sup>2</sup> Pair this with over **16%** of the community relying on **government food assistance** (US 11%),<sup>2</sup> and it is easy to see why these hard-working residents are not able to help their community get ahead. Reliance on the government and overall health concerns for these **underserved** families are magnified because the target area is also considered a **food desert**. When you combine these statistics with over **45% of all families with female household and no spouse living below the poverty level** (US 25%),<sup>2</sup> the two CTs in this **disadvantaged** target area show the importance of redevelopment for the future of this **underserved** community.

**Health issues such as heart disease and obesity** can be addressed with the planned reuse of the **Cameron Ballpark priority site**. When you add in a **high heart disease rate (71<sup>st</sup> percentile)** and **low life expectancy rate (74<sup>th</sup> percentile)** for this target area, the outcome for this sensitive population is bleak.<sup>3</sup> Over **31%** of target area adults are considered **obese** (MO 28%).<sup>3</sup> Redevelopment of the **Cameron Ballpark** will not only remove environmental contamination as well as blighted property, but it will also create **new recreational and green space** opportunities to **improve the overall health** of this **underserved** area. Redevelopment will also **create new local jobs, bring in tourism, and increase property values**. Removing the blight and unsafe **CHD** block will bring **new retail opportunities for the underserved residents, new job**

<sup>1</sup> US Census: 2017–2021 ACS

<sup>2</sup> Climate and Economic Justice Screening Tool (CEJST)

<sup>3</sup> <https://nichq.org/resource/obesity-factsheets>



**opportunities** to expand household income, a new sense of excitement to the downtown space along with **tourism**, and create a **sense of community** to allow residents to not only meet and gather but to take care of each other.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions: Sensitive populations can face more significant risks of disease and health conditions such as **cancer and asthma** because of conditions present at brownfield sites. Based on their age and deteriorated condition, target-area vacant and abandoned buildings, like the **CHD** site, create an ongoing air quality threat as the **LBP and ACM** continue to sit and decay. In addition, other environmental concerns include **VOCs, SVOCs, old creosote railroad ties, polychlorinated biphenyls (PCBs), and metals** from the unknown buried wastes at the **Cameron Ballpark** site. Additional target-area properties identified through the Council's windshield survey include vacant commercial and industrial buildings, automotive service repair and gas stations, warehouses, and a livestock auction property situated near homes, parks, and churches. **CEJST** lists the target-area **asthma risk** in the **49<sup>th</sup> percentile** for the state.<sup>4</sup> **LBP and ACM** are linked to severe health and developmental issues in infants and children, and exposure can result in cancer and asthma issues. The target area ranks in the **55<sup>th</sup> percentile for potential of LBP**.<sup>6</sup> The age-adjusted average **cancer risk** in DeKalb and Clinton Counties (location of target areas) was on average with the US with **442 cases per 100,000 (US 442)**.<sup>5</sup> When combining all the risk factors for the target-area **sensitive** populations, the most concerning is a **74<sup>th</sup> percentile ranking for low life expectancy**.<sup>6</sup> The risk for disease and health conditions within the target population continues to increase as the **proximity to a risk management plan facility is in the 80<sup>th</sup> percentile**.<sup>6</sup> Without EPA Brownfield Grant funding for site assessments, the Council will be unable to identify potential target-area contaminants that magnify these sensitive health conditions. When the Council is able to address these sites and the environmental concerns, the revitalization process and real-life benefits of creating new ballfields, green space, mixed-use retail, and increasing walkability within the community will create generations of a healthier **sensitive** population.

(3) Environmental Justice (a) Identification of Environmental Justice Issues: The target area is comprised of two CTs, with **one CT** designated as a **Justice40 Disadvantaged Community**. The two priority sites are a perfect example of the many vacant and blighted properties throughout the target area that have contributed to a distressed community through a **disproportionate environmental stressor burden and high cumulative impacts to the underserved population**. The **sensitive** populations near these blighted properties are not experiencing the economic growth and vitality experienced in other parts of the region. The target area suffers from **decreased taxable revenue, decreased property values, and an inability to market properties** for redevelopment because of the potential environmental hazards. All these factors lead to **EJ issues** such as **low income, lack of transportation options, and distressed neighborhoods**. The target area's underserved residents struggle with a **63<sup>rd</sup> percentile in low-income** and a **51<sup>st</sup> percentile in poverty**.<sup>5</sup> Redevelopment of target-area properties will reduce welfare threats by increasing community engagement and removing public safety hazards. Planned redevelopment of the **Cameron Ballpark** site and the **CHD** will promote EJ by increasing accessibility to **public green spaces, programs, and the walkability of the downtown historic district**. After brownfield projects are completed, community assets and businesses will replace blighted brownfield sites, making room for **employment opportunities, increased tourism, increased taxable revenue,**

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<sup>4</sup> Climate and Economic Justice Screening Tool (CEJST)

<sup>5</sup> [www.statecancerprofiles.cancer.gov](http://www.statecancerprofiles.cancer.gov)

<sup>6</sup> EJ Screen Report

**and a more prosperous future** for the **underserved** community, which will promote EJ for the entire region. (b) Advancing Environmental Justice: Shifts in the economy over the last century have led to numerous target-area abandoned properties, leading to ongoing exposure to contaminants and poverty due to the lack of job opportunities. Focusing on President Biden’s Justice40 Initiatives, EPA Brownfield funding will address several EJ issues plaguing this community by reducing the **EJ burden, decreasing the number of abandoned and blighted properties, adding green space, and creating new jobs for the community**. Redevelopment of the priority sites into recreational areas, green spaces, and commercial mixed-use will address EJ issues and set the stage for revitalization, enabling new businesses to occupy rebuilt commercial spaces and creating a neighborhood with an improved standard of living. The proposed reuse of priority sites will improve the health and well-being of the sensitive populations and remedy the many inequalities in health risk, access to green space, transportation barriers, and lack of employment options affecting this underserved community. **None of the planned redevelopment discussed in this grant application will displace residents or businesses**. The Council will employ redevelopment strategies that will prevent or minimize the potential of any **future** displacement for businesses or residents.

**b. Community Engagement** i. Project Involvement & ii. Project Roles

<b>Name of Org.</b>	<b>Point of Contact</b>	<b>Specific involvement in the project or assistance provided</b>
North Central Missouri Business Facilitation (NCMBF)	Dillan Klindt 816-284-3539	The NCMBF assists local entrepreneurs in how to start, develop, and succeed with a new business start-up. They will assist with <b>future site reuse planning, outreach, and education activities</b> .
City of Cameron Parks and Recreation	Mr. Tim Wymes <a href="mailto:twymes@cameronmo.com">twymes@cameronmo.com</a> 816-632-2177	The Parks and Recreation Dept. provides recreational activities and facilities for the residents of Cameron throughout the year. They will assist with <b>site identification, future site reuse planning, and community education and outreach and host meetings</b> .
Northwest Roundtable	Monica Bailey <a href="mailto:acdcdirector@rpt.coop">acdcdirector@rpt.coop</a> 660-744-6562	The Northwest Roundtable assists businesses in northwest Missouri with start-up, marketing, and networking. They will assist <b>with community outreach and education and site identification</b> .

iii. Incorporating Community Input: The Council announced its intent to apply for the FY2024 Community-wide Brownfields Assessment Grant at the monthly board meeting on **Wednesday, September 27, 2023**. The Council holds monthly board meetings on the fourth Wednesday of the month. The Council believes keeping the public informed, gathering public input, and keeping the public engaged will garner support from the public and local organizations to foster collaborative interactions, especially with those underserved residents most affected by the project. A **Community Engagement Plan (CEP)** will be created that will outline community engagement activities, project schedules, project site histories, and key personnel and will be available for review at the Council office in St. Joseph, Missouri.

To educate city residents on the Brownfield Program and to help identify potential target-area brownfield sites, the Council will perform community outreach and review the suggested brownfield sites provided by community members during quarterly meetings. The **Brownfield Project Team** will review and evaluate comments and community input during quarterly meetings, recording all community member suggestions and information in the minutes and posting them on the Council’s Brownfield Program website. All suggestions and input will be addressed on an individual basis within a week and promptly posted to the Council’s Brownfield Program website for further public review. The Brownfield Project Team will maintain a site inventory of the suggested brownfield sites and will review the list routinely, updating it at each quarterly meeting.

The Council will use multiple forms of media in the CEP to request input and keep the public informed about the Brownfields Assessment Grant projects and progress. The Council will publish information in local newspapers, newsletters, Mo-Kan’s brownfield webpage, and social media platforms and will provide monthly e-updates and signage at project sites (once activities are underway). The Council will hold workshops with local media outlets to include stories and highlight funding, program updates, and success stories. The Council will attend public meetings in the region as the program progresses and interest grows and questions are generated, such as the Commissioner and City Council meetings, Northwest Roundtable, North Central Missouri Business Facilitation, and St. Joe Diplomats meetings. Workshops will be sponsored by the Council and other entities with specific effort to coordinate meetings in targeted brownfields areas. The Council will also meet one on one with lenders, businesses, and property owners involved with prospective projects and sites. The Council will contact property owners or residents individually to discuss their suggestions in more detail when necessary.

**3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

**a. Description of Tasks/Activities and Outputs:**

<b>Task 1: Outreach</b>	
i.	<i>Project Implementation:</i> The Council’s Brownfield (BF) Project Director will develop a Community Engagement Plan (CEP), outreach materials, BF Project website, and social media posts with the assistance of the environmental contractor (EC). Council staff will lead the community meetings to keep the public informed about project plans and updates. Supplies are budgeted for the printing of outreach materials (brochures/handouts), office supplies, and software to manage the grant.
ii.	<i>Anticipated Project Schedule:</i> CEP will be created in the 1 <sup>st</sup> quarter. Community meetings will be held the 1 <sup>st</sup> and 3 <sup>rd</sup> quarters during Years 1–3 and the 1 <sup>st</sup> quarter of Year 4. Website and outreach materials created in the 1 <sup>st</sup> quarter and posted quarterly throughout the grant project.
iii.	<i>Task/Activity Lead:</i> Mo-Kan Regional Council, Ms. Kathy Hahn, BF Project Director
iv.	<i>Outputs:</i> CEP, BF Website, 7 Community Meetings, Brochures/Handouts, Social Media Posts, Summary of Community Meetings in EPA required Quarterly Reports.
<b>Task 2: Site Inventory</b>	
i.	<i>Project Implementation:</i> The Council’s BF Project Director will work with target-area residents during community meetings to create a thorough site assessment inventory. Abandoned and underused properties identified by target-area residents will be researched further by Council staff using the property appraiser’s website and/or county records. Once a list is compiled, the EC will work with Council staff to create an evaluation ranking tool, with the help of residents, to determine the order in which the sites will be addressed, with sites in <b>underserved</b> areas being prioritized.
ii.	<i>Anticipated Project Schedule:</i> Community meeting held in the 1 <sup>st</sup> quarter will continue the preliminary inventory process that began with this application. Evaluation ranking process will take place in the 2 <sup>nd</sup> quarter and continue throughout the grant project.
iii.	<i>Task/Activity Lead:</i> Mo-Kan Regional Council, Ms. Lily Clajus, BF Project Manager
iv.	<i>Outputs:</i> Evaluation Ranking Tool, Site Inventory List
<b>Task 3: Assessment</b>	
i.	<i>Project Implementation:</i> The EC will conduct Environmental Site Assessment (ESA) activities at sites selected and ranked through the Site Inventory Task, starting first with the two priority sites listed in this application. ASTM-AAI compliant Phase Is; Generic Quality Assurance Project Plan (QAPP); Phase IIs which will include the SS-QAPP. Prior to assessment, site access agreements and property eligibility determinations approval will be obtained.
ii.	<i>Anticipated Project Schedule:</i> Assessment activities begin in the 2 <sup>nd</sup> quarter and continue throughout the grant.
iii.	<i>Task/Activity Lead:</i> The EC will implement the technical aspects of the project with oversight from the Council: Mo-Kan Regional Council, Ms. Kathy Hahn, BF Project Director.

iv.	<i>Outputs: 20 Phase I ESAs, 1 Generic QAPP, 10 Phase II ESAs including SS-QAPP, Site Access Agreements and Property Eligibility Determinations.</i>
<b>Task 4: Remediation/Reuse Planning</b>	
i.	<i>Project Implementation: For projects identified for cleanup, the EC will prepare the Analysis for Brownfields Cleanup Alternatives (ABCA) and/or Cleanup Plans. Cleanup planning will include evaluating cleanup alternatives, calculating cleanup costs, and determining site appropriate remediation and/or reuse planning to reduce health/environmental risks. The EC will assist the Council in hosting charrettes/visioning sessions to be held for key properties. A planner will create Site Reuse Assessments and a BF Revitalization Plan.</i>
ii.	<i>Anticipated Project Schedule: Plans &amp; Charrettes begin in the 6<sup>th</sup> quarter and continue throughout the grant.</i>
iii.	<i>Task/Activity Lead: The EC will implement the technical aspects of the project with oversight from Mo-Kan Interim Director, Kathy Hahn, BF Project Director.</i>
iv.	<i>Outputs: 4 ABCAs, 2 Vision Sessions/Charrettes, 1 Site Reuse Assessments, 1 BF Revitalization Plan</i>
<b>Task 5: Programmatic Support</b>	
i.	<i>Project Implementation: The Council's BF Project Director will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement Work Plan, schedule, and terms and conditions. The EC will assist the Council in completing ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, and all additional Programmatic Support for the four-year term of the grant. The travel budget allows for two staff to attend three national/regional/grantee BF training conferences/workshops.</i>
ii.	<i>Anticipated Project Schedule: ACRES Reporting begins in the 1<sup>st</sup> quarter, and Quarterly Reporting begins in the 2<sup>nd</sup> quarter and continues throughout the grant project. Annual Reporting and Forms will be created in the 5<sup>th</sup>, 9<sup>th</sup>, and 13<sup>th</sup> quarters and during final closeout.</i>
iii.	<i>Task/Activity Lead: Mo-Kan Interim Director, Kathy Hahn, BF Project Director</i>
iv.	<i>Outputs: ACRES Database Reporting, 4 Annual Financial Reports, 16 Quarterly Reports, 4 MBE/WBE Forms, Programmatic Support for the four-year grant period. Two staff to attend three conferences.</i>

**b. Cost Estimates:** Below are the anticipated cost estimates for this project *based on past brownfield projects as determined by local market standards with contractual hourly rates based on the skills needed for the specific tasks. Brownfield Projects as determined by local market standards with contractual hourly rates based on the skills needed for the specific tasks.* The budget for this project includes personnel, travel, supplies, and contractual costs only. The personnel rate is an average hourly rate of \$45 to include fringe. **Sixty-three percent (63%) of the budget will be spent on site-specific work through the Assessment Task.**

**Task 1 Outreach:** Personnel: \$10,575 Staff creation of CEP (60hrs), outreach documents (35hrs), and community meetings (140/20hrs per meeting x 7 meetings). Contractual: Community Engagement Plan \$500 (5hrs x \$100); 7 Community Education Meetings \$1,000 (10hrs x \$100). Supplies: Outreach Supplies \$240 (printed brochures \$100 [100 x \$1]; printed display boards \$100 [1 x \$100]; notebooks, paper, pens, other miscellaneous office supplies \$40).

**Task 2 Site Inventory:** Personnel: Staff support of site inventory \$900 (20hrs). Contractual: Brownfield Site Inventory and Evaluation Ranking Tool Creation \$10,000 (100hrs x \$100).

**Task 3 Assessment:** Personnel: Staff support 1hr review per report \$1,395 (31 reports). Contractual: 20 Phase I ESAs \$3,500 each for a total of \$70,000; 1 Generic QAPP \$5,000; 10 Phase II ESAs including SS-QAPP at \$24,000 each for a total of \$240,000.

**Task 4 Remediation/Reuse Planning:** Personnel: Staff support for vision sessions \$1,350 (15hrs x 2 events); plan/ABCA review \$540 (2hrs x 6). Contractual: 4 ABCAs \$5,500 each for a total of \$22,000; 2 Visioning Sessions \$4,000 (\$2,000/meeting); 1 Site Reuse Assessment Plans at \$30,000 (Planner: 150hrs x \$150; Market Analysts: 10hrs x \$125; Environmental Professional: 50hrs x \$125); 1 Brownfields Revitalization Plan \$75,000 (Planner: 200hrs x \$150; Market Analysts: 180hrs x \$125; Environmental Professional: 180hrs x \$125).

**Task 5 Programmatic Support:** Personnel: Staff support for grant administration \$13,500

(300hrs). Contractual: ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, Programmatic Support for the four-year grant period \$2,000 (20hrs x \$100). Travel: 2 staff to attend 3 events \$12,000 (flights at \$800, hotel at \$300 x 3 nights, incidentals and per diem at \$100 per day [3 days] x 2 attendees x 3 events).

Category	Tasks					Totals
	<i>Outreach</i>	<i>Site Inventory</i>	<i>Assessment</i>	<i>Remediation/Reuse Planning</i>	<i>Programmatic Support</i>	
Personnel	\$10,575	\$900	\$1,395	\$1,890	\$13,500	\$28,260
Travel					\$12,000	\$12,000
Supplies	\$240					\$240
Contractual	\$1,500	\$10,000	\$315,000	\$131,000	\$2,000	\$459,500
<b>Total Budget</b>	<b>\$12,315</b>	<b>\$10,900</b>	<b>\$316,395</b>	<b>\$132,890</b>	<b>\$27,500</b>	<b>\$500,000</b>

**c. Plan to Measure and Evaluate Environmental Progress and Results:** To ensure this EPA Brownfield Project is on schedule, the **Brownfield Project Team**, which will include the EC, will meet quarterly to track all **outputs identified in 3.a.** using an Excel spreadsheet and will report all progress in fulfilling the scope of work, goals, and objectives to the EPA via quarterly reports. In addition, project expenditures and activities will be compared to the projects schedule to ensure the grant project will be completed within the four-year time frame. Site-specific information will be entered and tracked in the ACRES database. The outputs to be tracked include the number of neighborhood meetings, public meetings, meetings with community groups and community partners, environmental assessments, ABCAs, and cleanup redevelopment plans. The outcomes to be tracked include community participation, acres assessed, acres ready for reuse, redevelopment dollars leveraged, and jobs created. In the event the project is not being completed in an efficient manner, the Council has countermeasures in place to address this problem by making monthly calls to their EPA Project Officer and, if needed, will create a Corrective Action Plan.

**4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

**a. Programmatic Capability** i. Organizational Capacity, ii. Organizational Structure, & iii. Description of Key Staff: Mo-Kan Regional Council is comprised of 28 members, including area mayors, county commissioners, council members, and community leaders. Council staff is very familiar with successfully managing federal- and state-funded grant projects for their jurisdiction. The **Brownfield Project Team**, described below, and their supporting staff are more than adequate and capable of successfully managing this Brownfield Assessment Grant. **Ms. Kathy Hahn**, Mo-Kan Fiscal Officer and Interim Director, will serve as the **Brownfield Project Director**. Ms. Hahn has been the Fiscal Officer since July 2022 and has several years of experience with grant management and reporting for various state and federal grants as well as Small Business Loan programs and Revolving Loan Fund (RLF) programs. Ms. Hahn will be the primary point of contact for the project and will be responsible for the overall management of the grant, including directing team members. Ms. Hahn has a degree in business finance and management from Missouri Western State University. **Ms. Lily Clajus**, GIS Specialist and Community Development Planner for Mo-Kan Regional Council, will serve as the **Brownfield Project Manager** in creating and maintaining the inventory list. She has a degree in public history and historic preservation. . She currently serves as the Council’s GIS point-person, using ESRI's ArcGIS software to create and maintain regional geospatial data to support community and economic development, including infrastructure. She will assist Ms. Han in the day-to-day tasks involved with this project. **Mr. Joseph Penning**, Mo-Kan Senior Loan Officer, works with SBA 504 programs and the EDA RLF loan fund programs. He acts as the liaison with local banks and other lending institutions and is

responsible for packaging and managing loans and analyzing credits and project feasibility. Mr. Penning will be the **Brownfield Finance Director**. He will be responsible for managing the finances and drawdowns through ASAP.gov for this grant project.

iv. Acquiring Additional Resources: On July 21, 2023, the Council advertised a solicitation on their website to comply with competitive procurement requirements outlined in 2 CFR § 200 and 2 CFR § 1500 that are applicable to the hiring of consulting firms to assist communities with grants awarded by the EPA. Respondents to the Request for Qualifications (RFQ) were specifically directed not to contact any member of the Council and to direct questions to the Council Executive Director, Tyler Ferrell (who resigned prior to the award of the project). Qualifications were to be submitted to the Council as a printed copy and PDF version on a USB flash drive. The solicitation was posted for 28 days. The length of the posting was determined based on the date contractor selection was required in order to be included in the regular session Council meeting for approval. This approval was required to move forward with the grant application. In response to the solicitation, the Council received one response that it reviewed. Each response was reviewed at length, scored, and ranked based on the Council's established formal RFP review process using a score-based ranking criterion. In addition, with this RFP request, the Council included a fee proposal and cost criteria that was also considered in the weighted evaluation ranking criteria. Upon approval at their September 27, 2023, meeting, **Terracon Consultants, Inc.** was notified of their selection to assist the Council with the preparation of the US EPA Brownfields Assessment Grant and implementation of the grant if awarded to the Council. Upon an award of EPA Brownfields Grant funding, the Council and their selected contractor would enter into a formal executed contract for project implementation. In addition, the Council will promote strong practices, local hiring, and will link members of the community to potential employment opportunities for all brownfield-related redevelopment via community outreach practices and project updates to project partners.

**b. Past Performance and Accomplishments** i. Currently Has or Previously Received an EPA Brownfields Grant (1) Accomplishments: The Council was the recipient of an EPA Brownfield Revolving Loan Fund (RLF) grant of \$1,000,000 in August 2014. This grant was for the 15-county region. Council staff continues to oversee and manage the RLF. The grant has helped fund over 18 training opportunities, and in 2018, the City of Agency, Missouri, received a \$50,625 sub-grant from the RLF to remove underground storage tanks (USTs), fuel dispensers, and product piping from an abandoned filling station at 11301 SE State Route FF in Agency, Missouri. Three USTs, 25 feet of product line, and two dispensers were removed from the site. The USTs stored diesel and gasoline products. MDNR issued a Certificate of Completion for unrestricted land use dated February 13, 2020. The City of Agency redeveloped the property as a basketball court and parking area. The Council looks forward to continuing to provide these RLF opportunities to our Mo-Kan community.

(2) Compliance with Grant Requirements: Unfortunately, the Council has had a lot of executive staff turnover in the past several years, resulting in its RLF program experiencing a standstill. Currently, the Council is accepting and reviewing resumes with plans to hire several new positions during the winter of 2023–2024. The addition of these new team members will result in new excitement for the Mo-Kan Brownfield Program. The Council has a history of compliance with grant work plans, schedules, and terms and conditions and has an excellent history of timely reporting with all federal and state award agencies. The Council is on schedule and in compliance with this RLF. The Brownfield Project Team is skilled in project management and will monitor all grant activities to ensure compliance with all financial reporting requirements.



**Mo-Kan Regional Council  
FY24 Brownfields Assessment Grant  
Threshold Criteria**

## **Threshold Criteria**

### **1. Applicant Eligibility**

a. Mo-Kan Regional Council is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as it is a designated regional planning commission and economic development district, recognized by the states of Kansas and Missouri and the federal government. Mo-Kan Regional Council serves the county and municipal governments in four Missouri counties, two Kansas counties and one municipality in a non-member Kansas County: Andrew, Buchanan, Clinton and Dekalb counties in Missouri; Atchison and Doniphan counties in Kansas; and Morrill municipality in Brown County, Kansas. See attached documentation.

b. The Council is not exempt from Federal taxation under section 501(c)(4) of the Internal Revenue Code.

### **2. Community Involvement**

The Council announced its intent to apply for the FY2024 Community-wide Brownfields Assessment Grant at the monthly board meeting on **Wednesday September 27, 2023**. The Council holds monthly board meetings on the fourth Wednesday of the month. The Council believes keeping the public informed, gathering public input, and keeping the public engaged will garner support from the public and local organizations to foster collaborative interactions, especially with those underserved residents most affected by the project. A **Community Engagement Plan (CEP)** will be created that will outline community engagement activities, project schedules, project site histories, and key personnel and will be available for review at the Council office in St. Joseph, Missouri.

To educate city residents on the Brownfield Program and to help identify potential target-area brownfield sites, the Council will perform community outreach and review the suggested brownfield sites provided by community members during quarterly meetings. The **Brownfield Project Team** will review and evaluate comments and community input during quarterly meetings, recording all community member suggestions and information in the minutes and posting them on the Council's Brownfield Program website. All suggestions and input will be addressed on an individual basis within a week and promptly posted to the Council's Brownfield Program website for further public review. The Brownfield Project Team will maintain a site inventory of the suggested brownfield sites and will review the list routinely, updating it at each quarterly meeting.

The Council will use multiple forms of media in the CEP to request input and keep the public informed about the Brownfields Assessment Grant projects and progress. The Council will publish information in local newspapers, newsletters, Mo-Kan's brownfield webpage, and social media platforms and will provide monthly e-updates and signage at project sites (once activities are underway). The Council will hold workshops with local media outlets to include stories and highlight funding, program updates, and success stories. The Council will attend public meetings in the region as the program progresses and interest grows and questions are generated, such as the Commissioner and City Council meetings, Northwest Roundtable, North Central Missouri Business Facilitation, and St. Joe Diplomats meetings. Workshops will be sponsored by the Council and other entities with specific effort to coordinate meetings in targeted brownfields areas. The Council will also meet one on one with lenders, businesses, and property owners involved





with prospective projects and sites. The Council will contact property owners or residents individually to discuss their suggestions in more detail when necessary.

**3. Expenditure of Existing Grant Funds**

Mo-Kan Regional Council affirms that it does not have an active EPA Brownfields Assessment Grant or Multipurpose Grant.

**4. Contractors and Named Subrecipients**

On July 21, 2023, the Council advertised a solicitation on their website to comply with competitive procurement requirements outlined in 2 CFR § 200 and 2 CFR § 1500 that are applicable to the hiring of consulting firms to assist communities with grants awarded by the EPA. Respondents to the Request for Qualifications (RFQ) were specifically directed not to contact any member of the Council and to direct questions to the Council Executive Director, Tyler Ferrell (who resigned prior to the award of the project). Qualifications were to be submitted to the Council as a printed copy and PDF version on a USB flash drive. The solicitation was posted for 28 days. The length of the posting was determined based on the date contractor selection was required in order to be included in the regular-session Council meeting for approval. This approval was required to move forward with the grant application. In response to the solicitation, the Council received one response that it reviewed. The response was reviewed at length, scored, and ranked based on the Council's established formal RFP review process using a score-based ranking criterion. In addition, with this RFP request, the Council included a fee proposal and cost criteria that was also considered in the weighted evaluation ranking criteria. Upon approval at their September 27, 2023, meeting, **Terracon Consultants, Inc.** was notified of their selection to assist the Council with the preparation of the US EPA Brownfields Assessment Grant and implementation of the Grant if awarded to the Council.

Mo-Kan Regional Council affirms that it does not have subrecipients associated with this grant application.

See attached RFP solicitation.

Upon an award of EPA Brownfields grant funding, the Council and their selected contractor would enter into a formal executed contract for project implementation. In the interim, there is not a contract available to attach.