Hem#7

City of Carson City Agenda Report

Date Submitted: September 25, 2007 Ag	enda Date Requested: October 4, 2007
To: Board of Supervisors Tir	ne Requested: 10 minutes
From: Joe McCarthy, Office of Business Development	
Subject Title: Discussion and action to approve the approve the approve the U.S. Environmental Protection Age Brownfields program.	· -
Staff Summary: Carson City Office of Business Deve U.S. Environmental Protection Agency (EPA) for funding program. We previously applied in 2003 and made the CA. The funding if granted through the federal Browns remove blight and contaminated properties in the Downsurrounding areas where future redevelopment will occur corridors along Highway 50 and North and South Carson Type of Action Requested: (check one)	ng under the federal Brownfields final cut before losing out to Emeryville, fields program, will help Carson City to atown Redevelopment District, our ur and our emerging commercial
(_) Ordinance) Other (Specify)
Does This Action Require a Business Impact Statem	ent: Yes _X_ No
Recommended Board Action: I move to approve the Development to the U.S. Environmental Protection Age Brownfields program	
Explanation for Recommended Board Action: We a conduct studies to determine if identified commercial properties that are contaminated and in need of remediate Properties that are found to be contaminated will be clearly Nevada Division of Environmental Protection. It is assecommunity informed as studies are completed and propose the actions we will take under the grant from EPA in Task 1: Develop a list of properties that need to Task 2. Conduct studies on approximately 25 since Task 4: Prepare cleanup plans for contaminated	roperties that have the potential for on to ensure highest and best use. aned up under the oversight of the umed that we will routinely keep the erties are cleaned up. A brief description clude: be studied tes rom the community

Moreover, we will invite the public to submit comments on our plans to apply for this important source of funding to help with overall revitalization efforts planned for Carson City.

Applicable Sta	itue, Code, Policy, Rule or Regulat	ion: n/a
Fiscal Impact: application	No greater than \$15,000 in profess	ional fees to Converse to assist with the
Explanation o	f Impact: n/a	
Funding Sour	ce: Office of Business 2006-2007 bu	dget
Alternatives: 1	Not approved	
Supporting M	aterial: Draft application	
Prepared By:	Joe McCarthy, Manager of the Offic	e of Business Development
Reviewed By:	(Department Head)	Date:
	(City Manager)	Date: 9-25-07
	MonnieRakowa	Date: 9-25-07
	(District Attorney) Willy Hroundants	Date: 9-25-07 Date: 9-25-07
	(Finance Director)	
Board Action	Taken:	
Motion:		1) Aye/Nay 2)

(Vote Recorded By)

II. Ranking Criteria for Assessment Grants

II.A. Overview of Work Under the EPA Grant

Task 1: <u>Inventory</u>, <u>Evaluate and Prioritize Potential Brownfields Sites</u> (\$3,600). The Carson City Office of Business Development ("Carson City") will conduct an inventory of potential Brownfields sites in the Downtown Redevelopment Area and adjacent areas that will become the focus of redevelopment planning in the near future. Carson City will develop ranking criteria that will be applied to inventoried Brownfields sites for inclusion on a priority list of sites for Brownfields assessments. Threshold criteria will be used to screen-out ineligible sites.

Task 2: <u>Phase I and II environmental assessments</u> (\$147,500). Carson City will conduct a minimum of 17 Environmental Site Assessments (ESA's) at \$2,700 each at high priority Brownfields sites according to and eight (8) Phase II ESA's (\$12,750/ea) will be conducted at high priority.

Task 3: <u>Outreach and Community involvement</u> (\$11,900). Carson City will use an array of outreach tools including: press releases, the use of local TV and radio to make public service announcements; televised twice-monthly City Supervisors' meetings that will include Brownfields updates; and, the use of small and large-group meeting formats to reach out to these groups and invite their participation and input at key project planning and decision-making phases.

Task 4: <u>Site Cleanup Planning</u> (\$37,000). Carson City will prepare up to six (6) site cleanup plans, at \$6,000 each, for contaminated Brownfields sites. Carson City will work closely with the Nevada Division of Environmental Protection, lead Brownfields agency in Nevada, to ensure that Brownfields site cleanup will protect human health and protect the environment.

II A.2 Budget

Budget Categories	Task 1 Inventory, Evaluate and Site Ranking	Task 2 Phase I and Phase II ESA's	Task 3 Community Involvement	<u>Task 4</u> Cleanup Planning	TOTAL
Contractual	\$3,600	\$147,500	\$10,900	\$36,000	\$198,000
Supplies		,	\$1,000	\$1,000	\$2,000
TOTAL	\$3,600	\$147,500	\$11,900	\$37,000	\$200,000

II B. Community Need (Lee Plemel, Joe McCarthy, Sheriff's Department, Claudia Saavedra, Janice McIntosh, Javier Ramirez, Jessica Greener, Kathy Wolf)

II.B.1. Describe the Carson City Community and Address Need for Redevelopment

Carson	Nevada	USA
City		
6.5	7.2	6.81
15.7	11.3	12.4
92.0	82.0	80.2
2.2	7.7	12.8
2.1	1.4	1.0
18.5	23,5	14.4
18.5	18.2	24.4
17.2	15.1	15.6
45,133	47,231	44,334
1.2	2.6	5.2
3,3	5.7	6.8
	City 6.5 15.7 92.0 2.2 2.1 18.5 18.5 17.2 45,133	City 6.5 7.2 15.7 11.3 92.0 82.0 2.2 7.7 2.1 1.4 18.5 23.5 18.5 18.2 17.2 15.1 45,133 47,231 1.2 2.6

II.B.2. Benefit of Redevelopment to the Community.

II.B.3. Impact of Brownfields on the Community.

II.C. Site Selection Process

II.C.1. Site selection criteria and site selection. Carson City will conduct an inventory to identify potential Brownfields sites in the Downtown Redevelopment Area and surrounding areas planned for redevelopment in the future. Inventoried sites will be evaluated against "Threshold" and "Ranking" criteria to remove ineligible sites from further evaluation. Sites passing the "threshold" screening process will be evaluated according to ranking criteria and included on a "draft" priority listing of Brownfields sites. Community input and support on this draft listing will be sought before the list is finalized.

Carson City will select up to 17 high priority sites for Phase I ESA's. As Phase I ESA's are completed, Carson City will select up to 6 properties for Phase II ESA's. Site cleanup plans will be prepared by Carson City for four high priority sites that will need cleanup before redevelopment activities can proceed.

II.C.2. Inventory and site prioritization efforts. Carson City has maintained a "working list" of potential Brownfields sites in the Downtown Redevelopment area and sites in surrounding areas; however, these properties are not ranked in priority order. EPA Brownfields funding will allow Carson City to develop this

approach to ensure that grant funding is spent on sites that have been evaluated on a "priority-setting" basis.

II.C.3. How Will Carson City Gain Access Private Sites: Carson City anticipates that Brownfields funding will be spent primarily on publicly-owned properties and privately-owned properties where the owner is a willing seller or developer. A written access agreement with the property will be in place prior to the start of assessment activities. Typically, sites with written agreements in place will be ranked higher on the Brownfields priority list than properties without such an agreement. Generally, if the City is unable to gain site access voluntarily, the site will be ranked toward the bottom of the Brownfields priority list and removed from further consideration under the Brownfields grant. However, if such a property is vital for a public purpose and use and the owner is reluctant to allow access. Carson City will first attempt to resolve any issue or impediment to gaining voluntary access. If this effort is unsuccessful, Carson City is authorized under the Nevada Revised Statutes to "take" the property; however, in so doing, the City will make every attempt to meet or exceed criteria required to take the property.

II.D. Sustainable Reuse of Brownfields (Ken Arnold Darren Selby)

II.D.1. Prevent Pollution and Resource Consumption.

II.D.1.a What is City Doing to Prevent future pollution.

II.D.1.b. What is City Doing to Reduce resource consumption.

II.D.2. How Will Redevelopment Promote Economic Benefits.

II.D.3. How will Redevelopment Promote a Vibrant community.

II.E. What is Carson City Doing to Create and/or Preserve Greenspace and Open Space (Juan Guzman, Vern Krahn)

II.F Pre-Award Community Notification

On September 28, 2007, Carson City noticed the public that the city's application for Brownfields funding would be brought before City Supervisors for approval on October 4, 2007. The public was informed that a repository was established at the OBD offices to review and comment on Brownfields application material. At the televised Supervisor's meeting, the community was provided with an overview of the Brownfields program and Carson City's application for Brownfields funding and invited to provide comments. A video link of this presentation was included on the City's webpage. Carson City reviewed and considered all comments prior to submitting this application.

- II.F.1. Carson City will issue a press release to the local "Nevada Appeal" and the "Reno Gazette-Journal" to notify the community and surrounding areas that Carson City's application for EPA Brownfields funding was approved by EPA. Carson City will also make public service announcements on public-access TV and local radio to notice the community. A copy of the press release and the EPA Brownfields grant application will be made available for public review on Carson City's website and repositories set up in Carson City. Carson City will also invite key officials from EPA, Region 9 to attend and make a formal announcement at an upcoming televised City Supervisors meeting.
- II.F.2. The pre-award notification tools proposed by Carson City will be the most effective approaches to reach affected community members and the general public. The combined use of the print media, television, radio and the internet will provide Carson City with a comprehensive communication strategy and use of time-proven tools to notify and involve the community in Brownfields activities. Translation services will also be used for community members that are not proficient in the English language to expand and provide for maximum community participation and involvement.
- II.F.3. When community input is required, the outreach tools mentioned above will be used to direct community members to key project documents. A two-week public comment period will typically be used. Carson City will extend the comment period to a three or four-week comment period to allow additional time for the public to consider a particularly important matter or an important decision that is before the City that is needed or will benefit from community input.
- II.F.4. Carson City expects to receive written comments through normal mail delivery, e-mails from internet postings, telephone communications and comments transcribed from community, town hall, and City Supervisors meetings. Carson City will review and consider all public comments. Responses to significant public comments, including those that may affect a planned activity under the Brownfields grant, will be made available on the City's website and at designated repositories; or, when requested personally by the commenter. A comment that may change an activity previously approved by EPA will be discussed with the Agency before any change is made in that activity.

II.G Ongoing Community Involvement

II.G.1. Carson City will prepare a Brownfields Community Notification and Participation Plan (BCNPP) to support efforts to maximize community and stakeholder participation by identifying, organizing and involving affected community members, key stakeholders and others throughout Brownfields assessment, cleanup up and reuse planning activities. An active and determined program will be undertaken by Carson City to meet these goals with a variety to tools and forums used to communicate with the community and gain their input. Use of the print media, public television and radio, the internet and the use of the

forum provided by the Carson City Supervisors will be the foundation of this program. Carson City will provide regular updates on the progress being made under the Brownfields grant at City Supervisors' meetings which are televised on public access TV. The Supervisors typically convene 2-3 times each month which will allow for a continuous and steady flow of information to decision-makers and the affected Brownfields community.

II.G.2. Carson City will build upon partnerships that have been in place over the last 3-5 years with community and business stakeholders that have helped guide successful redevelopment in the Downtown Redevelopment area. Carson City will develop partnerships with new stakeholders that will be advantageous to and speed revitalization efforts. Under the Brownfields grant, Carson City intends to establish formal working partnerships with the Nevada Division of Environmental Protection (NDEP) and the Carson City Health Department to oversee and provide technical input in support of planned site assessment and cleanup planning. Forming these and other partnerships will ensure Brownfields sites are properly assessed and cleaned up and future reuses of these sites are supported by the community.

II.G.3. Carson City will use press releases/news articles, public television and radio, the internet and the opportunity provided by televised meetings of the City Supervisors to regularly update and gain input from the community. Carson City will look to town meetings, visioning workshops and, generally, community meetings, or small or large group gatherings to reach out to the community. All forms of noticing mentioned above will be used to encourage public and key stakeholder attendance at these meetings. English translation services will be provided to maximize community participation and involvement. There are specific phases of Brownfields activities where Carson City will seek community comment and input, including discussion of the "draft" priority-list and candidate sites recommended for Phase I ESA's; review of site-specific soil and groundwater sampling results and a discussion of options to clean up contaminated sites.

II.G.4. Community Partners (Joe McCarthy)

Carson City Chamber of Commerce Ronni Hannaman, Executive Director 775-887-	
Northern Nevada Development Authority Ron Weisinger 775-	
Downtown Merchants Association Gary Cain 775-	
Nevada Hispanic Services Rachel Knecht 775-	
Carson City Convention and Visitors Bureau Candace Duncan, Executive Dir. 775-	
Rotary Club Robert Cravell 775-	
Western Nevada College	

II.H. Reduction of Threats to Human Health and the Environment (Ken Arnold, Darren Selby)

- II.H.1.Identify Risks and Explain How those Risks Will be Reduced or Eliminated
- II.H.2. How is Carson City Working with Local/State Agencies to Protect Public Health and the Environment.

II.I. Leveraging of Additional Resources (Joe McCarthy, Javier Ramirez, Kim Belt)

- II.I.1. What Funding has Carson City Committed to Redevelopment Projects
- II.I.2. What is Carson City's Ability to Leverage Funds.

II.J Programmatic Capability (Nancy Paulson)

- II.J. What is Carson City's Ability to ManageWork Under the EPA Grant.
- II.J.2. What is Carson City's History of Managing Federal Grants
- II.J.3 What is Carson City's History of Managing EPA Grants
- II.J.4. How Will Carson City Track Progress under the EPA Grant