

**FY2020 U.S. EPA Revolving Loan Fund Grant for
Washington County, Wisconsin**

Cooperative Agreement No. BF-00E02895-0

**Quarterly Report No. 7
3rd Quarter – Fiscal Year 2022
April 1, 2022 – June 30, 2022**

Submitted by:
Debora M. Sielski, Community Development Director
Washington County Community Development Department

| July 29, 2022

**FY2020 U.S. EPA Revolving Loan Fund Grant for
Washington County, Wisconsin
Cooperative Agreement BF-00E02895-0**

A. Project Title

FY2020 U.S. EPA Revolving Loan Fund Grant for Washington County, Wisconsin

B. Name of Grant Recipient

Washington County Community Development Department
333 E. Washington Street, Suite 2300
West Bend, WI 53095-2003

C. Cooperative Agreement No.

No. BF-00E02895-0
FY2020 U.S. EPA Revolving Loan Fund Grant for Washington County, Wisconsin
Budget Period: 08/17/2020 – 09/30/2025
Project Period: 08/17/2020 - 09/30/2025
Grant Amount:
\$800,000 – EPA Amount This Action
\$160,000 – Recipient Contribution Match
\$960,000 – Allowable Project Costs

D. Project Contact(s)

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**FY2020 U.S. EPA Revolving Loan Fund Grant for
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1.0 PROGRAM INTRODUCTION

This report provides a summary of activities completed by Washington County, Wisconsin (the County) during the 3rd Quarter of Fiscal Year (FY) 2022 (April 1, 2022 through June 30, 2022) for implementation of the United States Environmental Protection Agency (U.S. EPA) Revolving Loan Fund Grant for Washington County, Wisconsin awarded by the U.S. EPA in 2020.

On October 7, 2021, Washington County formed the Community Development Department taking over the responsibility of the County Brownfield Site Redevelopment Program. Debora Sielski, the Community Development Director continues to be the County Project Manager for this grant and the County Program. The Washington County Community Development Department is responsible for administering the grant. Washington County will lead this Revolving Loan Fund coalition grant with seven (7) coalition members: City of Hartford, City of West Bend, Village of Germantown, Village of Jackson, Village of Kewaskum, Village of Richfield, and the Village of Slinger.

2.0 BUDGET OVERVIEW

The County's U.S. EPA Implementation Work Plan describes four (4) tasks that must be completed in order for the EPA to consider the RLF a success.

| Task Number | Task Name |
|--------------------|--------------------------------------------------|
| 1 | Establish the Revolving Loan Fund |
| 2 | Market the Revolving Loan Fund |
| 3 | Site Selection, Program Operations and Oversight |
| 4 | Cleanup Loans and Subgrants |

The U.S. EPA awarded Washington County a Revolving Loan Fund (RLF) grant of \$800,000 in 2020. This grant is matched by a 20% non-federal cost share (\$160,000) from an approval allocation by the Washington County Board of Supervisors. The County's match of \$160,000 will be utilized for the cleanup loans and subgrants. The total budget is \$960,000 plus an in-kind contribution commitment of \$41,464.

There were no reallocation requests submitted to the U.S. EPA Project Officer during the reporting quarter.

Current Budget – 3rd Q FY2022 (4/1/2022 - 6/30/2022)

| Task No. | Task Description | Approved Budget as of 4/1/2022 | No Reallocation Requests this Quarter | Current U.S. EPA Approved Budget as of 6/30/2022 |
|----------|--------------------------------------------------|--------------------------------|---------------------------------------|--------------------------------------------------|
| 1 | Establish the RLF | \$19,800.00 | \$0.00 | \$19,800.00 |
| 2 | Marketing the RLF | \$44,000.00 | \$0.00 | \$44,000.00 |
| 3 | Site Selection, Program Operations and Oversight | \$154,200.00 | \$0.00 | \$154,200.00 |
| 4 | Cleanup Loans and Subgrants | \$742,000.00 | \$0.00 | \$742,000.00 |
| | Total U.S. EPA Grant | \$960,000 | \$0.00 | \$960,000 |

3.0 MODIFICATIONS TO THE WORK PLAN

There were no modifications to the Work Plan during the 3rd Quarter of FY 2022, April 1, 2022 through June 30, 2022. Below are the current deliverables for the Implementation Work Plan.

Work Plan Modifications – 3rd Q FY2022 (4/1/2022 - 6/30/2022)

| Cleanup Loans and Subgrants | # of Deliverables in Implementation Work Plan | Approved Deliverables as of 6/30/2022 | # Modifications to Work Plan Deliverables this Quarter | Current # of Deliverables as of 6/30/2022 |
|-----------------------------|-----------------------------------------------|---------------------------------------|--------------------------------------------------------|-------------------------------------------|
| Cleanup Loans | 3 @ \$220,500 | 3 | 0 | 3 |
| Subgrants | 1 @ \$70,000 | 1 | 0 | 1 |

4.0 STATUS OF PROGRAM ACTIVITIES

This section of the report describes the status of each task throughout the 3rd Quarter of FY 2022, April 1, 2022 through June 30, 2022 including a summary of projects and activities approved, completed or in progress. This report also provides an estimated degree of completion of each task, provides a list of deliverables associated with each task and a summary of scheduled activities to be performed during the 4th Quarter of FY2022. These tasks will provide support in brownfield cleanup activities and assist in creating jobs, the cleanup of distressed areas, the elimination of blight and increase the tax base.

4.1 TASK 1 – ESTABLISH THE REVOLVING LOAN FUND

A. Task Description

This task includes the development of a service agreement between Washington County and EDWC and memorandums of agreement with coalition partners. In addition, the County and Economic Development Washington County (EDWC) will work with the Site Redevelopment Committee (SRC) to create a comprehensive program policies and procedures manual that will be specialized to brownfield site applications and used to review and approve loan and subgrant applications. The County will also complete a qualifications-based procurement process to hire a qualified environmental professional.

This task has a current budget of \$19,800.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None.

C. Activities In Progress or Completed Activities During the Fiscal Quarter

1st Quarter of FY2021

Throughout the 1st Quarter of FY2021, Washington County worked with EDWC to formalize a Service Agreement with the County. The Agreement was not finalized within Q1. The formalization of the Service Agreement is in progress and is expected to be completed within Quarter 2 FY2021.

2nd Quarter of FY2021

During the 2nd Quarter of FY2021, Washington County worked on finalizing the Service Agreement contract with EDWC as Loan Manager for the Revolving Loan Fund. Washington County has also been developing the Request for Qualifications to hire a Qualified Environmental Professional (QEP).

3rd Quarter of FY2021

During the 3rd Quarter of FY2021, The Project Manager met with EDWC to discuss and finalize the Request for Qualifications to hire a qualified environmental professional. The RFQ was posted for bid by the Purchasing Department and sent to multiple Engineering/Environmental Companies on June 10th, 2021 to obtain a Qualified Environmental Professional.

4th Quarter of FY2021

Throughout the 4th Quarter of FY2021, submittals in response to the Request for Qualifications were due on July 14, 2021 and were evaluated on July 20, 2021. The interviews were completed on July 29, 2021 and based on scoring; Stantec Consulting Services Inc. was selected as the Qualified Environmental Professional for the US EPA Revolving Loan Fund Grant for Washington County. Contract discussions occurred and it is expected the contract will be

finalized in the 1st Quarter of FY2022. The County also finalized the Memorandum of Agreements and Roles and Responsibilities document for Coalition Partners.

1st Quarter of FY2022

Within the 1st Quarter of FY2022, the Community Development Department released an updated Success Stories ArcGIS Storymap detailing how the program has helped redevelop blighted and contaminated sites within the County. The first Site Redevelopment Committee (SRC) meeting of 2022 took place in the 2nd Quarter of FY2022 on January 25th. At this meeting, Deb Sielski gave a brief overview of the Revolving Loan Fund and stated that more details will be given at the next SRC meeting scheduled for April 2022.

2nd Quarter of FY2022

The first Site Redevelopment Committee (SRC) meeting occurred on January 25th, 2022. At the meeting, the Committee received a general overview of the US EPA Revolving Loan Fund as well as the other funding sources within the Washington County Brownfields Program. The second SRC meeting occurred on February 24th, 2022 and discussed projects for the other Program funding sources. The next SRC meeting will be in May or June of 2022.

The Project Management Team (PMT) convened via zoom on February 9, 2022, to discuss the US EPA RLF along with the additional funding sources for the Site Redevelopment Program. A timeline was created for feasibility of drafting a Policies and Procedures Manual and the Marketing Plan for the US EPA RLF. On March 15, 2022, the Project Management Team met and dove further into the conversation around the Policies and Procedures Manual and the Marketing Plan. It was decided that the draft Policies and Procedures Manual will be completed by late June and after that, work can begin on the Marketing Plan.

On April 7, 2022 the County met with Stantec and EDWC to discuss a flow chart for the US EPA Revolving Loan Fund. This detailed how the US EPA RLF project proposals may go through the approval process and who are the responsible entities. On April 14, 2022 the PMT met again via zoom and discussed ongoing projects, the County Brownfields Assessment Fund, and the US EPA Revolving Loan Fund Policies and Procedures Manual.

The contract between Washington County and Stantec has been executed and finalized.

3rd Quarter of FY2022

On April 7, 2022 the County met with Stantec and EDWC to discuss a flow chart for the US EPA Revolving Loan Fund. This detailed how the US EPA RLF project proposals may go through the approval process and who are the responsible entities. On April 14, 2022 the Project Management Team (PMT) met via zoom and discussed ongoing projects, the County Brownfields Assessment Fund, and the US EPA Revolving Loan Fund Policies and Procedures Manual.

During the month of June, both the PMT and Site Redevelopment Committee (SRC) met. On June 7, the PMT discussed the projects underway within the County Brownfields Assessment Fund. The PMT also reviewed the Site Redevelopment Program (SRP) Goals from the 2017 Grant and updated them to reflect the SRP Goals for 2022 and moving forward. At this meeting,

the Team also discussed the Revolving Loan Fund Policies and Procedures Manual and decided on a goal to present the drafted document at the fall SRC meeting.

The SRC convened on June 14, 2022. The Committee reviewed and discussed the revised Goals for the SRP. They also reviewed and recommended approval for two projects for the County Brownfields Assessment Fund. At the Committee meeting, there was an open discussion about the US EPA Revolving Loan Fund and Stantec provided guidance on potential project sites within the discussion with the municipalities. Stantec introduced the Policies and Procedures associated with the RLF and what the process could look like from start to finish.

D. Deliverables

Below is a list of the proposed deliverables for this Task.

| Task 1 Progress – Establish the Revolving Loan Fund | |
|------------------------------------------------------------------|----------------------------------------------------------------------------|
| Activity | Deliverable |
| Formalize Service Agreement with County, SRP and EDWC | Agreement |
| Formalize Memorandum of Agreements (MOAs) with Coalition Members | MOAs |
| Develop EPA RLF Comprehensive Policies and Procedures Manual | SRP RLF Policies and Procedure Manual |
| Create Brownfield RLF Loan Application Documents | Application Forms/Loan Agreements templates including terms and conditions |
| Perform QBP and Contract QEP & Planning Consultant | Contract |

1st Quarter of FY2021

There were no deliverables during the 1st Quarter of FY2021.

2nd Quarter of FY2021

During the 2nd Quarter of FY2021, Washington County finalized the Service Agreement contract with EDWC as Loan Manager for the Revolving Loan Fund.

3rd Quarter of FY2021

During the 3rd Quarter of FY2021, the Request for Qualifications was posted for bid.

4th Quarter of FY2021

The County finalized the Memorandum of Agreements and created a Roles and Responsibilities document. During the 1st Quarter of FY2022, the Memorandum of Agreements were sent to Coalition members on October 15th. Once all MOAs are received, they will be executed. The contract with Stantec as the QEP will be finalized within the 1st Quarter of FY2022.

1st Quarter of FY2022

The Memorandum of Agreements for the US EPA FY2020 Revolving Loan Fund were signed by all municipalities and the Washington County Executive and executed during the first Quarter of FY2022. The contract with Stantec Consulting Services will be finalized within the second Quarter of FY2022. When the contract is finalized, the work will begin on the Policies and Procedures Manual.

2nd Quarter of FY2022

The contract with Stantec Consulting Services was finalized in the 2nd Quarter of FY2022. Work on the Policies and Procedures Manual has begun, and a draft plan will be completed in the 3rd Quarter of FY2022.

3rd Quarter of FY2022

The Policies and Procedures Manual is currently being drafted and developed by the Project Management Team. The goal is to have a draft completed and presented at the September Site Redevelopment Committee meeting.

E. Percent Complete and Scheduled Activities

This task is currently approximately 55% complete.

2nd Quarter of FY2021

The formalization of the Service Agreement between Washington County and EDWC is in progress and is expected to be completed within the 2nd Quarter of FY2021. The County will finalize the qualifications-based procurement request and begin the process to hire a qualified environmental professional during the 2nd Quarter of FY2021.

3rd Quarter of FY2021

The County will finalize the qualifications-based procurement request and begin the process to hire a qualified environmental professional during the 3rd Quarter of FY2021. The County will work with the Coalition Partners to formalized MOAs during the 3rd Quarter of FY2021.

4th Quarter of FY2021

During the 4th Quarter of FY2021, the County will hire a Qualified Environmental Professional to assist with the implementation of the Revolving Loan Fund Grant as well as other County Brownfield funding sources. As of July 30th, Stantec Consulting Services was awarded the Request for Qualifications to hire a qualified environmental professional. The County Project Manager will be working with Stantec during the 4th Quarter to negotiate an agreement for the work.

1st Quarter of FY2022

During the 1st Quarter of FY2022, the contract will be finalized with Stantec Consulting Services Inc., the Qualified Environmental Consultant chosen with the RFQ process. The County will execute MOA's from all Coalition members and will hold the first Site Redevelopment Committee meeting during the 1st Quarter of FY2022.

2nd Quarter of FY2022

During the 2nd Quarter of FY2022, the contract will be finalized with Stantec Consulting Services Inc., the Qualified Environmental Consultant chosen through the RFQ procurement process. The first Site Redevelopment Committee meeting of 2022 will occur in January. The first Project Management Team meeting will occur in the second Quarter of FY2022 and work will begin on Policies and Procedures Manual.

3rd Quarter of FY2022

During the 3rd Quarter of FY2022, the Project Management Team (PMT) will develop a draft of the Policies and Procedures Manual for the US EPA FY2022 Revolving Loan Fund. Once the Policies and Procedures Manual is drafted, the PMT will begin working on the Marketing Plan.

4th Quarter of FY2022

During the 4th Quarter of FY2022, the Project Management Team (PMT) will complete the development of the Policies and Procedures Manual for the US EPA FY2022 Revolving Loan Fund. There will also be a Marketing Plan drafted for the program and presented at the September 2022 Site Redevelopment Committee meeting.

4.2 TASK 2 – MARKET THE REVOLVING LOAN FUND

A. Task Description

Task 2 will focus on creating a Marketing Plan for the RLF Program. The focus of this Marketing Plan will target challenging brownfield sites where there may not be current market interest. Existing Site Redevelopment Program (SRP) outreach and marketing efforts will be used to promote the RLF Program including public meetings and marketing site-specific RLF opportunities.

This task has a current budget of \$44,000.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None.

C. Activities In Progress or Completed Activities During the Fiscal Quarter

1st Quarter of FY2021

None.

2nd Quarter of FY2021

None.

3rd Quarter of FY2021

None.

4th Quarter of FY2021

None.

1st Quarter of FY2022

None.

2nd Quarter of FY2022

Once the Policies and Procedures Manual is drafted, work will begin on the Marketing Plan for the US EPA Revolving Loan Fund.

3rd Quarter of FY2022

Once the Policies and Procedures Manual is drafted, work will begin on the Marketing Plan for the US EPA Revolving Loan Fund.

D. Deliverables

Below is a list of the proposed deliverables for this Task.

| Task 2 Progress – Market the Revolving Loan Fund | |
|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Activity | Deliverable |
| Promote/market/provide updates on the RLF | Press releases, website updates, fact sheets, marketing materials, meeting summaries |
| Create Marketing Plan for SRP RLF | Marketing Plan |
| Link SRP RLF to EDWCs brownfield redevelopment website | Website update |
| Outreach and marketing efforts – public meetings, market site specific RLF opportunities | None |

1st Quarter of FY2021

There were no deliverables during the 1st Quarter of FY2021.

2nd Quarter of FY2021

There were no deliverables during the 2nd Quarter of FY2021.

3rd Quarter of FY2021

There were no deliverables during the 3rd Quarter of FY2021.

4th Quarter of FY2021

There were no deliverables during the 4th Quarter of FY2021.

1st Quarter of FY2022

There were no deliverables during the 1st Quarter of FY2022.

2nd Quarter of FY2022

There were no deliverables during the 2nd Quarter of FY2022.

3rd Quarter of FY2022

There were no deliverables during the 3rd Quarter of FY2022.

E. Percent Complete and Scheduled Activities

This task is currently approximately 0% complete.

2nd Quarter of FY2022

Once the contract with Stantec is executed, the County, in partnership with EDWC will initiate the development of the Marketing Plan during the 2nd Quarter of FY2022.

3rd Quarter of FY2022

The contract with Stantec was executed during the 2nd Quarter of FY2022. The Project Management Team is working to develop the Policies and Procedures Manual and will complete a draft Manual by the end of the 3rd Quarter of FY2022. After this Manual is developed, the Project Management Team will work to develop a Marketing Plan.

4th Quarter of FY2022

The Project Management Team is working to develop the Policies and Procedures Manual and will complete a draft Manual by the end of the 4th Quarter of FY2022. After this Manual is developed, the Project Management Team will work to develop a Marketing Plan.

4.3 TASK 3 – SITE SELECTION, PROGRAM OPERATIONS AND OVERSIGHT

A. Task Description

This task includes the SRP RLF Committee reviewing and approving loans to eligible applicants based on cleanup project eligibility, as approved by the U.S. EPA, applicant credit worthiness, and demonstrated project economic, community and environmental benefits. The SRC will review and approve subgrants. Task 3 also includes Analysis of Brownfields Cleanup Alternatives (ABCAs) and Community Involvement Plans (CIPs) being prepared and a Decision Memorandum completed for each project. In addition, this task includes project oversight and grant administration.

This task has a current budget of \$154,200.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None.

C. Activities In Progress or Completed Activities During the Fiscal Quarter

1st Quarter of FY2021

None.

2nd Quarter of FY2021

On March 18, 2021, the County Project Manager attended the Brownfields Revolving Loan Fund Committee (BRLFC) meeting with the EDWC and provided an introduction to the Site Redevelopment Program, an overview of the US EPA RLF Grant and a description of the roles and responsibilities of the BRLFC.

3rd Quarter of FY2021

None.

4th Quarter of FY2021

None.

1st Quarter of FY2022

None.

2nd Quarter of FY2022

None.

3rd Quarter of FY2022

None.

D. Deliverables

Below is a list of the proposed deliverables for this Task.

| Task 3 Progress – Site Selection, Program Operations and Oversight | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| Activity | Deliverable |
| Meeting with Loan/subgrant applicants | None |
| Review applications based on SRC RLF Policies & Procedures Manual, SRP Standards, anticipated cleanup project eligibility, applicant credit worthiness, and demonstrated project economic, community and environmental benefits. | None |
| Complete eligibility determinations for each project for the EPA review | Eligibility Determination |
| Develop ABCA and Community Relations Plan for EPA review | ABCA and Community Relations Plan for each site |
| Conduct required community involvement activities described in the approved CIP following project initiation | Press releases, letters, emails, meeting summaries |
| Notify Landowners and Communities of Cleanup Schedules and Project Progress | Press releases, letters, emails, meeting summaries |
| Conduct 30-day Public Comment Periods on Analysis of Brownfields Cleanup Alternatives (ABCAs) | Press releases, summary of public comment |
| Respond to Questions and Public Comment | Summary of public comments |
| Create Bilingual Outreach Materials | Bilingual materials |
| Create Technical Presentations, Exhibits, handouts for Meetings | Meeting presentations, exhibits, handouts |
| Develop Decision Memorandum for EPA review | Decision Memorandum for each site |
| Loan Underwriting | None |
| SRP RLF Committee- Loan Review, Structure Discussion, Approval | None |
| Negotiate Term Sheet, Development of Loan Documents, Closure of Loan | Loan Documents |
| SRC- Subgrant approval process, Development of Subgrant Documents | Subgrant Documents |
| Site Visits and Monitoring Project Related to State and Federal Requirements | Update Summary in Quarterly and Annual Report |
| Tracking loans and subgrants | Update Summary in Quarterly and Annual Report |
| Update ACRES | Property Profiles (online) |
| SRC Meetings | Meeting agendas and minutes |
| Grant Administration and Tracking Overall Progress, Program Income of SRP RLF Program | Update Summary in Quarterly and Annual Report |
| Attend National Brownfields Conferences | None |

1st Quarter of FY2021

There were no deliverables during the 1st Quarter of FY2021.

2nd Quarter of FY2021

There were no deliverables during the 2nd Quarter of FY2021.

3rd Quarter of FY2021

There were no deliverables during the 3rd Quarter of FY2021.

4th Quarter of FY2021

There were no deliverables during the 4th Quarter of FY2021.

1st Quarter of FY2022

There were no deliverables during the 1st Quarter of FY2022.

2nd Quarter of FY2022

There were no deliverables during the 2nd Quarter of FY2022.

3rd Quarter of FY2022

There were no deliverables during the 3rd Quarter of FY2022.

E. Percent Complete and Scheduled Activities

This task is currently approximately 0% complete.

2nd Quarter FY2022

None.

3rd Quarter FY2022

None.

4th Quarter FY2022

None.

4.4 TASK 4 – CLEANUP LOANS AND SUBGRANTS

A. Task Description

This task includes executing and disbursing loans and subgrants. Employing risk-based lending practices, the County Finance Department with assistance from the Loan Manager will carry out the managed disbursement of approved loans and subgrants to approved applicants for the site cleanup work being performed by the applicants. Activities under this task will be funded by federal grant award funds and the designated match dollars.

This task has a current budget of \$742,000.

B. New Activities or Projects Approved for Implementation by U.S. EPA During the Fiscal Quarter

None. There were no loans and/or subgrants during this reporting quarter.

C. Activities In Progress or Completed Activities During the Fiscal Quarter

1st Quarter of FY2021

None.

2nd Quarter of FY2021

None.

3rd Quarter of FY2021

None.

4th Quarter of FY2021

None.

1st Quarter of FY2022

None.

2nd Quarter of FY2022

None.

3rd Quarter of FY2022

None.

D. Deliverables

Below is a list of the proposed deliverables for this Task.

| Task 4 Progress – Cleanup Loans and Subgrants | |
|------------------------------------------------------|----------------------------------------------|
| Activity | Deliverable |
| Execute Loans and Subgrants | Estimate 3 loans averaging \$220,500 each |
| Execute Subgrants | Estimate 1 subgrants averaging \$70,000 each |
| Disbursement of Approved Loans and Subgrants | Summary in Quarterly Reports |

1st Quarter of FY2021

There were no deliverables during the 1st Quarter of FY2021.

2nd Quarter of FY2021

There were no deliverables during the 2nd Quarter of FY2021.

3rd Quarter of FY2021

There were no deliverables during the 3rd Quarter of FY2021.

4th Quarter of FY2021

There were no deliverables during the 4th Quarter of FY2021.

1st Quarter of FY2022

There were no deliverables during the 1st Quarter of FY2022.

2nd Quarter of FY2022

There were no deliverables during the 2nd Quarter of FY2022.

3rd Quarter of FY2022

There were no deliverables during the 3rd Quarter of FY2022.

E. Percent Complete and Scheduled Activities

This task is currently approximately 0% complete.

5.0 SCHEDULE AND PROJECT MILESTONES

A list of major milestones achieved during the project to date are summarized below.

| Task | Date | 1st Quarter FY2021 - Activity or Milestone Description |
|------|------------|---------------------------------------------------------------------------------------------|
| | 5/7/2020 | County Project Manager send out press release announcing award of U.S. EPA FY2020 RLF grant |
| | 9/22/2020 | U.S. EPA awards Cooperative Agreement to Washington County |
| 1 | 11/11/2020 | Meeting with EDWC and County to discuss service agreement |
| 1 | 11/12/2020 | U.S. EPA RLF Kick off meeting |
| 1 | 12/9/2020 | U.S. EPA Transition Conference Call |
| 1 | 12/9/2020 | Conference call with EDWC and County to discuss service agreement |

| Task | Date | 2nd Quarter FY2021 - Activity or Milestone Description |
|------|-----------|------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 1/21/2021 | US EPA Service Agreement contract review with EDWC and the County |
| 1 | 1/29/2021 | County Submits Quarterly Report to US EPA |
| 1 | 2/4/2021 | Review Service Agreement with the County and EDWC |
| 1 | 2/16/2021 | Executed Service Agreement with EDWC |
| 3 | 3/18/2021 | County attends Brownfields Revolving Loan Fund Committee meeting with the EDWC - Introduction and presentation of US EPA RLF Grant |

| Task | Date | 3rd Quarter FY2021 - Activity or Milestone Description |
|------|-----------|-------------------------------------------------------------------------|
| 1 | 4/29/2021 | County submits Quarterly Report to US EPA |
| 1 | 5/5/2021 | Meeting with EDWC to discuss the Request for Qualifications |
| 1 | 6/1/2021 | Meeting with EDWC to discuss the Request for Qualifications |
| 1 | 6/7/2021 | Meeting with EDWC to finalize the Request for Qualifications |
| 1 | 6/10/2021 | Request for Qualifications posted for bid and sent to Engineering Firms |

| Task | Date | 4th Quarter FY2021 - Activity or Milestone Description |
|------|------------|-------------------------------------------------------------------------------------------------------|
| 1 | 7/14/2021 | Submittals for the RFQ due |
| 1 | 7/20/2021 | Evaluations of the RFQ submittals with the County and EDWC. Scored the submittals |
| | 7/27/2021 | The County receives case closure for the Niphos Coating Site from the Wisconsin DNR |
| 1 | 7/29/2021 | RFQ Interviews for the QEP are completed and a final evaluation and scoring of the firms is completed |
| 1 | 7/30/2021 | County submits Quarterly Report to US EPA |
| 1 | 8/27/2021 | Contract discussion with the County and Stantec |
| 1 | 10/15/2021 | Roles and Responsibilities completed |
| 1 | 10/15/2021 | MOAs finalized and sent to Coalition Partners for review and signature |

| Task | Date | 1 st Quarter FY2022 - Activity or Milestone Description |
|------|------------|-------------------------------------------------------------------------------|
| 1 | 10/28/2021 | County submits Quarterly Report to US EPA |
| 1 | 11/22/2021 | Memorandum of Agreements signed by the County Executive and executed. |
| 1 | 12/7/2021 | Doodle poll sent out to SRC members for scheduling the first meeting of 2022. |
| 1 | 1/25/2022 | First SRC meeting of 2022 |

| Task | Date | 2 nd Quarter FY2022 - Activity or Milestone Description |
|------|-----------|--------------------------------------------------------------------|
| 1 | 1/25/2022 | First SRC meeting of 2022 |
| 1 | 1/28/2022 | County submits Quarterly Report to US EPA |
| 1 | 2/9/2022 | Project Management Team Meeting |
| 1 | 2/24/2022 | Site Redevelopment Committee meeting |
| 1 | 3/15/2022 | Project Management Team Meeting |
| 1 | 4/7/2022 | US EPA Revolving Loan Fund Flow Chart Review |
| 1 | 4/14/2022 | Project Management Team Meeting |

| Task | Date | 3 rd Quarter FY2022 - Activity or Milestone Description |
|------|-----------|--------------------------------------------------------------------------|
| 1 | 4/7/2022 | US EPA Revolving Loan Fund Flow Chart Review |
| 1 | 4/14/2022 | Project Management Team meeting |
| 1 | 5/12/2022 | Meeting with Project Manager from the EPA to discuss Quarterly Reporting |
| 1 | 6/7/2022 | Project Management Team meeting |
| 1 | 6/14/2022 | Site Redevelopment Committee meeting |
| | 6/30/2022 | US EPA FY2022 Assessment Grant Application Debriefing meeting |

6.0 PROBLEMS ENCOUNTERED/ASSISTANCE NEEDED

None.

7.0 ONGOING PROJECTS FROM ADDITIONAL BROWNFIELDS FUNDING SOURCES

4th Quarter of FY2021

On July 27th, 2021 the Wisconsin Department of Natural Resources granted the Former Niphos Coating Inc. for case closure as it met the requirements of Wisconsin Administrative Code chs. NR725-727. Following an US EPA emergency removal action to address more than 8,800 gallons of hazardous chemicals that were abandoned in the building, this site is finally reached conditional site closure. The contractor, Forward Contractors, selected for this site is proposing residential units for development. The contractor is currently under the due diligence period and is in the process of completing a survey for this property and estimating a timeline for financing. The final step of this due diligence period is transferring the property from County ownership to Forward Contractors.

In September of 2021, the US EPA reached out to Washington County in hopes of gathering pictures of the awarded Barton School Apartments for an US EPA Brownfields Storymap. Wanting to share the success of this program to the nation, the County gathered photos showcasing the site before, during and after construction.

1st Quarter of FY2022

During the first Quarter of FY2022, the six-month due diligence period for the Developer's Agreement for the Former Niphos Coating site was due. After discussions with the developer and the Community Development Department, it was agreed the due diligence period should be extended three months, until March 2022. The contract amendment was drafted by the Community Development Department and will be executed during the 2nd Quarter of FY2022.

2nd Quarter of FY2022

During the second Quarter of FY2022, the due diligence extension for the Former Niphos Coating Site Developer's Agreement came to an end. After further discussions with the Village of Slinger, the Developer, and the Community Development Department, it was agreed that an additional extension for the due diligence will be given. A contract amendment is being created

for the County and the Developer to implement with a work plan for completing the due diligence period. Approximately \$35,500 of the US EPA FY2014 Assessment Funds were utilized for the Niphos site and an additional \$51,400 of the US EPA FY2017 Assessment Funds.

At the January 2022 SRC meeting, a project proposal was approved for the City of Hartford at the South Main Street Properties. This project is funded through the Washington County Brownfields Assessment Fund. Stantec conducted a Phase I ESA of the Property in 2019 (\$8,000 from the US EPA FY2017 Assessment Grant), and subsequently a Phase II ESA in late 2019 and early 2020 (\$25,000 from the US EPA FY2017 Assessment Grant) to further assess recognized environmental conditions identified in the 2019 Phase I ESA. The work will include additional environmental testing on the site and further investigation to evaluate the sources and extent of releases and assess appropriate further actions.

At the February 2022 SRC meeting, a project proposal was approved for Village of Kewaskum to develop a Main Street Revitalization Plan. This project is funded through the Washington County Brownfields Assessment Fund. This plan will address crucial topics such as leveraging the Village Hall/Library/Police Department project, potential for catalytic projects, reuse/redevelopment potential of specific properties, methods of driving redevelopment on private properties, improved parking, bicycle/pedestrian connectivity, and economic benefit for the Village.

Also, at the February 2022 SRC meeting, a project proposal was approved in closed session for a redevelopment project in the City of West Bend through the Washington County Brownfields Revolving Loan Fund as a forgivable loan. The Washington County Board approved a replenishment of the funds from this project back into the County Brownfields Revolving Loan Fund on April 19, 2022.

3rd Quarter of FY2022

The work on the City of Hartford Main Street Properties that was approved at the January 2022 SRC meeting was completed by Stantec. The work concluded that additional monitoring and testing is recommended so the City of Hartford will be applying for a Site Assessment Grant through the Wisconsin Economic Development Corporation (WEDC). At the June 2022 SRC meeting, the Committee approved funding for the match for the WEDC SAG grant utilizing the County Brownfield Assessment Fund. The Village of Kewaskum's proposal for the Main Street Revitalization Plan has begun. The Village had their initial kickoff meeting with Vandewalle and Associates and will move forward with stakeholder meetings.

On June 30, 2022, the Community Development Department met with the US EPA and had a debriefing on the FY2022 Brownfields Community-wide Assessment Grant Application.

8.0 BUDGET INFORMATION

A. Summary of Grant Expenses by Category for the Reporting Period 4/1/2023-6/30/2022

A summary of grant expenses by category is provided below, including the approved project budget, amounts expended during the 3rd Quarter of FY2022 (April 1, 2022 through June 30, 2022), total amounts expended through June 30, 2022, and the budget remaining as of June 30, 2022.

3rd Q - FY2022 (April 1, 2022 – June 30, 2022)

| Budget Categories | Approved Project Budget as of 1/1/2022 | Previously Expended | Current Quarter Expenditures by Category | Cumulative Expenditures by Category | Balance Remaining by Category |
|--------------------------|----------------------------------------|---------------------|------------------------------------------|-------------------------------------|-------------------------------|
| Personal | \$ 33,300 | \$ - | \$ - | \$ - | \$ 33,300 |
| Travel | \$ 5,600 | \$ - | \$ - | \$ - | \$ 5,600 |
| Contractual | \$ 189,600 | \$ - | \$ 1,919.75 | \$ 1,919.75 | \$ 187,680.25 |
| Loans | \$ 661,500 | \$ - | \$ - | \$ - | \$ 661,500 |
| Subgrants | \$ 70,000 | \$ - | \$ - | \$ - | \$ 70,000 |
| SUBTOTALS | \$ 960,000 | \$ - | \$ 1,919.75 | \$ 1,919.75 | \$ 958,080.25 |
| EPA RLF Grant Subtotal | \$ 800,000 | \$ - | \$ - | \$ - | \$ 800,000 |
| Match Subtotal | \$ 160,000 | \$ - | \$ - | \$ - | \$ 160,000 |
| RLF PROJECT TOTAL | \$ 960,000 | \$ - | \$ - | \$ - | \$ 960,000 |

B. Summary of Grant Expenses by Task for the Reporting Period 4/1/2022 – 6/30/2022.

A summary of grant expenses by task is provided below, including the approved project budget, amounts expended during the 3rd Quarter of FY2022 (April 1, 2022 through June 30, 2022), total amounts expended through June 30, 2022, and the budget remaining as of June 30, 2022.

3rd Q - FY2022 (April 1, 2022 - June 30, 2022)

| Task No. | Task Description | Approved Budget as of 4/1/2022 | Previously Expended | Current Quarter Expenditures by Task | Cumulative Expended (through 6/30/2022) | Budget Remaining as of 6/30/2022 | Percent Budget Expended |
|--------------|--------------------------------------------------|--------------------------------|---------------------|--------------------------------------|-----------------------------------------|----------------------------------|-------------------------|
| 1 | Establish the RLF | \$ 19,800 | \$ - | \$ 1,846.25 | \$ 1,846.25 | \$ 17,954 | 9.32% |
| 2 | Marketing the RLF | \$ 44,000 | \$ - | \$ - | \$ - | \$ 44,000 | 0.00% |
| 3 | Site Selection, Program Operations and Oversight | \$ 154,200 | \$ - | \$ 73.50 | \$ 73.50 | \$ 154,127 | 0.05% |
| 4 | Cleanup Loans and Subgrants | \$ 742,000 | \$ - | \$ - | \$ - | \$ 742,000 | 0.00% |
| TOTAL | | \$ 960,000 | \$ - | \$ 1,919.75 | \$ 1,919.75 | \$ 958,080.25 | 0.20% |

C. Interest Reporting

A summary of interest revenue within the 20% required match is provided below. This is interest earned from the match since January 2022.

US EPA RLF 3rd Quarter FY2022 (April 1, 2022 - June 30, 2022)

| 20% Required Match in Account | Interest Earned (1/1/2022-6/30/2022) | Total |
|-------------------------------|--------------------------------------|---------------|
| \$ 160,000.00 | \$ 254.52 | \$ 160,254.52 |

D. Grant Reimbursements

A summary of grant reimbursements through the U.S. EPA Automated Standard Application for Payment (ASAP) System is based on reimbursements requested by the County for invoices already paid. The summary table includes the amounts reimbursed by date, total reimbursed, and grant funds remaining.

1st Quarter of FY2021

There were no grant reimbursements for this reporting quarter.

2nd Quarter of FY2021

There were no grant reimbursements for this reporting quarter.

3rd Quarter of FY2021

There were no grant reimbursements for this reporting quarter.

4th Quarter of FY2021

There were no grant reimbursements for this reporting quarter.

1st Quarter of FY2022

There were no grant reimbursements for this reporting quarter.

2nd Quarter of FY2022

There were no grant reimbursements for this reporting quarter.

3rd Quarter of FY2022

There were no grant reimbursements for this reporting quarter.

E. Leveraged Activities

1st Quarter of FY2021

There were no leveraged activities for this reporting quarter.

2nd Quarter of FY2021

There were no leveraged activities for this reporting quarter.

3rd Quarter of FY2021

There were no leveraged activities for this reporting quarter.

4th Quarter of FY2021

There were no leveraged activities for this reporting quarter.

1st Quarter of FY2022

There were no leveraged activities for this reporting quarter.

2nd Quarter of FY2022

During the 2nd Quarter of FY2022, the infographic for the leveraged activities for the program was updated as there had been construction and completion of redevelopment sites since it was last updated in early 2021.

An ongoing summary of leveraged activities for the U.S. EPA Revolving Loan Fund Grant will be included in the Washington County Site Redevelopment Program Summary of Leveraged Funding. This currently includes leveraged activities from the FY 2014 and FY2017 Community-Wide Coalition Assessment Grants for Hazardous Substance & Petroleum Brownfields and will highlight leveraged activities for this U.S. EPA Revolving Loan Fund Grant. Leveraged resources to date total over **\$72 million**.

3rd Quarter of FY2022

An ongoing summary of leveraged activities for the U.S. EPA Revolving Loan Fund Grant will be included in the Washington County Site Redevelopment Program Summary of Leveraged Funding. This currently includes leveraged activities from the FY 2014 and FY2017 Community-Wide Coalition Assessment Grants for Hazardous Substance & Petroleum Brownfields and will highlight leveraged activities for this U.S. EPA Revolving Loan Fund Grant. Leveraged resources to date total over **\$72 million**.

F. In-Kind Contributions

Below is a summary of In-Kind contribution reported for the 3rd Quarter of FY2022.

| FY2020 Brownfield RLF Grant In-Kind Contributions | | | | | |
|----------------------------------------------------------|--------------------------------|--------------------------------------|--------------------------------------|--------------------------------|---------------------------------|
| Name | Title | Budgeted In-Kind Contribution | Previous In-Kind Contribution | Total In-Kind Q3 FY2022 | Total Cumulative In-Kind |
| Washington County In-Kind | | | | | |
| Deb Sielski | Community Development Director | \$ 15,446 | \$ 19,473.82 | \$ 627.76 | \$ 20,101.58 |
| Hannah Keckeisen | Housing Specialist | \$ - | \$ 7,979.53 | \$ 688.50 | \$ 8,668.03 |
| Bill Kurer | Purchasing Manager | \$ - | \$ 1,001.81 | \$ - | \$ 1,001.81 |
| Kathie Wild | Grants Administrator | \$ 4,222 | \$ 93.72 | \$ - | \$ 93.72 |
| Mike Vander Sanden | GIS Coordinator | \$ 602 | \$ - | \$ - | \$ - |
| Joe Steier | Land Use and Planning Analyst | \$ 5,369 | \$ - | \$ - | \$ - |
| Fay Fitts | Administrative Secretary | \$ 291 | \$ - | \$ - | \$ - |
| Brad Stern | County Attorney | \$ 1,823 | \$ 285.00 | \$ - | \$ 285.00 |
| Total County In-Kind | | \$ 27,753 | \$ 28,833.88 | \$ 1,316.26 | \$ 30,150.14 |
| EDWC RLF Committee | | | | | |
| Christian Tscheschlok | Executive Director | \$ - | \$ 370.60 | \$ 35.30 | \$ 405.89 |
| Dan Anhalt | Senior Director | \$ - | \$ 1,411.80 | \$ - | \$ 1,411.80 |
| 7 Core Committee Members | | \$ 5,000 | \$ - | \$ - | \$ - |
| City of Hartford | | | | | |

| | | | | | |
|------------------------------|-----------------------------------|------------------|---------------------|--------------------|---------------------|
| Justin Drew | Director of Community Development | \$ 1,224 | \$ - | \$ 32.18 | \$ 32.18 |
| City of West Bend | | | | | |
| Jay Shambeau | City Administrator | \$ 1,225 | \$ - | \$ - | \$ - |
| Mark Piotrowicz | City Planner/Operations Manager | \$ 1,632 | \$ - | \$ - | \$ - |
| Jessica Wildes | Economic Development Manager | \$ 439 | \$ - | \$ - | \$ - |
| Village of Germantown | | | | | |
| Steve Kreklow | Village Administrator | \$ 1,823 | \$ - | \$ - | \$ - |
| Village of Jackson | | | | | |
| Jen Keller | Village Administrator | \$ 1,625 | \$ 13.06 | \$ 26.12 | \$ 39.17 |
| Village of Kewaskum | | | | | |
| Adam Gitter | Village Administrator | \$ 881 | \$ - | \$ - | \$ - |
| Village of Richfield | | | | | |
| Jim Healy | Village Administrator | \$ 995 | \$ - | \$ 34.66 | \$ 34.66 |
| Village of Slinger | | | | | |
| Margaret Wilber | Village Administrator | \$ 1,248 | \$ 224.15 | \$ 38.61 | \$ 262.76 |
| Jim Haggerty | DPW Dir/V. Engineer | \$ 324 | \$ - | \$ - | \$ - |
| | Total Partner In-Kind | \$ 16,416 | \$ 2,019.61 | \$ 166.85 | \$ 2,186.46 |
| | TOTAL IN-KIND | \$ 44,169 | \$ 30,853.49 | \$ 1,483.11 | \$ 32,336.60 |

9.0 PERFORMANCE OUTPUTS AND OUTCOMES

This section summarizes performance outputs and outcomes for the County FY2020 Revolving Loan Fund Grant. Outputs and Outcomes include:

1st Quarter of FY2021

There were no outputs or outcomes completed for this reporting quarter.

2nd Quarter of FY2021

There were no outputs or outcomes completed for this reporting quarter.

3rd Quarter of FY2021

There were no outputs or outcomes completed for this reporting quarter.

4th Quarter of FY2021

There were no outputs or outcomes completed for this reporting quarter.

1st Quarter of FY2022

There were no outputs or outcomes completed for this reporting quarter.

2nd Quarter of FY2022

There were no outputs or outcomes completed for this reporting quarter.

3rd Quarter of FY2022

There were no outputs or outcomes completed for this reporting quarter.

10.0 ATTACHMENTS

- A. Site Redevelopment Program News Articles
- B. Site Redevelopment Committee Meeting Agenda – June 14, 2022
- C. Project Management Team Meeting Agendas – April 14, 2022 and June 7, 2022

Attachment A - Site Redevelopment Program News Articles

County committee approves two budget allocation requests for Brownfields developments

By Grayson Sewell
gsewell@conley.net.com
262-306-5043

WASHINGTON COUNTY — The Washington County Site Redevelopment Steering Committee (SRC) approved two budget allocation requests during their meeting in the Washington County Public Agency Center on Tuesday.

The budget allocations are for a Phase 1 Environmental Site Assessment (ESA) and reporting for a portion of the site of Cast Iron Apartments located at the north end of North Street in West Bend and a Site Assessment Grant (SAG) match and supplemental environmental site investigation and reporting for South Main Street properties in Hartford, according to committee reports.

According to the committee report, the estimated cost of the Phase 1 ESA study and reporting will cost \$5,000. Four-thousand dollars will be provided from the Brownfields Assessment Fund and \$1,000 will be provided by HKS Holdings and MKE Acquisitions, the developer, as a part of the 20 percent match requirement.

The \$4,000 Brownfields Assessment Fund request was approved with one abstention.

The site was formerly a parking and maintenance garage for the West Bend Company. HKS Holdings and MKE Acquisitions are looking to purchase and redevelop the site as a part of a larger proposed project, according to the committee report. The current preliminary plans are for townhomes, four-plex apartments and/or an amenity area for the surrounding condo and apartment units.

Based on the results of the Phase 1 ESA, it will be determined if a Phase 2 ESA is warranted. But due to heavy industrial and commercial use in the area historically, additional investigation is anticipated, according to the report. Cost of a potential Phase 2 ESA was not included in the Brownfield Assessment Fund request.

The second site in Hartford has already undergone Phase 1 ESA and Phase 2 ESA investigations, according to the committee report.

According to the report, Stantec is assisting Hartford in preparing an application for a Wisconsin Economic Development Corporation (WEDC) grant worth up to \$150,000 for additional site investigation and remedial planning activities for the South Main Street Properties. The three sites are located just south of State

Highway 60.

The WEDC grant requires a 20 percent match, which is up to \$30,000, and Hartford requested funds from the Brownfields Assessment funds to cover it.

Up to \$24,000 will be provided from the Brownfields Assessment Fund for the WEDC grant, and Hartford will provide up to \$6,000 to satisfy the Brownfields Assessment Fund 20 percent match to receive the funding.

The first site used to be a car dealership, the second used to be an old wagon manufacturer and the third was a dry cleaning business. The first two sites are fairly clean, but the third has dry cleaner solvents moving off the property in vapor and ground water.

The WEDC grant will provide money to allow for additional investigation and monitoring of the sites to determine the lateral and vertical extent of the impact of the dry cleaner solvents in the vapor and ground water.

The committee approved the second funding request unanimously.

The Washington County Site Redevelopment Steering Committee will have their next quarterly meeting at 2 p.m. on Sept. 7. The location of the meeting has yet to be determined.

Drivers killed when 2 semis collide near Union Grove

UNION GROVE (AP) — Two people died in a fiery head-on crash involving two semi-tractor trailers Tuesday in Racine County, authorities said.

Union Grove-Yorkville Fire Department Chief Tim Allen said a tanker truck hauling corn starch and a semi hauling plastic drain tile collided on state High-

way 11 east of Union Grove. Both drivers were killed.

"We had two semis that collided," Allen said. "We have no details on what the possible cause is."

No other injuries were reported, the Racine Journal Times reported.

Smoke from the fire was visible from several miles. The road was still closed

late Tuesday afternoon.

"Debris is still being picked up, and the fuel and oil that had leaked out of both vehicles still need to be cleaned up," Allen said.

Brittany Grimm, who lives in the area, said she heard a "huge explosion" followed by "seven or eight smaller ones" at about 10:45 a.m. Tuesday.

Attachment B - Site Redevelopment Committee Meeting Agenda – June 14, 2022



Washington County

Site Redevelopment Program



WASHINGTON COUNTY SITE REDEVELOPMENT COMMITTEE MEETING AGENDA

Tuesday, June 14, 2022 – 2:00pm

Room 3224

Washington County Public Agency Center

333 E. Washington Street Room 3224

West Bend, WI 53095

The following business will be before the Committee for initiation, discussion, consideration, deliberation and possible formal action subject to the rules of the Board which may be inspected at the office of the County Clerk.

1. Call to Order and Affidavit of Posting
2. Pledge of Allegiance
3. Consideration of February 24, 2022 Minutes
4. Review the SRP Budget Tracking Sheet
5. Consideration of Budget Reallocation
6. Update on FY2022 Brownfields Assessment Grant
7. Update Vision, Mission, Core Values and Goals for the Site Redevelopment Program
8. Review Draft County Brownfields Assessment Implementation Work Plan
9. Discuss Use of US EPA Brownfields RLF
10. Roundtable Discussion Update on Existing Projects
11. Upcoming Site Redevelopment Committee meeting
 - Week of Sept. 6th
12. Adjourn

It is possible that individual members of other governing bodies of the County government may attend the above meeting. It is possible that such attendance may constitute a meeting of any such other governing body pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice is given solely to comply with the notice requirements of the open meeting law. No action will be taken by any other governmental body except by the governing body noticed in the caption above.

AFFIDAVIT OF POSTING

This agenda was posted in the office of the County Clerk on the 10th day of June 2022. Notice was sent to the West Bend Daily News, Express News, WIBD/WMBZ Radio, WTKM Radio, My Community NOW, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.

Attachment C - Project Management Team Meeting Agendas – April 14 and June 7



Washington County

Site Redevelopment Program



Next Level SRP Project Management Team Meeting Agenda April 14, 2022 – 1:00pm

Join Zoom Meeting

1. Welcome
2. Ongoing Project Update
 - a. Main Street Properties – City of Hartford
 - b. Village of Kewaskum Downtown Revitalization Plan
 - c. Nippos – Village of Slinger
 - d. Village of Jackson Main Street Plan
3. Washington County Brownfields Assessment Fund
 - a. Draft Implementation Work Plan Overview
4. US EPA Revolving Loan Fund
 - a. Policies and Procedures Manual
 - b. Marketing Plan – Two Different Plans
 - i. Overarching Next Level SRP Marketing Plan
 - ii. US EPA RLF Marketing Plan
5. Washington County Revolving Loan Fund
 - a. Update on Contract
6. Site Redevelopment Committee Meeting – May 4th 1:00pm
 - a. Project Updates
 - b. Review of Brownfields Assessment Implementation Work Plan
 - c. Review strategy for updating Next Level SRP Goals, Vision, Mission, Core Values
 - d. Discussion of additional Coalition Partners
7. Next Site Redevelopment Committee Meeting – Fourth week of August
 - a. Discussion on Grant Strategy
 - b. Review of Draft EPA RLF Manual, County Brownfields RLF



Community Development Department

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Washington County

Site Redevelopment Program



Next Level SRP Project Management Team Meeting Agenda June 7th, 2022 – 10:00am

1. Welcome
2. Ongoing Project Update
 - a. Main Street Properties – City of Hartford
 - b. Village of Kewaskum Downtown Revitalization Plan
 - c. Nippos – Village of Slinger
3. Washington County Brownfields Assessment Fund
 - a. Draft Implementation Work Plan Review
4. US EPA Revolving Loan Fund
 - a. Policies and Procedures Manual
 - b. Marketing Plan
 - i. Overarching Next Level SRP Marketing Plan
 - ii. US EPA RLF Marketing Plan
5. Washington County Revolving Loan Fund
 - a. Update on Contract
6. Site Redevelopment Committee Meeting – June 14th at 2:00pm
 - Review the SRP Budget Tracking Sheet
 - Update on FY2022 Brownfields Assessment Grant
 - Update Vision, Mission, Core Values and Goals for the Site Redevelopment Program
 - Review Draft County Brownfields Assessment Implementation Work Plan
 - Discuss Use of US EPA Brownfields RLF
 - Roundtable Discussion Update on Existing Projects
 - Upcoming Site Redevelopment Committee meeting
 - Week of Sept. 6th
7. Next Site Redevelopment Committee Meeting – Week of September 5th (after Labor Day)
 - a. Discussion on Grant Strategy
 - b. Review of Draft EPA RLF Manual, County Brownfields RLF



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