

**Washington County, Wisconsin  
USEPA Community-Wide Coalition Assessment Grant  
for Hazardous Substance & Petroleum Brownfields**

**Cooperative Agreement No. BF-00E01347-0**

**Quarterly Report No. 7  
3<sup>rd</sup> Quarter – Fiscal Year 2016  
April 1, 2016 – June 30, 2016**

Submitted by:  
Debora M. Sielski, Deputy Planning & Parks Administrator  
Washington County Planning & Parks Department

July 29, 2016

**Washington County, Wisconsin  
USEPA Community-Wide Coalition Assessment Grant for  
Hazardous Substance & Petroleum Brownfields  
Cooperative Agreement No. BF-00E01347-0**

A. Project Title

Washington County, Wisconsin Community-Wide Coalition Assessment for Hazardous  
Substance & Petroleum Brownfields

B. Name of Grantee

Washington County Planning & Parks Department  
333 E. Washington Street, Suite 2300  
West Bend, WI 53095-2003

C. Cooperative Agreement No.

No. BF-00E01347-0

Community-Wide Coalition Assessment for Hazardous Substance & Petroleum  
Brownfields

Date of Award: 9/19/2014

Project Dates: 10/1/2014 – 09/30/2017

Grant Amount:

\$300,000 – Hazardous Substance Brownfields

\$300,000 – Petroleum Brownfields

D. Project Contact(s)

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**I. PROGRAM INTRODUCTION**

This report provides a summary of activities completed by Washington County, Wisconsin (the County) during the 3<sup>rd</sup> Quarter of Fiscal Year (FY) 2016 (April 1 through June 30, 2016) for implementation of the United States Environmental Protection Agency (USEPA) Community-Wide Coalition Assessment Grant for Hazardous Substance & Petroleum Brownfields awarded to the County by the USEPA in 2014. Washington County Planning and Parks Department is responsible for administering the grants which are being used to provide initial funding for a County-wide Site Redevelopment Program (SRP) that was created in 2013. The County is the lead for a coalition that includes the City of West Bend, City of Hartford, Village of Slinger, Village of Richfield, and the Village of Jackson.

The County's USEPA-approved Implementation Work Plan describes five (5) tasks that are to be completed using funding from the grants. This report describes the status of each task as of March 31, 2016, provides an estimate of the degree of completion of each task, and provides a list of deliverables associated with each task. The tasks are described below:

<b>Task No.</b>	<b>Task Name</b>
0	Programmatic Activities
1	Brownfields Inventory and Site Prioritization
2	Conduct Phase I Environmental Site Assessment (ESAs)
3	Conduct Phase II ESAs, Site Investigations and Remedial/Reuse Planning Activities
4	Community Outreach and Involvement

**II. BUDGET OVERVIEW**

The USEPA awarded a total grant of \$600,000 to the County including \$300,000 for Hazardous Substance Brownfields Assessment and \$300,000 for Petroleum Brownfields Assessment. The Assessment Grant budget includes \$8,500 for direct expenses for the County (travel and supplies) and \$591,500 for contracted services provided by environmental and other consulting firms. The total budget period cost is \$662,463.00 of which \$62,463 is the local in-kind contribution that will be provided by staff from the County, City of West Bend, City of Hartford, Village of Slinger, Village of Richfield and EDWC.

No requests were made during the 3<sup>rd</sup> Quarter FY 2016 to the EPA Project Officer to reallocate grant funds. Previous requests approved by the USEPA Project Officer are detailed below.

<b>Budget</b>
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Task No.	Task Description	Approved Budget as of 1/18/16 with requests 1 - 5*	Reallocation Requests During Quarter	Current EPA Approved Budget
0	Programmatic Activities	\$14,000.00	\$0.00	\$14,000.00
1	Brownfields Inventory and Site Prioritization	\$59,200.00	\$0.00	\$59,200.00
2	Phase I ESAs	\$96,000.00	\$0.00	\$96,000.00
3	Phase II ESAs, Site Investigations, and Remedial/Reuse Planning	\$366,150.00	\$0.00	\$366,150.00
4	Community Outreach and Involvement	\$64,650.00	\$0.00	\$64,650.00
<b>Total U.S. EPA Grant</b>		<b>\$600,000.00</b>	<b>\$0.00</b>	<b>\$600,000.00</b>

\* US EPA Approved Budget Reallocation Requests:

**Request 1 - \$20,000** Request to shift funds from Task 3 to Tasks 1 and 4 for general community outreach. US EPA approved on 7/31/15.

**Request 2 - \$350** Request to shift funds from Task 3 to Task 4 for Site Redev. Brand/Logo for ongoing marketing of the Site Redevelopment Program. US EPA approved on 7/31/15.

**Request 3 - \$35,000** Request to shift funds within Task 3 from Phase II ESAs to Reuse/Redevelopment Planning for Village of Richfield. US EPA approved on 10/21/15.

**Request 4 - \$37,000** Request to shift grant funds from Task 3 (Phase II ESAs) to Tasks 1 for cost of completing the countywide inventory and site selection / prioritization process work that was completed by Vandewalle & Assoc. US EPA approved on 1/18/16.

**Request 5 - \$7,000** Request to shift grant funds from Task 3 (Phase II ESAs) to Task 4 to allow Vandewalle & Assoc. and Stantec to continue to participate in regular PMT and SRC meetings as the project moves forward. US EPA approved on 1/18/16.

### III. MODIFICATIONS TO THE WORK PLAN

There were no requested modifications to the Work Plan during the 3<sup>rd</sup> Quarter of FY 2016. Previous modifications to the Work Plan are described below:

Type of ESA	No. of ESAs in Original Implementation Work Plan	Current No. of ESAs with Approved Reallocation Requests 3, 4 & 5.
Phase II ESAs at small sites	7	4
Phase II ESAs at large sites	4	3

In addition, the Village of Richfield Northeast Brownfield Redevelopment and Infill Growth Strategy will be a new deliverable for Task 3.

### IV. STATUS OF PROGRAM ACTIVITIES

This section of the report provides a summary of the status for each task as of June 30, 2016, including a summary of projects and activities approved, completed, or in progress. Also summarized are deliverables for each task, an estimate of the percent complete, and a summary of scheduled activities to be performed during the 4<sup>th</sup> Quarter of FY 2016.

#### Task 0 – Programmatic Activities

##### A. Task Description

This task includes preparing grant progress reports, and general communications about the Cooperative Agreement to the USEPA. This task has a current budget of \$14,000 which includes travel costs to attend USEPA-sponsored National Brownfields conferences and for work by the environmental consultant to provide assistance with reporting and other eligible programmatic activities.

##### B. New Activities or Projects Approved for Implementation by USEPA During the Fiscal Quarter

None.

##### C. Completed Activities or Projects

As part of advancing the County's Site Redevelopment Program and coordination of a coalition prior to the grant application, in 2013 the County advanced a qualifications based procurement process meeting the requirements of 40 CFR 31.36, in order to obtain the services of a consultant to assist with public meetings, evaluation, and initial scoring and prioritization of sites including services for grant writing and implementation. The procurement process resulted in six proposals. Two firms were interviewed, and based on the interviews and previously submitted qualifications, a contract was executed with Stantec Consulting Services Inc. (Stantec).

### ***2<sup>nd</sup> Quarter of FY 2015***

During the 2<sup>nd</sup> Quarter of FY 2015, the County worked with the Project Team (Stantec, Vandewalle and EDWC) and finalized detailed roles and responsibilities as part of the contract with Stantec for grant implementation services on February 17, 2015. The contract with Stantec was signed on March 18, 2015.

The County drafted a Memorandum of Agreement (MOAs) and worked with coalition partners throughout March and early April to finalize.

### ***3<sup>rd</sup> Quarter of FY 2015***

During the 3<sup>rd</sup> Quarter of FY 2015, all MOAs were signed by coalition partners and submitted to the USEPA on April 23, 2015. No grant funds could be expended until all five coalition partner MOAs were signed and provided to the USEPA.

Contract agreements were finalized between Stantec, and Vandewalle and EDWC. As part of the Project Team, Vandewalle will assist the County, Stantec and the EDWC with the inventory process to create a Brownfields GIS Database, lead the site selection, ranking and prioritization of sites using a two-tiered site identification and prioritization process with the SRC, prepare area-wide reuse/redevelopment plans and conduct ongoing community outreach. As part of the Project Team, EDWC will assist the County, Stantec and Vandewalle with the inventory process, determining redevelopment potential and marketability of redevelopment sites, preparing area-wide reuse/redevelopment plans and ongoing community outreach. The contract with EDWC will also utilize the services of Ady Advantage, a WBE firm that will help develop webpages integrating redevelopment sites within the EDWC website for the purpose of connecting prospective end users and local stakeholders with information on redevelopment sites and associated reuse opportunities.

The County provided coalition partners with a method of tracking local in-kind contribution hours. The Project Manager will compile all local in-kind contribution hours completed and report hours as part of upcoming USEPA Quarterly Reports. The Project Manager submitted the 2<sup>nd</sup> Quarter Report to the USEPA on April 27, 2015 and has had ongoing communication with the USEPA Project Officer.

### ***4<sup>th</sup> Quarter of FY 2015***

- During July, the quarterly report for Q3 was completed by the County with assistance from Stantec and Vandewalle, and submitted to USEPA.
- On 9/1-4/15, Stantec, EDWC, Vandewalle, and County staff attended the USEPA brownfields conference in Chicago.

### ***1<sup>st</sup> Quarter of FY 2016***

During October 2015, 4<sup>th</sup> Quarter FY 2015 Quarterly Report was completed by the County with assistance from Stantec and Vandewalle, and submitted to the USEPA including the required MBE/WBE Annual Reporting Form. The Project Manager continued ongoing communication with the Project Management Team (PMT), coalition partners, the Site Redevelopment Committee (SRC) members and the

USEPA Project Officer. The Project Manager reviewed and approved numerous consultant invoices for payment processing.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

During January 2016, 1<sup>st</sup> Quarter FY 2016 Quarterly Report was completed by the County with assistance from Stantec and Vandewalle, and submitted to the USEPA. In March 2016, Stantec and the Project Manager finalized the site specific tracking table which includes all environmental assessment activities as well as redevelopment reuse planning activities. The tracking table is sent to the PMT, all coalition partners and SRC members on a regular basis.

On Feb. 1, 2016, the Project Manager presented the USEPA grant and Site Redevelopment Program information along with a draft Memorandum of Agreement (MOA) to the Village of Germantown Board for their consideration in anticipation of utilizing USEPA grant funds for environmental assessment work for the proposed Saxony Village development. On Feb. 17, 2016 the Memorandum of Agreement with the Village of Germantown (MOA) was executed.

***3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)***

During April 2016, the 2<sup>nd</sup> Quarter FY 2016 Quarterly Report was completed by the County with assistance from Stantec and Vandewalle & Assoc. and submitted to the USEPA. The Site Specific Project Tracking Table developed in the 2<sup>nd</sup> Quarter FY16 continues to be updated. The tracking table was distributed to the PMT, all coalition partners and SRC members on April 1, 2016 and May 2, 2016.

On May 13, 2016, the County submitted reimbursement request to the USEPA – ASAP system for \$167,436.56.

**D. Activities or Projects in Progress**

The Project Team (County, Stantec, Vandewalle and EDWC) is in the process of finalizing a detailed Project Timeline that outlines specific tasks, deadlines and responsible parties for each of the five main Project Tasks outlined in the Implementation Work Plan. This document will be used by the Project Team to stay on task throughout the grant period and to track progress during the monthly Project Team meetings.

***1<sup>st</sup> Quarter of FY 2016***

Stantec and the Project Manager are finalizing a site specific tracking table for all assessment activities to be sent to coalition partners and SRC members on a regular basis.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

Stantec and the Project Manager continue to regularly update the Site Specific Project Tracking Table for distribution to the PMT, all coalition partners and SRC members on a regular basis.



**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

Stantec and the County Project Manager continue to regularly update the Site Specific Project Tracking Table for distribution to the PMT, all coalition partners and SRC members on a regular basis.

E. Deliverables

Memorandum of Agreement (MOAs) signed by the coalition partners (City of West Bend, City of Hartford, Village of Jackson, Village of Richfield and Village of Slinger) were submitted to the USEPA Project Officer on April 23, 2015.

***1<sup>st</sup> Quarter of FY 2016***

None for this Quarter.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

A Memorandum of Agreement (MOA) was executed between Washington County and the Village of Germantown on February 17, 2016 in anticipation of environmental assessment work for the Saxony Village Development project. See attached MOA.

**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

None for this Quarter.

F. Percent Complete and Scheduled Activities

This task is currently 70% completed.

***1<sup>st</sup> Quarter of FY 2016***

Scheduled activities for the 1<sup>st</sup> quarter of FY 2016 (October 1 through December 31, 2015) include overseeing site and project activities of consultants and preparing required reports and correspondence with the USEPA Project Officer.

***2<sup>nd</sup> Quarter of FY 2016***

Scheduled activities for the 2<sup>nd</sup> Quarter of FY 2016 (January 1 through March 31, 2016) include overseeing site and project activities of consultants and preparing required reports and correspondence with the USEPA Project Officer.

On December 10, 2015, the SRC completed the Countywide Inventory and Site Selection/Prioritization Process and approved the use of the EPA Brownfield Assessment Grant funds for Site K in the Village of Germantown. A Memorandum of Agreement (MOAs) was completed and sent to the Village for review. It is scheduled for approval at the February Village Board meeting.

***3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)***

Scheduled activities for the 3<sup>rd</sup> Quarter of FY 2016 (April 1 through June 30, 2016) include overseeing site and project activities of consultants and preparing required reports and correspondence with the USEPA Project Officer.

***4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016)***

Scheduled activities for the 4<sup>th</sup> Quarter of FY 2016 (July 1 through Sept. 30, 2016) include overseeing site and project activities of consultants and preparing required reports and correspondence with the USEPA Project Officer.

**Task 1 – Brownfields Inventory and Site Prioritization**

A. Task Description

This task includes preparing a community-wide brownfields inventory and prioritization of brownfields sites within the County. As part of the inventory, the County will acquire digital copies of approximately 73 historic Sanborn Fire Insurance Maps to be integrated into the County GIS system. This task had a budget of \$21,700 which included preparing the inventory, development of the GIS brownfields database, acquisition of historic Sanborn Fire Insurance Maps and executing property access agreements.

On January 18, 2016, the EPA Project Officer approved a budget reallocation of \$37,500 from Task 3 to Task 1 to offset costs of the Countywide Inventory and Site Selection/Prioritization Process. The current budget for Task 1 is \$59,200.

B. New Activities or Projects Approved for Implementation by USEPA During the Fiscal Quarter

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

On January 18, 2016, a request was made to reallocate funds to offset costs of the Countywide Inventory and Site Selection/Prioritization Process. The request was approved by the USEPA Project Officer. See Section II – Budget Overview for further detail.

***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

None for this Quarter.

C. Completed Activities or Projects

As part of developing the coalition, meetings were held with representatives of 12 municipalities which included two cities, five villages and five towns. Nominations were obtained from five communities, each of which subsequently committed to participating in the coalition. An initial prioritization process was used to evaluate 13 nominated target sites or areas that included 47 parcels. At the final stage of this process, each of the coalition partners selected the site or area that was their highest priority in need of assessment based on site selection criteria. Assessment needs for

these sites are expected to utilize approximately one third (\$200,000) of the grant funds. Initial target sites include WB Place, a 3.8-acre parcel in the City of Hartford that has been in use as a tannery since the 1840s, former Praefke Brake Manufacturing in the City of West Bend which dates back to the 1920s, the Center Street Redevelopment Area which includes 10 parcels within the historic center of the Village of Jackson, the historic Hwy 175/Village of Richfield Area which includes 12 parcels bordering State Hwy 175 and the former railroad right-of-way for the Chicago, Milwaukee, St. Paul and Pacific Railroad, and the former Niphos Coating facility in the Village of Slinger which was subject to an emergency removal action by the USEPA to address more than 8,800 gallons of hazardous chemicals that were abandoned in the building.

The grant will be implemented using a parallel track approach with two major strategies progressing simultaneously. The two tracks will be implemented as described below:

1. Approximately one-third (\$200,000) of the grant will go toward the implementation of the five high priority brownfield sites or areas that were identified by the five coalition partners as part of the inventory and prioritization completed in 2013. Meetings were held with coalition partners in the 3<sup>rd</sup> Quarter of FY 2015 that confirmed or requested an amendment to the high priority sites. The funds will be utilized to perform assessment or reuse/redevelopment planning activities.
2. Complete a comprehensive county-wide inventory and prioritization of brownfield sites providing opportunity for participation by all communities in the County that may have assessment needs not identified as part of the outreach conducted in 2013.

### ***2<sup>nd</sup> Quarter FY 2015***

During the 2<sup>nd</sup> Quarter FY 2015, the County met with the City of West Bend, Stantec, and EDWC to discuss priority sites within the City of West Bend.

### ***3<sup>rd</sup> Quarter of FY 2015***

During the 3<sup>rd</sup> Quarter of FY 2015, the Project Team met with all five coalition partners to discuss and reconfirm their high priority redevelopment sites. Further discussion will continue with the Village of Jackson to define their high priority sites in the 4<sup>th</sup> Quarter of FY 2015. The City of West Bend is considering changing their priority site. The Project Team met with the City of West Bend numerous times during this quarter to discuss changing their priority site. Upon completion of the coalition partner meetings, work began on preparing eligibility determination requests for several priority brownfield sites including WB Place in the City of Hartford and the former Niphos Coating facility in the Village of Slinger.

The County purchased 73 historic Sanborn Fire Insurance Maps through Historical Information Gatherers.

#### ***4<sup>th</sup> Quarter of FY 2015***

During the 4<sup>th</sup> Quarter of FY 2015 the SRP Project Management Team (PMT) began the site inventory and prioritization process. First, the Team created an inventory of sites. The Team determined which data points were most important to include—based on brownfield identification best practices—to identify potential brownfield sites. From these discussions a three-level data collection system was created to filter sites to determine a manageable number of high probability brownfield sites. From this process a comprehensive countywide list of sites was identified and mapped utilizing GIS. With the map and the accompanying data table the PMT was able to further focus inventory efforts on a manageable number of sites to score in the prioritization process.

Next the PMT developed a system to score and prioritize the brownfield inventory. The system applies a three-level analysis consisting of redevelopment feasibility, environmental conditions, and community goals. Under each area of analysis there are several criteria that an expert or group of experts will use to score each site on a multipoint scale. Once this process is complete the scores will be totaled and a site prioritization ranking determined.

The PMT worked with SRP Coalition partners to further refine their priority sites. Hartford and West Bend have confirmed their priority sites that will provide them with maximum redevelopment potential. West Bend has determined the riverfront Bermico property and an adjacent City-owned property as the highest priority site area to health, safety and environmental concerns and redevelopment potential.

On July 6, 2015, the County acquired 73 historic Sanborn Fire Insurance Maps through Historical Information Gatherers. The maps were geo-referenced and integrated into the County GIS system.

On July 22, 2015, the Project Team met with the City of West Bend and the USEPA Project Officer to discuss the new priority site for the City located near the Milwaukee River and the Eisenbahn State Trail. A list of action items were developed to move forward with the new priority site. The Project Team also discussed the former Niphos Coating facility in the Village of Slinger with the County Attorney and developed a list of action items to move the project forward.

Stantec worked with County staff to develop an access agreement form (draft completed by Stantec on July 24, 2015) and an attachment with information for property owners on various types of assessment activities that could be performed (draft completed by Stantec on August 14, 2015). The agreement was reviewed by the County Attorney and City of West Bend. On September 14, 2015, an access agreement was executed by the County with the owner of the former Bermico property in West Bend.

Stantec completed a review and screening of approximately 1,200 sites in the County that are included on the Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRTS).

On August 11, August 24, September 8 and September 21, 2015, meetings were held by the PMT to work on the inventory and prioritization.

### ***1<sup>st</sup> Quarter of FY 2016***

During the 1<sup>st</sup> Quarter of FY 2016 the SRP Project Management Team (PMT) completed the site inventory and prioritization process. Attached to this quarterly report are various documents that summarize the inventory and prioritization process activities that were completed during this reporting period.

- ***September 29, 2015*** – The SRC completed a brainstorming session facilitated by the University of Wisconsin-Extension to gather thoughts on the potential impacts that may occur as a results of redeveloping brownfields in Washington County communities. The results of the SRC brainstorming session are attached.
- ***October 15, 2015*** – Washington County hosted an SRP Countywide Community Workshop to engage the public in the Site Redevelopment Program, review the site inventory and prioritization process, discuss and consider community goals and gather input for priority areas. As part of this workshop, attendees participated in a 3-part community priorities brainstorming exercise to provide input into the development of community goals for scoring of identified redevelopment sites. The community priorities were developed using the community outreach expertise of the PMT, the UW- Extension facilitated brainstorming exercise at the September SRC meeting, and the EPA’s Livability Principles. For more information, please reference the attached documents:
  - Oct. 15, 2015 Community Workshop Flyer
  - Oct. 15, 2015 Community Workshop Exercises
  - Oct. 15, 2015 Community Workshop Results Summary
- ***November 12, 2015*** – The November SRC meeting provided an overview of the Oct. 15 Community Workshop results, updated the committee on the completed inventory process and discussed the prioritization process and criteria. The completed inventory consisted of 117 parcels making up 55 potential redevelopment areas in the County. Vandewalle staff facilitated a discussion of the three-tiered ranking system consisting of redevelopment feasibility, ability to advance community goals, and environmental conditions which was approved by the SRC. Each tier was composed of criteria based on industry standards for gauging the level of effort and likelihood that a brownfield site would be and/or should be redeveloped. For more information, please reference the attached documents:
  - Nov. 12, 2015 SRC Meeting Flyer
  - Nov. 12, 2015 SRC Meeting Minutes
  - Redevelopment Feasibility and Environmental Criteria
- ***November 16 – December 2, 2015*** - Site scoring and ranking was completed by the PMT. Redevelopment feasibility and community goals were scored by Scott Harrington, Vandewalle & Associates; Christian Tscheschlok, EDWC; and Debora Sielski, Washington County. Each PMT scorer produced his or her own scores for all 51 sites comprised of 115 parcels. Environmental

conditions were scored by David Holmes of Stantec Consulting Services. Mr. Holmes scored each of the 115 parcels individually.

- **December 10, 2015** – The December SRC meeting provided a review of site scoring and rankings, a discussion of additional consideration factors and the selection of 2-3 sites for assessment funding. There were 115 parcels making up 51 sites. Some parcels and sites were grouped into 11 clusters that consisted of two or more parcels where redevelopment would likely involve all or most of the parcels. For the purposes of scoring and ranking, it made sense to look at them as a group. The committee reviewed the final scoring and ranking of the 51 sites. Local representatives discussed the top ranking sites in terms of six factors including potential to obtain site access, site eligibility, owner cooperation, project complexity and local government capacity. The SRC took action to provide assessment funding for 5 sites:
  - Cluster Site H in West Bend—former Gehl industrial property now mostly owned by the City with significant resources invested in assessments and clean-up; the City is in need of final site closure and reuse planning assistance as the next steps toward redevelopment.
  - Cluster Site B in Slinger—situated at the gateway to the Village in an area identified as critical for redevelopment. The site includes historic auto repair and industrial at the southwest and active gas station on the northeast.
  - Cluster Site K in Germantown—needs limited phase II work for final site closure on the northeast portion of site before redevelopment as multi-family housing.
  - Site #3 (WB Place) in Hartford and Site #138 (West Bend Economic Development Corporation Site) in West Bend— both sites were selected to receive services limited to Phase I assessments, as long as funding is available.

For more information, please reference the attached documents:

- Dec. 10, 2015 SRC Meeting Flyer
- Dec. 10, 2015 SRC Draft Meeting Minutes
- Dec. 10, 2015 SRC Power Point of Top Ranked Sites (Includes maps of the top ranked sites.)
- SRP Inventory and Prioritization Summary Memo (Includes an overview of the inventory process, a map of sites, overview of the site prioritization process, final scoring and ranking of sites and program principles & considerations.)

### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

During the 2<sup>nd</sup> Quarter of FY 2016 several access agreements were completed. On March 8, 2016 access agreements were executed by the County with the Village of Germantown and the owner's representatives for three parcels making up the Saxony Village Development.

On March 14, 2016 an access agreement was executed by the County with the City of West Bend and the West Bend Economic Development Corporation (WBEDC) for their parcel on Hi Mount Road in the City of West Bend.

Vandewalle & Associates completed the SRP Inventory and Prioritization Summary Memo that was included as an attachment in the 1<sup>st</sup> Quarter FY 2016 EPA Report.

***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

During the 3<sup>rd</sup> Quarter of FY 2016 several access agreements were completed. On April 15, 2016 access agreements were executed by the County with the Village of Slinger and E.H. Wolf & Sons for two parcels as part of a redevelopment in the Village of Slinger.

On May 4, 2016 an access agreement was executed by the County with the City of Hartford and Hartford Main & State, LLC as part of the Northern Bookends project site in the City of Hartford. Additional access agreements will be executed in the 4<sup>th</sup> Quarter of FY 2016 for this project.

In response to questions from the property owner, the City Attorney and County Attorney concurred that the access agreement in place between the City of West Bend, Washington County and the owner of the former Bermico property allows Stantec to enter the property to continue testing.

**D. Activities or Projects in Progress**

***4<sup>th</sup> Quarter of FY 2015***

During the beginning of 1<sup>st</sup> Quarter of FY 2016, several meetings have been held for the purpose of completing the inventory of brownfield sites, finalizing the criteria and process to be used for prioritizing the sites, and then completing the prioritization.

***1<sup>st</sup> Quarter of FY 2016***

During the 1<sup>st</sup> Quarter of FY 2016, the County prepared draft access agreements for the eight parcels of the Northern Bookend sites in the City of Hartford. These are currently being reviewed by the parcel owners. Access agreements were also prepared by the County for the parcel owners of Site K in the Village of Germantown, awaiting Village Board approval of the Memorandum of Agreement (MOAs) that is scheduled for review at the February Village Board meeting.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

During the 2<sup>nd</sup> Quarter of FY 2016, the County prepared draft access agreements for the two parcels owned by E. H. Wolf & Sons as part of their redevelopment project in the Village of Slinger. These agreements were reviewed and signed by all parties on April 15, 2016.

Access agreements were also prepared by the County for the eight parcel owners of the site known as the Northern Bookends in the City of Hartford. The County has received three signed access agreements and anticipates that the remaining agreements will be forthcoming in the 3<sup>rd</sup> Quarter of FY 2016.

**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

The County and Stantec are currently working with the City of Hartford to obtain access agreements on the remaining parcels of the site known as the Northern Bookends in the City of Hartford. The County anticipates that the remaining agreements will be forthcoming in the 4<sup>th</sup> Quarter of FY 2016.

E. Deliverables

***1<sup>st</sup> Quarter of FY 2016***

During the 1<sup>st</sup> Quarter of FY 2016, as described above, the Countywide Inventory and Prioritization Process is complete and described in the attached document titled SRP Inventory and Prioritization Summary Memo.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

None.

**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

None.

F. Percent Complete and Scheduled Activities

This task is currently estimated to be approximately 95% completed.

***4<sup>th</sup> Quarter of FY 2015***

Scheduled activities for the 1<sup>st</sup> Quarter of FY 2016 (October 1 through December 31, 2015) include the Project Team determining variables and datasets to develop a GIS Brownfields database for analysis during the site prioritization process with the SRC. This process will also consider EDWC dashboard measures and location center tools for the EDWC website creation. Outputs of this process include completing a county wide brownfields inventory.

The Project Manager and EDWC will work with the Village of Jackson to further discuss and define their high priority site(s). Site and property owner eligibility determination requests will be completed for the three remaining high priority coalition site(s) including the City of West Bend, Village of Richfield and Village of Jackson.

The Project Manager and County Attorney will work with coalition partners to complete and execute property access agreements on the five high priority sites.

During the 1<sup>st</sup> Quarter of FY 2016, the PMT will conduct the prioritization of the brownfield inventory. This process will utilize the previously described three-level scoring system. Stantec—as the environmental expert—will score all environmental conditions criteria. The PMT will draw on its expertise in economic development/redevelopment to score the redevelopment feasibility criteria. Finally, the community goals criteria will be scored by the SRC members. The results of the prioritization process will be presented at an SRC meeting in December 2015.



**2<sup>nd</sup> Quarter of FY 2016**

Scheduled activities for the 2<sup>nd</sup> Quarter of FY 2016 (January 1 through March 31, 2016) includes the County preparing draft access agreements for those sites approved by the SRC in December for assessment funding.

The County Project Manager will work with the County GIS Department to integrate the completed inventory into the County GIS system.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

Scheduled activities for the 3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 through June 30, 2016) includes the County working with the City of Hartford to execute the remaining access agreements with property owners within the Northern Bookend site and the owner of the former WB Place.

The County Project Manager will prepare draft access agreements for sites that have been determined eligible by the USEPA for environmental assessment work including the seven parcels that make up the Hwy 175 / Hwy 60 Intersection in the Village of Slinger that was determined eligible by the USEPA on April 12, 2016.

**4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016)**

Scheduled activities for the 4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 through Sept. 30, 2016) includes the County working with the City of Hartford to execute the remaining access agreements with property owners within the Northern Bookend site and the owner of WB Place.

The County Project Manager will also work with the Village of Slinger to execute access agreements for environmental assessment work including the seven parcels that make up the Hwy 175 / Hwy 60 Intersection in the Village of Slinger that was determined eligible by the USEPA on April 12, 2016.

The County Project Manager will work with the County GIS Department to integrate the completed inventory into the County GIS system.

**Task 2 – Conduct Phase I Environmental Site Assessments (ESAs)**

**A. Task Description**

This task is described in the USEPA approved Implementation Work Plan as follows:

*“Under the direction of the County, the environmental consulting firm will complete Phase I ESAs at 24 sites. Prior to performing Phase I ESAs, eligibility determination request forms will be prepared and submitted to USEPA (for hazardous substance brownfields) or WDNR (for petroleum brownfields) for approval. Upon confirmation of eligibility, Phase I ESAs will be completed in accordance with the All Appropriate Inquiries Final Rule and the standards set forth in the ASTM E1527-13 Phase I Environmental Site Assessment Process.”*

This task has a current budget of \$96,000 which includes the environmental consulting firm, Stantec, under the direction of the County Project Manager, completing Phase I ESAs at 24 sites at an average cost of \$4,000 per site.

B. New Activities or Projects Approved for Implementation by USEPA During the Fiscal Quarter

***4<sup>th</sup> Quarter of FY 2015***

Eligibility Determinations were approved by the USEPA Project Officer for the former Bermico site in the City of West Bend via email on September 22, 2015.

***1<sup>st</sup> Quarter of FY 2016***

Eligibility Determinations were approved by the USEPA Project Officer for the Former Niphos Coating Site in the Village of Slinger on Nov.18, 2015.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

Eligibility Determinations were approved by the USEPA Project Officer for the eight parcels making up the Northern Bookends Site in the City of Hartford on January 14, 2016, the three parcels making up the Saxony Village Development in the Village of Germantown on February 17, 2016 and the West Bend Economic Development Corporation site in the City of West Bend on March 9, 2016.

***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

Eligibility Determinations were approved by the USEPA Project Officer on April 12, 2016 for two parcels which are part of the E.H. Wolf & Sons Redevelopment Project in the Village of Slinger and seven parcels that make up the Hwy 175 / Hwy 60 Intersection in the Village of Slinger.

C. Completed Activities or Projects

***4<sup>th</sup> Quarter of FY 2015***

During the 4<sup>th</sup> Quarter of FY 2015, work was initiated on completing eligibility determinations (EDs) for high priority brownfield sites in Slinger, West Bend, and Hartford. A draft ED was completed by Stantec for the WB Place site in Hartford, but put on hold after a determination was made that the site was being more fully utilized by a new occupant, and also that some environmental assessment activities had in fact been completed for the property. As a consequence, the City selected an alternative site to serve as its initial high priority site.

On September 9, 2015, ED's for two sites (the former Niphos Coating facility in Slinger, and the former Bermico facility in West Bend) were completed and submitted to USEPA for review.

During September 2015, work began on preparation of ED's for a 7 parcel redevelopment site in Hartford (North Bookend site).

### ***1<sup>st</sup> Quarter of FY 2016***

Numerous eligibility determinations (ED) were completed during this quarter for the following sites:

- ***Former Niphos Coating Site*** – Village of Slinger – The ED was completed by Stantec and reviewed by the County Project Manager and the Village of Slinger in Sept, 2015. The site was determined eligible by the USEPA Project Officer on November 18 2015. The Statute of Limitations date had expired regarding any outstanding cleanup costs and therefore any enforcement actions for recovery of such costs has been closed out by the USEPA. On December 21, 2015, the County took possession of the property as part of a tax delinquency process.
- ***Northern Bookends Site***– City of Hartford – The ED for the eight sites were completed by Stantec on Oct. 21, 2015, reviewed and approved by the County Project Manager on Oct. 21, 2015 and the City of Hartford on November 10, 2015. The ED was sent to the EPA Project Officer on Nov. 11, 2015.
- ***Former Blaine Property*** – City of West Bend – The ED was completed by Stantec on Oct. 1, 2015, reviewed and approved by the County Project Manager on Oct. 2, 2015 and the City of West Bend on Oct. 6, 2015. The ED was sent to the USEPA Project Officer for review on Oct. 6, 2015. On Oct. 21, 2015 the USEPA responded that the site is currently not eligible.

Stantec completed the Phase I ESA for the former Bermico property in West Bend on Dec. 7, 2015 After review by the County Project Manager and the City of West Bend, the Phase I ESA was finalized and the sent to the EPA Project Officer on January 19, 2016 along with a signed All Appropriate Inquires Checklist.

### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

Numerous eligibility determinations (ED) requests and Phase I ESAs were completed during this quarter for the following sites:

- ***Former Niphos Coating Site*** – Village of Slinger – The Petroleum ED request was completed by Stantec on February 22, 2016 and reviewed by the County Project Manager and the Village of Slinger on March 18, 2016. The Petroleum ED was finalized and submitted to the Wisconsin DNR on March 23, 2016. The site was determined eligible by the Wisconsin DNR on March 30, 2013. See attached letter.
- ***Former Bermico Site*** – City of West Bend - The Petroleum ED request was completed by Stantec on February 22, 2016 and reviewed by the County Project Manager on February 24, 2016.
- ***Northern Bookends Site***– City of Hartford – The site was determined eligible by the USEPA Project Officer on January 14, 2016.
- ***Saxony Village Development*** – Village of Germantown – The Hazardous Substances ED request for the three parcels were completed by Stantec on Feb. 10, 2016, reviewed and approved by the County Project Manager on Feb. 12, 2016 and the Village of Germantown on Feb. 17, 2016. The ED was sent to the USEPA Project Officer on Feb. 17, 2016. The site was determined eligible by the USEPA Project Officer on Feb. 17, 2016. Stantec completed the draft Phase I ESA on March 21, 2016 and send via email to the County

Project Manager, the Village of Germantown, the owners representative and their environmental consultant for review.

- **West Bend Economic Development Corporation (WBEDC) site** – City of West Bend – The Hazardous Substances ED request for the this parcel was completed by Stantec on Feb. 11, 2016, reviewed and approved by the County Project Manager on Feb. 12, 2016 and the WBEDC on March 7, 2016. The ED was sent to the USEPA Project Officer on March 9, 2016. The site was determined eligible by the USEPA Project Officer on March 9, 2016. Stantec completed the draft Phase I ESA on March 31, 2016 and send via email to the County Project Manager, the City of West Bend and the WBEDC for review.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – The Hazardous Substances ED request for these seven parcels completed by Stantec on March 25, 2016 for review by the County Project Manager and the Village of Slinger.

**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

- **Saxony Village Development** – Village of Germantown –The Phase I ESA was finalized by Stantec on April 7, 2016 and was sent along with the signed All Appropriate Inquiries to the USEPA on May 3, 2016. The Phase I ESA was also sent to the owner’s representative and Village of Germantown on May 3, 2016.
- **West Bend Economic Development Corporation (WB EDC) Site** – City of West Bend –Stantec completed the draft Phase I ESA on March 31, 2016 and was approved by the County on April 4, 2016 and the WB EDC on April 12, 2016. The final Phase I ESA was completed by Stantec and distributed to the City of West Bend and the WB EDC on May 2, 2016. The Final Phase I ESA Report and signed All Appropriate Inquiries sent to USEPA on May 2, 2016.
- **Former Bermico Site** – City of West Bend - The Petroleum ED report was resubmitted to the City of West Bend for review and approval on July 20, 2016.
- **Former Blaine Site** – City of West Bend - The Petroleum ED report was resubmitted to the City of West Bend for review and approval on July 20, 2016. On April 12, 2016, the SRC approved \$6,000 to complete a Phase I ESA on the site.
- **E.H. Wolf & Sons Redevelopment** – Village of Slinger – Stantec completed a draft Hazardous ED for the E.H. Wolf project for review on April 1, 2016. The Hazardous ED was reviewed and approved by the County Project Manager and EH Wolf & Sons on April 4, 2016 and submitted to the USEPA Project Officer for approval on April 7, 2016. Both parcels were determined eligible by the USEPA Project Officer on April 12, 2016. The SRC approved \$6,000 to complete a Phase I ESA on April 12, 2016. Stantec completed the Phase I ESA report and submitted it to the USEPA on May 11, 2016.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – The Hazardous Substances ED was reviewed by the County Project Manager on April 4, 2016. All seven parcels of the site were determined eligible by the USEPA Project Officer on April 12, 2016.

- **Former WB Place Property** – City of Hartford - Stantec resubmitted updated Hazardous ED to City of Hartford for approval on July 22, 2016.

D. Activities or Projects in Progress

**4<sup>th</sup> Quarter of FY 2015**

An ED for an additional site in West Bend (the Blaine property) was completed and submitted to USEPA on October 6, 2015. Approval of eligibility for the Blaine property is pending a review by USEPA legal staff. Approval of eligibility for the former Niphos Coating site in Slinger is also pending closeout related to the removal action completed by USEPA several years ago (which is anticipated to occur during the 1<sup>st</sup> Quarter of FY 2016). The Phase I ESA for the former Bermico property is in progress.

**1<sup>st</sup> Quarter of FY 2016**

Eligibility Determination (ED) Forms are in progress for the following sites:

- **Site #138 (West Bend EDC Site)** - West Bend – The ED is being developed for this site.
- **WB Place Site** – City of Hartford – the ED was updated by Stantec on Jan. 14, 2016. The County Project Manager approved this on Jan. 14, 2016 and it is currently being reviewed by the City of Hartford.
- **Cluster H (Former Gehl Property – Sites 97-100, 170-172)** – City of West Bend – initial data gathering for completion of ED's for this 7 parcel redevelopment area is underway. Completion of the ED's will follow additional discussions with the City of West Bend regarding specific assessment/reuse planning needs for each parcel.
- **Cluster B (Hwys 175/60 Redevelopment Area – Sites 20-26)** – Village of Slinger - initial data gathering for completion of ED's for this 7 parcel redevelopment area is underway.
- **Cluster K (Saxony Village)** – Village of Germantown - initial data gathering for completion of ED's for this 3 parcel redevelopment area is underway.

Stantec is beginning the Phase I ESAs for the parcels owned by the City of Hartford as part of the Northern Bookends Site. Phase I ESAs for the remaining parcels will be started once the access agreements are signed.

**2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)**

Numerous eligibility determinations (ED) and Phase I ESAs were completed during this quarter for the following sites:

- **Saxony Village Development** – Village of Germantown –The Phase I ESA was finalized by Stantec on April 7, 2016. The County Project Manager will provide the USEPA Project Office the Phase I ESA with the All Appropriate Inquires Checklist.
- **West Bend Economic Development Corporation (WBEDC) site** –Stantec finalized the Phase I ESA on April 11, 2016. The County Project Manager will provide the USEPA Project Office the Phase I ESA with the All Appropriate Inquires Checklist.

- ***E.H. Wolf & Sons Redevelopment*** – Village of Slinger - The Hazardous Substances ED request was completed by Stantec on April 1, reviewed and approved by the County Project Manager on April 4, 2016 and by E.H. Wolf & Sons on April 4, 2016. The ED was sent to the USEPA Project Officer on April 7, 2016. The site was determined eligible by the USEPA Project Officer on April 12, 2016. Stantec is currently working on the draft Phase I ESA for this project.
- ***Hwy 175 / Hwy 60 Intersection*** – Village of Slinger – The ED request for the seven parcels which make up the Hwy 175 / Hwy 60 Intersection was completed by Stantec on March 25, 2016 for review by the County Project Manager and the Village of Slinger. The County Project Manager reviewed and approved the ED on April 4, 2016.
- ***Northern Bookends Site***– City of Hartford – The City of Hartford is currently working to obtain the access agreements in anticipation of completing the Phase I ESA for the site.

### ***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

- ***West Bend Economic Development Corporation (WB EDC) Site*** – City of West Bend –The site was reportedly put up for auction, with the Phase I ESA satisfying one of the requirements for the auction to be conducted.
- ***Former Blaine Site*** – City of West Bend - The draft Petroleum ED is under review by the City of West Bend.
- ***Hwy 175 / Hwy 60 Intersection*** – Village of Slinger – Work is on hold pending the securing of access agreements with all property owners.
- ***Former WB Place Property*** – City of Hartford – The draft Hazardous ED form is under review by the City of Hartford.
- ***Northern Bookends Site***– City of Hartford – Efforts are underway to secure access for the remaining parcels.

## E. Deliverables

### ***1<sup>st</sup> Quarter of FY 2016***

Stantec completed the Phase I ESA for the former Bermico property in the City of West Bend on Dec. 7, 2015. After review by the County Project Manager and the City of West Bend, the Phase I ESA was finalized and sent to the USEPA Project Officer on January 19, 2016 along with a signed All Appropriate Inquires Checklist.

### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

- ***Former Bermico Site*** – City of West Bend - The Phase I ESA report for the former Bermico property in the City of West Bend was sent to the USEPA Project Officer on January 19, 2016 along with a signed All Appropriate Inquires Checklist.

### ***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

- ***Saxony Village Development*** – Village of Germantown –The Phase I ESA report was completed by Stantec on April 7, 2016. Copies of the report were

mailed to the Village and the property owner. The report and signed All Appropriate Inquiries was sent to the USEPA on May 3, 2016.

- **West Bend Economic Development Corporation (WBEDC) site** – City of West Bend – The final Phase I ESA report was issued on May 2, 2016. Copies of the report were mailed the City and the property owner. The report and signed All Appropriate Inquiries was sent to the USEPA on May 2, 2016.
- **E.H. Wolf & Sons Redevelopment** – Village of Slinger – An ED form was completed and submitted to the USEPA on April 7, 2016. Stantec completed the final Phase I ESA report and submitted it USEPA on May 11, 2016. Copies of the report were mailed to the City and the property owner on May 11, 2016.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – An ED form was completed and submitted to the USEPA in April.

#### F. Percent Complete and Scheduled Activities

This task is currently estimated to be approximately 55% completed.

##### *1<sup>st</sup> Quarter of FY 2016*

It is anticipated that the Phase I ESA for the former Bermico site will be completed during November 2015. It is anticipated that EDs will be submitted for additional sites, and (subject to confirmation of eligibility) that Phase I ESA will be completed for the Blaine, Niphos Coating, and North Bookend sites.

##### *2<sup>nd</sup> Quarter of FY 2016*

Scheduled activities for the 2<sup>nd</sup> Quarter of FY 2016 (January 1 through March 31, 2016) include preparing Eligibility Determinations for those sites approved by the SRC in December for assessment funding.

The initial Phase I ESA for the Bermico site was higher cost due to its complex issues and large size. However, with the planned assessment of several multi-parcel sites (for which per parcel costs will be significantly lower) it is anticipated that the number and type of deliverables for this task will meet or exceed those required under the Work Plan.

Stantec will continue with the owner interviews, on-site inspections, and report preparation for the Phase I ESAs for all of the parcels that make up the Northern Bookend Site in the City of Hartford once the access agreements are signed. Stantec also anticipates beginning the Phase I ESA for WB Place in the City of Hartford upon the approval of the ED by the City of Hartford and the USEPA Project Officer and obtaining a signed access agreement.

It is anticipated that the PMT will meet with local representatives to determine the scope of work necessary for Site 138 – the West Bend EDC Site in the City of West Bend. It is anticipated that a Phase I ESA for the West Bend EDC property (Site #138) will be completed this quarter.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

Scheduled activities for the 3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016) include the following:

- **Former Bermico Site** – City of West Bend – Complete the Petroleum ED request and submit to the Wisconsin DNR for approval. No additional activities related to the Phase I ESA are anticipated.
- **Former Blaine Property** – City of West Bend – It is anticipated that a ED request will be approved, an access agreement will be executed with the City and that the Phase I ESA will be completed and the report submitted to the USEPA.
- **Northern Bookends Site**– City of Hartford – It is anticipated that the Phase I ESA will be completed and the report submitted to the USEPA.
- **Saxony Village Development** – Village of Germantown –No additional Phase I ESA related activities are anticipated beyond use of the report as supporting documentation for a grant application being prepared by the property owner/developer seeking cleanup funding from the Wisconsin Economic Development Corporation (WEDC).
- **West Bend Economic Development Corporation (WBEDC) site** – City of West Bend – No additional activities related to the Phase I ESA are anticipated other than use of the completed report to support a sale/auction process.
- **E.H. Wolf & Sons Redevelopment**– Village of Slinger - It is anticipated that the Phase I ESA will be completed and the report submitted to USEPA.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – It is anticipated that access agreements will be secured with select property owners and the Phase I ESA process will be underway.
- **Former WB Place Property** – City of Hartford - It is anticipated that access agreements will be secured with select property owners and the Phase I ESA process will be underway.
- **Village of Jackson** - No activities are anticipated unless a priority site in need of a Phase I ESA is identified over the next several weeks through the redevelopment reuse planning project.

**4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016)**

Scheduled activities for the 4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016) include the following:

- **Former Blaine Property** – City of West Bend – It is anticipated that an ED request will be approved, an access agreement executed with the City and a Phase I ESA completed.
- **Northern Bookends Site**– City of Hartford – It is anticipated that the final access agreements will be signed and the Phase I ESA completed.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – It is anticipated that access agreements will be secured and a Phase I ESA completed.



- **Former WB Place Property** – City of Hartford - It is anticipated that an ED request will be submitted to the USEPA, approved, an access agreement signed, and a Phase I ESA completed.

### **Task 3 – Conduct Phase II Environmental Site Assessments, Site Investigations, and Remedial/Reuse Planning Activities**

#### **A. Task Description**

This task is described in the USEPA approved Implementation Work Plan as follows:

*“On sites that meet the site-specific eligibility requirements, and are approved for use of USEPA funds, by the USEPA (hazardous substance brownfields) and/or WDNR (petroleum brownfields), the County may use the assessment funds to conduct Phase II ESAs, site investigations, remedial planning and other brownfield reuse planning activities. Phase II site investigation activities are likely to include soil and groundwater sampling and may include magnetometer surveys, trenching to confirm anomalies, asbestos surveys and sampling for other hazardous building materials. Additional field services provided by USEPA may include geophysical characterization, such as ground penetrating radar or electro-magnetic surveys. Greener and Sustainable Remediation principles will be incorporated into project tasks using the ASTM Greener Cleanup Standard Guide.”*

The original budget for Task 4 was \$410,650 which includes a QAPP, four asbestos/hazardous building material surveys, seven Phase II ESAs, eight remedial action plans and two brownfield area-wide reuse plans.

On October 21, 2015, the USEPA Project Officer approved a budget reallocation of \$35,000 within Task 3 from Phase II ESAs to Reuse/Redevelopment Planning for the Village of Richfield. On January 18, 2016, the USEPA Project Officer approved a budget reallocation of \$44,500 from Task 3 to Task 1 (\$37,500) to offset costs of the Countywide Inventory and Site Selection/Prioritization Process and Task 4 (\$7,000) to allow consultants to continue to participate in regular PMT and SRC meetings as the project moves forward. The current budget for Task 3 is \$366,150.

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

##### ***1<sup>st</sup> Quarter of FY 2016***

On October 21, 2015, the USEPA Project Officer approved a budget reallocation of \$35,000 within Task 3 from Phase II ESAs to Reuse/Redevelopment Planning for the Village of Richfield in an area encompassing the northwest corner of the Interstate 41/Hwy45 and Hwy 167 Interchange.

On November 11, 2015, the Quality Assurance Project Plan (QAPP) was conditionally approved by the USEPA.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

- ***Former Niphos Coating Site*** – Village of Slinger – The draft Site-Specific Sampling and Analysis Plan (SSAP) was approved by the USEPA Project Officer on Feb. 2, 2016.
- ***Former Bermico Site*** – City of West Bend – The draft Site-Specific Sampling and Analysis Plan (SSAP) was approved by the USEPA Project Officer on Feb. 3, 2016.

***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

- ***E.H. Wolf & Sons Redevelopment*** – Village of Slinger - The draft Site-Specific Sampling and Analysis Plan (SSAP) was approved by the USEPA Project Officer on May 11, 2016.
- ***Saxony Village Development*** – Village of Germantown - The draft Site-Specific Sampling and Analysis Plan (SSAP) was approved by the USEPA Project Officer on May 3, 2016. The Phase II – Site Investigation Report was provided to the US EPA Project Officer on June 9, 2016.

C. Completed Activities or Projects

***3<sup>rd</sup> Quarter of FY 2015***

During the 3<sup>rd</sup> Quarter of FY 2015, the County and Stantec completed the pre-QAPP conference call meeting with Jan Pels, USEPA Brownfields Quality Assurance Reviewer on May 5, 2015.

In early June 2015, Stantec solicited bids from multiple labs for use on the project. Four labs were selected (Test America Laboratories, Inc.; CT Laboratories; Environmental Monitoring and Technologies, Inc. [EMT] and Legend Technical Services, Inc.). CT Laboratories and Legend Technical Services, Inc. are both Woman-Owned Business Enterprises (WBEs). EMT is a Service Disabled Veteran Owned Small Business Enterprise (SDVOSBE). Solicitation of bids from these firms, and inclusion in the QAPP, were performed as part of the Six Good Faith Efforts to ensure participation by Disadvantaged Business Enterprises (DBE) in the project.

***4<sup>th</sup> Quarter of FY 2015***

Revision 0 of the Quality Assurance Project Plan (QAPP), which was submitted to USEPA on July 15, 2015.

***1<sup>st</sup> Quarter of FY 2016***

None.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

- ***Former Niphos Coating Site*** – Village of Slinger –A site visit with the asbestos-lead based paint (LBP) survey contractor (NorthStar Environmental Testing LLC [NorthStar]) was completed on January 5, 2016. A proposal for the asbestos/LBP testing survey was prepared by NorthStar on January 6, 2016. A draft Site-Specific Sampling and Analysis Plan (SSAP) was completed by

Stantec on January 20, 2016 and submitted for review by the County and the Village. The County Project Manager reviewed the SSAP on January 25, 2016. The SSAP was finalized and submitted to the USEPA Project Officer on Feb. 1, 2016. The SSAP was approved by the USEPA Project Officer on Feb. 2, 2016. Collection of samples of suspected asbestos containing materials (ACM) as well as LBP testing was completed by NorthStar on February 22, 2016. Soil sampling was conducted by Stantec on February 22, 2016 and groundwater sampling on February 23, 2016. On March 10, 2016, asbestos/LBP survey reports were issued by NorthStar, with separate reports issued for the main building at 308 Oak Street and for the rear building at 310 Oak Street. An analytical report for the soil and groundwater samples was issued by CT Laboratories to Stantec on March 11, 2016.

- **Former Bermico Site** – City of West Bend – A visit by the asbestos contractor was completed on January 5, 2016. A proposal for the survey was provided by the contractor to Stantec on January 6, 2016. The draft Site-Specific Sampling and Analysis Plan (SSAP) was completed by Stantec on January 22, 2016 and reviewed by the County Project Manager and the City of West Bend on January 25, 2016. The SSAP was finalized and submitted to the USEPA Project Officer on Feb. 1, 2016. The SSAP was approved by the USEPA Project Officer on Feb. 3, 2016. Collection of samples of suspected asbestos containing materials (ACM) as well as lead-based paint testing was completed on February 16 - 17, 2016 and March 2<sup>nd</sup>. A report documenting the pre-demolition survey findings was issued on March 17, 2016. Completion of the Phase II ESA is on hold pending potential award of a Site Assessment Grant (SAG) from the Wisconsin Economic Development Corporation (WEDC).
- **Saxony Village Development** – Village of Germantown – Some discussions related to the Phase 2 ESA occurred subsequent to completion of the draft Phase I ESA report.
- **E.H. Wolf & Sons Redevelopment** – Village of Slinger – There were some initial communications regarding the property with the Village, company representatives, Stantec, Economic Development Washington County (EDWC), and the County.
- **Northeast Corridor Redevelopment Opportunities Analysis** – Village of Richfield – Vandewalle & Assoc. worked with the PMT and the Village of Richfield in developing an area wide plan for the northeast corridor of the Village. Major tasks included finalizing the market analysis research, assess & opportunities and regional context maps, identifying catalytic projects, programs and growth opportunities in each of the project sub-areas.

A public charrette was conducted on March 8, 2016 (see attached flyer) which began with an overview of the SRC program. Participants rotated through four stations based on specific geographic sub-areas and provided input on particular topics to each area. See attached Summary of Charrette results. A draft plan was completed on March 25, 2016 for review by the PMT and the Village of Richfield. The plan includes all analysis completed, recommendations for future development within the entire study area and sub-areas, an implementation strategy, and an identification of Brownfields needed further investigation.

**3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)**

- **Former Niphos Coating Site** – Village of Slinger – Water level measurements and surveying were completed at the property during April 2016. Work continued on completion of the supplemental Phase II ESA report. Several meetings were held to discuss potential reuse/redevelopment of the site with the County, Stantec, Vandewalle & Assoc. and the Village of Slinger. The Final SSAP was sent to the Village of Slinger on May 2, 2016. On July 21, 2016, the County took action to move forward with filing a WI- DNR Closure Report for the site. The County will be working with Stantec on this report.
- **Former Bermico Site** – City of West Bend –A report documenting the pre-demolition survey findings was sent to the property owner and City of West Bend on May 2, 2016. On April 12, 2016, the SRC approved \$21,000 to fully leverage Site Assessment Grant (SAG) dollars from the Wisconsin Economic Development Corporation (WEDC) to complete assessment and investigation activities at the site. Completion of the Phase II ESA is on hold pending potential award of the SAG funds.
- **Saxony Village Development** – Village of Germantown –The Site-Specific Sampling and Analysis Plan (SSAP) was approved by the USEPA Project Officer on May 3, 2016. Stantec completed the Phase II – Site Investigation Report for review on May 27, 2016. The County reviewed the report on June 6, 2016. The report was sent to the owner’s representative and engineering consultant and forwarded to the WI – DNR on June 9, 2016. The Phase II – Site Investigation Report was provided to the US EPA on June 9, 2016.
- **E.H. Wolf & Sons Redevelopment**– Village of Slinger – The Site-Specific Sampling and Analysis Plan (SSAP) was completed by Stantec on May 6, 2016 and approved by the USEPA Project Officer on May 11, 2016. On April 12, 2016, the SRC approved \$35,000 to complete testing and a Phase II ESA. Field work for the Phase II ESA was completed by Stantec between May 26-31. Stantec completed the Phase II ESA for review on July 14, 2016. The presence of contamination on the two parcels was reported to the Wisconsin DNR.
- **Northeast Corridor Redevelopment Opportunities Analysis** – Village of Richfield – Vandewalle & Assoc. completed the final draft of the Northeast Redevelopment Opportunities Analysis on April 1, 2016. The County reviewed the report on April 4, 2016. The County Project Manager and Vandewalle & Assoc. presented the report to the Village of Richfield Board on April 7, 2016. The final report was completed by Vandewalle & Assoc. on June 10, 2016.
- **Former Blaine Property** – City of West Bend - On April 12, 2016, the SRC approved \$18,000 to complete testing and a Phase II ESA.
- **Former Gehl Co. Property** – City of West Bend - There have been several meetings with Vandewalle & Assoc., Stantec, Washington County and the City of West Bend to discuss the scope of work and timeline of developing a redevelopment opportunities analysis for the site.

#### D. Activities or Projects in Progress

##### ***4<sup>th</sup> Quarter of FY 2015***

Revision 0 of the QAPP is currently under review by USEPA staff. The PMT has drafted a scope of work for the City of West Bend's priority redevelopment area.

##### ***1<sup>st</sup> Quarter of FY 2016***

Stantec worked on completing a draft Sampling and Analysis Plan (SAP) for the former Bermico site in the City of West Bend. The SAP was completed on January 25, 2016. Stantec is also worked on completing a draft Sampling and Analysis Plan for the former Niphos site in the Village of Slinger. The SAP was completed on January 25, 2016.

Vandewalle is working on completing the Village of Richfield Northeast Brownfield Redevelopment and Infill Growth Strategy. Work completed during this quarter included conducting background/due diligence research, a full-day site visit including a tour and five focus group meetings on December 9, 2015, preparing base maps, conducting stakeholder interviews over the phone, a structural conditions analysis, and coordinating the project with the Village Administrator. For more information, see attached Scope of Services.

Vandewalle and the County Project Manager met with officials from the Village of Jackson on December 17, 2015 to discuss plans to produce an opportunity analysis for the Village as part of their ongoing strategic planning efforts.

Stantec is working on completing Revision 1 of the Quality Assurance Project Plan (QAPP) based on comments received from the USEPA review of Revision 0 of the QAPP.

##### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

- ***Former Niphos Coating Site*** – Village of Slinger – Stantec is currently working on the Site Investigation Report.
- ***Saxony Village*** – Village of Germantown - Anticipating USEPA approval of SSAP.
- ***Northeast Corridor Redevelopment Opportunities Analysis*** – Village of Richfield – Vandewalle & Assoc. worked with the Village of Richfield and the PMT to produce the final draft plan which was provided to the USEPA Project Officer on April 1, 2016. The final draft plan was presented to the Village Board on April 7, 2016.
- ***Village of Jackson Economic Opportunities Analysis***– Village of Jackson– Vandewalle & Assoc. worked with the PMT and the Village of Jackson in developing a scope of work.

##### ***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

- ***Village of Jackson Economic Opportunities Analysis***– Village of Jackson– Vandewalle & Assoc. is working with the County and the Village of Jackson in finalizing a scope of work and timeline. The scope of work, including a

budget reallocation request will be provided to the USEPA Project Officer for approval.

- **Former Niphos Coating Site** – Village of Slinger – The supplemental Phase II ESA report is being finalized.
- **Former Bermico Site** – City of West Bend – Work on the Phase II ESA is on hold pending the results of efforts to secure additional assessment funding from the Wisconsin Department of Commerce.
- **Saxony Village Development** – Village of Germantown – Stantec is working with the developer and their consultant in efforts to secure approvals necessary for the site to proceed with remediation and construction. Stantec is in the process of determining the scope of work for a second phase of testing.
- **E.H. Wolf & Sons Redevelopment**– Village of Slinger – Work on grant funded activities is complete.
- **Former Blaine Property** – City of West Bend – Stantec is currently working to secure eligibility for use of either hazardous substance or petroleum funding for this property.
- **Northern Bookends Site**– City of Hartford – Work on the Phase II ESA is on hold pending completion of access agreements and the Phase I ESA.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – Work is on the Phase II ESA is on hold pending completion of access agreements and the Phase I ESA.
- **Former WB Place Property** – City of Hartford - The draft ED form is under review by the City.

#### E. Deliverables

##### ***4<sup>th</sup> Quarter of FY 2015***

Revision 0 of the QAPP was submitted to USEPA for review.

##### ***1<sup>st</sup> Quarter of FY 2016***

On January 18, 2016, the USEPA Project Officer approved a budget reallocation that changed the Phase II ESA and Reuse/Redevelopment Planning deliverables in Task 3. See Section II – Budget Overview and Section III – Modifications to the Work Plan above for details.

##### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

- **Former Bermico Site** – City of West Bend –A report documenting the pre-demolition survey findings will be distributed in the 3<sup>rd</sup> Quarter of FY 2016.

##### ***3<sup>rd</sup> Quarter of FY 2016 (April. 1, 2016 – June 30, 2016)***

- **Northeast Corridor Redevelopment Opportunities Analysis** – Village of Richfield – Vandewalle & Assoc. completed the final report of the Northeast Redevelopment Opportunities Analysis on June 10, 2016. See attached report.
- **Saxony Village Development** – Village of Germantown – A sampling and analysis plan was submitted to USEPA on 4/26/2016. A supplemental site

investigation report was completed on May 27, 2016. Copies of the report were mailed to the Village, the property owner, and the USEPA on 6/9/2016.

- ***E.H. Wolf & Sons Redevelopment***– Village of Slinger – A sampling and analysis plan was completed and submitted to USEPA on 5/11/2016.

#### F. Percent Complete and Scheduled Activities

This task is currently estimated to be approximately 35% complete and is on target with costs incurred through July 1, 2016.

##### ***1<sup>st</sup> Quarter of FY 2016***

During the 1<sup>st</sup> Quarter of FY 2016, it is anticipated that the QAPP will be finalized. In addition, it is anticipated that site specific sampling and analysis plans (SAPs) will be completed for the former Bermico property, and potentially for additional sites (subject to determinations of eligibility)

##### ***2<sup>nd</sup> Quarter of FY 2016***

Scheduled activities for the 2<sup>nd</sup> Quarter of FY 2016 (January 1 through March 31, 2016) include submittal and approval of the SAPs for the former Bermico site in the City of West Bend and the former Niphos site in the Village of Slinger.

It is anticipated that the Village of Richfield Northeast Brownfield Redevelopment and Infill Growth Strategy will be completed during the 2<sup>nd</sup> quarter of FY 2016 and presented to the Village Board for action. In March, the Village will host a community charrette where Vandewalle & Associates will present the identified opportunities in the study area. Attendees will be given the opportunity for interactive discussion and to provide feedback on the suitability of the development scenarios and identified opportunities in each of the four project subareas. The feedback from attendees will be used to polish the recommendations for each sub-area and to inform the final Strategy and Implementation Action Plan. In early April the Site Redevelopment Program PMT and the Village of Richfield will meet for a final review of the deliverables before the final Plan is given to the Village.

Vandewalle and the County Project Manager will continue to meet with officials from the Village of Jackson to discuss their opportunity analysis for the Village. It is expected that this work will be similar to the work being in done in the Village of Richfield with a focus on the downtown area, which contains several brownfield clusters that scored high in the site ranking process. The Village believes there would be more value in beginning with this type of an effort than with individual site assessments/reuse plans. A request to the USEPA Project Officer will be forthcoming.

It is anticipated that the PMT will meet with local representatives to determine the scope of work necessary for the following sites:

- Site H - Former Gehl Site - City of West Bend
- Site B – Hwy 175 and Hwy 60 Intersection – Village of Slinger
- Site K – Village of Germantown

Revision 1 of the Quality Assurance Project Plan (QAPP) will be completed and sent to the USEPA for approval.

It is anticipated that asbestos and pre-demolition sampling will be completed at the Bermico property this quarter. Similar testing as well as soil and groundwater sampling should be completed for the Niphos Coating property as well, including completion of a Supplemental Phase II ESA report.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

Scheduled activities for the 3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016) include the following:

- **Former Niphos Coating Property** – Village of Slinger - It is anticipated that a supplemental Phase II ESA report will be completed and submitted to the USEPA and the WDNR. Furthermore, it is anticipated that a case closure request will be completed and submitted to the WDNR (potentially using funding provided by the County).
- **Former Bermico Property** – City of West Bend - It is anticipated that a grant funding request to the WEDC may be approved seeking \$50,000 in additional funding to be used for assessment activities, in combination with \$25,000 in USEPA funding being allocated for this purpose as required match. It is anticipated that testing may be underway by the end of this quarter.
- **Saxony Village Development** – Village of Germantown - It is anticipated that supplemental Phase II ESA testing will be completed and a report submitted to the USEPA and the WDNR. It is anticipated that some remedial action planning or cost estimation will also be completed in order to support a grant application being submitted by the property owner for funding from the WEDC.
- **E.H. Wolf & Sons Redevelopment** – Village of Slinger - It is anticipated that supplemental Phase II ESA testing will be completed and a report submitted to the USEPA and the WDNR. It is anticipated that some remedial action planning or cost estimation will also be completed in order to support a grant application being submitted by the property owner for funding from the WEDC.
- **Northern Bookends Property** – City of Hartford - No activities are anticipated, although preparation of a site-specific sampling and analysis plan (SSAP) may begin subject to timing for completion of the Phase I ESA.
- **Hwy 175 / Hwy 60 Intersection** – Village of Slinger – No activities are anticipated.
- **Northeast Corridor Redevelopment Opportunities Analysis** – Village of Richfield – Vandewalle & Assoc. will finalize the plan during the 3<sup>rd</sup> Quarter of FY 2016 and provide as a deliverable to the USEPA Project Officer.
- **Village of Jackson Economic Opportunities Analysis** – Village of Jackson – Vandewalle & Assoc. will work with the PMT and the Village of Jackson in finalizing a scope of work for review by the USEPA Project Officer including a budget reallocation request.



**4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016)**

Scheduled activities for the 4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016) include the following:

- ***Former Gehl Co. Property*** – City of West Bend - Finalizing the scope of work and timeline for developing a redevelopment opportunities analysis for the site will be completed in the 4<sup>th</sup> Quarter FY 2016. It is anticipated that work will commence on this project in the 4<sup>th</sup> Quarter FY 2016.
- ***Village of Jackson Economic Opportunities Analysis***– Village of Jackson–Vandewalle & Assoc. is working with the County and the Village of Jackson in finalizing a scope of work and timeline. The scope of work, including a budget reallocation request will be provided to the USEPA Project Officer for approval. It is anticipated that work will commence on this project in the 4<sup>th</sup> Quarter FY 2016.
- ***Former Niphos Coating Property*** – Village of Slinger - The supplemental Phase II ESA report will be finalized and submitted to the Wisconsin DNR, completed work using USEPA funding. Additional work will occur at the property using County funding, including soil removal, capping, and submittal of a case closure request to the Wisconsin DNR.
- ***Former Bermico Property*** – City of West Bend - It is anticipated that soil and groundwater sampling will be conducted using remaining USEPA funding allocated to this property as well as \$50,000 in additional assessment funding being requested from the Wisconsin Department of Commerce (subject to an award being secured).
- ***Former Blaine Property*** – City of West Bend – It is anticipated that work on a sampling and analysis plan and completion of a Phase II ESA may begin, subject to the site being determined eligible for use of either petroleum or hazardous substance USEPA funding.
- ***Saxony Village Development*** – Village of Germantown - It is anticipated that an additional phase of sampling will be conducted at the property, using remaining funds allocated to this site, for the purpose of providing additional data requested by the Wisconsin DNR.
- ***E.H. Wolf & Sons Redevelopment*** – Village of Slinger - It is anticipated that a remedial action plan will be completed, but also that this will be paid for through private funds and not the USEPA grant.
- ***Northern Bookends Property*** – City of Hartford - It is anticipated that work on a sampling and analysis plan will begin during the 4<sup>th</sup> quarter, and possibly work on the Phase II ESA.

#### **Task 4 – Community Outreach and Involvement**

##### **A. Task Description**

Since 2010, the County has proactively involved Washington County communities in the development and advancement of a brownfields-focused Site Redevelopment Program (SRP). To lead this effort, in early 2013, the County established a Site

Redevelopment Committee (SRC) to guide and advance brownfield redevelopment, community outreach and involvement, reuse planning and site assessment.

The coalition plans to convene the SRC on at least a bi-monthly basis, with the public meetings widely promoted. In addition to SRC meetings, the County will hold public meetings annually, inviting residents and other stakeholders to participate in the site selection process, cleanup decisions, and reuse planning performed as part of the grant-funded Project. To provide additional technical expertise as well as outreach to community organizations, a Technical/Community Advisory Subcommittee (T/CAS) with representatives from community based organizations, the Washington County Health Department, and other stakeholder groups, is being formed. The T/CAS will provide input to the SRC, and provide input on site selection, reuse planning, and other considerations.

This task had a budget of \$57,650 which included public, community and property owner meetings, development of fact sheets, press releases and other appropriate communications and development of webpages that will integrate the redevelopment sites within the EDWC website focused on connecting prospective end users and local stake holders with information on redevelopment sites and associated reuse opportunities.

On January 18, 2016, the USEPA Project Officer approved a budget reallocation of \$7,000 from Task 3 to Task 4 to allow consultants to continue to participate in regular PMT and SRC meetings as the project moves forward. The current budget for Task 4 is \$64,650.

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

None.

C. Completed Activities or Projects

***1<sup>st</sup> Quarter of FY 2015***

During the 1<sup>st</sup> Quarter of FY 2015 the County completed a press release for circulation in local newspapers, radio stations and three major television stations serving Southeastern Wisconsin. An article was also written for the Planning & Parks Department newsletter that was sent to over 3,100 households in Washington County. The County met with the Project Team to detail the roles and responsibilities for Task 4 - Community Outreach and Involvement.

***2<sup>nd</sup> Quarter of FY 2015***

During the 2<sup>nd</sup> Quarter of FY 2015, as part of the development of detailed roles and responsibilities, the Project Team finalized the community outreach and involvement component to engage the public throughout the grant.

***3<sup>rd</sup> Quarter of FY 2015***

During the 3<sup>rd</sup> Quarter of FY 2015, the Project Team had a conference call meeting with sub consultant Ady Advantage regarding design of the EDWC website integration.

#### ***4<sup>th</sup> Quarter of FY 2015***

The PMT has prepared for and conducted the initial SRC meeting under the grant, which was held on September 28, 2015. During preparation for the meeting, substantial effort was put in to developing outreach material and a strong recognizable brand for the program. This included preparation of: public meeting notices and a press release; an updated program factsheet; website upgrades; program letterhead; a program flyer; and meeting agendas and minutes. The first SRC meeting was well received. During proceedings the committee revisited the program overview and was updated on the Team's progress to date. Each member also updated the group on their priority redevelopment site. During the meeting UW-Extension's Paul Roback facilitated a group exercise to stimulate thought on how brownfield redevelopment benefits communities.

Additional preparation and outreach has gone into preparing for the first countywide community workshop on October 15<sup>th</sup>. This included preparation of: public meeting notices and a press release; an updated program factsheet; website upgrades; program letterhead; a program flyer; meeting agendas; and interactive exercises.

Additional outreach activities completed during the 4<sup>th</sup> Quarter of FY 2015 include:

On July 8, 2015, a meeting was held by the PMT with the City of West Bend to review the grant program, and the status of the City's highest priority sites.

One July 17, 2015, a meeting was held by the PMT to discuss the project.

On July 22, 2015, a meeting was held with USEPA, the County, City of West Bend, Vandewalle, and Stantec staff to discuss the Bermico property. A separate meeting was held with the Village of Slinger, the County attorney, and Stantec /Vandewalle staff to discuss the former Niphos Coating property.

#### ***1<sup>st</sup> Quarter of FY 2016***

The PMT had numerous meetings throughout the 1<sup>st</sup> Quarter of FY 2016 to discuss the status of assessment funded projects, community outreach and the countywide inventory and prioritization process. Meeting dates for the quarter include October 13, October 19, November 10 and December 1, 2015.

A Countywide Community Workshop was held on Oct. 15, 2015. See Section IV Task 1, Section C – Completed Activities or Projects above for details.

As part of the Site Redevelopment Program to revitalize and market brownfield sites within the County for redevelopment, Ady Advantage was hired to determine what information about each site needs to be communicated in order to best reach the redeveloper market. Ady Advantage contacted leading developers throughout September 2015. A report of their results was completed on October 7, 2015 and

presented at the November SRC meeting. For more information, see attached Summary of Developer Research Related to Criteria Identification and Prioritization.

Two meetings of the Site Redevelopment Committee were held in this quarter on November 12, 2015 and December 10, 2015. For more information, see attached meeting minutes.

Stantec and the County Project Manager attended a Wisconsin Department of Natural Resources (WI DNR) Green Team meeting on November 11, 2015 in Milwaukee to discuss the status of Site K in the Village of Germantown and determine possible assessment needs.

Vandewalle and the County Project Manager met with officials from the Village of Jackson on December 17, 2015 to discuss plans to produce an opportunity analysis for the Village as part of their ongoing strategic planning efforts.

The EDWC held a two-day economic development conference in West Bend on October 5-6, 2015, which included a lunch program with over 50 attendees focused on brownfields redevelopment. The program included: (a) a status update on a study in progress by the State of Wisconsin on the economic impacts of the State of Wisconsin brownfield funding programs, (b) a presentation by County and EDWC staff on the SRP, and (c) a presentation by a developer (Cobalt Partners LLC) on a 65-acre brownfields development in suburban Milwaukee that included >\$9 million of environmental cleanup on a site that included 6 former industrial facilities, but which has resulted in \$125 million in new development projects that are creating >500 jobs and providing housing for >500 residents. The program was attended by representatives of nearly every municipality in the County, and was followed a 3-hour “Economics 101” training course focused on how municipalities can better attract economic development projects, including those focused on brownfields.

#### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

The Project Management Team (PMT) had numerous meetings throughout the 2<sup>nd</sup> Quarter of FY 2016 to discuss the status of assessment funded projects and community outreach. Meeting dates for the PMT this quarter included January 25, 2016 and March 9, 2016. There were also numerous conference calls discussing site specific projects throughout the quarter.

#### ***3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)***

There were also numerous conference calls discussing site specific projects throughout the quarter with the Project Management Team (PMT) members.

The County Project Manager, Stantec and Economic Development Washington County presented three proposed projects for consideration by the SRC for use of USEPA Assessment Grant funds. The following properties received funding approval:

- E. H. Wolf & Sons Redevelopment - \$41,000– Village of Slinger

- Former Bermico Property - \$21,000 – City of West Bend
- Former Blaine Property - \$24,000 – City of West Bend

See attached April 13, 2016 West Bend Daily News article for additional information.

Vandewalle & Assoc. and Washington County presented the Northeast Corridor Redevelopment Opportunities Analysis to the Village of Richfield Board on April 7, 2016. The report was well received.

Vandewalle & Assoc. produced a Site Redevelopment Program Fact Sheet on April 15, 2016 that includes a summary of the inventory process, the first round of site selection for planning and environmental assessment and project budget allocation. The fact sheet was widely distributed through the County social media outlets.

Washington County continues to update the Site Redevelopment Program website at [www.co.washington.wi.us/SRP](http://www.co.washington.wi.us/SRP) with numerous updates this quarter.

#### D. Activities or Projects in Progress

##### ***4<sup>th</sup> Quarter of FY 2015***

The Project Team is currently developing a detailed schedule for Task 4 regarding countywide inventory and prioritization of sites. The first countywide community workshop was held on October 15<sup>th</sup>. During this workshop participants learned about the program and helped develop the community goals criteria used to score/prioritize the brownfield sites inventory for redevelopment.

Work by Ady Advantage was partially completed, with the initial task focused on conducting a series of interviews with local developers with a track record of successfully developing brownfields. The interviews were used to help identify how the developers identified potential target sites for development, factors that made it more or less likely that they would pursue development of a brownfield site, and factors that most frequently led to projects becoming derailed prior to successful development. The developers were educated and asked for feedback regarding the County's USEPA funded project. A 60-page report was completed and will be used to help better market brownfield sites for redevelopment.

##### ***1<sup>st</sup> Quarter of FY 2016***

As part of the Village of Richfield Northeast Brownfield Redevelopment and Infill Growth Strategy additional public outreach will be completed during the 2<sup>nd</sup> quarter of FY 2016 as well as a presentation to the Village Board for action.

##### ***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

The County Project Manager continues to update the County Site Redevelopment Program website at [www.co.washington.wi.us/srp](http://www.co.washington.wi.us/srp) to keep current with the SRC meetings, SRP community workshop events and completed assessment reports.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

Economic Development Washington County (EDWC) has been working closely with its website and database partners Earthling Interactive, GIS Planning and Adv Advantage to accomplish the following 4 task objectives in generating a user-focused brownfield redevelopment resource on our website”

1. Integrate Washington County’s “local layers” into our GIS location analysis web tool
2. Design and create a custom brownfield redevelopment layer for our GIS location analysis web tool
3. Create a custom brownfield redevelopment profile / interface for each site included in the GIS location analysis web tool
4. Design and create custom brownfield redevelopment content targeted at site “off-takers” / skilled redevelopers leveraging information gleaned from the redeveloper interviews conducted previously

The County Project Manager continues to update the County Site Redevelopment Program website at [www.co.washington.wi.us/srp](http://www.co.washington.wi.us/srp) to keep current with the SRC meetings, SRP community workshop events and completed assessment reports.

E. Deliverables

***1<sup>st</sup> Quarter of FY 2016***

Adv Advantage contacted leading developers throughout September 2015. A report of their results was completed on October 7, 2015 and presented at the November SRC meeting. For more information, see attached Summary of Developer Research Related to Criteria Identification and Prioritization.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

None.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

None.

F. Percent Complete and Scheduled Activities

This task is currently estimated to be 75% complete.

***1<sup>st</sup> Quarter of FY 2016***

In November and December two SRC meetings will be held. The November meeting is intended to provide the committee with the final inventory of sites and a rationale for their selection, introduce the SRC members to the scoring process, and present the community goals criteria for them to score the sites with.

In December of 2015 the SRC will reconvene for the quarterly SRC meeting. The SRC will receive updates on SRP progress and the team will present the results of the scoring and a prioritized sites list.

***2<sup>nd</sup> Quarter of FY 2016***

Scheduled activities for the 2<sup>nd</sup> Quarter of FY 2016 (January 1 through March 31, 2016) include quarterly meetings of the SRC unless additional meetings are deemed necessary. It is anticipated that the next SRC meeting will be held at the end of February or early March, 2016. At the next meeting of the SRC, they will be provided a status update on current projects and a grant budget report.

Ady Advantage will continue their work on the SRP objective to market brownfield sites within Washington County for redevelopment. Anticipated tasks for the 2<sup>nd</sup> Quarter FY 2016 include creating property profile sheets and creating content for a new web page on the EDWC website under “Incentives/Resources,” which will provide website content to explain the program from a marketing standpoint. In addition, they will create online property listing sheets and suggest additional layers to add on the EDWC website mapping feature to communicate unique information designed to appeal to redevelopment experts.

The County Project Manager will continue to update the County Site Redevelopment Program website at [www.co.washington.wi.us/srp](http://www.co.washington.wi.us/srp) to keep current with the SRC meetings and SRP community workshop events. Additional information related to assessment work on project sites will be added in the 2<sup>nd</sup> Quarter FY 2016.

The SRC will also be updated on upcoming funding opportunities that could be used to further required assessment, cleanup, and redevelopment activities at priority sites targeted for assessment or reuse planning.

***3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)***

It is anticipated that a PMT conference call/meeting will be held sometime in May.

The County Project Manager will continue to update the County Site Redevelopment Program website at [www.co.washington.wi.us/srp](http://www.co.washington.wi.us/srp) to keep current with the SRC meetings, SRP community workshop events and completed assessment reports.

Vandewalle & Assoc. produced a Site Redevelopment Program Fact Sheet that includes a summary of the first round of site selection for planning and environmental assessment and project budget allocation. (See attached)

Ady Advantage will continue their work on the SRP objective to market brownfield sites within Washington County for redevelopment. Anticipated tasks for the 2<sup>nd</sup> Quarter FY 2016 include creating property profile sheets and content for EDWC’s website for special brownfield / redevelopment site pages under “Doing Business Here,” which will key information about the program and key data required by developers in engaging in due diligence on redevelopment opportunities. The focus of these pages will be to secure optimal reuse for the listed brownfield sites. In addition, EDWC and Ady Advantage will create online property listing sheets and build out additional GIS layers to add on the EDWC website mapping feature, further communicating unique information designed to appeal to redevelopers and potential site “off-takers.”

**4<sup>th</sup> Quarter of FY 2016 (July 1, 2016 – Sept 30, 2016)**

The EDWC will continue to work closely with its website and database partners Earthling Interactive, GIS Planning and Ady Advantage to complete the first three task objectives listed above. In addition, the following tasks will be completed during the 4<sup>th</sup> Quarter of FY 2016:

- Finalizing content mandatories and the overall look and feel of the resource pages associated with the “Site Redevelopment Program” and the redevelopment tools.
- Finalizing design, creating success story project profiles, authoring content, populating the brownfield redevelopment GIS layer and integrating all of the above into single, optimized web resource for project staff, redevelopers and community stakeholders alike.

G. Community Outreach Handouts

***4<sup>th</sup> Quarter of FY 2015***

See attached handouts that were provided to the public as part of the Community Outreach.

- Site Redevelopment Program 2013 Newsletter
- Flyer for October 15, 2015 SRP Countywide Community Workshop

***1<sup>st</sup> Quarter of FY 2016***

See attached handouts that were provided to the public as part of the Community Outreach. In addition, two West Bend Daily News articles are attached that describe the Oct. 15, 2015 Community Outreach Event and the Dec. 10, 2015 SRC action to fund assessment sites.

***2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)***

See attached Site Redevelopment Program Fact Sheet that includes a summary of the first round of site selection for planning and environmental assessment and project budget allocation.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

A Site Redevelopment Program Fact Sheet was widely distributed through the County social media outlets. See attached.

V. **PROBLEMS ENCOUNTERED/ASSISTANCE NEEDED**

On October 15, 2014, the County requested an amendment to USEPA Cooperative Assistance Agreement BF00E01347 to correct the percentage calculations for the Recipient Share and Federal Share of the grant. Numerous requests have been made to the USEPA Grant Specialist for an updated agreement.

***1<sup>st</sup> Quarter of FY 2016***

None this quarter.



**2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)**

None this quarter.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

The County received and completed an open records request for the former Bermico property located at 2100 Northwestern Ave in the City of West Bend. The matter is in litigation - Washington County Case No. 2016CV0361.

**VI. SCHEDULE AND PROJECT MILESTONES**

A partial summary of major milestones achieved during the project to date are summarized on the following table.

<b>Task No.</b>	<b>Date</b>	<b>Activity or Milestone Description</b>
0	6/28/2013	Issued request for proposals for professional services from environmental consulting firms following 40 CFR 31.36
0	8/16/2013	Selection of Stantec as environmental consulting firm
0	9/19/2014	Official Grant Award date
0	10/1/2014	3-year project period begins
4	Sept. 2013	Formation of Site Redevelopment Committee to oversee development and implementation of the grant
4	Nov - Dec 2013 & Jan. 2014	Formation of Brownfields Coalition including Washington County, City of West Bend, City of Hartford, Village of Slinger, Village of Jackson and Village of Richfield
1	1/6/2014	Selection of high priority sites by coalition partners
4	5/28/2014	Press release completed and sent to media
4	12/2/2014	Article in Planning & Parks Department newsletter regarding brownfield assessment grant

<b>Task No.</b>	<b>Date</b>	<b>2<sup>nd</sup> Quarter FY 2015 Activity or Milestone Description</b>
0	1/29/2015	Submitted 1 <sup>st</sup> Quarterly Report for FY 2015 to USEPA.
0	2/17/2015	Finalized detailed roles and responsibilities with Project Team (County, Stantec, Vandewalle and EDWC)
4	2/17/2015	Project Team finalized roles and responsibilities for community outreach and involvement. (County)
0	3/9/2015	Finalized Memorandum of Agreements (MOAs) for distribution to coalition partners.
0	3/13/2015 - 4/14/2015	Project Manager held meetings with coalition partners regarding MOAs. (County)
1	3/18/2015	Meeting with the City of West Bend to discuss priority sites. (County, Stantec, EDWC)
0	3/18/2015	County and Stantec finalized and signed contract for environmental services.

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Washington County, Wisconsin – USEPA Community-Wide Coalition Assessment Grant for  
Hazardous Substance & Petroleum Brownfields

<b>Task No.</b>	<b>Date</b>	<b>3<sup>rd</sup> Quarter FY 2015 Activity or Milestone Description</b>
0	4/21/2015	All coalition partner MOAs signed.
0	4/23/2015	Project Manager sent signed MOAs to USEPA Project Officer. (County)
0	4/27/2015	Project Manager submitted 2 <sup>nd</sup> Quarterly Report for FY 2015 to USEPA Project Officer. (County)
3	5/5/2015	Pre-QAPP Conference Call Meeting with Jan Pels, USEPA (County, USEPA and Stantec)
3	5/5/2015 – 6/30/2015	Worked on writing QAPP (Stantec)
3	6/8/2015 – 6/12/2015	Solicited bids from multiple labs and selected four labs. Solicitation of bids from these firms, and inclusion in the QAPP, were performed as part of the Six Good Faith Efforts to ensure participation by Disadvantaged Business Enterprises (DBE) in the project. (Stantec)
1	6/10/2015 - 6/23/2015	Meetings with coalition partners to discuss/confirm high priority redevelopment sites. (County, EDWC, Stantec and Vandewalle)
4	6/23/2015	Conference call meeting with sub consultant Ady Advantage regarding design of EDWC website integration and content development focused on connecting prospective end users with information on site redevelopment sites.
0	6/1/2015 – 7/1/2015	Contract agreements were finalized between Stantec and Vandewalle and with EDWC. The contract with EDWC will utilize the services of Ady Advantage, a WBE firm representing another positive outcome of compliance with the Six Good Faith Efforts.
1	6/29/2015	Work began on preparing eligibility determination requests for several priority brownfield sites including WB Place in Hartford and the former Niphos Coating facility in Slinger.

<b>Task No.</b>	<b>Date</b>	<b>4<sup>th</sup> Quarter FY 2015 Activity or Milestone Description</b>
1	7/6/2015	The County acquired 73 historic Sanborn Fire Insurance Maps through Historical Information Gatherers. The maps were geo-referenced and integrated into the County GIS system. (County, Stantec)
4	7/8/2015	Meeting held by County, Stantec, Vandewalle and EDWC staff with City of West Bend staff to discuss high priority sites and the grant program.
3	7/15/2015	QAPP submitted to USEPA for review. (Stantec)
0	7/17/2015	Meetings to finalize detailed Project Timeline (County, Stantec, Vandewalle and EDWC)
0 and 1	7/22/2015	Meeting with City of West Bend, Village of Slinger, County, Stantec, Vandewalle and USEPA Project Officer
1	8/5/2015	Meeting of PMT to discuss Ady Advantage work on outreach to developers and SRC meeting
1	8/11/2015	Meeting of PMT to work on inventory and prioritization of sites
1	8/24/2015	Meeting of PMT to work on inventory and prioritization of sites
0	9/2-3/2015	Attend Brownfields Conference in Chicago
1	9/8/2015	Meeting of PMT to work on inventory and prioritization of sites
2	9/9/2015	ED submitted to USEPA for former Niphos Coatings property (Slinger) and former Bermico property (West Bend)
1	9/14/2015	Access agreement signed by owner of former Bermico property (West Bend)
1	9/21/2015	Meeting of PMT to work on inventory and prioritization of sites
2	9/22/2015	Eligibility confirmed by USEPA for Bermico property (West Bend)
4	9/28/2015	Initial SRC meeting held

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<b>Task No.</b>	<b>Date</b>	<b>1<sup>st</sup> Quarter FY 2016 Activity or Milestone Description</b>
2	10/2/2015	Meeting with City of West Bend – Bermico property (County, Stantec)
4	10/5-6/2015	County 2-day economic development conference, including session focused on brownfields redevelopment with >50 attendees (County, Stantec, Vandewalle)
2	10/6/2015	ED submitted to USEPA for the former Blaine property (West Bend)
4	10/7/2015	Ady Advantage completes Executive Summary of Developer Research Related to Criteria Identification and Prioritization
1	10/13/2015	Meeting of PMT to work on prioritization and scoring criteria (County, Stantec, EDWC, Vandewalle)
1	10/15/2015	Community Outreach Event (County, Stantec, EDWC, Vandewalle)
2	10/15/2015	Site Inspection for ESA - Bermico property– City of West Bend (County, Stantec)
3	10/15/2015	Meeting with V. Richfield re: Infill Strategy Plan (County, Vandewalle)
1	10/19/2015	Meeting of PMT to work on prioritization and scoring criteria (County, Stantec, EDWC, Vandewalle)
0	10/21/2015	USEPA Project Officer approved budget reallocation request #3
1	11/10/2015	Meeting of PMT to discuss prioritization and scoring (County, Stantec, EDWC, Vandewalle)
3	11/11/2015	Meeting with DNR Green Team re: V. Germantown – Saxony Village (County, Stantec)
3	11/11/2015	Quality Assurance Project Plan was conditionally approved by the US EPA
4	11/12/2015	SRC Meeting – (County, Stantec, EDWC, Vandewalle)
2	11/18/2015	Eligibility confirmed by USEPA for Niphos Coating Site in V. Slinger
1	11/23/2015	Meeting with EDWC – inventory scoring (County, EDWC)
0 and 1	11/25/2015	Conference Call – invoices & scoring (County, Stantec, Vandewalle)
1	12/1/2015	Meeting of PMT to discuss inventory scoring (County, Stantec, Vandewalle, EDWC)
3	12/9/2015	Meeting with V. Germantown re: Saxony Village (County, Stantec, EDWC)
3	12/9/2015	Meeting with V. Slinger re: Niphos site (County, Stantec)
3	12/9/2015	Facilitated focus groups – V. Richfield Infill Strategy Plan (Vandewalle)
3	12/9/2015	Meeting with V. Richfield focus groups – V. Richfield Infill Strategy Plan (County, Vandewalle)
4	12/10/2015	SRC Meeting – discuss scoring and approval of sites for funding (County, Stantec, EDWC, Vandewalle)
3	12/17/2015	Meeting with V. Jackson re: redevelopment planning (County, Vandewalle)
	12/21/2015	County took possession of Niphos property as part of tax delinquency process.
2	1/14/2016	Eligibility confirmed by USEPA for Northern Bookends Sites in City of Hartford
0	1/18/2016	USEPA Project Officer approved budget reallocation requests #4 and #5
3	1/19/2016	Phase I ESA sent to US EPA Project Officer with signed All Appropriate Inquires Checklist.

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<b>Task No.</b>	<b>Date</b>	<b>2<sup>nd</sup> Quarter FY 2016 Activity or Milestone Description</b>
0	1/18/2016	USEPA Project Officer approved budget reallocation requests #4 and #5
2 / 3 / 4	1/25/2016	PMT meeting - status update on projects (County/EDWC/Stantec/Vandewalle)
0	1/28/2016	Submittal of 5th Q Report 1st Q FY 2016 to EPA
0	2/5/2016	Sent EPA budget correction on 1st Quarterly Report FY2016
4	2/15/2016	County updates SRP website adding EPA Quarterly reports and completed ESAs
2 / 3 / 4	3/9/2016	PMT meeting - status update on projects (County/EDWC/Stantec/Vandewalle)

**Former Bermico/Line Material Co.**

3	1/5/2016	Bermico Site Investigation (County, Stantec, City WB)
2	1/19/2016	Phase I ESA sent to USEPA Project Officer with signed All Appropriate Inquires Checklist
3	1/22/2016	Stantec completed SSAP for review by County and City of West Bend
3	2/1/2016	SSAP sent to USEPA Project Officer for approval
3	2/3/2016	SSAP approved by USEPA Project Officer
3	2/16-17/2016 and 3/22/2016	Collection of samples of suspected asbestos containing materials (ACM) as well as lead-based paint testing was completed
2	2/22/2016	Stantec completed draft of Bermico - Petroleum ED request for review
2 and 3	2/23/2016	Meeting with C. West Bend - status update on Bermico, Gehl and WB EDC properties (County, City, Stantec, EDWC, Vandewalle)
2	2/24/2016	County reviewed Petroleum ED request
3	3/17/2016	A report documenting the pre-demolition survey findings was issued
3	3/30/2016	Conf. Call - discuss Bermico status (County/Stantec/City WB)

**West Bend ED Corp Property**

2	2/8/2016	Meeting with West Bend EDC at EDWC re: Phase I and timing of auction (County/WB EDC/EDWC)
2	2/11/2016	Stantec completion of WB EDC ED request
2	2/12/2016	County review and approval of WB EDC ED request
2 and 3	2/23/2016	Meeting with C. West Bend - status update on Bermico, Gehl and WB EDC properties (County, City, Stantec, EDWC, Vandewalle)
2	3/7/2016	WB EDC reviewed and approved WB EDC ED request
2	3/9/2016	WB EDC ED request provided to USEPA for determination of eligibility
2	3/9/2016	USEPA determined West Bend EDC site eligible
1	3/14/2016	Access agreement for WB EDC signed by all parties
2	3/31/2016	Stantec completed draft Phase I ESA for review by County/City of West Bend/WB EDC)

<b>Former Blaine Property</b>		
3	3/30/2016	Conf. Call - discuss Blaine status (County/Stantec/City WB)
<b>Former Gehl Co. Property</b>		
2 and 3	2/23/2016	Meeting with C. West Bend - status update on Bermico, Gehl plan of action and WB EDC properties (County, City, Stantec, EDWC, Vandewalle)
<b>Former Niphos Coatings</b>		
3	1/5/2016	Niphos Site Investigation (NorthStar, County, Stantec, V. Slinger)
3	1/20/2016	SSAP completed by Stantec for review by County and Village
3	2/1/2016	SSAP finalized by Stantec and submitted to USEPA
3	2/2/2016	SSAP was approved by the USEPA Project Officer
2	2/22/2016	Stantec completes draft Petroleum ED request for review by County and Village
3	2/22-23/2016	Sampling and testing completed
3	3/10/2016	Asbestos/LBP survey reports issued by NorthStar
3	3/11/2106	Analytical report for the soil and groundwater samples issued by CT Laboratories
3	3/18/2016	Meeting w/ V. Slinger re: Plan of Action for Niphos site (County/V. Slinger/Stantec)
2	3/18/2016	Petroleum ED request form approved by V. Slinger and County for Niphos Property
0	3/21/2016	Request to EPA for eligibility to use EPA funds for preparation and submittal of Niphos WDNR closure request.
2	3/23/2016	The Petroleum ED request was finalized by Stantec and submitted to the Wisconsin DNR
2	3/30/2016	Wisconsin DNR determined Niphos site is eligible for Petroleum assessment (WDNR)
<b>Hwy 175 / Hwy 60 Intersection</b>		
2	3/25/2016	Stantec completion of ED request for 7 parcels for review by County and Village
2	4/4/2016	County reviewed and approved ED request
<b>E.H. Wolf &amp; Sons Redevelopment</b>		
2	3/11/2016	Initial Meeting with EH Wolf & Sons regarding environmental concerns on property and possible use of EPA grant funds for assessment work (EDWC/Stantec/EH Wolf)
2	3/16/2016	Conf call re: potential site - EH Wolf & Sons Foundry in Slinger (Stantec/County/V. Slinger/EDWC/VA)

<b>Northern Bookend Site</b>		
2	1/14/2016	Eligibility confirmed by USEPA for Northern Bookends Sites in City of Hartford
<b>Saxony Village Development</b>		
0	2/1/2016	Meeting with V. Germantown Board re: Saxony Village re: MOA w/Germantown
2	2/4/2016	Conf. Call re: Saxony Village - JBJ moving forward with Phase I and Phase II assessment work (County/JBJ/Himalayan Consult/Stantec)
2	2/10/2016	Stantec completion of Hazardous ED request for Saxony Village for review by County and Village
2	2/12/2016	Conference call - Saxony Village (County/Stantec/JBJ/Himalayan Consult)
2	2/12/2016	County approval of Saxony Hazardous ED request
0	2/17/2016	MOA between County & V. Germantown signed by all parties
2	2/17/2016	Village approves Saxony Hazardous ED request
2	2/17/2016	Eligibility confirmed by USEPA for Saxony Village
1	3/8/2016	Access agreement signed by all parties for V. Germantown - Saxony Village
2	3/8/2016	Onsite Investigation Saxony Village (County/Stantec)
2	3/21/2016	Stantec completes draft Phase I ESA for Saxony Village for review by County, Village & JBJ
2 and 3	3/22/2016	Conf. Call Re: Status update on Saxony Village (County/Stantec/JBJ/Himalayan Consult)
2	4/7/2016	Stantec finalized Phase I ESA for Saxony Village
<b>Village of Jackson</b>		
3	2/23/2016	Meeting with V. Jackson to discuss Redevelopment Opportunity Analysis (County, EDWC, Vandewalle, V. Jackson)
3	3/2/2016	V. Jackson approval of VA scope of work
<b>Village of Richfield</b>		
3	1/8/2016	Conference call - V. Richfield w/ WSOR (County, Vandewalle, V. Richfield)
3	1/21/2016	Meeting to discuss V. Richfield Northeast Corridor Plan (VA, V. Richfield)
3	1/26/2016	Meeting to discuss V. Richfield Northeast Corridor Plan (VA, V. Richfield)
3	2/15/2016	Conf. Call - Meeting to discuss V. Richfield Northeast Corridor Plan (VA, V. Richfield)
3	3/8/2016	Village of Richfield Public Outreach Meeting (Vandewalle/Richfield)
3	3/25/2016	VA completed draft plan for review by the PMT and Village of Richfield
3	3/30/2016	Conf. Call - Meeting to discuss V. Richfield Northeast Corridor Plan (Richfield/PMT)

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<b>Task No.</b>	<b>Date</b>	<b>3<sup>rd</sup> Quarter FY 2016 Activity or Milestone Description</b>
0	4/1/2016	Distributed updated Project Tracking Table to coalition members, SRC members and PMT
4	4/12/2016	Washington County Site Redevelopment Committee (SRC) meeting
4	4/15/2016	Vandewalle & Assoc. completed the 2nd Site Redevelopment Program (SRP) Fact Sheet for distribution
4	4/18/2016	County updated SRP website pages including adding Former Bermico SSAP
0	4/29/2016	Submittal of 6th Quarterly Report - 2nd Q FY 2016 to USEPA
FYI	4/20/2016-6/9/2016	The County received and completed an open records request for the former Bermico property located at 2100 Northwestern Ave in the City of West Bend. The matter is in litigation - Washington County Case No. 2016CV0361.
0	5/13/2016	Submitted reimbursement request to USEPA - ASAP system for \$167,436.56.
0	5/2/2016	Distributed updated Project Tracking Table to USEPA, coalition members, SRC members and PMT
4	5/26/2016	County updated SRP website pages including adding Former Niphos Coating Property SSAP
4	6/9/2016	County updated SRP website pages including adding April 12, 2016 SRC meeting handouts and presentation.
4	6/30/2016	Review SRP portion of EDWC Annual Report to County Board

<b>Former Bermico/Line Material Co.</b>		
3	4/5/2016 - 6/6/2016	Worked with Stantec and City of West Bend to determine funding structure leveraging USEPA grant funds in City application for Site Assessment Grant (SAG) to complete Phase II ESA work.
1	4/6/2016 - 4/29/2016	In response to questions from the property owner, the City Attorney and County Attorney concurred that the access agreement in place between the City of West Bend, Washington County and the owner of the Former Bermico property allows Stantec to enter the property to continue testing.
3	4/12/2016	SRC approved \$21,000 funding to fully leverage Site Assessment Grant (SAG) from the Wisconsin Economic Development Corporation (WEDC) dollars to complete assessment and investigation activities at the site.
3	5/2/2016	Final pre-demolition report sent to City of WB (incl discs)
3	5/2/2016	Final pre-demolition report sent to owner (incl discs)
3	5/2/2016	Final SSAP sent to owner and City of WB (incl discs)
3	5/2/2016	Final SSAP sent to USEPA (incl discs)
2	7/20/2016	Stantec resubmitted Petroleum ED to City of West Bend for review and approval

<b>West Bend Economic Development Corp. (WB EDC) Property</b>		
2	4/4/2016	County reviewed and approved draft Phase I ESA
2	4/12/2016	WB EDC reviewed and approved draft Phase I ESA
2	5/2/2016	Final Phase I ESA Report sent to WB EDC and City of WB (incl discs)
2	5/2/2016	Final Phase I ESA Report and signed All Appropriate Inquiries sent to USEPA (incl discs)

<b>Former Blaine Property</b>		
2 & 3	4/12/2016	SRC approved \$24,000 funding for Phase I ESA and Phase II ESA
2	7/20/2016	Stantec resubmitted Petroleum ED to City of West Bend for review and approval

<b>Former Gehl Co. Property</b>		
3	4/22/2016	Conference call with Vandewalle and Associates to discuss Gehl scope of work
3	7/20/2016	Conference call to discuss scope of work with City of West Bend

<b>Former Niphos Coatings</b>		
3	4/5/2016 - 4/11/2016	Work with USEPA to determine if WI DNR closure report is covered under USEPA Assessment Grant.
3	5/2/2016	Final SSAP sent to Village of Slinger (incl discs)
3 & 4	6/3/2016 - 6/24/2016	PMT discussions regarding potential reuse/redevelopment of site
4	7/21/2016	County Administrative Services Committee meeting - Provided information on Site Redevelopment Program and Phase II ESA results. The Committee took action to move forward with filing a WI - DNR closure report for the site.

<b>Hwy 175 / Hwy 60 Intersection</b>		
2	4/4/2016	County reviewed and approved Hazardous ED request
2	4/12/2016	Eligibility confirmed by USEPA for all 7 parcels of Hwy 175 /Hwy 60 Intersection



<b>E.H. Wolf &amp; Sons Redevelopment Project</b>		
2	4/1/2016	Stantec completed draft Hazardous ED for E.H. Wolf & Sons project for review
2	4/4/2016	Draft Hazardous ED reviewed by County and EH Wolf & Sons
2	4/7/2016	Final Hazardous ED submitted to USEPA for approval
2	4/12/2016	Eligibility confirmed by USEPA for both parcels for E.H. Wolf & Sons project
4	4/12/2016	SRC approved \$41,000 funding for EH Wolf & Sons Redevelopment project
1	4/12/2016	EH Wolf & Sons signed access agreements for both properties
1	4/13/2016	Access agreements signed by Village of Slinger
1	4/15/2016	Access agreements signed by Washington County
2	5/5/2016	Stantec completed draft of Phase I ESA report for review
3	5/6/2016	Stantec completed draft SSAP for review
3	5/9/2016	E.H. Wolf & Sons approves SSAP
3	5/10/2016	SSAP reviewed & approved by Village of Slinger & County
3	5/11/2016	Submitted SSAP to EPA for approval
2	5/11/2016	Sent Phase I ESA report to USEPA
3	5/11/2016	USEPA approved SSAP
3	5/26/2016 - 5/31/2016	On site testing by Stantec
4	5/26/2016	County presented overview of SRP to Co. Executive Committee as part of EDWC request for County Attraction Funds
3	7/14/2016	Stantec completed Phase II ESA for review
3	7/18/2016 - 7/21/2016	EH Wolf & Sons completed review of Phase II ESA
3	7/22/2016	County completed review of Phase II ESA
<b>Northern Bookend Site</b>		
1	5/2/2016 - 7/22/2016	Working with City of Harford to obtain site access agreements
1	5/4/2016	Completed access agreement with Hartford Main & State, LLC
<b>Former WB Place Property</b>		
2	7/22/2016	Stantec resubmitted updated Hazardous ED to City of Hartford for approval.

<b>Saxony Village Development</b>		
2	4/4/2016	County completed review of draft Phase I ESA
2	4/7/2016	Stantec finalized Phase I ESA for Saxony Village
3	4/20/2016	Draft SSAP completed by Stantec
3	4/25/2016	Final SSAP completed by Stantec for distribution to WDNR
3	4/26/2016	Final SSAP sent to USEPA for approval
3	5/3/2016	SSAP approved by USEPA
2	5/3/2016	Phase I ESA and signed All Appropriate Inquiries sent to USEPA (incl report disc)
2	5/3/2016	Phase I ESA sent to owners representative and Village of Germantown
3	5/27/2016	Received Phase II - Site Investigation Report from Stantec for review
3	6/6/2016	County completed review of Saxony Village Development Supplement Site Investigation Report
3	6/9/2016	Saxony Village Development Supplement Site Investigation Report sent to owner's representative and engineering consultant. Report was forwarded to the WDNR.
3	6/9/2016	Saxony Village Development Supplement Site Investigation Report sent to the USEPA
<b>Village of Jackson</b>		
3	4/22/2016	Conference call with Vandewalle & Assoc. to determine scope of work for Village of Jackson
<b>Village of Richfield - Northeast Corridor Redevelopment Opportunities Analysis Report</b>		
3	4/1/2016	Vandewalle & Assoc. completed a final draft of Northeast Corridor Report
3	4/1/2016	County sent Final Draft of Northeast Corridor Report to EPA
3	4/4/2016	County completed review of Final Draft of Northeast Corridor Report
3 & 4	4/7/2016	County and Vandewalle & Assoc presented Northeast Corridor Report to Village of Richfield Board
3	6/10/2016	Vandewalle & Assoc. completed the Northeast Corridor Redevelopment Opportunities Analysis Report

Additional milestones for the project will be added to this table as part of the next Quarterly Report.

**VII. BUDGET SUMMARY**

**Summary of Grant Expenses by Category for the Reporting Period 3<sup>rd</sup> Quarter of FY 2016**

A summary of grant expenses based on invoices paid by the County by category is provided below, including the current budget, amounts previously expended, amounts expended during the 3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016), total amounts expended through June 30, 2016, and the budget remaining as of June 30, 2016.

Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Amount Remaining
Personnel	\$ -	\$ -	\$ -	\$ -	
Travel	\$ 5,300.00	\$ 1,629.44	\$ 126.90	\$ 1,756.34	\$ 3,543.66
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 3,200.00	\$ 1,695.00	\$ -	\$ 1,695.00	\$ 1,505.00
Contractual	\$ 591,500.00	\$ 171,758.54	\$ 79,001.86	\$ 250,760.40	\$ 340,739.60
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 600,000.00</b>	<b>\$ 175,082.98</b>	<b>\$ 79,128.76</b>	<b>\$ 254,211.74</b>	<b>\$ 345,788.26</b>

**Summary of Current Budget Status by Task as of June 30, 2016**

The following is a summary of the current budget status by task as of June 30, 2016.

Task No.	Task Description	Approved Budget as of 1/18/16	Cumulative Amount Expended (through 6/30/16)	Budget Remaining as of 6/30/16	Percent of Budget Expended
0	Programmatic Activities	\$ 14,000.00	\$ 10,144.09	\$ 3,855.91	72%
1	Brownfields Inventory and Site Prioritization	\$ 59,200.00	\$ 59,164.67	\$ 35.33	99%
2	Phase I ESAs	\$ 96,000.00	\$ 49,087.93	\$ 46,912.07	51%
3	Phase II ESAs, Site Investigations, and Remedial/Reuse Planning	\$ 366,150.00	\$ 91,750.87	\$ 274,399.13	25%
4	Community Outreach and Involvement	\$ 64,650.00	\$ 44,064.18	\$ 20,585.82	68%
	<b>Total USEPA Grant</b>	<b>\$ 600,000.00</b>	<b>\$ 254,211.74</b>	<b>\$ 345,788.26</b>	<b>42%</b>

## VIII. PERFORMANCE OUTPUTS AND OUTCOMES

This section summarizes performance outputs and outcomes for the Washington County Community-Wide Coalition Assessment Grant for Hazardous Substance & Petroleum Brownfields. Proposed outputs and outcomes include:

- Completion of a community-wide inventory and prioritization of brownfields sites within the County.
- Performing Phase I and Phase II environmental site assessments (ESAs) on priority brownfields sites.
- Completion of additional site investigation and remedial action plan development for select sites for which Phase II ESAs are completed.
- Performing community outreach and education related to brownfields.
- Connecting potential business and other end-users with brownfield sites that can be a focus for redevelopment and reuse.

### *1<sup>st</sup> Quarter of FY 2016*

Several performance outputs and outcomes were accomplished in the 1<sup>st</sup> Quarter of FY 2016 including:

- ***Countywide Inventory and Prioritization*** - One significant output for this quarter was the completion of the countywide inventory and prioritization of brownfield sites. A performance outcome of this completed inventory was demonstrated at the December SRC meeting as the committee utilized the inventory scoring and ranking to determine which brownfield sites would obtain funding as part of the \$600,000 US EPA Brownfield Coalition Assessment Grant. The action taken by the SRC to fund specific sites was not done arbitrarily, but instead the action was based on:
  1. A rigorous three tiered scoring and ranking process where each tier was composed of criteria based on industry standards for gauging the level of effort and likelihood that a brownfield site would be and/or should be redeveloped.
  2. Discussion from local representatives considering each site in terms of six factors including the potential to obtain site access, site eligibility, owner cooperation, project complexity and local government capacity to oversee the project.

This decision process will be followed by the SRC when determining which sites will obtain grant funding in the future. Also part of this work included the community outreach and education related to brownfields as part of the October 15, 2015 countywide outreach event.

- ***Phase I ESAs*** - Completion of the Phase I ESA for the former Bermico Site in the City of West Bend. Submitted to the EPA on January 19, 2016.
- ***Connecting Businesses to End Users*** – The Research completed by Ady Advantage is the first step in the development of a marketing plan to connect potential business and other end-users with brownfield sites that can be a focus for redevelopment and reuse.

**2<sup>nd</sup> Quarter of FY 2016 (Jan. 1, 2016 – March 31, 2016)**

Several performance outputs and outcomes were accomplished in the 2<sup>nd</sup> Quarter of FY 2016 including:

- **Phase I ESAs** – Stantec completed and submitted Phase I ESA for the former Bermico Site in the City of West Bend to the EPA on January 19, 2016. The Phase I ESA for the WBEDC Site in the City of West Bend was completed and will be distributed in May. The Phase I ESA for Saxony Village Development in the Village of Germantown was completed and will be distributed in May.
- **Performing Community Outreach and Education** - Substantial community outreach was completed by Vandewalle & Assoc. as part the Northeast Corridor Redevelopment Opportunities Analysis. A public charrette was conducted on March 8, 2016 (see attached flyer) which began with an overview of the SRC program. Participants rotated through four stations based on specific geographic sub-areas and provided input on particular topics to each area. Participants were also provided a questionnaire in which they could further provide feedback on the plan process.

**3<sup>rd</sup> Quarter of FY 2016 (April 1, 2016 – June 30, 2016)**

Several performance outputs and outcomes were accomplished in the 3<sup>rd</sup> Quarter of FY 2016 including:

- **Phase I ESAs** – Stantec completed and submitted Phase I ESAs for the following sites:
  - WBEDC Site in the City of West Bend
  - Saxony Village Development in the Village of Germantown
  - E.H. Wolf & Sons in the Village of Slinger
- **Phase II ESAs** – Stantec completed and submitted Phase II ESAs for the following sites:
  - E.H. Wolf & Sons in the Village of Slinger
  - Saxony Village Development in the Village of Germantown
- **Performing Community Outreach and Education** - Vandewalle & Assoc. and Washington County presented the Northeast Corridor Redevelopment Opportunities Analysis to the Village of Richfield Board on April 7, 2016. The report was well received.

Vandewalle & Assoc. produced a Site Redevelopment Program Fact Sheet on April 15, 2016 that includes a summary of the inventory process, the first round of site selection for planning and environmental assessment and project budget allocation. The fact sheet was widely distributed through the County social media outlets.

Washington County continues to update the Site Redevelopment Program website at [www.co.washington.wi.us/SRP](http://www.co.washington.wi.us/SRP) with numerous updates this quarter.

**IX. IN – KIND CONTRIBUTION**

**Summary of In-Kind Contribution reported for the 3<sup>rd</sup> Quarter of FY 2016.**

Quarterly Report No. 7, 3<sup>rd</sup> Quarter Fiscal Year 2016, April 1, 2016 – June 30, 2016  
 Washington County, Wisconsin – USEPA Community-Wide Coalition Assessment Grant for  
 Hazardous Substance & Petroleum Brownfields

Name	Title	Budgeted In-kind Contribution	Previous In-kind Contribution	Total In-kind 3rd Q FY2016	Total Cumulative In-kind
<b>Washington County</b>					
Deb Sielski	Deputy Administrator	\$ 22,131.20	\$ 40,111.39	\$ 11,031.82	\$ 51,143.21
Kelly Strausberger	Planning Intern	\$ 5,267.60	\$ 428.96	\$ 96.86	\$ 525.82
Joanne Wagner	Office Manager	\$ 1,887.50	\$ 2,452.51	\$ 381.14	\$ 2,833.65
Eric Damkot	IS Manager	\$ 1,408.80			
Karen Long	GIS Analyst/Technician	\$ 2,431.20	\$ 3,469.27		\$ 3,469.27
Scott Schmidt	Highway Commissioner	\$ 1,447.44			
Kimberly Nass	County Attorney	\$ 5,610.00			
Kelly Cisar	Accounting Supervisor	\$ -	\$ 15.10		\$ 15.10
Brian Braithwaite	Real Property Lister	\$ -	\$ 30.53		\$ 30.53
Fay Fitts	Administrative Secretary	\$ -	\$ 485.47	\$ 20.99	\$ 506.46
<b>City of Hartford</b>					
Justin Drew	Dir. of Comm. Devel.	\$ 2,964.50	\$ 107.10	\$ 168.30	\$ 275.40
<b>Village of Slinger</b>					
Jessi Balcom	Village Administrator	\$ 1,405.50	\$ 485.77	\$ 172.29	\$ 658.06
Jim Haggerty	DPW Dir./V. Engineer	\$ 118.30	\$ 144.88	\$ 118.58	\$ 263.46
<b>Village of Richfield</b>					
James Healy	Village Administrator	\$ 571.20	\$ 1,393.01	\$ 99.50	\$ 1,492.51
<b>Village of Jackson</b>					
John Walther	Village Administrator		\$ 325.00	\$ 97.50	\$ 422.50
Brian Kober	DPW Dir./V. Engineer		\$ 120.00		\$ 120.00
<b>City of West Bend</b>					
	City Admin. /Devel. Dir.	\$ 1,717.98	\$ 1,114.48		\$ 1,114.48
Mark Piotrowicz	City Planner/Oper. Mgr.	\$ 778.32	\$ 270.41		\$ 270.41
Ashley Mukasa	Econ. Devel Mgr.		\$ 79.11		\$ 79.11
Jim Reinke	City Planner		\$ 73.50		\$ 73.50
	Build. Inspect.		\$ 41.65		\$ 41.65
<b>EDWC</b>					
Christian Tscheschlok	Exec. Director	\$ 9,096.63	\$ 11,426.05	\$ 2,020.02	\$ 13,446.07
Deborah Reinbold	Bus. Solutions Specialist	\$ 5,626.92	\$ 542.33		\$ 542.33
		<b>\$ 62,463.09</b>	<b>\$ 63,116.52</b>	<b>\$ 14,207.00</b>	<b>\$ 77,323.52</b>

### **Attachments**

1. April 13, 2016 - West Bend Daily News Article on SRC Meeting
2. SRP Fact Sheet – SRP Selects First Sites for Assessment and Reuse Planning in 2015-2016
3. Northeast Corridor Redevelopment Opportunities Analysis Report