



**Development Services**

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Narrative Information Sheet

R08-24-A-009

1. Applicant Identification City of Kalispell  
PO Box 1997  
Kalispell, MT 59901
2. Funding Requested
  - a. Assessment Grant Type: Community-wide
  - b. Federal Funds Requested: \$500,000
3. Location
  - a. Kalispell
  - b. Flathead County
  - c. Montana
4. Target Area and Priority Site Information
  - a. Target Area
    - i. Kalispell Core Area
      1. Census Tracts 10, 11.01 and 11.02
    - ii. Kalispell Downtown
      1. Census Tract 10
  - b. Priority Site
    - i. Kalispell Center Mall, 20 North Main Street, Kalispell, MT 59901
    - ii. Former CHS Agronomy Center, 55 4<sup>th</sup> Avenue East North, Kalispell, MT 59901
    - iii. Former Roy Stanley Dealership, 1000 West Idaho Street, Kalispell, MT 59901
5. Contacts
  - a. Project Director Katharine King  
406.758.7713  
[kking@kalispell.com](mailto:kking@kalispell.com)  
PO Box 1997  
Kalispell, MT 59901
  - b. Chief Executive/Highest Ranking Elected Official Mayor Mark Johnson  
406.758.7756  
[publiccomment@kalispell.com](mailto:publiccomment@kalispell.com)  
PO Box 1997  
Kalispell, MT 59901

6. Population 28,450 (US Census QuickFacts July 1, 2022, estimate)

7. Other Factors

<b>Sample Format for Providing Information on the Other Factors</b>	<b>Page #</b>
Community population is 10,000 or less.	--
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	--
The priority site(s) is impacted by mine-scarred land.	--
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).	--
The priority site(s) is in a federally designated flood plain.	2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	--
The reuse of the priority site(s) will incorporate energy efficiency measures.	2
The proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments.	--
At least 30% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in <a href="#">Section I.B.</a> , for priority site(s) within the target area(s).	3,6,7
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.	--

8. Letter from the State Environmental Authority See attachment

9. Releasing Copies of Applications Not applicable



October 31, 2023

Katharine King  
Community Development Manager  
City of Kalispell  
201 1st Avenue East  
Kalispell, MT 59901

RE: Letter of Support: City of Kalispell's Brownfields Assessment Grant Application

Dear Ms. King:

I am writing to express Montana Department of Environmental Quality's (DEQ's) support for the City of Kalispell's efforts to obtain a U.S. Environmental Protection Agency Brownfields Assessment Grant.

It is my understanding that the assessment funds will be used to assess and plan for the redevelopment of hazardous substance and petroleum contaminated properties within the city limits of Kalispell. DEQ understands that this funding is essential to the City of Kalispell's efforts in redeveloping Brownfields properties in these areas. The DEQ supports Brownfield's efforts in Montana and wishes to promote assessment and cleanup activities that allow contaminated properties to be put into productive and beneficial use.

If you have any questions or comments about brownfield sites, please contact Colleen Owen at (406) 755-8954 or [COwen@mt.gov](mailto:COwen@mt.gov).

Sincerely,

DocuSigned by:  
  
DB2E8B9096174A7...  
Amy Steinmetz, Administrator  
DEQ Waste Management & Remediation Division

cc: Colleen Owen; Brownfields Coordinator; Cleanup, Protection, and Redevelopment Section; [cowen@mt.gov](mailto:cowen@mt.gov)  
Jason Seyler; Brownfields Coordinator; Cleanup, Protection, and Redevelopment Section; [jseyler@mt.gov](mailto:jseyler@mt.gov)

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

**a. Target Area and Brownfields** i. Overview of Brownfield Challenges and Description of Target Area: The City of Kalispell in northwest Montana, is just 45 minutes south of Glacier National Park and 15 minutes north of Flathead Lake, the largest freshwater lake west of the Mississippi. On New Year's Day 1892, Kalispell was put on the map when the first Great Northern Railroad train arrived. The railroad and industry that followed built Kalispell into a frontier town with sawmills and flour mills, grain silos, fertilizer and bulk plants lining the tracks at the epicenter of town. Later came dozens of gas stations and engine repair shops. At the edge of millions of acres of wildland, a community was built on extracting every marketable resource. These industrial uses left behind a legacy of 50-plus known brownfields and 44-acres of vacant and blighted sites in the 365-acre railroad corridor in the heart of Kalispell. Aerial photos show the center of town to be literally grey. Missing from the area were sidewalks, trees and greenspace for residents to live healthy lives. The poorer west side neighborhood bore the brunt where only one community park doubled as the elementary school playground. Fast forward to the Great Recession when even little Kalispell saw neighborhoods devastated by vacant, foreclosed and abandoned homes such that new residential construction came to a stop. That year, Kalispell was awarded a pilot US EPA Brownfields Area-Wide Planning grant. The product of that grant was the most extensive public engagement and planning process in the city's history generating the *Core Area Plan*. The plan was adopted as an amendment to the City's growth policy in 2012. The ambitious goals of the *Core Area Plan*, the realities of extensive brownfields and the existing built environment created a complex redevelopment project of an urban scale in this small town. As a result of its plan, in 2015, the City was awarded a \$10 million US Department of Transportation TIGER grant. The project built a new industrial rail park at a reclaimed gravel pit (mine scarred land) and then removed 1.6-miles of old railroad tracks bifurcating the city, railbanked the land and built the Kalispell Parkline Trail and linear park in its place. The project addressed four major brownfield sites, yet dozens more remained. In 2017, the City adopted *The Downtown Plan*, an outgrowth of the Core Area Plan with continued themes focused on the north-south Main Street (Hwy 93) route intersecting the Core Area. In 2021, Kalispell became the fastest growing micropolitan area in the country as a result of Covid-19 urban, remote work transplants and the Montana romanticism of the "Yellowstone" tv series. Pre-existing community strains of inadequate and unaffordable housing exploded. While it is true wealthy transplant families will find beautiful housing in beautiful areas, it is also true that folks who have traditionally earned (comparatively much lower) wages locally cannot compete with cash buyers nor with conversions of their long-term leases to short-term vacation rentals in high demand by increasing numbers of vacationers. In just three years massive socio-economic changes brought on by macro issues including skyrocketing inflation and zero percent residential vacancy rates brought housing costs increases of 231% and levels of homelessness never seen before in this area. Though not the only answers, some clear mechanisms for addressing these community needs must include redevelopment of in-fill, brownfield properties focused on multi-family housing. Pursing this course will reduce land, infrastructure, and community services costs to yield affordable housing units of all types.

ii. Description of Priority Brownfield Sites: Today, Kalispell is a city of 28,454 with a 350,000 sq ft 1985 shopping mall on 22.5-acres of petroleum brownfields at the center of the Core Area. The **Kalispell Center Mall** was built on the land where seven lines of railroad track operated for 100

years. Immediately north of the mall site are another 25-acres (roughly 10 city blocks) including unresolved brownfield sites pensively awaiting redevelopment direction. All are hemmed into the westside of Kalispell by US Highway 2 (Idaho Street) to the north and US Highway 93 (Main Street) to the east. This intersection of two highways is the busiest in Montana and the priority given to its vehicular users has superseded the needs of area residents and non-vehicular transportation for as long as anyone can remember. The Kalispell Center Mall has been for sale for five years and has fallen out of contracts for sale numerous times. While a couple corners of the site have reckoned with found petroleum issues and then redeveloped, the vast majority of the site has not been addressed. The current prospective purchaser is grappling with complexities of the largest building in town, a purpose-built enclosed mall. **This developer is working with engineering and architectural firms to incorporate new technologies in energy efficiency to improve on its 40-year-old original construction.** Through the due diligence process this is expected to include an energy audit and accessing Kalispell's designation for C-PACE financing in redevelopment of the structure. In this economy mixed-use, office, restaurant, retail, and multi-family housing with walkability adjacent to Kalispell's Parkline Trail is recognized as the most plausible future for the site.

The second priority site is the **former CHS Agronomy Center and adjacent properties** to the east of Main Street (aka Highway 93) intended for redevelopment as a single large-scale mixed-use, multi-family housing development to include 20% *affordable workforce* housing units and ideally a branch of the public library. These redevelopment sites include a 1.7-acre wrecking yard with shop located here since 1959 and a state-owned heavy equipment storage area with fueling tanks. Once aggregated and redeveloped as a whole, these properties adjacent to the Kalispell Parkline will further support a healthier, more walkable city. This property developer is actively working to determine the best energy efficiency measures to fit the project and site.

The third priority site is the **former Roy Stanley Dealership** on the west end of the Core Area along Highway 2 (Idaho Street). This well-known, 5-acre corner lot has been vacant, save for u-sell used cars displayed at the street sides, since 2009. The property itself suffers a cloud of needed petroleum environmental remediation on-site and from adjacent property fuel tank spills. **The site is further challenged as it lies within the federally mapped floodplain area along with several of its neighbors.** Determination of viable redevelopment options will be critical to moving it from blighted and vacant to a vibrant centerpiece worthy of its prominent location.

The redevelopment needs and visions for these priority locations fit squarely with the community priorities and goals as set forth in the 2012 *Core Area Plan*. Taken together, **these three sites account for 10% of the land in the Core Area.** With **site access in place**, using these sites as focal points for assessments and planning will clearly move the needle on brownfields cleanup and redevelopment throughout the Core Area and beyond.

i. Identify Additional Sites: Kalispell citizenry has long held a reluctant relationship with government at all levels. Therefore, this city cannot post lists of identified brownfields sites, choose sites for assessment and work down a priority list. Instead, we have grown a highly successful program based on making the brownfields program known and available, allowing property owners (usually at the point of selling) and prospective purchasers (usually at the direction of their lender) to come to the city requesting assessment based on their needs and timelines. The city maintains a Brownfields webpage and activities are reported monthly to the

Urban Renewal Agency (URA), Business Improvement District, Chamber of Commerce and other organizations as an ongoing Brownfields education campaign. To date, the connectivity of these city and social networks generates a steady stream of program interest. Since Kalispell's Brownfields Program began, sites have been taken under consideration on a rolling basis—first come, first serve with EPA Region 8/Montana DEQ eligibility determinations being the deciding factor. The URA serves as Kalispell's Brownfields oversight board.

### **Revitalization of the Target Area**

**i. Reuse Strategy and Alignment with Revitalization Plans:** The *Core Area Plan* calls for infusion of higher density housing, compatible mix of commercial and residential uses, and street improvements. The nine goals include:

*3) a circulation system that encourages increased north-south connections; 5) a functional, physical and architectural connection between the traditional downtown and other surrounding neighborhoods and the Core Area as appropriate; 6) the focal point along with the traditional downtown for public venues such as...library, performing arts center, exhibit halls and event centers; 7) a mix of commercial retail, neighborhood services, residential, public and open space uses within the Core Area that drive local development by meeting daily needs of residents, attracts the traveling public, inspires the greater community and encourages non-vehicular transportation; 9) entrance features including signs and visual cues such as building location, complimentary building design and streetscape features along Main Street (Hwy 93) and Highway 2 to define the boundaries of the Core Area and downtown. Goals 1, 2, 4 and 8 have largely been addressed through the work of the TIGER grant (Core Area Plan available at: <https://www.kalispell.com/DocumentCenter/View/81/Core-Area-Plan-PDF>).*

The *Core Area Plan* has leveraged \$40 million in public resources from multiple local, regional, state, and federal sources yielding over \$200 million in private redevelopment to date. The city was awarded a 2023 USDOT Safe Streets and Roads for All (SS4A) safety planning grant to for the Main Street (Hwy 93) area. SS4A, the *Core Area Plan*, *The Downtown Plan* and a Revitalization Master Plan for the Core Area will dovetail perfectly to address the current and future challenges. **The proposed Revitalization Master Plan will focus on traffic impact studies at the three priority sites and study infrastructure deficiencies impeding redevelopment. Thus, 30% of the proposed budget is dedicated to this task.**

### **ii. Outcomes and Benefits of Reuse Strategy**

The priority sites (vacant dealership site, Kalispell Center Mall, and the wrecking yard & equipment storage sites)—each 3 minutes apart, are in a straight line west to east through the center of the Core Area in a poverty burdened, distressed neighborhood. Creating a Revitalization Master Plan for the largest building in town and its surrounding environment makes sense in every conceptualization of revitalization from environmental remediation to improving health conditions to maximization of infill infrastructure and services to housing and job creation to reduction of urban sprawl to growth of tax base. This is particularly true given Kalispell's zero percent rental vacancy rate city-wide and near exclusive reliance on property tax revenue. Kalispell's *Core Area Plan* goals have been roughly half met through the successful completion of the TIGER grant project. This community is up to the challenge of tackling the remaining five goals through assessments and a Core Area Revitalization Master Plan.

### **a. Strategy for Leveraging Resources**

**i. Resources Needed for Site Reuse:** The City is making every effort to secure additional funding to further brownfields redevelopment goals. The City has two Tax Increment Finance (TIF) Districts (Westside/Core Area and Downtown) that allow proportional funding of demolition and



site preparation for redevelopment. As a unit of local government, the City will continue pursuing state and federal funding as well as private-public partnerships to achieve these goals.

ii. Use of Existing Infrastructure: Kalispell’s plans recognize the importance of reuse of existing infrastructure making the target area (Core Area) a catalyst to upgrades of existing, aged infrastructure (some dating to the 1930’s). The City intends to use existing target-area infrastructure (roads, power, water/sewer) as stated in its Core Area and Downtown Plans. Where existing infrastructure requires repairs/replacement for revitalization, the City will work to secure state and federal funding sources to supplement its capital improvement projects.

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

**a. Community Need** i. The Community’s Need for Funding: Kalispell relies on property tax revenues as Montana does not allow retail sales tax. This taxing structure alone severely limits municipal funding. The Core Area is part of a TIF district, however environmental site assessments and master planning are not eligible uses. EPA Brownfields grant funds have been and will continue to be vital funding to spur revitalization.

ii. Threats to Sensitive Populations (1) Health or Welfare of Sensitive Populations: Over 40-acres of vacant and blighted properties throughout the target area generate a ripple effect of negative impacts including decreased property values, decreased taxable values, decreased owner re-investment and reduced marketability for subject and neighboring properties. Worse yet, through the EPA’s Environmental Justice Screen we can see the detrimental effects suffered by residents in the target area. **Adults in the northern portions of Kalispell’s Core Area and Downtown are in the 90<sup>th</sup> percentile for rates of cancer, the east end of the target area is in the 93<sup>rd</sup> percentile for individuals lacking health insurance, while the west end and southern portions are in the 98<sup>th</sup> percentile for persons with disabilities.** Generally, the areas residents are in the 71<sup>st</sup> percentile for low life expectancies. Nearly 1/3 of the target area population is over age 64. Lead exposure can result in severe health and developmental consequences for infants and children just as asbestos exposure can result in many forms of cancer and breathing problems such as asthma. The lack of affordable housing has reached a crisis point in Kalispell. In 2022, the area’s average monthly rent was \$1,221/month according to a Custom Market Report by Berkadia Commercial Mortgage LLC with vacancy rates at 0.8%. However, a 2-bedroom apartment was leasing at over \$1,500/month. At the time of the study, 1 1-bedroom unit was available, and 2 3-bedroom units were available for rent in Kalispell.

The University of Montana’s Bureau of Business and Economic Research (BBER) published “Flathead Valley Housing Market Analysis” Final Report, February 1, 2023, in which it lays out a plethora of data indicating concern for Kalispell residents. The BBER report puts a finer point on the well-known statistic that Kalispell became the fastest growing micropolitan area in the nation in 2021:

*“The trend in in-migration clearly has implications for new demand in the Flathead County housing market. Not only the numbers, but the spending power of new arrivals to the region – most of whom relocated from other states – is significant. The average income of households who move to Flathead County exceeded \$110,000 in 2020, as shown in Figure 3. This was more than twice as high as the income of those moving into the County from other parts of Montana.”*

Anecdotally, we can be sure that Kalispell’s new, high-income residents are not moving into the Core Area and Downtown:

*“The unfortunate consequence of the growing demand to live in the Flathead Valley is declining affordability of housing for residents who live and work in the area. Beginning in 2018 the median earning household no longer had enough income to qualify for a median priced home. We estimate in 2022 the median earning household could qualify for about half of the median priced home.”*

Typically, economically disadvantaged individuals are at greater health risk due to living in substandard/disproportionately expensive housing.

**(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions:** Sensitive populations are at the greatest risk when it comes to disease and health conditions arising from brownfield sites. Lead based paint and asbestos exposure typically associated with aging buildings pose increase risks to sensitive populations, and this is certainly true of the target area’s high population of seniors and disabled. These sensitive populations in the target area are at greater risk of exposure to lead paint, which is typical in the railroad houses built in the Core Area around the time the railroad arrived. The data demonstrate our cancer rates are disproportionately high. Commonly recognized brownfields contaminates ranging from lead-based paint, to asbestos to petroleum products are known to cause cancer. Implementation of the proposed brownfields assessments leading to remediation and redevelopment will positively impact rates for individuals living in the area.

**(3) Environmental Justice (a) Identification of Environmental Justice Issues:** The EPA’s EJ Screen shows where any value over 75 indicates a potential sensitive population or environmental indicator. **The entire Core Area and Downtown are shown to be in the 99<sup>th</sup> percentile for underground storage tanks, 78<sup>th</sup> percentile for lead based paint, 88<sup>th</sup> percentile for proximity to traffic.** It can be no coincidence that the **population living below the federal poverty level in the target area ranges from as low as 15.6% (south side) to as much as 31.6% (west side).** The removal or remediation of blighted, dilapidated properties and the subsequent redevelopment of brownfield sites within the target area into a safe built environment and increasing green availability will clearly promote healthier living conditions and lifestyles for residents.

**(b) Advancing Environmental Justice:** Environmental Justice (EJ) is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation and enforcement of environmental laws, regulations, and policies. In this community, poverty and age are at the heart of the EJ issues. Environmental justice is critical to the full participation of all people in the benefits of their community. Census data indicates that adverse environmental, health and climate related impacts resulting from industrial and other actions are felt most acutely by Kalispell’s low-income, American Indian, and elderly 65 years and older of age individuals. The resident population is historically predominately Caucasian with population growth not yet evidencing notable changes in diversity. During the 2021 legislative session of the State of Montana passed a law banning inclusionary zoning and further restricted cities’ control over zoning in the 2023 legislative session. The city is proactively addressing environmental justice by pursuing robust public engagement activities as described herein; advocating for non-vehicular and alternative transportation; supporting affordable and diverse housing types; and working to identify, characterize and remediate brownfield sites wherever possible as these disproportionately affect our least advantaged neighbors.

**b. Community Engagement i. Project Involvement and ii. Project Roles:**

Organization Name	Point of Contact	Specific Involvement
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City of Kalispell Urban Renewal Agency Volunteer Board	Marc Rold, Board Chairman marc@marcrol.com 406-756-2990	Review of Brownfield Program requests; Funding match source (Tax Increment Finance) for eligible Core Area and Downtown projects
City of Kalispell Revolving Loan Fund Committee	A.J. Spear, Committee Chairman aspear@glacierbank.com 406-758-4395	Promote and educate community, developer recruitment, potential project loan source
Kalispell Business Improvement District	Kisa Davison, President [REDACTED] 406-471-1232	Business and property owner education, networking, Brownfields project advocacy and reuse planning
Kalispell Chamber of Commerce & Convention and Visitor Bureau	Lorraine Clarno, CEO l.clarno@kalispellchamber.com 406-758-2800	Inform and update membership about Brownfields projects, reuse planning
Kalispell Center Mall	Eric Peterson, General Manager eric.peterson@g-b.com 406-250-1539	Landowner of catalyst property in Core Area
Hayden Tanner	Molly McCabe, Founder/President [REDACTED] 406-837-6260	Landowner of catalyst property in Core Area
SS & TT LLC	Sean Andrachick, Owner [REDACTED] 406-253-7248	Landowner of catalyst property in Core Area
Northwest Montana Association of Realtors	Jeri Moon, Executive Officer jmoon@nmar.com 406-752-4313	Realtor, developer and community education of Brownfield redevelopment sites, projects and reuse planning
Flathead Builders Association	Mark Freidline, Executive Officer <a href="mailto:director@buildingflathead.com">director@buildingflathead.com</a> 406-752-2422	Promote and educate commercial building community, developer recruitment, reuse planning

iii. Incorporating Community Input: Through the Core Area planning process City staff made open and frequent communication with the community its number one priority and *if funded, we would replicate this highly successful model for the Revitalization Master Plan.* For the Revitalization Masterplan and Assessments staff will reach out directly to set meetings with the 450 owners of the 1,100 parcels in the area. Staff will offer presentations to local community groups and at regularly held City Council meetings, public hearings, and specialized open house events. The City website will maintain information relating to the Core Area work and list staff contact information. Given many residents have limited computer/internet access, the City will mail timely newsletters to District property owners, and make documents available at the County library and City Hall. Kalispell will continue partnering closely with other community-based organizations and property owners to communicate work that is underway and/or in the planning stages, identify new information or sites that may be eligible, conduct assessments per the work plan and provide support for cleanup and reuse decisions. Information will be shared as requested at meetings of: Kalispell City Council (twice monthly) and monthly meetings of the Planning Board, URA (TIF Board and Brownfields Committee), Revolving Loan Fund Committee, Architectural Review Committee, Business Improvement District and Downtown Association boards which meet monthly. The public is encouraged to offer comments in these venues. As a direct result of the Covid-19 pandemic meetings are made available via Zoom. Additionally, the city will air brownfields information on its government access channel along with key staff contact information to reinforce the purpose of the Brownfields Program, updates on project planning, site selections cleanup projects and how to access more information. While this community appears to have very few non-English speaking residents, every effort will be made to accommodate needs for translation. The City also strives to offer written materials in ADA compliant formats for the

visually impaired. The City Clerk’s office will support public outreach efforts with social media posts to further broaden the public outreach efforts.

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

**a. Description of Tasks/Activities and Outputs:** The City is requesting \$500,000 to implement this project based on the concentration of brownfields sites in the 365-acre Core Area and anticipated additional sites to be identified through the Revitalization Master Plan process.

<b>Task/Activity 1: Site Identification &amp; Technical Assistance</b>
i. Project Implementation: Discussion of EPA-funded tasks/activities for the priority site(s) See detail below; Discussion of EPA-funded tasks/activities for non-priority site(s), if applicable: See detail below; Non-EPA grant resources needed to carry out tasks/activities: Community-wide partnerships
ii. Anticipated Project Schedule: Throughout grant period
iii. Task/Activity Lead: Katharine King
iv. Outputs: Cooperative Agreement oversight, site selections, secure site access agreements. Documentation in quarterly reporting.
<b>Task/Activity 2: Community Involvement &amp; Outreach</b>
i. Project Implementation: Discussion of EPA-funded tasks/activities for the priority site(s): See detail below; Discussion of EPA-funded tasks/activities for non-priority site(s), if applicable: See detail below; Non-EPA grant resources needed to carry out tasks/activities, if applicable: City staff time.
ii. Anticipated Project Schedule: Throughout grant period
iii. Task/Activity Lead: Katharine King
iv. Outputs: Community engagement including meetings/open houses, virtual and print collateral per detailed description below. No less than 3 public meetings and 4 community outreach events. Documentation in quarterly reporting.
<b>Task/Activity 3: Site Characterization &amp; Cleanup Planning</b>
i. Project Implementation: Discussion of EPA-funded tasks/activities for the priority site(s): See detail below; Discussion of EPA-funded tasks/activities for non-priority site(s), if applicable: See detail below; Non-EPA grant resources needed to carry out tasks/activities: Project Manager’s time roughly 20 hours per project site for property owner, contractor and/or MDEQ or EPA meetings, reviewing reports, dissemination of information.
ii. Anticipated Project Schedule: As outlined below Month 2 of award through September 30, 2028
iii. Task/Activity Lead: Katharine King
iv. Outputs: Select QEP; Develop QAPPs, HASPs, SAPs, 12 Phase I ESA reports, 6 Phase II ESA reports, final Analysis of Brownfield Cleanup Alternatives (ABCA) documents, area-wide plan, travel for conferences per description below. Documentation in quarterly reporting.

i. Project Implementation: The City of Kalispell will contribute in-kind resources to carry out programmatic oversight activities and grant administration through Project Director, Katharine King. Additionally, Ms. King will be responsible for implementation of Community Involvement & Outreach activities only charging the grant budget for financial outlays related to printing/ mailing newsletters and limited subscription to social media platforms.

ii. Anticipated Project Schedule: Following a notice of award and completed Grant Agreement, the City will implement the procurement process for a Qualified Environmental Professional (QEP) firm in months 2-3, in month 4 develop QAPP and HASP for EPA review/approval and begin community outreach process. Community outreach will be done throughout the grant operations and project outputs including site specific SAP, Phase I, Phase II and any cleanup plans will be completed by end of grant period, September 30, 2028. Quarterly/annual reports per Cooperative Agreement.

iii. Task/Activity Lead: As Brownfields Program Director, Ms. King will serve as the lead on all tasks/activities with support from the contracted QEP firm and appropriate City staff. Mr. Nygren will step into this role if/as needed.

iv. Outputs: Project outputs are identified in the chart above at 3.a. for each of the three identified Tasks/Activities.

**a. Cost Estimates**

		Project Tasks (\$)			Total
		Task 1 Site Identification Characterization & Technical Assistance	Task 2 Community Involvement & Outreach	Task 3 Master Plan	
<b>Direct Costs</b>	Personnel	0	0	0	0
	Fringe Benefits	0	0	0	0
	Travel	10,000	0	0	10,000
	Equipment	0	0	0	0
	Supplies	0	4,000	0	4,000
	Contractual	296,000	40,000	150,000	488,000
	Other	0	0	0	0
<b>Total Direct Costs</b>		<b>\$306,000</b>	<b>\$44,000</b>	<b>\$150,000</b>	<b>\$500,000</b>
Indirect Costs		0	0	0	0
<b>Total Budget</b>		<b>\$306,000</b>	<b>\$44,000</b>	<b>\$150,000</b>	<b>\$500,000</b>

Budget cost estimates based on local market standards:

Task 1 Site Identification Characterization & Technical Assistance: Travel—Over four-year grant period \$10,000 travel for one staff person attending: Two National Brownfields Training Conferences (fall 2025, spring 2027) \$5,690: Each trip at \$2,845 (\$250 conference registration; \$900 roundtrip airfare/baggage fees; \$100 roundtrip ground transportation; \$1200 four-nights hotel; \$395 five-day GSA per diem). Unknown destinations. One Region 8 Grantee Workshop in Denver, CO estimated cost \$1,545: (\$427 roundtrip airfare/baggage fees; \$100 roundtrip ground transportation; \$762 three-nights hotel; \$256 four-days GSA per diem) Three Montana Brownfields Grantee Workshops with MT DEQ \$1,798: Each trip \$899 (\$307 roundtrip mileage (234 mi x \$0.655/mile per GSA), \$400 two-nights hotel; \$192 three days GSA per diem.

Contractual—Qualified Environmental Professional (QEP) contract for services of \$296,000 to conduct 12 phase I ESAs (@ average cost of \$8,500/each) totaling \$102,000; 6 phase II ESA’s with required QAPP, HASP, SAP, ABCA (@ average cost of \$32,333/each) totaling \$169,000.

Task 2 Community Involvement & Outreach: Supplies—In house printing and postage of one outreach mailing to 1,100 parcel owners in Core Area and Downtown. Contractual—Contract services to provide public outreach support to city staff over grant period including development of presentation materials for public outreach utilized in hard copy and social media formats; social media posts, boosting and analysis fees.

Task 3 Master Plan: Contractual—Urban planning contract of \$150,000 to include traffic impact study and Infrastructure Deficiency Study of Core Area and Downtown inclusive of Brownfields redevelopment sites.

**c. Plan to Measure and Evaluate Environmental Progress and Results**: The city will track and report directly to EPA its project outputs as measured by activities and tasks completed as outlined above including ESA’s completed, public outreach events, and other such deliverables. The city will review Flathead City County Health Department publicly available documentation regarding

incidences of asthma and cancer tracked in Kalispell’s 59901 zip code. The eventual project outcomes will include improvements in measured threats to sensitive populations and the completion of the master plan.

**4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE** **a. Programmatic**

**Capability** **i. Organizational Capacity:** The City of Kalispell is a Class I city with a staff of 220. The City has been awarded and successfully implemented/administered hundreds of millions of dollars in grant funds from local, state and federal resources including USEPA Brownfields (Assessment 2009 & 2016, Area-Wide Planning 2010, Revolving Loan Fund 2011), US DOT (TIGER, 2015, BUILD 2018, MPDG Rural 2022), DOJ, Homeland Security, HUD, Commerce and so on. The City has never received an adverse audit finding nor been required to comply with special “high risk” terms/conditions under agency regulations pursuant to OMB Circular A-102. The City follows all OMB Circular A-133, federal, and state requirements. While still considered a small city, Kalispell has sufficient staff depth and expertise to effectively manage and administer programs, while meeting all financial requirements for all committed projects.

**ii. Organizational Structure:** Kalispell’s Brownfields staff maintains a master calendar of critical and related tasks for each project from the beginning of funding award. Weekly departmental staff meetings combined with Quarterly Activity Reports ensure details are tracked and duty assignments are made or revised as needed within the Development Services Department. Weekly department head meetings with the City Manager include Development Services (Community Development), Finance (Treasurer’s office), Public Works, City Clerk (Communications Office) and City Attorney’s Office ensuring strong communication and collaboration across services. Monthly meetings with the URA, Business Improvement District, Chamber and others ensure ongoing Brownfields communication and feedback.

**iii. Description of Key Staff:** Kalispell’s Community Development Manager, Katharine King, has been administering and implementing its Brownfields grants and projects since the city began Brownfields work in 2009. Ms. King holds a Master of Public Administration degree and is a Certified Economic Developer. Ms. King has worked in Community Development since 2008 successfully writing and administering federal grants in excess of \$50 million. Kalispell’s Brownfields work is further supported by Jarod Nygren, Development Services Director since 2019, and Krista Lammers, Treasurer, with the City since 2013, both with experience in the Brownfields program, budget/finance and reporting. The cross-training of staff strengthens the Kalispell program ensuring its long-term success with Mr. Nygren collaborating on programmatic aspects of Brownfields projects and Ms. Lammers overseeing the fiscal components. Additionally, the city’s legal department led by City Attorney Ms. Johnna Preble, reviews documents as needed.

**iv. Acquiring Additional Resources**

The City will acquire necessary expertise and resources per grant requirements to successfully complete the project utilizing its existing Procurement Manual and in compliance with both state and federal procurement processes and also with EPA requirements for “Professional Service” including 2 CFR §§200 and 1500. Upon award, the City will issue a Request for Qualifications (RFQ) to generate a field of Qualified Environmental Professional (QEP) firms. The RFQ is made widely available on the city’s website, social and paid media, and through existing contacts to encourage responses, and Disadvantaged Business Enterprises are welcomed to apply individually or through collaborative responses. The RFQ encourages best practices in labor hiring including attention to equity. Kalispell’s existing Urban Renewal Agency (Brownfields Committee) and appropriate city department staff will score qualifications and make a recommendation to City Council for selection. Once a contractor is selected, staff negotiate a contract including scope of work and price to arrive at a Professional Services Agreement. Given Kalispell’s level of experience with contracting, this process is efficiently implemented and allows for the quickest start possible.

**b. Past Performance and Accomplishments**



i. Currently Has or Previously Received an EPA Brownfields Grant (1) Accomplishments: The City of Kalispell has a history of successful partnerships, grant and loan management, and leveraging of funds. Funded Brownfields grants and their outputs and outcomes are:

	<b>Award Amount</b>	<b>Outputs</b>	<b>Outcomes</b>
2009 Assessment	\$400,000	16 Phase I ESAs 5 Phase II ESAs	Core Area focus created synergy and awareness of Brownfields opportunities reflected in Core Area Plan
2010 Area-Wide Planning	\$175,000	The Core Area Plan, adopted 2012	Leveraged 2015, \$10M USDOT TIGER Grant award
2011 Revolving Loan Fund	\$1,000,000	1 clean-up loan to business with ABCA; 1 subgrant to County with ABCA; Grant to 2024	Created 16 FTE annually for business; and Leveraged \$2.3M for historic County building preservation and renovation
2016 Assessment	\$400,000	9 Phase I ESAs 7 Phase II ESAs 1 Cleanup Plan	Catalytic Core Area sites including former CHS Agronomy Ctr, Country Store & Grain Elevator allowing implementation of TIGER project
2023 Targeted Brownfields Assessments	NA	8 Phase I ESAs 6 Phase II ESAs 2 Phase I ESA updates	ESAs conducted at 9 sites located within the Core Area and Downtown

Since closing its 2016 Assessment grant, Kalispell has worked with Montana DEQ and EPA Region 8 for Targeted Brownfields Assessments (TBAs) to fill its gap in funding. To fill this gap the state and federal programs have conducted eleven (11) phase I and six (6) phase II ESAs. Kalispell was awarded the 2022 Phoenix Award for its Core Area Project. We could not be more proud to have our project recognized for the good it brings each day to residents and visitors.

(2) Compliance with Grant Requirements: The City of Kalispell has a record of complying with all grant workplans, schedules, and terms and conditions. This includes submission of timely and acceptable quarterly reports, and such additional reports as minority business enterprise/women business enterprise (MBE/WBE), financial and closeout reports. In addition, any amendments to work plan, schedule or budget have been fully discussed with the grant program manager at the Region 8 Office in Denver in advance of formal modifications. As required, site eligibility applications have been sent to the appropriate office for petroleum versus hazardous substance sites in coordination with Montana DEQ. Kalispell has maintained its documentation of work completed on the Assessment, Cleanup and Redevelopment Exchange System (ACRES) as deliverables are completed for each grant funded site. In Kalispell’s experience, we’ve found in-house staff to be best at maintaining ACRES so we will continue this model, rather than include it among QEP contract tasks.

**IV.F. Leveraging**

- **Leveraging that will materialize during the grant:** The City is providing additional funds to support the project in the form of City staff time. This primarily includes staff time of the Project Manager, Katharine King, and such time from other staff noted above on an as needed basis. These staff positions are all budgeted and paid through the City General Fund and/or TIF budgets. This leveraging during the Brownfields Grant period of performance is distinct from and does not constitute voluntary committed cost sharing.
- **Leveraging that will materialize after the Brownfields Grant has ended:** The City will pursue resources for remediation, infrastructure updates and reuse through other grants and TIF funding as appropriate, but as yet undetermined.

**IV.G. Confidential Business Information:** NA

## **Threshold Criteria**

### **1. Applicant Eligibility**

The City of Kalispell, Montana is eligible to apply for the EPA Brownfields Community-Wide Assessment Grant as a general-purpose unit of local government.

### **2. Community Involvement**

The City of Kalispell recognizes that informing and gathering public input is essential to furthering redevelopment initiatives within a community. The City announced to its Urban Renewal Agency, Business Improvement District, Kalispell Chamber of Commerce, Planning and Council meetings its intent to apply for this Brownfields Community-Wide Assessment Grant in the amount of \$500,000.

The City will hold brownfield community meetings for local community leaders, project partners, developers, and citizens. The City will also accept invitations by community groups to present information on its Brownfields Program and this grant specifically. These meetings will define brownfields, discuss the City's successes to date, the priority sites identified in this application and how residents and project partners can be involved in the process. Since Covid-19, it has become common practice for the City to offer remote access to meetings in addition to in-person participation.

The City uses multiple forms of media to communicate with the public including printed advertising, news stories, newsletters, on-line webpages, social media, and its government access channel. The City actively addresses ADA needs as requested to serve its citizens.

### **3. Expenditure of Existing Grant Funds**

Not Applicable. The City of Kalispell does not have a current Brownfields Assessment Grant in any amount.

### **4. Contractors and Named Subrecipients**

Not Applicable. The City of Kalispell has not selected any contractors nor subrecipients to conduct any work proposed in this application.