

1. Applicant Identification

Spanish Fork City
40 South Main Street
Spanish Fork, Utah 84660

2. Funding Requested

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

3. Location

- a) Spanish Fork City b) Utah County c) Utah

4. Target Area and Priority Site Information

- The target area includes Census Tracts 49049003201, 49049010306, and 49049010503.
- The Expressway Landfill: GPS Coordinates 40.12644, -111.63163; Spanish Fork, UT 84660
- The Foundry: 198 East 1600 North, Spanish Fork, UT 84660

5. Contacts

a. Project Manager

Mr. Brandon Snyder, Senior Planner
801.804.4596
bsnyder@spanishfork.org
40 South Main Street
Spanish Fork, Utah 84660

b. Chief Executive/Highest Ranking Elected Official

Mayor Mike Mendenhall
801.804.4537
mayor@spanishfork.org
40 South Main Street
Spanish Fork, Utah 84660

6. Population

City of Spanish Fork: 41,953 (US Census: 2017–2021 American Community Survey)

7. Other Factors

Other Factors	Page #
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.	N/A
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.





State of Utah

SPENCER J. COX
Governor

DEIDRE HENDERSON
Lieutenant Governor

Department of
Environmental Quality

Kimberly D. Shelley
Executive Director

Ty L. Howard
Deputy Director

ERRC-167-23

October 27, 2023

Brandon Snyder, Senior Planner
Spanish Fork City
40 South Main Street
Spanish Fork, Utah 84660

**RE: Support Letter for EPA Brownfields Program Community-Wide Assessment Grant
Spanish Fork, Utah County, Utah**

Dear Mr. Snyder:

Thank you for involving the Department of Environmental Quality (DEQ) in Spanish Fork City's (City) economic development and planning discussions regarding the City's application for a U.S. Environmental Protection Agency (EPA) Brownfields Program Community-Wide Assessment grant. The assessment grant will allow the City to evaluate eligible sites identified within the Foundry and Expressway Landfill project areas among other portions of the City. The DEQ believes the assessment is a significant step in revitalizing properties and is committed to seeing Brownfields-caliber sites assessed, remediated and redeveloped wherever possible.

The DEQ supports the City in its application for an EPA Brownfields Program Community-Wide Assessment grant to address both petroleum and hazardous substance contamination. The benefits of assessing properties within the project areas include removing the potential stigma associated with impacted or potentially impacted properties, protecting public health, and reclaiming valuable property for economic development and future, sustainable growth. The DEQ is committed to assisting the City as it seeks to address Brownfields. Additionally, the DEQ encourages the use of the Voluntary Cleanup Program and Enforceable Written Assurances as vehicles for addressing contaminated properties and returning Brownfields properties to productive use.

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We look forward to continuing our partnership with Spanish Fork City to address Brownfields concerns. Should you have any questions, please contact Allison Stanley of the Division of Environmental Response and Remediation, at (801) 536-4100.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly D. Shelley".

Kimberly D. Shelley
Executive Director

KDS/JHK/jn

cc: Eric Edwards, Director, Utah County Health Department



**Spanish Fork City, Utah
FY24 Brownfield Assessment Grant
Narrative**

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields i. Overview of Brownfield Challenges and Description of

Target Area: Spanish Fork City (the City) is located in Utah County, Utah. Historically, land use has been agricultural, industrial, and residential. Utah reported the ninth largest net population growth in 2022 with the third-fastest growth since the 2020 Census. As Utah and the Salt Lake Valley continue to grow, Utah County is also experiencing rapid growth. A large part of this county growth is due to the development and expansion of the technical corridor in the city of Lehi, located 24 miles north of Spanish Fork City. Spanish Fork city limits span the east and west side of Interstate 15 (I-15), and its easy access to the interstate and close proximity to both the developing technical corridor and Salt Lake City make it a prime location for developing residential communities and commercial business parks. Requests for building permits reached over 800 in 2023, hitting a record high for the City. With the rapid growth of Utah and urban sprawl, the influx of residents to Spanish Fork City has spurred a need for employment, housing, retail and commercial support services, as well as access to transportation. Previously industrialized areas and underused or abandoned sites are now centrally located and, if redeveloped, could provide accessible land for much-needed support services. Brownfield sites within these areas include a foundry, various industrial sites, junk yards, former unregulated landfills, and underused lots. The Brownfields Assessment Grant will provide much-needed funding to conduct Environmental Site Assessments on brownfield sites within the target area to clear them for redevelopment. Target-area redevelopment has been stifled despite city-wide demand by the perception of environmental contaminants associated with the brownfields sites located within the community.

The **geographic boundary** for this application is the **city limits with a target-area focus of Census Tracts 49049010503, 49049010306, and 49049003201, which includes a Justice40 Initiative Disadvantaged Census Tract**. This target area is a major focus for city leadership because the redevelopment of these areas is necessary for the entire community to prosper. In addition, they are located east and west of I-15 and State Highway 6, which are major transportation routes entering and leaving the community. The stigma associated with known and perceived contamination reported at sites within this target area has prevented development that could benefit the community. Within this target area, two priority sites have been identified: the **Foundry** and the **Expressway Landfill**. Environmental concerns surrounding historical industrial practices at the **Foundry** and unregulated disposal of waste at the **Expressway Landfill** have limited organized growth and created exposure pathways to impacted lands for the expanding population.

Spanish Fork City is ready to address the underused areas but lacks the funding to upgrade and improve the economic status. This grant will encourage **safe development** that will **increase the tax base, create jobs and opportunities, and provide housing and services** for the current and future residents. Spanish Fork City will use the grant funding to remove the stigma associated with these real and perceived brownfield areas to create a cleaner, healthier, and more stable environment and affordable housing for the residents, future residents, and businesses.

ii. Description of the Priority Brownfield Site(s): An initial survey of the target area has identified **more than 15 potential brownfield sites** that include a foundry, various industrial sites, junk yards, former unregulated landfill, and underused lots. The first priority site is the **Expressway Landfill**, which is the site of several historical unregulated landfills that operated for multiple years and have since stopped operation. The Expressway Landfill consists of 13 parcels totaling approximately 40 acres that have been combined into one landfill site. Prior limited investigations in the area have identified environmental concerns that include elevated concentrations of metals

such as lead, arsenic, and chromium in soil and benzene and arsenic in groundwater, as well as landfill gases. Further site investigation and cleanup planning are needed to fully characterize and understand the environmental impacts preventing the property from being redeveloped. The site is unsecured and adjacent to a growing commercial development area. Residential housing is proximate to the site, and new residential developments are in progress adjacent to the site. **Spanish Fork City has received verbal site access from the property owners for assessment.**

The second priority site is the **Foundry** located in the Spanish Fork Industrial Park, which consists of a 20-parcel area over 17 acres that includes industrial land use and manufacturing. **The Foundry** was established in 1884 and produced significant quantities of iron and brass castings. Environmental concerns include the use of hazardous chemicals including volatile organic compounds (VOCs), heavy metals, polychlorinated biphenyls (PCBs), and semivolatile compounds (SVOCs). Assessment of this area will determine whether a release has occurred and whether the site is safe for redevelopment including much-needed retail and commercial services. Based on the age of the site buildings, which vary significantly in size and age, there is a high likelihood that asbestos-containing materials (ACMs) and lead-based paint (LBP) were used during construction. **Spanish Fork City has received verbal site access from the property owners for assessment.** The stigma of environmental impacts associated with these brownfield sites inhibits proposed redevelopment, which is why the City is proposing to create a Brownfields Area-Wide Plan for the target area to identify and prioritize sites and determine their reuse.

iii. Identifying Additional Sites: To identify additional brownfield sites in the community, the City will perform community outreach through local channels and will review the suggested brownfield sites provided by community members during quarterly meetings. The City will work diligently with residents to identify and prioritize brownfield sites through an in-depth, grant-funded site inventory and evaluation-ranking-criteria process (Budget: Task 2). 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 community and Brownfield Project Team will create an evaluation ranking tool to determine the order in which the sites will be addressed based on the criteria found most important to community needs, the City's Brownfield Revitalization Planning activities, and Brownfield Program goals. Priority will be given to sites that most benefit the underserved communities located in the disadvantaged **census tract 49049003201**.

b. Revitalization of the Target Area i. Reuse Strategy and Alignment with Revitalization Plans: The **Spanish Fork City General Plan** details land-use designations for the priority sites and surrounding areas and outlines the goals that the citizens and government officials desire for their community. The goals of the **General Plan** are to encourage **safe development** that will **increase the tax base, create jobs and opportunities**, and provide much needed **affordable housing** and services for current and future residents. The City's **Land Use Element** is aligned with the **targeted economic benefit** of stimulating the economy and addressing residents' needs through job creation, the enticement of outside investment, and the attraction of outside consumers. The **Land Use Policies** outlined in the General Plan include providing for an **orderly and efficient expansion of the City**, providing high-quality, **stable residential neighborhoods** with a variety of housing types and prices, and providing opportunities for small commercial operations and offices that will be compatible with residential use. Assessment work will allow plans for mixed-use commercial and residential development to move forward on the priority site parcels. The redevelopment of the **Foundry** as a planned multi-use development that includes retail and commercial space will provide jobs for members of the community and a **source of income** for

low-income, undereducated households in the area. The redevelopment of the **Expressway Landfill** will include mixed use designed to meet applicable regulatory standards.

In order to meet the goals of the City's General Plan for redevelopment, the City will create an EPA Brownfield Revitalization Plan (EPA-approved planning documents 2023) as a part of this grant to further revitalization throughout the target area. Assessment through this grant followed by cleanup of these priority sites will close exposure routes to harmful chemicals and create economic and housing opportunities for the area.

ii. Outcomes and Benefits of Reuse Strategy: Spanish Fork is committed to creating a vibrant, economically stable, and community-centered culture while eliminating adverse historical environmental impacts and improving residents' health. The assessment and revitalization of target-area properties are major steps in accomplishing these objectives. Developers have considered purchasing or have purchased parcels around the **Expressway Landfill site** but stopped development on the landfill itself due to the uncertainty of the extent of environmental impacts. The grant funding will provide the funds necessary to identify potential environmental impacts and then provide a path to removing the stigma associated with the blighted properties and encourage development and reuse of the land. Revitalization of the **Foundry** and development of the **Expressway Landfill** will increase local employment opportunities, generate tax revenue for the City and provide much-needed services and housing to the community. The creation of **new businesses and job opportunities allows for an increased tax base (economic benefit)**. An additional benefit of the newly redeveloped Foundry area will be the influx of visitors from the adjacent Interstate 15, who will patronize the target-area businesses and bring in revenue benefiting the local community (**economic benefit**). The inclusion of **residential housing on the Expressway Landfill parcel** will provide housing to residents (**noneconomic benefit**). The City will encourage redevelopment within the target area to use **energy-efficient sources and renewable energy, including solar, wind, and/or renewable natural gas as part of its redevelopment strategy**. With increased redevelopment providing affordable housing (non-economic benefit), job opportunities, and services to residents, the City will include an evaluation of **access to mass transit** in the area of **the Foundry**. Utah Transit Authority (UTA) and the Utah Department of Transportation (UDOT) have plans for mass transit investments in the City, with the anticipated outcome of reducing greenhouse gas emissions, improving air quality and providing a source of transportation to members of the impoverished community with no access to transportation. Redevelopment coupled with access to mass transit will spur growth and revenue that will make a more economically resilient community. Increasing availability of mass transit can result in an improvement in air quality conditions by reducing the amount of cars and exhaust on the road.

c. **Strategy for Leveraging Resources** i. Resources Needed for Site Reuse: The City is eligible to pursue private, state, and federal grant options to further redevelopment efforts. City staff is well-versed in applying for and obtaining available funding for projects in the target area. The City is making every effort to secure additional funding for the redevelopment of the identified target area. To date, the UTA and UDOT have pledged a combined \$144 million to mass transit investments to the City, which will make the City more desirable and spawn investment from private developers interested in revitalizing current brownfields sites. Specifically, near the Foundry priority site, the state legislature has designated the area a Housing and Transit Reinvestment Zone (HTRZ) to spur development. Spanish Fork is in the process of making the Foundry and Landfill surrounding areas a Tax Incremental Finance (TIF) district to help spur redevelopment. Federal and state energy credits will be made available for energy-friendly

developments. Credits provided through Housing and Urban Development will assist low-income families in obtaining housing. As sites are identified for cleanup, the City will pursue EPA Brownfield Cleanup Grant funding for remediation of assessed sites owned by the City and will encourage developers to pursue cleanup under the Department of Environmental Quality Voluntary Cleanup Program.

ii. Use of Existing Infrastructure: Roads, utility connections, and high-speed internet are already in place and easily accessible to facilitate the redevelopment of the target area and priority sites. In addition, some of the existing buildings are in good condition and may be reused or refurbished. UTA and UDOT have pledged to assist in developing mass transportation options and access to accessible transit options.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

a. **Community Need** i. The Community's Need for Funding: The target area has a **small population of 9,084 residents** and a poverty rate of 6.1%.¹ The target-area census tracts 49049003201, 49049010503, and 49049010306 show a median household income of \$74,216, lower than the US average of \$85,028 and lower than the state average by 18%.¹ **The per capita income of \$24,201 is lower than the county (\$29,891), state (\$33,378) and US averages (\$37,638).**¹ Census tract 49049003201, located in the target area, is considered a **Justice40 Initiative Disadvantaged Census Tract** because of the low-income level of the population (74th percentile where income is less than the poverty level), and 14% of the population has less than a high school diploma education.² The City lacks available funding for environmental assessments that would be necessary to redevelop this community. The limited City funds are depleted by basic services such as police, fire, and sanitation, which leaves little to evaluate blighted properties and create momentum for redevelopment. The EPA Brownfield Assessment Grant funding will allow the City to provide vital assessment assistance to a community that lacks the funding resources for meaningful redevelopment improvements on its own and will provide the opportunity for economic improvement and a stronger community. The low income coupled with the lower education of the population makes raising taxes to fund additional projects impossible, but funding from the EPA Brownfield Assessment Program will continue to pave the way for economic prosperity, drastically improving the quality of life for this underserved community.

ii. Threats to Sensitive Populations (1) Health or Welfare of Sensitive Populations: Within the target area the **sensitive population includes a young age group, women and minorities, and a population with a lack of high school education (8%)**, which is greater than the state average of 7%.¹ Within the target area, 34% of the population is under the age of 18 compared to the state average of 29% and the national average of 22.5%, and the percentage of children under the age of 5 is 11%, higher than the state average of 7% and the national average of 6%.¹ The City has a higher percentage of women in childbearing age compared to Utah and the nation, with a 3% higher birth rate.³ The Latino community (14.5%) in the target area is higher than the City average of 10.8%.¹ As there is a large Hispanic population, the target area is within the 84th percentile for linguistic isolation (share of households where no one over the age of 14 speaks English well).²

The health and welfare impacts to these groups as a result of brownfield sites located in the target area include exposure to contaminated water and soil, poor air quality, blight, and illegal dumping. Poor air quality is a specific concern for the Utah Valley and is particularly harmful to individuals with respiratory problems, seniors, and children.⁴ Children playing outdoors are exposed to lead

¹ US Census: 2017–2021 American Community Survey

²CEJST

³ Public Health Indicator Based Information System

⁴ https://www.spanishfork.org/news_detail_T17_R39.php

and toxic air pollutants. Grant funding will allow the City to address environmental impacts such as metals in exposed soils at the Foundry and benzene and methane at the Expressway Landfill. Vacant and underused properties created from the unknown contamination within the target area has produced an economic and social drain, resulting in gradual disinvestment and high levels of poverty. Using the EPA Brownfield Assessment funds to identify and understand the extent of environmental impact prior to redevelopment into the City's plan for a safe development of retail, residential, and commercial developments will be the first positive step toward removing the health and welfare issues of sensitive populations, lead to a healthier living environment, and provide economic prosperity for generations to come.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions: Sensitive populations face more significant risk of disease and health conditions such as **cancer and asthma** because of conditions present at brownfield sites. Adult asthma rates in Utah (10.8%) are higher than the national average (9.3%).⁵ In an article dated November 15, 2022, The American Lung Association ranked the state of Utah as worst in the nation for rates of new lung cancer cases. In 2023 the Salt Lake Valley and Utah Valley ranked in the top ten for most ozone-polluted areas.⁵ The EJ Report indicates that the target area shows numbers for toxic releases that are almost five times the state and national averages with Spanish Fork in the **97th percentile in the state for toxic releases**. The EJ Report also shows these target areas as having a **Wastewater Discharge in the 96th percentile in the state and 98th percentile in the U.S.** The proximity of underground storage tanks in the area is in the **81st percentile in the state and Risk Management Program sites rank 75th in the state.**⁶ Water flows down-gradient from both the Foundry Area and Expressway Landfill through the census tract areas to Utah Lake and so endangers the populations of these sensitive areas.

Based on their age and deteriorated condition, target-area buildings create an ongoing air quality threat as the buildings continue to deteriorate and release LBP and ACM. In addition to LBP and ACM, other environmental concerns for both priority sites include VOCs, SVOCs, and PCBs and metals. These groups of chemicals are known to have numerous health effects ranging from attacking the nervous system to birth defects, and are documented to be harmful to human health and development. Removal of the environmental impacts originating from the target area and redevelopment for beneficial use will create a healthier environment for generations as well as provide stable employment and affordable housing. By addressing brownfield sites and removing these contaminants, residents will be safe from dangerous contaminants in their drinking water, soil, and air in their community.

(3) Environmental Justice (a) Identification of Environmental Justice Issues: Several properties within the target area are vacant or undeveloped and present an ongoing environmental threat and a continuous source of blight for the community. The underused and blighted target areas have limited the growth potential of the community. The **two priority sites** are located near the northern entrance of the community. Their presence creates negative consequences, including **decreased taxable revenue, decreased property values, and reduced ability to market properties for redevelopment**, and EJ issues such as **low income, lack of affordable housing, lack of transportation options, and distressed neighborhoods.**⁷ Obtaining the Brownfield Assessment Grant will help eliminate EJ issues for this underserved community. Census records show that the three census tracts are ranked in the 82% in the state and 89% in the nation for children under the age of five.⁶ The largest part of Spanish Fork's population are young struggling families with

⁵ <https://www.lung.org/media/>

⁶ EPA EJ Screen Report

⁷ Justice40 Memorandum – White House

young children, with three grade schools and a high school within two miles of the target area. Over 14% of the population identify as Latino heritage and qualify **census tract 49049003201 as a Justice40 Initiative Disadvantaged Census Tract.**⁸ Limited English-speaking households in the target area rank 79th at the state level.⁹ The local schools have English as a Second Language programs, but translation will be necessary as part of community outreach. Families conducting outdoor activities are exposed to lead and toxic air pollutants as well as groundwater contamination that can affect the development of children and endanger pregnant women. Employment opportunities and good paying jobs will allow individuals to provide for their growing families, provide access to quality health care, and seek higher education. Industrial shifts that have occurred over the century have led to numerous abandoned and underused properties in the target area, leading to ongoing exposure to environmental contaminants and poverty through the lack of job opportunities. Focusing on the Biden Administration’s Justice40 Initiatives, the Brownfield Assessment Grant will address several EJ issues plaguing this community by **reducing the EJ burden, decreasing the number of blighted properties, creating new affordable housing, and creating new jobs for the community.**

(b) Advancing Environmental Justice: Brownfields funding will allow the City to address the EJ issues by setting the stage for redevelopment that will enable new businesses to occupy underused lands and provide jobs to the undereducated population. Additional assessment and characterization of the Expressway Landfill area will allow developers a pathway for creating a neighborhood with an improved standard of living and provide affordable housing and much-needed community services. As the area is currently undeveloped, no occupants will be displaced. Redevelopment of the Foundry area will revitalize the underused area and provide a safer, more enticing business park for the current occupants. Current businesses occupying the area want to revitalize it and increase business by creating a more enticing business park that increases business traffic and revenue to the area. Redevelopment of both priority sites into mixed-use commercial and housing will address EJ issues and set the stage for redevelopment, enabling new businesses to occupy revamped commercial spaces in a neighborhood with an improved standard of living. The proposed reuse of the priority sites, as well as the vision for revitalization in the target area, will improve the health and well-being of the sensitive populations and remedy many of the environmental and socioeconomic justice issues affecting this underserved community, such as increasing job opportunities to combat low income.

b. Community Engagement i. Project Involvement & ii. Project Roles: The following have been identified by the City as project partners who will assist with site selection, prioritization, and future reuse plans and outreach for this Assessment Grant.

Name of Org.	Point of Contact	Specific involvement in the project
Spanish Fork Chamber of Commerce	Heather Youd, President 801-798-8352	The Chamber of Commerce will help conduct public outreach , co-host meetings, and assist with future redevelopment of impacted sites within the target area.
Economic Development Corporation of Utah (EDC Utah)	Katherine Morrell, Community Strategist 801-328-8824	The EDC Utah (a private, nonprofit organization) will conduct outreach with business and property owners and collaborate on safe redevelopment planning.
Mountainland Association of Governments (MAG)	Michelle Carroll, Director Community & Econ. Devp. 801-229-3833	The MAG will integrate redevelopment planning with regional planning, infrastructure, and economic development efforts.

⁸ CEJST
⁹ CEJST

Utah County Board of Health (UCBH)	Ralph L. Clegg 801-851-7000	The UCBH will be a City liaison to assist with outreach and education on public health and health monitoring.
Spanish Fork Active and Healthy Coalition (AHC)	Susan Chapman, City Health 801-787-3918	The Spanish Fork AHC will solicit direct input from the community including residents, school district, faith-based leaders, and the health department.

iii. Incorporating Community Input: The City informed the public of its intent to pursue an EPA Brownfield Assessment Grant at the regular City Council Meeting held on October 3, 2023. Spanish Fork understands that working closely with community members is the key to implementing a successful Brownfield Program. The City will connect residents with community organizations to cultivate productive and thought-provoking interactions. The City will seek valuable input from residents and community organizations to help identify potential brownfield sites as they are the most knowledgeable about their community and where its most important needs lie. After a grant is awarded, the City will create a Community Involvement Plan (CIP) that will provide an event schedule, an outline of planned community engagement activities, a project background, and a list of key players. The CIP will be made available for review at City Hall and on the City’s website.

To identify potential brownfield sites in the target area, the City will perform community outreach through local channels twice a year for the first three years and once during the last year of the grant. It will also review brownfield-site suggestions provided by community members during quarterly meetings. Comments and community input will be reviewed and evaluated by the Brownfield Project Team during quarterly meetings, and minutes recording all community member suggestions and information will be posted on the City’s Brownfield Program webpage within a week of receipt. The Brownfield Project Team will maintain a site inventory of the suggested brownfield sites and will review the list routinely, updating at each quarterly meeting. The community and Brownfield Project Team will work together to prioritize sites based on community needs and the City’s Brownfield Program goals. Priority will be given to those sites that most benefit sensitive populations in the target area. Several forms of media will be incorporated in the City’s CIP. Brownfields updates will be posted to the City’s Facebook Page in addition to the City’s Brownfield Program webpage. The City will disseminate Brownfield Project information through signage in government buildings, press releases, and local newspapers. The City will update organizations and community members through City Council meetings, community education meetings, and charrettes/visioning sessions. All promotional materials and the names and contact information of the City’s Brownfield Program Team members will be posted on the City’s brownfield webpage, allowing community members to make direct contact.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

a. Description of Tasks/Activities and Outputs: The City is requesting \$500,000 in funding to implement this Brownfield Project based on the potential brownfield sites in the target area (discussed in 1.a.ii.) and the anticipated additional sites to be found during the site inventory task.

Task 1: Outreach	
i	<i>Project Implementation:</i> The City’s Brownfield Project Director will develop a Community Involvement Plan (CIP), outreach materials, brownfield project website, and social media posts with the assistance of the environmental contractor (EC). City staff will lead the community meetings to keep the public informed on 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> CIP created in the 1 st quarter. Community Meetings held 1 st and 3 rd quarter (Years 1–3) and 1 st quarter of Year 4. Website and outreach materials created in the 1 st quarter and posted quarterly throughout the grant project.
iii	<i>Task/Activity Lead:</i> City: Dave Anderson, Brownfield Project Director

iv	<i>Outputs:</i> CIP, Brownfield Website, 7 Community Meetings, Brochures/Handouts, Social Media Posts, Summary of Community Meetings in EPA-required Quarterly Reports.
Task 2: Site Inventory	
i	<i>Project Implementation:</i> The City’s Brownfields Project Manager will work with the residents living in the target area during community meetings to create a thorough site inventory for assessment. Abandoned and underused properties identified by the residents of the target area will be researched further by City staff using the property appraiser’s website. Once a list is compiled, the EC will work with City staff to create an evaluation ranking tool to determine, with the help of residents, the order in which the sites will be addressed.
ii	<i>Anticipated Project Schedule:</i> Community meeting held in 1 st quarter will continue the preliminary inventory process that began with this application, with the evaluation ranking process taking place in the 3 rd quarter and continuing throughout the grant project.
iii	<i>Task/Activity Lead:</i> City: Brandon Snyder, City Planner, Brownfield Project Manager
iv	<i>Outputs:</i> Evaluation Ranking Tool, Site Inventory List
Task 3: Assessment	
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. Work products will include ASTM-AAI compliant Phase Is; Generic Quality Assurance Project Plan (QAPP); and Phase IIs which will include the 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 2 nd quarter and will continue throughout the grant.
iii	<i>Task/Activity Lead:</i> The EC will implement the technical aspects of the project with oversight from the City: Brandon Snyder, City Planner, Brownfield Project Manager
iv	<i>Outputs:</i> 19 Phase I ESAs, 1 Generic QAPP, 8 Phase II ESAs including SS-QAPP, Site Access Agreements and Property Eligibility Determinations.
Task 4: Remediation/Reuse Planning	
i	<i>Project Implementation:</i> 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. A planner will prepare a comprehensive Brownfield Revitalization Plan with the intent to identify barriers to brownfields redevelopment, discuss existing community and economic resources, and engage community stakeholders to select and prioritize sites.
ii	<i>Anticipated Project Schedule:</i> Plans & Charrettes begin in 6 th quarter and continue throughout the grant project.
iii	<i>Task/Activity Lead:</i> The EC and Planner will implement the technical aspects of the project with oversight from the City.
iv	<i>Outputs:</i> 4 ABCAs, 1 Brownfield Revitalization Plan
Task 5: Programmatic Support	
i	<i>Project Implementation:</i> The City will procure an EC to assist with the Brownfield Grant Project. The City’s Brownfields Project Manager 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 City 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 City staff travel budget allows for two staff to attend three national/regional/grantee brownfield training conferences/workshops.
ii	<i>Anticipated Project Schedule:</i> ACRES Reporting begins in the 1 st quarter, and Quarterly Reporting begins in the 2 nd quarter and continues throughout the grant project. Annual Reporting and Forms created in the 5 th , 9 th , and 13 th quarters and during final closeout.
iii	<i>Task/Activity Lead:</i> City: Brandon Snyder, City Planner, Brownfield Project Manager
iv	<i>Outputs:</i> 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.

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. The budget for this project includes personnel, fringe, travel, supplies, and contractual costs only. Personnel pay rates are at an average of \$92 per hour with fringe rate being 50%. **The City will spend 63% of the budget on the Assessment Task.** **Task 1 Outreach:** Contractual: Community Involvement Plan \$3,000 (100x30hrs), Outreach (brochures, handouts) \$2,000 (100x20hrs), assistance with 7 Community Educational Meetings \$2,500 (100x25hrs); Personnel: 7 Community Meetings \$6,440 (\$920 per meeting/\$92x10hrs per meeting), Review of CIP \$276 (\$92x3hrs). Supplies: Color Prints Handouts/Brochures (\$1/each) Paper (\$15/pack), Ink (\$30/cartridge), Post-it Notes (\$5/pack) \$762. **Task 2 Site Inventory:** Contractual: Site Inventory and Evaluation Ranking Tool \$8,000 (\$125x64hrs). Personnel: Assistance with Site Inventory & Evaluation Ranking Process \$1,840 (\$92x20hrs). **Task 3 Assessment:** Personnel: Report Review \$2,576 (1hr per report x 28 reports). Contractual: 19 Phase I ESAs at \$4,000 each for a total of \$76,000; 1 Generic QAPP at \$5,000; 8 Phase II ESAs including Site Specific-QAPPs at \$29,000 each for a total of \$232,000. **Task 4 Remediation/Reuse Planning:** Personnel: 2 Vision Sessions \$1,840 (\$92x10hrs per event prep and delivery), ABCA and Planning Document review \$920 (2hrs per report x 5). Contractual: 4 ABCA \$8,000 for a total of \$32,000. Visioning Sessions/Charettes \$4,000 (\$2,000 per meeting/\$125x16hrs). 1 Brownfield Revitalization Plan (EPA Approved Planning Document) \$75,000 (Planner: 233hrs x \$150; Market Analysts: 170hrs x \$125; Environmental Professional: 150hrs x \$125). **Task 5 Programmatic Support:** Contractual: ACRES Database Reporting, Yearly & Quarterly Reporting, MBE/WBE Forms, Programmatic Support for the four-year grant period \$20,000 (\$125x160hrs). Personnel: Document Reviews \$4,600 (\$92x50hrs). Travel: two staff to attend three conferences \$12,000 (flights \$800, 3 hotel nights \$900, incidentals/per diem \$300 x 2 attendees x 3 events).

Category	Tasks					Totals
	Outreach	Site Inventory	Assessment	Remediation/Reuse Planning	Programmatic Support	
Personnel	\$6,716	\$1,840	\$2,576	\$2,760	\$4,600	\$18,492
Fringe	\$3,358	\$920	\$1,288	\$1,380	\$2,300	\$9,246
Travel					\$12,000	\$12,000
Supplies	\$762					\$762
Contractual	\$7,500	\$8,000	\$313,000	\$111,000	\$20,000	\$459,500
TOTAL	\$18,336	\$10,760	\$316,864	\$115,140	\$38,900	\$500,000

c. Plan to Measure and Evaluate Environmental Progress and Results: To ensure this EPA Brownfield Project is on schedule, the City’s internal Brownfields 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 project 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. The outputs and outcomes will be aligned with the EPA’s 2022-2026 Strategic Plan. In the event the project is not being completed in an efficient manner, the City will make monthly calls to their EPA Project Officer and if needed will create a Corrective Action Plan to help the project get back on schedule.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

a. **Programmatic Capability** i. Organizational Capacity, ii. Organizational Structure, & iii.

Description of Key Staff: Spanish Fork City operates under a Mayor-Council form of government. The City Council is comprised of five members and is the legislative and policy-making body of City government. City staff is very familiar with successfully managing federal- and state-funded grant projects for their jurisdiction. In fact, the team described below, and their supporting staff are the same staff that have been successfully implementing the FY21 Brownfield Assessment Grant. **Mr. Dave Anderson**, the City's Community and Economic Director, will serve as the **Brownfield Project Director**. Mr. Anderson obtained his bachelor's degree in urban planning and has been the City's Community and Economic Director for nearly 17 years. His experience includes managing external funding exceeding several million dollars. Mr. Anderson 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. **Mr. Brandon Snyder**, the City's Planner, **will serve as the Brownfield Project Manager**. Mr. Brandon Snyder obtained his bachelor's degree in urban planning in 2005 and has been a City Planner for the last 18 years, four of those with the City. He will serve as the liaison between the grant administration team and property owners. Mr. Snyder will assist Mr. Anderson in the day-to-day tasks involved with this project. **Mr. Jordan Hales** will serve as **Brownfield Finance Director**. Mr. Jordan Hales obtained his master's degree in business administration in 2013 and became a CPA in 2014. He has worked in the city's finance department for 13 years, serving as the Finance Director for the last two years. In his current role, he is responsible for the financial and programmatic reporting for the City's state and federal grants. He will be responsible for managing the finances of this EPA Grant and will draw-down funds through ASAP.gov. An environmental contractor will handle the technical portions of this project.

iv. Acquiring Additional Resources: The City will procure a qualified environmental contractor and subcontractors to assist with technical and reporting aspects of the Brownfield Community-wide Assessment. Job opportunities to provide redevelopment services will be posted in the community, and preference will be granted to local contractors providing services in the community and employment of residents for redevelopment of the target areas. Procurement procedures will comply with both the local contracting and procurement process and also with EPA requirements for "Professional Service," including 2 CFR §§ 200 and 1500.

b. **Past Performance and Accomplishments** i. Currently Has or Previously Received an EPA

Brownfields Grant (1) Accomplishments: In 2021, the City was awarded an Assessment Grant in the amount of \$300,000. According to City records, a total of 1 Generic QAPP was prepared, 5 Phase I ESAs, 3 Phase II ESAs, 1 Geotechnical Engineering Report, and 2 Hazardous Materials Inspections were conducted. All outcomes/outputs have been recorded in the ACRES database. Several of the assessed properties have been or are in the process of being redeveloped into commercial and residential uses. All outputs and information has been posted to ACRES.

(2) Compliance with Grant Requirements: For the 2021 Assessment Grant, based on the Assessment Grant Work Plan dated August 10, 2021, the City outlined its objectives, budget, tasks, and overall quality assurance plan. The current staff managing the FY21 grant has maintained a very successful project. The current grant has been facilitated in accordance with the Work Plan and complied with required schedules implemented by the US EPA for on-time submittal of quarterly reports, ACRES reporting, and deliverable submittals. The current open grant held by the City was started on October 1, 2021, with a project end date of June 2024. As of September 25, 2023, the remaining balance of the grant is \$24,334.89. The remaining grant funds are anticipated to be exhausted by the grant period end date through an assessment of priority sites located in the 2021 Assessment Grant target area.



**Spanish Fork City, Utah
FY24 Brownfield Assessment Grant
Threshold Criteria**

Threshold Criteria

1. Applicant Eligibility

- a. Spanish Fork City, Utah, is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as a unit of local government as defined under 2 CFR § 200.64.
- b. The City is not exempt from Federal taxation under section 501(c)(4) of the Internal Revenue Code.

2. Community Involvement

The City informed the public of its intent to pursue an EPA Brownfield Assessment Grant at the regular City Council Meeting held on October 3, 2023. Spanish Fork City understands that working closely with community members is the key to implementing a successful Brownfield Program. The City will connect residents with community organizations to cultivate productive and thought-provoking interactions. The City will seek valuable input from residents and community organizations to help identify potential brownfield sites as they are the most knowledgeable about their community and where its most important needs lie. After a grant is awarded, the City will create a Community Involvement Plan (CIP) that will provide an event schedule, an outline of planned community engagement activities, a project background, and a list of key players. The CIP will be made available for review at City Hall and on the City's website.

To identify potential brownfield sites in the target area, the City will perform community outreach through local channels twice a year for the first three years and once during the last year of the grant. It will also review brownfield-site suggestions provided by community members during quarterly meetings. Comments and community input will be reviewed and evaluated by the Brownfield Project Team during quarterly meetings, and minutes recording all community member suggestions and information will be posted on the City's Brownfield Program webpage. The Brownfield Project Team will maintain a site inventory of the suggested brownfield sites and will review the list routinely, updating at each quarterly meeting. The community and Brownfield Project Team will work together to prioritize sites based on community needs and the City's Brownfield Program goals. Priority will be given to those sites that most benefit sensitive populations in the target area. Several forms of media will be incorporated in the City's CIP. Brownfields updates will be posted to the City's Facebook Page in addition to the City's Brownfield Program webpage. The City will disseminate Brownfield Project information through signage in government buildings, press releases, and local newspapers. The City will update organizations and community members through City Council meetings, community education meetings, and charrettes/visioning sessions. All promotional materials and the names and contact information of the City's Brownfield Program Team members will be posted on the City's brownfield webpage, allowing community members to make direct contact.

3. Expenditure of Existing Grant Funds

Spanish Fork City currently holds a FY 2021 Assessment Grant. As of September 25, 2023, payments have been received from the EPA, and drawdown funds via the ASAP system have been disbursed for **92% of the funding**. Please see attached ASAP.gov documentation.

Spanish Fork City affirms that they do not have an open Multipurpose Grant.



4. Contractors and Named Subrecipients
Not Applicable.