1. **Applicant Identification**
   City of Tallulah
   204 North Cedar Street
   Tallulah, Louisiana 71282

2. **Funding Requested**
   a. **Assessment Grant Type**: Community-wide
   b. **Federal Funds Requested**
      i. $500,000
      ii. Not Applicable

3. **Location**
   a) City of Tallulah b) Madison Parish c) Louisiana

4. **Target Area and Priority Site/Property Information**
   **Target Area**: Census Tract 9604 (22065960401)

   **Priority Sites:**
   Automotive Repair Service Building – 516 East Green Street Tallulah, LA 71282
   Former Fueling Station – 117 East Green Street Tallulah, LA 71282

5. **Contacts**
   a. **Project Director**
      Yvonne Lewis, Executive Administrative Assistant
      (318) 574-0964
      ylewis@tallulah-la.gov
      204 North Cedar Street, Tallulah, Madison Parish, Louisiana 71282

   b. **Chief Executive/Highest Ranking Elected Official**
      Charles Finlayson, Mayor
      (318) 574-0964
      mayorfinlayson@tallulah-la.gov
      204 North Cedar Street, Tallulah, Madison Parish, Louisiana 71282

"This Institution is an Equal Opportunity Employer/Provider"
6. Population
   City of Tallulah, Louisiana – 6,851 (US Census: 2015–2019 American Community Survey)

7. Other Factors

<table>
<thead>
<tr>
<th>Other Factors</th>
<th>Page #</th>
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<tbody>
<tr>
<td>Community population is 10,000 or less.</td>
<td>4</td>
</tr>
<tr>
<td>The applicant is, or will assist, a federally recognized Indian tribe or United States territory.</td>
<td>N/A</td>
</tr>
<tr>
<td>The priority site(s) is impacted by mine-scarred land.</td>
<td>N/A</td>
</tr>
<tr>
<td>The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).</td>
<td>N/A</td>
</tr>
<tr>
<td>The priority site(s) is in a federally designated flood plain.</td>
<td>N/A</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.</td>
<td>N/A</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will incorporate energy efficiency measures.</td>
<td>N/A</td>
</tr>
<tr>
<td>30% or more of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.A., for priority site(s) within the target area.</td>
<td>N/A</td>
</tr>
<tr>
<td>The target area(s) is located within a community in which a coal-fired power plant has recently closed (2011 or later) or is closing.</td>
<td>N/A</td>
</tr>
</tbody>
</table>

8. Letter from the State or Tribal Environmental Authority
   See attached

9. Releasing Copies of Applications
   Not Applicable
October 11, 2021

Yvonne Lewis  
Executive Administrative Assistant  
City of Tallulah  
204 N. Cedar Street  
Tallulah, LA 71282  

RE: Louisiana Department of Environmental Quality acknowledgement of City of Tallulah’s FY22 Community-Wide Brownfield Assessment Grant Application to the U.S. Environmental Protection Agency

Dear Ms. Lewis:

Thank you for your efforts to enhance Louisiana’s environment, economy, and quality of life by addressing environmental concerns at vacant and underutilized sites in your community through the Brownfields Program. The Louisiana Department of Environmental Quality (LDEQ) acknowledges the City of Tallulah’s application for a Community-Wide Brownfields Assessment Grant to address sites in your Main Street corridor under the federal Small Business Liability Relief and Brownfields Revitalization Act and the Brownfields Utilization, Investment and Local Development Act, and recognizes that the City of Tallulah will be conducting assessment activities in LDEQ’s jurisdiction.

We look forward to partnering with you to facilitate the redevelopment of Brownfield sites in Louisiana! Please contact me at (504) 736-7069 or Rebecca.Otte@LA.gov if you have any questions or need further assistance.

Sincerely,

[Signature]  
Rebecca Otte  
Brownfields Coordinator  
Remediation Division

cc: Imaging Operations – IAS AI 178641
City of Tallulah, LA
FY22 Brownfield Assessment Grant
Narrative
1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields

i. Background and Description of Target Area: The City of Tallulah was founded in 1857 and is now the seat of Madison Parish. Tallulah is known for its historical agricultural production of cotton, corn, and rice. The City used to be considered a lumber mill town, with the Chicago Mill and Lumber dominating local industry from its site on the west side of town. However, the mechanization of agriculture led to the decline of local mill and agricultural industries. Since that time, the number of local jobs has continually fallen, along with the City’s population. The local mill closed in 1970, further exacerbating local economic problems. From 2000 to 2010, the City experienced a 20% decrease in population and an additional 9% decrease from 2010 to 2019. In addition to loss of industry in the area, natural disasters have wreaked havoc. On April 24, 2010, an EF4 tornado touched down just outside Tallulah, causing damage to a tanker at a chemical plant which caused numerous injuries and destroyed homes.

The City has focused on a Seven Point Strategic Plan which aims to improve infrastructure and economic development within the Original Town target area. Original Town was once considered the central hub of Tallulah but has fallen into severe deterioration and blight over the past several decades, posing environmental dangers to the residents. The target area consists of 17 city blocks within Census Tract (CT) 9604. This target area is home to a large minority sensitive population (99% African American) with several economic disadvantages, including a large demographic living in poverty (58%). The City recognizes that the properties within this area need environmental assessment to move forward with planned redevelopment. With assistance from this grant, the City intends to further implement its Seven Point Strategic Plan and bring back the Tallulah that was known for its productivity and innovation.

ii. Description of the Priority Brownfield Site(s): Original Town, once booming with commercial businesses, is currently half vacant with dilapidated historic buildings that have been subject to graffiti, overgrown vegetation, and dumping. The City has preliminarily identified 15 potential brownfield sites which include former fueling stations, automobile service facilities, and dry cleaners. The City has confirmed access to at least two sites and is currently negotiating site access for the remaining sites. Additional properties will be identified and prioritized with input from target-area residents and project partners during a thorough site inventory process. In addition, the City will create Brownfields Revitalization Plan as part of this grant to determine “feasible and actionable approaches to reusing and improving the sites.”

The City has identified two Priority Sites whose redevelopment is paramount to fulfilling the City’s redevelopment plans.

The historical Automotive Repair Service Building – 516 East Green Street: This site is located along the eastern boundary of the target area. The 20,000 square foot historical building located on a 0.25-acre lot is within the historical district of Tallulah. According to regulatory documents, the facility historically operated as an automotive service repair facility. Records indicate the facility provided auto body repair and painting services and was a generator of several hazardous wastes. The duration of operations is unknown; however, wastes used during automotive repair operations can cause soil and ground water contamination when improperly handled. Commonly identified contaminants associated with automotive repair are Total Petroleum Hydrocarbons (TPH), Benzene, Toluene, Ethylbenzene and Xylene (BTEX), Polycyclic Aromatic Hydrocarbons (PAH), and heavy metals. Due to the age of the building,
there is a high potential for **asbestos and lead-based paint**. The facility currently sits derelict with broken windows, structural damage, and mold, and is within walking distance of City government buildings and residential developments. The facility is relatively accessible with no fencing or properly secured windows. The City’s redevelopment consideration for the site will be a public learning and wellness center. The City is currently in the process of securing site access for environmental assessment.

**Former Fueling Station – 117 East Green Street:** This 0.5-acre site holds a 600 square foot derelict, abandoned building that has sat vacant for decades. The site is currently owned by the City and is readily accessible. The structure rests on broken concrete slabs with exposed Underground Storage Tank (UST) piping and former fuel island pumps. The USTs were installed and likely abandoned in place without regulatory oversight or monitoring, which would lead to the release of **TPHs, BTEX, PAHs, and heavy metals**. With heavy foot traffic near the site and the hazardous exposed piping and potential contamination, assessing, cleaning up, and returning this priority site to commerce is not only necessary for economic growth, but the safety of the community. The priority sites, like many others in the target area, have fallen to pieces with multiple points of access, such as broken walls or missing windows, posing a major safety issue. Based on the age of the buildings within the target area, it is likely that the materials used during construction and subsequent renovations contain **asbestos and lead**. The City intends to remediate the hazardous materials and demolish or revitalize the current on-site building after assessment for redevelopment as a mixed-use facility.

**b. Revitalization of the Target Area**

i. **Reuse Strategy and Alignment with Revitalization Plans:** City leadership recognizes the need to continue its focus on the Original Town target area by addressing potential brownfield sites. Because of the concentration of identified brownfield sites throughout the compact target area, a **Brownfields Revitalization Plan** has been budgeted in this project to ensure a successful strategy that addresses community needs. In addition to this brownfield-focused plan, the City has established plans which will further the area’s revitalization bringing prosperity back to the target area; such plans include the **City of Tallulah Seven Point Strategic Plan**, which is intended to be implemented through 2024 and the **Local Foods, Local Places Community Action Plan** of 2017.6

The purpose of the Local Foods, Local Places Community Action Plan is to create and strengthen connections between local food and healthy living, beautify and revitalize downtown, and advance community and school garden initiatives. This plan is supplemented by the City of Tallulah Seven Point Strategic plan, which aims to improve infrastructure, economic development, and quality of life for every Tallulah resident. These plans lay the foundation to develop and redevelop strategic sites and buildings within the target area. The redevelopment of the **Automotive Repair Service Building** as a potential wellness center and the **Former Fueling Station Priority Site** directly aligns with the seven points of the City’s Strategic Plan by improving infrastructure, providing new economic opportunities, and improving the quality of life throughout the City. By assessing and redeveloping these priority sites, the City intends to transform this area into mixed-use properties comprised of greenspace, outdoor amenities, paved walkways, and retail units. The development of an educational and wellness center would provide the community with much-needed health resources for all members of the community in addition to creating a safer, healthier community. Additionally, the demolition and subsequent remediation of the Former Fueling Station priority site will provide a safer space for citizens in a high traffic pedestrian area.

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6 [https://www.ams.usda.gov/sites/default/files/media/LFLPTallulahLA.pdf](https://www.ams.usda.gov/sites/default/files/media/LFLPTallulahLA.pdf)
ii. Outcomes and Benefits of Reuse Strategy: The City’s commitment to creating a safe, economically stable, and community-centered downtown is evident in the resources the City has dedicated through their Strategic Seven Point Plan. However, areas within the Original Town target area (CT 9604) disrupt the cohesion of the area between valuable residential and recreational resources. The City’s priority sites, as well as several other blighted properties, are located along the downtown area has been the focus of the City’s efforts and designated as the City’s historical district. Assessment and subsequent clean-up of blighted, vacant parcels would revitalize the downtown area by increasing viable business opportunities and their subsequent tax-base, providing an economic benefit to the sensitive populations of community.

Similarly, the Former Fueling Station, another priority site, is located west of dense residential developments. Its current condition as an abandoned facility open to illegal dumping and other undesirable activities diminishes the appeal of the area to prospective residential or commercial development and discourages the surrounding residential occupants from wanting to stay in the area. The assessment and remediation of brownfield sites throughout Original Town and priority sites will further the City’s redevelopment goals by removing the blight and environmental stigma surrounding these sites, which will encourage business development and bring the much-needed boost to the economy the locals have been working toward. The proposed redevelopment as a wellness center (Automotive Repair Building Priority Site) and mixed-use property (Former Fueling Station Priority Site) aligns with the City’s plans and will have a strong positive impact on the community providing both economic and non-economic benefits. Assessment and subsequent clean-up of both priority sites would not only provide much needed economic opportunities for existing and prospective business owners but would also enhance the comprehensive progress the City is trying to achieve.

Original Town is a prime example of a disadvantaged community. The residents suffer from low income and high poverty rates and live within a distressed neighborhood due to outsourcing of the farming industry, recent natural disasters, and the historical blight and contamination from automotive service and fueling stations throughout the target area. The disproportionate environmental stressor burden from these past industrial practices may be causing unnecessary negative health consequences. With the City’s Seven Point Strategic Plan and new business development at the two priority sites, residents can break free from the decades of environmental and socioeconomic hardships that have plagued the City.

c. Strategy for Leveraging Resources i. Resources Needed for Site Reuse: The City is making every effort to secure additional funding to further their brownfield redevelopment goals. According to the Department of Housing and Urban Development (HUD), almost 40% of the entire City is a Low to Moderate Income (LMI) community, with LMI equaling 80% or below of an area’s median income. The Original Town target area is located within the Tallulah Historical District, which would allow the City to use historical tax credits for the revitalization of remediated brownfield sites and blighted structures to help pave the way for future reuse. The City is eligible to apply for CDBG for the removal of blight through demolition. The City will work with the Madison Parish Chamber of Commerce and other project partners to ensure the target area is marketed to interested developers and investors to further redevelopment. As a unit of local government, the City will continue to pursue state and federal grant funding as well as private-public partnerships. Additional funding options include the Louisiana Department of Environmental Quality’s (LDEQ) Brownfield Cleanup Revolving Loan Fund for loans that facilitate the cleanup of brownfield sites within Tallulah. In early 2021, the Louisiana Division of Administration (LDOA) Office of Community Development announced availability of
Brownfield funding for future assessment and remediation. The City will apply for EPA Brownfield Cleanup grant funding for remediation of sites as needed to further redevelopment.

ii. Use of Existing Infrastructure: In accordance with the City’s 7 Point Strategic Plan, infrastructure improvements are a major goal for the City. Where possible, the City intends to use existing, or newly improved, infrastructure (roads, power, water/sewer) within the target area. In the event existing infrastructure needs repair or replacement, beyond planned improvements, the City will look to state funding sources such as the Community Development Block Grants and/or historical tax credits to supplement its current budget allocation for repair, maintenance, and new installation of infrastructure.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

a. Community Need

i. The Community’s Need for Funding: Like many smaller towns across the country that have struggled to meet the transformations brought about by globalization and the information economy, Tallulah is actively seeking stability, prospects, and a pathway toward growth. With only limited funding available to the City as a result of its reduced tax base, only slight progress can be made. Future progress is further burdened by the substantially growing need to remove severely blighted structures from properties that represent a hazard to the community.

The Original Town target area is home to a community in need of revitalization. The population of those residing in the target area (CT 9604) is 1,566, nearly 23% of the City’s total population of 6,851, and is concentrated in a relatively small footprint. Residents suffer from low income as shown by the median and per capita income $17,188/$9,238 which is astoundingly less than the national averages ($62,843/$34,103). The percent of all people below the poverty level in the target area is 58%, triple the average of the state (19%) and more than quadruple the national (13%) average.

As evidenced by these statistics, residents have been suffering from blight and a lack of industry for years. Currently City funds are primarily used for basic services such as police, fire, and sanitation. The City is in great need of financial assistance to assess brownfields within the target area. With the low-income population, raising taxes to fund additional projects is impossible, but funding assistance from an EPA Brownfield Assessment Grant will pave the way for economic prosperity, drastically improving the quality of life for those who reside in Original Town.

ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations: Within CT 9604 the sensitive population includes impoverished and minority populations, youth, and women. African Americans make up 99% of the population, which is more than eight times higher than the national average (13%). The impoverished sensitive populations within CT 9604 include families with children under five living in poverty (100%), youth under eighteen (38%), families with female householder with children (55%), and all people below the poverty level (58%) which is significantly higher than the national averages (15%, 23%, 27%, 13%).

Neighborhoods’ incidence of violent crime is related to an array of intertwined characteristics, including poverty and inequality, job access, residential instability, and historical land use. These characteristics can be both the cause and result of violent crime. While Tallulah’s overall crime rate has fallen in recent years, statistics for 2019 show the City’s violent crime rate (276.1) consistently and significantly exceeds that of the national average (205.8). Blighted properties provide opportunities for criminal activity. With blighted and abandoned structures more prevalent in low-income and minority neighborhoods, increased crime rates largely impact already distressed communities.

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7 US Census American Community Survey 2015–2019
8 https://crimegrade.org/safest-places-in-tallulah-la/
Collaboration with government, social institutions, and individuals is key to empowering the population toward healthy communities. Reducing the concentration of blighted and derelict properties in an area discourages criminal activity and encourages the use of outside infrastructure (sidewalks, parks, recreational facilities). Redevelopment and reuse of these priority sites as a proposed public learning and wellness center and commercial facility will achieve these outcomes and will meet the objectives specifically identified in the City of Tallulah’s Seven Point Strategic Plan. This increase in outside activities promotes healthier choices which are vital considering the well-documented increase in diseases, poor health, and other detrimental lifestyle practices in low-income and minority populations and communities. Making communities more accessible and walkable decreases the mental and physical impacts of a sedentary lifestyle. By addressing the blight and crime, residents will spend more time walking throughout the target area to parks, churches, and places of employment. Within the CT, **28% of households do not have access to a vehicle**, which is three times higher than the state and national averages, making walkability an extremely important part of their lives. This is especially pertinent since the **target area and surrounding areas are a USDA Food Desert with all surrounding census tracts also being a USDA food Desert**. Within the target area **53% of citizens rely on food stamps**, compared to the national average of **12%**. The identification of contaminants and subsequent remediation will allow for the redevelopment of brownfield sites throughout Original Town, greatly reducing threats to the sensitive populations by creating new job opportunities to help them transition out of the cycle of poverty.

(2) **Greater Than Normal Incidence of Disease and Adverse Health Conditions**: Original Town, once bustling with activity and industry, now lies derelict and abandoned. The petroleum and hazardous substances on the potential brownfield sites are a cause for concern, especially as potential contaminants could be affecting the health of the sensitive populations in the target area. Original Town is home to several abandoned automotive service and fueling stations that are commonly associated with **TPHs, BTEX, PAHs, and heavy metals** contaminating soils and groundwater. Additionally, due to the age of many of the historical buildings in the City, lead and asbestos pose a significant threat. Sensitive populations are the most at risk when it comes to disease and health conditions that can arise from brownfield sites. **Lead paint and asbestos** exposure typically associated with aging structures poses increased risks to sensitive populations, especially in the target area’s African American and other minority populations, children, and those living in poverty. According to the EJ Screen Report, the **City is in the 78th percentile for lead-based paint indicator**. Lead exposure can result in severe health and developmental consequences in infants and children and asbestos exposure can result in many forms of cancer.

Within Louisiana, **cancer is the second leading cause of death** with a rate (175 per 100,000) higher than the US average (152 per 100,000). Additionally, according to the EPA EJ Screen Report, the target area ranks in the **70th–80th percentile for NATA Cancer Risk within the US**. In a 10-year data analysis conducted by the National Cancer Institute, African American males had a higher cancer incidence rate than Caucasian males and females. These statistics are disconcerting considering the target area’s population consists of 99% African American citizens.

Original Town residents experience high rates of death, not only from cancer, but also from respiratory and autoimmune diseases. According to the EPA EJ Screen Report, the Original Town target area is in the **70th–80th percentile for respiratory hazards**. It is estimated that **11% of**

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2. Louisiana Department of Health Site - http://www.ldh.la.gov/index.cfm/page/705
3. National Cancer Institute statecancerprofile.cancer.gov
children in Louisiana have asthma. The prevalence of asthma among children varies by race, age, and income. By race, the prevalence is highest among African Americans at nearly 16%. The prevalence of asthma also increases with decreasing levels of income, with the highest prevalence rate of nearly 20% among populations below the federal poverty level.

The redevelopment of priority sites with the help of EPA Brownfield grant funding will identify contaminants, reduce potential exposure of heavy metals, PAHs, PCBs, and lead paint, and mitigate potential sources of contaminant vapor intrusion within the target area, thereby reducing the risk of cancer, lung disease, premature death, and illnesses for sensitive populations within the target area.

(3) Promoting Environmental Justice: Due to the negative environmental consequences caused by the plethora of abandoned and blighted properties in conjunction with the disproportionate and cumulative impacts from the loss of industry, crime and poverty have overrun the community. This is compounded by the target area’s extremely low median household income ($17,188) and high poverty rates (58%). EPA EJ Screen Report places the target area in the 96th percentile for people of color population, 98th percentile for low-income population, and 86th percentile for those with less than a high school education in the US, further showing the need for redevelopment for the target area’s sensitive populations. As the years have gone by, the negative environmental consequences have scared away potential investors, causing the blighted, dilapidated, and vacant buildings to sit idle. The historic industrial and commercial practices common at automotive service and fueling stations, as well as other industrial operations, have created environmental concerns throughout the target area that are disproportionately impacting low-income communities of color. The toxic chemicals that have historically been used at priority sites in the target area include, but are not limited to, TPHs, BTEXs, PAHs, and heavy metals, which can cause serious adverse health conditions for the target area’s sensitive populations of non-white minorities (99%) and further stress the area’s high risk for cancer. The negative environmental effects of former industrial practices, the brownfield sites which remain unaddressed, and the lack of new industry coming into the area can be seen throughout the Original Town target area. With the assessment and remediation of brownfield sites made possible by the EPA Brownfield funding, these environmental justice issues can slowly change, bringing job opportunities and economic prosperity back to this section of the city, drastically changing the lives of the target-area residents.

b. Community Engagement
   i. Project Involvement &
   ii. Project Roles The following have been identified by the City as project partners who will assist in the process of site selection and prioritization, cleanup, and future redevelopment of brownfield sites for this assessment project.

<table>
<thead>
<tr>
<th>Name of Org.</th>
<th>Point of Contact</th>
<th>Specific involvement in the project or assistance provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northeast Louisiana Economic Alliance (NELA)</td>
<td>Tana Trichell 318-623-9013 <a href="mailto:ttrichell@nelea.us">ttrichell@nelea.us</a></td>
<td>The NELA is an economic development organization in Northeast Louisiana working regionally to link communities to opportunities for jobs and to maximize resources within the communities, state, and federal government for the benefit, use, and development of a strong regional rural economy. NELA will assist with future reuse planning, as well as financial fundraising and community outreach assistance.</td>
</tr>
<tr>
<td>Madison Chamber of Commerce</td>
<td>Mary Trichell, Vice President 318-574-9177 madisonport@bayo u.com</td>
<td>Madison Chamber of Commerce is a private, non-profit business advocacy organization that provides a wide variety of valuable member services and strives to deliver the kind of benefits that offer a true competitive advantage to member businesses. The Chamber will assist with future reuse planning, as well as fundraising.</td>
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14 US Census American Community Survey 2015-2019
The Tallulah Beautification Commission is a grassroots, non-profit organization composed of citizens who have come together in friendship and service to better their community. They will assist with community outreach to local business by informing them of project status.

LaMATS assists municipalities in meeting the many challenges and requirements of local government. LaMATS will assist with site identification and prioritization.

iii. Incorporating Community Input: The City has worked diligently to improve historical downtown Tallulah, identified as Original Town, by partnering with local, state, and federal entities. City and parish goals have been to repair, rebuild, and remediate blighted properties throughout Original Town. The City has held numerous meetings discussing how the community and their partners can enhance the City. The City also held intercity administrative meetings and work sessions throughout 2021 to discuss the City’s brownfield initiatives and intends to hold additional community meetings, supporting the City’s goal to provide fiscally responsible and transparent leadership.

The City understands that informing the public and gathering their input is essential to furthering redevelopment initiatives within a community. A Community Involvement Plan (CIP) will be created to explain planned community engagement activities, project schedule, project background, and key players and will be made available for review at the Tallulah City Hall. The planned community meetings and engagement activities will be held within the identified target area of Original Town and promoted with print handouts and online posts. The City will host in-person and online meetings and will record and publish meeting minutes to provide all target-area residents’ input and suggestions. If residents provide additional sites for assessment, the City will add them to the inventory and will prioritize the sites based on need and the City’s Brownfield Program goals. The City will review and respond to all comments, questions, and requests posed by citizens in meetings or via online publication within two weeks of receipt.

The City will hold several brownfield informational sessions for local community leaders, project partners, developers, and citizens. The sessions will define brownfields and discuss the City’s anticipated success with their Brownfield Program efforts, potential sites identified within the target area, and how target-area residents and project partners can be involved in the process. With the ongoing COVID-19 pandemic, the City realizes using multiple forms of media to communicate information about the Brownfield Program will ensure a wider reach throughout the community. COVID-19 has necessitated socially distanced options for the most sensitive populations in the community; therefore, the City will provide staff to reach citizens via social media such as Facebook and Text My Gov, the City’s website, local publications, and news programming, to ensure all residents have the opportunity to connect and engage. In addition, City staff will provide project information during the regularly scheduled City meetings and community educational meetings. In the event non-English-speaking individuals are present at events, a translator will be made available.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS
a. Description of Tasks/Activities and Outputs: The City of Tallulah is requesting a US EPA Brownfields Assessment Grant in the amount of $500,000 for community-wide assessment.

Task 1: Outreach

i. Project Implementation: The City’s Brownfield Project Director will develop a Community Involvement Plan (CIP), outreach materials, Brownfield Project website, and social media posts with the assistance of the environmental consultant (consultant). City staff will lead the community meetings (virtual/online during COVID-19 and in person post COVID-19) to keep the public informed on project plans and updates.
<table>
<thead>
<tr>
<th>Task 2: Site Inventory</th>
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<tbody>
<tr>
<td><strong>Project Implementation:</strong> The City’s Brownfields Project Director will work with the residents living in the target area during community meetings to create a thorough site inventory for assessment. Although 15 potential brownfield sites have been identified by City Staff, additional abandoned and underutilized properties identified by the residents of the target area will be researched further by City staff using the Madison Parish property assessor’s website and records. Once a list is compiled, the consultant will work with City staff to create an evaluation ranking tool with the help of residents to determine the order in which the sites will be addressed.</td>
</tr>
<tr>
<td><strong>Anticipated Project Schedule:</strong> A community meeting held in the 1st quarter will continue the preliminary inventory process begun with this application, with the evaluation ranking process taking place in the 3rd quarter &amp; continuing throughout the grant project.</td>
</tr>
<tr>
<td><strong>Task/Activity Lead:</strong> City: Yvonne Lewis – Executive Administrative Assistant/Brownfield Project Director</td>
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<tr>
<td><strong>Outputs:</strong> CIP, Brownfield Website, 3 Community Meetings, Brochures/Handouts, Social Media Posts, Summary of Community Meetings in EPA required Quarterly Reports.</td>
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<th>Task 3: Assessment</th>
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<td><strong>Project Implementation:</strong> The consultant will conduct Environmental Site Assessment (ESA) activities at sites selected and ranked through the Site Inventory Task, starting first with the two priority sites listed in this application. ASTM-AAI compliant Phase IIs; Generic Quality Assurance Project Plan (QAPP); Phase IIs which will include the SS-QAPP; lead-based paint and asbestos surveys. Prior to assessment, site access agreements and property eligibility determinations approval will be obtained.</td>
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<tr>
<td><strong>Anticipated Project Schedule:</strong> Activities to begin in the 2nd quarter and will continue throughout the project.</td>
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<td><strong>Task/Activity Lead:</strong> The consultant will implement the technical aspects of the project with oversight from the City: Yvonne Lewis – Executive Administrative Assistant/Brownfield Project Director.</td>
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<td><strong>Outputs:</strong> 15 Phase I ESAs, 1 Generic QAPP, 11 Phase II ESAs including SS-QAPP, 15 lead-based paint and asbestos surveys. Site Access Agreements and Property Eligibility Determinations.</td>
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<th>Task 4: Remediation/Reuse Planning</th>
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<td><strong>Project Implementation:</strong> For projects identified for cleanup, the consultant will prepare the Analysis for Brownfields Cleanup Alternatives (ABCA) and/or Cleanup Plans. Cleanup planning will include evaluating cleanup alternatives, calculating cleanup costs, and determining site appropriate remediation and/or reuse planning to reduce health/environmental risks. A qualified planner will prepare a Brownfield Revitalization Plan for the target area per EPA planning guidelines. The consultant will assist the City in hosting charrettes/visioning sessions (virtual or in person depending on COVID restrictions) to be held for key properties.</td>
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<td><strong>Anticipated Project Schedule:</strong> Plans &amp; Charrettes to begin in the 6th quarter and will continue throughout the grant project. Brownfield Revitalization Plan to begin in the 3rd quarter.</td>
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<tr>
<td><strong>Task/Activity Lead:</strong> The consultant will implement the technical aspects of the project with oversight from the City: Yvonne Lewis – Executive Administrative Assistant/Brownfield Project Director.</td>
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<td><strong>Outputs:</strong> 4 ABCAs, 2 Vision Sessions/Charrettes, 1 Brownfields Revitalization Plan</td>
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<th>Task 5: Programmatic Support</th>
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<td><strong>Project Implementation:</strong> The City’s Brownfields Project Director will procure an environmental consultant to assist with the Brownfield Grant Project. The City’s Brownfields Project Director will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement Work Plan, schedule, and terms and conditions. The consultant will assist the City in completing ACRES Database</td>
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Supplies are budgeted for the printing of outreach materials (brochures/handouts) and office supplies to manage the grant.
City of Tallulah, LA
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Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, and all additional Programmatic Support for the three-year term of the grant. The City staff travel budget allows for two staff to attend two national/regional/grantee brownfield training conferences/workshops.

ii  Anticipated Project Schedule: Procurement of consultant to be complete in the 1st quarter. ACRES Reporting begins in the 1st quarter & Quarterly Reporting begins in the 2nd quarter and continues throughout the grant project. Annual Reporting and Forms created in 5th quarter, 9th quarter, and during final close out.

iii  Task/Activity Lead: City: Yvonne Lewis – Executive Administrative Assistant/Brownfield Project Director

iv  Outputs: Procured QEP. ACRES Database Reporting, 3 Annual Financial Reports, 12 Quarterly Reports, 3 MBE/WBE Forms, Programmatic Support for the three-year grant period. Two staff to attend two conferences.

b. Cost Estimates: Below are the anticipated cost estimates for this project based on past brownfield projects as determined by local market standards with contractual hourly rates based on the skills needed for the specific tasks. The budget for this project includes travel, supplies and contractual costs only. Seventy-four (74%) of the budget will be spent on the Assessment Task.

Task 1 Outreach: Contractual: Community Involvement Plan $5,000 (40hrs x $125), Brownfield Website, Outreach Brochure/Handouts, Social Media Posts $2,000 (16 hrs x $125), 3 Community Education Meetings $6,000 ($2,000/meeting). Supplies: Outreach Supplies (printer color [$1 per page], paper [$25 per box], pens [$5 per pack], Post-its [$5 per pack]) $1,500.

Task 2 Site Inventory: Contractual: Potential Brownfield Site Inventory and Evaluation Ranking Tool Creation $8,000 (64hrs x $125) Task 3 Assessment: Contractual: 15 Phase I ESAs $3,200 each for a total of $48,000, 1 Generic QAPP $5,000, 15 lead-based paint and asbestos surveys $3,500 each totaling $52,500, 11 Phase II ESAs including SS-QAPP at $24,000 each for a total of $264,000. Task 4 Remediation/Reuse Planning: Contractual: 4 ABCAs $6,500 for a total of $26,000, 2 Vision Sessions/Charrettes $5,000 ($2,500/meeting), 1 Brownfields Revitalization Plan $50,000 (Planner: 130hrs x $150; Market Analysts: 112hrs x $125, Environmental Professional: 110hrs x $150).

Task 5 Programmatic Support: Contractual: ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, Programmatic Support for the three-year grant period $22,000 (176hrs x $125). Travel: Two staff to attend two conferences $5,000 (flights at $750, 3 nights in hotel at $350, incidentals and per diem at $150 x 2 attendees).

c. Measuring Environmental Results: To ensure this EPA Brownfield Project is on schedule, the City’s internal Brownfields Team, which will include the consultant, will meet quarterly to track all outputs identified in 3.a using an Excel spreadsheet and will report all progress in fulfilling the scope of work, goals, and objectives to the EPA via quarterly reports. In addition, project expenditures and activities will be compared to the projects schedule to ensure the grant project will be completed within the three-year time frame. Site specific information will be entered and tracked in the ACRES database. The outputs to be tracked include the number of neighborhood meetings, public meetings, meetings with community groups and community partners, environmental assessments, ABCAs, and cleanup redevelopment plans. The outcomes to be tracked include community participation, acres assessed, acres ready for reuse, redevelopment dollars leveraged, and jobs created. In the event the project is not being achieved in an efficient
manner, the City has countermeasures in place to address this problem. The City will make monthly calls to their EPA Project Officer and if needed create a Corrective Action Plan to help the project to get back on schedule.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE
   a. Programmatic Capability
      i. Organizational Capacity
      ii. Organizational Structure
      iii. Description of Key Staff: The City of Tallulah has demonstrated through current and previous grant opportunities their dedication and capability to properly manage any opportunity when it comes to the betterment of their community. The City has formed their internal Brownfields Project Team with support of long-term city staff and community members. Ms. Yvonne Lewis will serve as the Brownfields Project Director. Ms. Lewis has written and managed several grants for the City. She is a graduate of UNLV with a bachelor’s degree in Mass Communication with an emphasis in Public Relations. She has held her position of Executive Administrative Assistant with the City for six years. She will be responsible for the day-to-day activities, timely and successful expenditure of funds, and completion of administrative requirements. Mr. Charles Finlayson, Mayor of Tallulah will act as the Brownfield Program Manager. Mr. Finlayson became Mayor of Tallulah in December of 2019. He is a Tallulah native and has served the City for over 33 years. During his time in office, he has participated in several innovative, citizen-based initiatives to improve the quality of life in Tallulah. Mr. Gerald Odom, who graduated from Louisiana Tech with a BA and MBA in Accounting, will serve as the Brownfields Director of Finance. Mr. Odom has 35 years of experience in the accounting field, serving with the City for 22 years. He has written and managed several grants for the City. He will be responsible for the financial requirements of the grant and the use of the ASAP.gov drawdown system. A qualified environmental consultant will assist with the technical and reporting portions of the project.
   iv. Acquiring Additional Resources: Using local contracting requirements and procurement process, the City will procure a qualified environmental consultant to assist with technical and reporting portions of the Brownfield Community-wide Assessment, in addition to any other contractors needed to complete the project. The City will ensure compliance with the EPA’s “Professional Service” procurement process.

b. Past Performance and Accomplishments
   ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements: (1) Purpose and Accomplishments: The City was awarded an American Rescue Act Plant (ARPA) grant in the amount of $2.4 million in 2021. This grant is intended for the City’s Water Plant Rehabilitation, thus far approximately $1.2 million in funds have been received. The City plans to use a small portion of these funds to install new aerators to the sewer plant. The remaining funds will be used for the Water Rehabilitation Project, currently projected to cost $7.8 million. The City has split the rehabilitation into phases which will be funded by a combination of grants, loans, and city funds. The City was awarded Louisiana Government Assistant Program (LGAP) in the amount of $38,800 in 2021 for the purchase of a dump truck for the Streets Department. The City is awaiting a Cooperative Endeavor Agreement from the State. Both grants are managed by the same team who will be managing the City’s Brownfield Program. (2) Compliance with Grant Requirements: The City outlined its objectives, budget, tasks, and overall quality assurance of all active grants. Currently the City is in full compliance with the ongoing grant projects. The City is on schedule with all active grants and has an excellent history of timely reporting with all award agencies. Ms. Lewis is skilled in project management and is personally monitoring all grant activities to ensure compliance with all financial and reporting requirements. She and Mr. Odom will be able to use the EPA ACRES system as they currently track all grant progress in-house.
City of Tallulah, LA
FY22 Brownfield Assessment Grant
Threshold Criteria
Threshold Criteria

1. **Applicant Eligibility**
   The City of Tallulah, Louisiana, is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as a general-purpose unit of local government as defined under 2 CFR §200.64.

2. **Community Involvement**
   The City has worked diligently to improve historical downtown Tallulah, identified as Original Town, by partnering with local, state, and federal entities. City and parish goals have been to repair, rebuild, and remediate blighted properties throughout Original Town. The City has held numerous meetings discussing how the community and their partners can enhance the City. The City also held intercity administrative meetings and work sessions throughout 2021 to discuss the City’s brownfield initiatives and intends to hold additional community meetings, supporting the City’s goal to provide fiscally responsible and transparent leadership.

   The City understands that informing the public and gathering their input is essential to furthering redevelopment initiatives within a community. A Community Involvement Plan (CIP) will be created to explain planned community engagement activities, project schedule, project background, and key players and will be made available for review at the Tallulah City Hall. The planned community meetings and engagement activities will be held within the identified target area of Original Town and promoted with print handouts and online posts. The City will host meetings and will record and publish meeting minutes to provide all target-area residents’ input and suggestions. If residents provide additional sites for assessment, the City will add them to the inventory and will prioritize the sites based on need and the City’s Brownfield Program goals. The City will review and respond to all comments, questions, and requests posed by citizens via online publication within two weeks of receipt.

   The City will hold several brownfield informational sessions for local community leaders, project partners, developers, and citizens. The sessions will define brownfields and discuss the City’s anticipated success with their Brownfield Program efforts, potential sites identified within the target area, and how target-area residents and project partners can be involved in the process. With the ongoing COVID-19 pandemic, the City realizes using multiple forms of media to communicate information about the Brownfield Program will ensure a wider reach throughout the community. COVID-19 has necessitated socially distanced informational options for the most sensitive populations in the community; therefore, the City will provide staff to reach citizens via social media such as Facebook and Text My Gov, the City’s website, local publications, and news programming, to ensure all residents have the opportunity to connect and engage. In addition, City staff will provide project information during the regularly scheduled City meetings and community educational meetings. In the event non-English-speaking individuals are present at events, a translator will be made available.

3. **Named Contractors and Subrecipients**
   Not Applicable

4. **Expenditure of Existing Grant Funds**
   The City of Tallulah, Louisiana affirms that the City does not have an active EPA Brownfields Assessment Grant or Multipurpose Grant.