December 1, 2021

Environmental Protection Agency Region 8
Attn: Melissa Devincenzi
1595 Wynkoop Street
Denver, CO 80202-1129
Via email: Devincenzi.Melisa@epa.gov

Re: City of Rawlins, CO, Assessment Grant, Narrative Information Sheet

Dear Ms. Devincenzi,

The City of Rawlins, Wyoming is pleased to submit this application for the USEPA Brownfield Assessment Grant requesting $500,000 in funding for assessment of petroleum and hazardous sites and revitalization of Western Corridor and supporting our Clean Up Rawlins Initiative. Our application includes responses to all threshold and ranking criteria as described within the appropriation materials. The Clean Up Rawlins Initiative demonstrates how we have come together with a broad cross section of community leaders to identify a brownfield assessment proposal to transform our economy, starting with our underutilized and hazardous brownfield sites. Coupling revitalization with strategies for developing economic sustainability is central to enhancing the lives of the City of Rawlins’ people and places.

Narrative Information Sheet

1. Applicant Identified: The application for the EPA Brownfields Community-Wide Assessment is the City of Rawlins, located at 521 West Cedar (PO Box 953), Rawlins, WY 82301.

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

3. Location: City of Rawlins, in Carbon County, State of Wyoming
4. Target Area and Priority Site/Property Information:
The proposed target area is the Rawlins “West Corridor” which is a 2 mile stretch of road along Spruce Street from 3rd street to the I-80 exit. This area encompasses about 5-blocks on either side of the roadway. In general, the priority sites are within census track 9678 (56007967800) Carbon, County, Wyoming. This area includes an overabundance of brownfield properties and environmental concerns due to a long-history of oil and gas and agricultural industrial use.

5. Contacts:
   a. Project Director: Lou Lasano, Community Development Director for City of Rawlins; 307-321-7459 or 307-328-4500 ext. 4001; llasano@rawlins-wyoming.com located at 915 3rd St. (PO Box 953) Rawlins, WY 82301

   b. Chief Executive Officer: Mayor Terry Weickum, 307-321-5908; tweickum @rawlins-wyoming.com; 521 W. Cedar St.; PO Box 953; Rawlins, WY 82301 82301

6. Population:
   a. The City of Rawlins as a whole is 8,510 (Population, Census, July 1, 2019, QuickFacts), and the population of census tract 9778 is 3,888 (census.gov).

7. Other Factors:

<table>
<thead>
<tr>
<th>Other Factors (TBD)</th>
<th>Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community population is 10,000 or less.</td>
<td>1</td>
</tr>
<tr>
<td>The applicant is, or will assist, a federally recognized Indian tribe or United States territory.</td>
<td>--</td>
</tr>
<tr>
<td>The priority site(s) is impacted by mine-scarred land.</td>
<td>--</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>--</td>
</tr>
<tr>
<td>The priority site(s) is in a federally designated flood plain.</td>
<td>4</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.</td>
<td>--</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will incorporate energy efficiency measures.</td>
<td>3</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>6</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>--</td>
</tr>
</tbody>
</table>

8. Letter from the State or Tribal Environmental Authority: Letter for Safe Environmental Authority Cindy Martinez acknowledging that the applicant plans to conduct assessment activities and is planning to apply for FY 22 federal brownfield grant funds.
9. **Releasing Copies of Application:** Not Applicable

Thank you for consideration of our grant application materials.

Beverly Hannum  
Authorized Representative  
City of Rawlins, Wyoming
November 2, 2021

Ms. Andrea Hammond
City of Rawlins
Rawlins, WY 82301

RE: Letter of Support for USEPA FY22 Brownfields Assessment Grant Application for the City of Rawlins, WY

Dear Ms. Hammond:

The Wyoming Department of Environmental Quality Voluntary Remediation and Brownfields Assistance Programs (WDEQ/VRP/BAP) wish to express our full support for the City of Rawlins’ application for a USEPA FY22 Brownfields Assessment Grant. Brownfields remediation is critical to protecting and restoring the environment, protecting human health, and revitalizing communities.

The target area for Rawlins is the main thoroughfare through town which extends miles and touches both the east and west entrances, including 16 blocks through the historical downtown business district. In addition, the grant application proposes to assess and address Brownfields sites in low-income disadvantaged neighborhoods, including those in low-lying flood-plain areas. Affordable housing is desperately needed in this rural town, and many of the target area sites are well-suited for this use.

The VRP/BAP look forward to working with the City of Rawlins to ensure properties and parcels are properly assessed and cleaned up (if needed) in accordance with the VRP’s protocols and procedures. Please don’t hesitate to call me at (307)777-2948, or email me at cindi.martinez@wyo.gov if you’d like to discuss this letter of support.

Sincerely,

Cindi Martinez
Brownfields and Orphan Sites Remediation Program Supervisor
Wyoming Department of Environmental Quality
IV.E. Narrative/Ranking Criteria

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

1.a. Target Area and Brownfields

1.a.i. Background and Description of Target Area

The City of Rawlins is the seat of Carbon County, Wyoming, and the home to a population of almost 8,900 residents. As the county seat, Rawlins contains much of the critical infrastructure that support the city and county (which covers almost 8,000 square miles). For example, the Carbon County Memorial Hospital and Carbon County School District 1 are located within the city. Additionally, Rawlins contains elements of critical infrastructure that affect the entire nation, such as the Union Pacific rail line and Interstate 80. Rawlins is the home of Wyoming’s men’s maximum-security penitentiary. Also, Rawlins and its sister City, Sinclair (9-miles east of Rawlins) are the epicenter of many energy development and production enterprises including; an 85,000 barrel per day oil refinery and several large wind-energy programs including a 3,000 MW capacity wind farm. We are also home to 279 mining operations, many which are closed or abandoned. Because of our energy history, we regularly deal with a boom or bust economy, leaving a lot of City residents without stable dependable work and abandoned properties. In fact, Rawlins population has been experiencing a decline since 2012, with a decrease of over 1,500 people. (Census Quickfacts.) Our target area, the West Side Corridor, stretches from 3rd Steet in Downtown west along US Highway 30 to its intersection with Interstate 80. Although the area was once a bustling tourist economy providing lodging and services to motorists, it has become neglected and a hotbed of illicit activities. It is home to more than 7 abandoned hotels, 6 abandoned gas stations, auto repair sites, and industrial sites. Historic Sanborn Maps include several references to “Tourist Camps” and “Filling Stations” dotting the corridor. Unless our brownfield sites are cleaned up and repurposed, we fear we will continue to see a cycle of decline for our energy workers and their families.

The City of Rawlins has been proactively working to find ways to revitalize the economy and two of our major goals identified in the City of Rawlins’ 2021 Strategic Plan are beautification and economic development. Vehicles exiting off the 1-80 corridor (the business throughfare) and traveling through town are met with blight, abandoned, boarded up buildings that have been vacated due to asbestos and mold and fear of petroleum/hazardous contamination and where the cost of removing them is so prohibitive the owners just gave up and left or are desperately trying to sell them. The health and welfare of our population are at stake, and we are doing everything in our power to rectify the situation. We desperately need this funding. Our target area is Rawlins “West Side Corridor” which is a 2 mile stretch of road along Spruce Street from 3rd street to the I-80 exit. This area encompasses about 5 blocks on either side of the roadway and includes much of the Downtown area. In general, the priority sites are within census track 9678 (56007967800) Carbon, County, Wyoming.

1.a.ii. Description of Priority Brownfield Sites

We have identified over 15 large sites within our target area (the Western Corridor); however, numerous other small sites are located along Spruce and Cedar Avenues. Many of these brownfield sites are abandoned businesses whose owners have given up because they can’t afford the costs of fixing the hazards in their buildings. Some entire blocks are riddled with old service stations and gas stations that are now abandoned or used for storage. For example, included in the sites below, an old propane shop sits abandoned with pillars protecting the old underground storage tanks, next to a former service station now used for storage, and next to that are two abandoned motels and another service station finishes the block. Not only do they likely contain asbestos, mold and lead paint, hazardous materials, and petroleum contamination; years of neglect, trespassing and vandalism have taken their toll on these buildings and continue to scar our community. During a July 9, 2021 incident, 5 men were arrested after breaking into the Budget Inn where officers located a large amount of drugs and firearms. Prior to their arrests, the vandals referred to the hotel rooms as “the projects” and “a serial killer’s house.” (K2radio.com) Unfortunately, this situation is all too common, resulting in persistent degradation of properties and increased potential for spread of hazardous materials. Moreover, some hazardous material sites are located near the entry/exit ways to the Senior Center putting our elderly population at risk.

Motel Properties (Sunset Motel: 1301 WY-789; Sandman Motel: 487 12th Street, Budget Inn: 1507 W. Spruce, 2219 US-30, 2212 US-30): Seven abandoned motels are old fashioned touristy-like roadside attractions built in the 1950’s and 60’s with an average of 25 motel rooms per site. Boarded up windows and doors are broken into night after night as our City continuously tries to protect the trespassers from the hazards that lie within. Our Community Development Director who regularly inspects buildings, reports these sites are suspected to contain asbestos, lead-
based paint, and mold. In addition, other hazardous contaminants could be found throughout each property including mercury switches and thermostats and PCB containing ballasts and light fixtures. Several of the facilities are also old enough to have oil fuel tanks for heating, adding petroleum concerns to the mix. Also, due to trespassing and homeless use, methamphetamine contamination has been found in some of the motels. Reuse plans for these sites could include conversion to apartments helping to address our housing needs. Additional options for demolished and cleaned sites could include new construction of businesses that can take advantage of the visibility and traffic.

Gas Station and Service Station Properties (2224 US-30; 2106 US-30, 411 21st Street; 1904 I-80BL, 499 19th Street, 1811 US-30, 210 I-80BL): Gas stations and service stations are located on almost every block. Many of these buildings are boarded up and fenced to prevent trespassing. Old underground and aboveground storage tanks, abandoned vehicles, equipment and semi-trucks are surrounded by stained soils. Pillars cover storage tank areas, where tanks were installed in the early 1970s. Many of these properties are boarded up with fences surrounding them to keep out trespassers who are exposed to a variety of petroleum and hazardous chemicals including: VOCs, SVOCs, PAHs, mineral spirits, asbestos, lead-based-paint, heavy metals, and propane gases. With completion of Phase I and II assessments, sites can be given a clean bill of health to enable new startup businesses, including our growing Hispanic population, to launch new ventures in these iconic block structures.

Downtown Properties (Strand Theater, 420 Cedar Street, Wyoming Bar 415 Front St, Ferguson Building 421 Cedar): The downtown area contains at least three buildings which are brownfield sites, including the Wyoming Bar, which was used as a “house of ill repute” until the 1930’s, and as a bar until the 2000’s as the roof deteriorated and caused release of friable asbestos. The second is the Strand Theatre which operated as the local movie venue throughout the 50’ through the 80’s but due to hazardous materials had to be shut down. While it is a beautiful building outside the inside desperately needs hazardous materials removed in order to revive it. The Ferguson Building was built in 1895 as a general store, had a second story added in 1905 for a Masonic Temple and currently is boarded up due to suspected asbestos inside along with historic auto repair uses in adjacent parcels. These buildings continue to be a concern for our downtown area because of the presence of contaminants. They are dilapidated, an attractive nuisance, are a health and safety hazard. Many of our downtown buildings have also become an attractive nuisance to teenagers who break into the buildings to party and transients/trespassers who use the building for shelter who unknowingly may be exposed to asbestos, mold, lead-based-paint, mercury, PCBs, and other hazardous materials. Due to funding, the City has not assessed these buildings, but evidence of asbestos, lead paint, and black mold also contributes to the moral of the citizens residing here and present hazard risks for teenagers that go into these dilapidated buildings to party or homeless population breaking in to have some semblance of shelter for the night. The roofs are caving in, the foundations are crumbling, stucco is falling off the roof in clumps.

Reuse of some of them would help us in many facets. First converting the motels into low income/low-cost apartments or a homeless shelter would immediately help us solve our housing crisis. It would provide a new, safe, clean place for people to live-one that they could afford-lending itself to economic justice. Our downtown area is popular with business owners, so downtown properties could be sold and turned into viable tax-generating business if it were not for the concern of contamination. Gas stations could be assessed and later cleaned up to redevelop into thriving tourist businesses for the many tourists who pass through Rawlins on I-80. Redevelopment of our Downtown Properties would aid in opening upper floors to welcome new housing opportunities and additional business spaces. Through this Brownfield assessment and subsequent funding measures we could create a safe comfortable place for people to live from these sites “rising from the ashes” as it were.

1.b Revitalization of Target Area

1.b.i. Reuse Strategy and Alignment with Revitalization Plan

With bootstrap ambition in response to many economic setbacks, the City of Rawlins engaged in strategic planning in 2021 and developed a plan for the revitalization of the City. Two of these directives from the City Council and from citizen input is that they want City management to prioritize beautification and economic development. Initiatives for the beautification are to 1) increase our efforts to clean-up dilapidated/hazardous risky/dangerous buildings, 2) leverage Code enforcement as a beautification tool and 3) improve attractiveness of city entryways (the I-80 corridor) and properties. The second directive for city management is to strengthen our businesses through recruitment, retention, and expansion of commerce and developmentally friendly ordinances for sustainable growth. Initiatives
include 1) prepare properties to be shovel-ready, 2) strengthen partnerships with economic development agencies and 3) partner to reduce the number of unused/vacant/brownfield properties.

Additionally, revitalization of the West Side Corridor is supported by our 2014 Comprehensive Master Plan, which recommends that a “total makeover is needed in this area.” The plan also views this area as a prime infill opportunity due to limited land available for development (Page 3-37).

1.b.ii Outcomes and Benefits of Reuse Strategy

The outcome of the reuse strategy is to enable redevelopment of properties that will help generate new jobs for women, affordable housing, and attract new businesses. The benefit will also be creating a safer community by creating more affordable housing and turning currently low tax generating properties into viable properties for the community. There is a great disparity in income between men and women, where men make on average $41,551 and women, including the majority of single parent households, make only $24,495 per year. In addition, 11% of our children live in poverty and annual household incomes hover at the low to median income level. Since the West Side Corridor is where many of our economically disadvantaged population live, our reuse strategy includes: 1) developing old hotels into affordable housing and new job opportunities and a safe and affordable housing options, located near community resources, for many of our low-income residents, children, and aging senior population 2) attracting new businesses into the former service stations and gas stations provides well-paying and sustainable jobs, and 3) through the revitalization of our downtown district, we can create well-paying jobs and revitalize our downtown to attract tourism. These initiatives will be critical in combating the fluctuating energy economy. Revitalizing brownfield spaces in a way that not only addresses but helps our people to retool their skills in a way that promotes resilience and entrepreneurship and provides financial sustainability to residents.

Most of the West Side Corridor is covered in concrete and pavement. Our team will also work with the Rawlins’ Green Spaces Division to develop green space in and around buildings along the western corridor and explore stormwater filtration opportunities. Due to the amount of wind-farms and green energy in our area, we intend to employ the use of wind energy in our redevelopment and are looking for ways to tie energy into our educational and tourism systems. We hope to create an energy learning center where tourists and residents can learn about wind energy and how it works. Our West Side Corridor would be a perfect location for creation of a S.T.E.M. themed urban park teaching children and visitors about our renewable energy sources, benefits of stormwater filtration, and green infrastructure.

1.c. Strategy for levering resources

1c.i. Resources Needed for Site Reuse

The staggering economic effects of brownfield sites across our community includes lower property and sales taxes and reduced employment opportunities in our target areas. Revitalizing them would lend to the recapture of these assets. The City of Rawlins realizes that a future for our community includes active planning and business recruitment. Therefore, we recently hired two new positions, an Economic Development Director and a Grant Writer whose role will be to aggressively seek out and secure funding resources for the community including both private and public funding for redevelopment of brownfield sites (after assessment). Some resources that we have identified include additional EPA grant funds (cleanup and assessment grants). We have also been in contact with the State of Wyoming Department of Environmental Quality (WDEQ), who can provide oversite and cleanup loans, community block development grants from the Wyoming Business Council, and Wyoming Development Grants can help with demolition and redevelopment, funding from the USEDA can help with planning and recruitment, and US Economic Development Agency grants can help with development. We also have private partners willing to assist with redevelopment and reuse once the contamination is addressed. Our community is also working with community partners, and we are confident, given the drive and energy of our community and with help to “get the ball rolling” that we will be able to redevelop some of these sites. With beautification of the City and Economic Development being two of our top priorities the City Council, the public, and City management in our Strategic Plan, we are actively creating a plan to fix, renovate, and reuse these sites once they are assessed. The City of Rawlins will contribute a portion of the key salaries towards implementation and administration of this project.

The City of Rawlins will tap into our other existing resources to help find funding and engage the community including: Downtown Development Authority, Chamber of Commerce, and other key teaming partners, which have been established by the City to strategically redevelop properties and recruit businesses.

1c.ii. Use of Existing Infrastructure
The City of Rawlins has been active in developing new infrastructure. Our current water system is very old, even having wooden piping in some areas. We also have suffered both from flooding and drought during the last several years and are working to supply clean water to residents. We have been actively applying for federal and state funding assistance to help with new infrastructure for water, sewer, and streets and have allocated $800,000 from our ARPA funds for these infrastructure upgrades. This year we are in the process of upgrading several streets located in the West Side Corridor and believe the new infrastructure upgrades will help us attract new businesses. We are also working on upgrading our broadband capabilities and plan to have reliable electricity, broadband capability, water, gas and sewer infrastructure available for West Side Corridor Properties. Additionally, our downtown streets have experienced a recent upgrade, including streetscape, lighting and wayfinding that will aid in redeveloping adjacent brownfields in our historic core.

2. COMMUNITY NEED-AND COMMUNITY ENGAGEMENT
   2.a.i. The Community’s Need for Funding

Wyoming has historically benefitted from oil and gas taxes; however, this year, our governor cut over $400 million in state funding, which has significantly affected the assistance communities in Wyoming were receiving. In addition, the City of Rawlins has long suffered from a fluctuating boom and bust economy, especially considering that a majority of our workforce is employed by the local Sinclair Oil Refinery. While at times we have funding, that funding quickly is removed when there is a downturn in the oil and gas industry, which has certainly been the situation during the COVID pandemic and last several years. During 2021, our job market decreased by 3.2%, making our unemployment rate rise to 5.1% (bestplaces.net). Quickly this downturn results in high unemployment rates, mental health issues like anxiety and depression, and poverty. Our workers migrate to states less dependent on oil and coal where employment is stable. Because of the amount of blighted and brownfield properties, our tax-base is low without the energy subsidies, making a deficit in our budget on bad years. Our per capita income is $26,051/year compared to the US average of $31,177/year. As previously stated, Rawlins water concerns (flooding, drought, and water infrastructure) are using considerable resources from the City budget. Much of Rawlins is part of a FEMA floodplain where critical infrastructure is needed to protect several homes and businesses. In addition, many of our key brownfield properties and much of the low-income housing is located in a floodplain which was just designated as a federal floodplain in 2021.

   2.a.ii. Threats to Sensitive Populations (1) Health and Welfare of Sensitive Populations

With our City located next to an active refinery, the Diesel PM is 0.185 ug/m^3 compared to the State average of 0.142 ug/m^3 in our census area. In our census area, due to our aging infrastructure and buildings, we have high lead-based paint levels across the area with 63% of our houses being built before 1960, compared to 25% statewide and 28% for the nation (EJ Screen). In fact, throughout the City, half of the houses in Rawlins were built pre-1925 and are likely affected by asbestos and lead paint, exceeding the national average of houses built in this era by 74% (US Census 2015). Also, because we are an energy heavy area, we have hundreds of trucks traveling the I-80 corridor each day carrying fuels, chemicals, and products. Because of our largely energy-dependent community, we are located next to the I-80 interstate corridor and hundreds of trains and trucks transport oil to and from other communities resulting in inescapable particulate matter that causes asthma and cancer (lungs.org). Children, teens and the senior citizen population are particularly vulnerable. The prevalence and proximity of brownfields to residents in our target areas potentially expose the residents to health risks associated with asbestos, lead paint, mold, VOC’s, SVOCs, PAH’s, heavy metals, and PCB’s. According to the Agency for Toxic Substance and Disease Registry these contaminants may cause a variety of health issues including cancer and other lung diseases, damage to the brain and nervous system, anemia, and bone marrow problems.

   (2) Greater than Normal Incidence of Disease and Adverse Health Conditions

Residents within walking/playing distance to these brownfield sites includes a high percentage of small children and seniors who represent a particularly sensitive population as the particulate matter associated with the refinery nearby is associated with pulmonary and cardiovascular issues and our average particulate matter is at 4.6% In fact, Carbon County is ranked as the least healthy county in all of Wyoming with more than 2,000 more deaths per 100,000 persons on average per year than both Wyoming as a state and nationally (www.CountyHealthRankings.org 2018). Several of the brownfield sites are unsecured leaving them open as an attractive nuisance to youth and in some cases exposing them to bird and rodent feces and their diseases, as well as to a high population of feral cats.

   (3) Promoting Environmental Justice
Culturally the community benefits from a wide range of people of diverse backgrounds including a strong Latina 25% population and 7% races other than Caucasian. A primary language other than English is spoken within 25% of the homes. Within our target area, non-white populations encompass and even larger rate of the population at 36%. (EJScreen). This indicates that our area with a high concentration of diversity is more impacted by our brownfields. Our high Latina population combined with 11% of our children living in poverty means that cleaning up the West Corridor is critical to ensure that the City is promoting safe housing, jobs, and green space for disadvantaged populations. The disinvestment following the oil bust in our City has led to gross economic instability in our target area. This has led to low-income families living in and near brownfield sites that are a hazard to the families’ health, welfare, safety, and mental health. Furthermore, our low-income single mother households (14%) and 16% of the senior citizens’ population are living in areas where it is unsafe to wander, walk, or play. A recent community wide forum led by WyoHelp clearly identified housing as one of the most pressing needs for the community. Our first planning phase and Phase I, Phase II assessments will help us find areas for clean and safe low-income housing development and convert unsafe properties into new developments where jobs, housing, and green space is available to our sensitive population. Lack of affordable housing is a constant problem. It is not unheard to have three families sharing a two-bedroom house in order to make ends meet. People offered jobs in the community have been forced to give up the prospective job because they can’t find any place to move in Rawlins, and when they do, it is prohibitively expensive. Furthermore, we intend to serve sensitive populations as many low-income single mother households (14%) will benefit from this first planning phase for low-income housing development and assisted living. During our project, we will work with our diverse populations to identify meeting opportunities that are accessible, comfortable, and convenient for disadvantaged populations to engage, including translator services, and other strategies to ensure that meaningful direction is achieved to promote environmental justice.

2.b COMMUNITY ENGAGEMENT

2.b.i. Project Involvement and ii. Project Roles

Our citizens are engaged and active in their future and we have a well-established team of City, County, downtown, and citizen volunteers who are excited to aid in guiding this process. We envision a broad cross-section of the community will be engaged. The following representatives will help ensure active and diverse community involvement.

<table>
<thead>
<tr>
<th>PARTNER</th>
<th>POINT OF CONTACT</th>
<th>SPECIFIC ROLE IN PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Council</td>
<td>Mayor Terry Weickum; 307-321-5908; tweickum @rawlins-wyoming.com</td>
<td>Funding strategies, support, infrastructure, and code updates</td>
</tr>
<tr>
<td>Downtown Development Authority</td>
<td>Pam Thayer; <a href="mailto:pthayer@rawlins-wyoming.com">pthayer@rawlins-wyoming.com</a> 307-328-4500 ext. 6000</td>
<td>Downtown redevelopment, planning, business recruitment, resources</td>
</tr>
<tr>
<td>Rawlins Chamber of Commerce</td>
<td>(307) 324-4111; wwwrawlinschamberofcommerce.org</td>
<td>Recruiting and expanding Businesses and adding jobs</td>
</tr>
<tr>
<td>Wyoming Business Council</td>
<td>Heather Tupper; 307-777-2804; <a href="mailto:heather.tupper@wyo.gov">heather.tupper@wyo.gov</a></td>
<td>Funding strategies, redevelopment recruitment, economic development strategist</td>
</tr>
<tr>
<td>Carbon County Economic Development</td>
<td>Yvonne Johnson; 307-710-7347; <a href="mailto:director@carbonewyedc.com">director@carbonewyedc.com</a></td>
<td>Economic Development, Business recruitment and retention</td>
</tr>
<tr>
<td>WyoHelp</td>
<td>Elizabeth Ridgeway; 307-228-0323; <a href="mailto:intake@wyohelp.com">intake@wyohelp.com</a></td>
<td>Community Needs Assessment, Business Recruitment, Funding Strategies</td>
</tr>
</tbody>
</table>

5
2.b.iii. Incorporating Community Input

As noted above, a goal of our Strategic Plan is to build community trust and engage the community. We are already working to establish a Steering Committee including members from organizations, listed above, that will guide our community involvement. The members listed will be engaged in selecting key sites and guiding future site reuse during our Area Wide Planning effort. We will use these connections to explore the environmental justice issues and ways to remove that disparity.

Using varying platforms of social media to advertise public meetings, we intend to hold several meetings which will be named the “Citizen’s for Clean-Up Rawlins” Advisory Council to gather input from the citizens and inform the public about our commitment and excitement to identify and assess these key properties. We also intend to conduct a community needs survey to ensure that what the citizens say they want or need from the City is reflected in our revitalization plan. Additionally, these meetings and citizen involvement may convince some of the building owners of the dilapidated building to turn them over to the city so that the City can fix them up and turn them around for new uses-creating economic development, new jobs, and sales tax revenue.

To address social distancing concerns during Covid-19, our team has researched several online meeting platforms and is comfortable with our abilities to deploy public engagement effectively via these measures. Specifically, we look to use Survey Monkey, Facebook, and other online meeting platforms. Additionally, we have identified the possibility of outdoor public meetings to ensure the comfort of our residents in participating safely. Using digital media, including visualization and social media posts/video will help us reach a broader cross-section of the community when the time is convenient for them. To connect with everyone, we will seek opportunities to host meetings in convenient locations and in neutral spaces. Connecting via our schools and community events can ensure we reach a broad population. Materials will be translated into Spanish as necessary to broaden our outreach to non-English speaking populations.

As part of our Citizen’s for Clean-Up Rawlins effort, we conduct a kick-off meeting and inventory meeting, area-wide planning exploring redevelopment opportunities in the West Side Corridor. We may also conduct individual outreach with property owners to explore how their properties could be assessed and reused. We will develop renderings, economic analysis, 3D modeling to help recruit businesses to the area. Lastly, we will conduct a final meeting to review the results of the visioning to gain advocates for the vision. We will not only inform the community, but solicit guidance, to help direct the assessment, cleanup, and reuse options. We will work also work with our partners to identify any language barriers and promote cultural collaboration.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

3.a. Description of Tasks/Activities and Outputs

<table>
<thead>
<tr>
<th>3.a.i. Project Implementation</th>
<th>3.a.ii.</th>
<th>3.a.iii.</th>
<th>3.a.iv.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1: Grant Management - $30,000</td>
<td>Schedule</td>
<td>Lead</td>
<td>Outputs</td>
</tr>
<tr>
<td>Steering Committee Establishment</td>
<td>2022 Q3</td>
<td>City</td>
<td>Local Leaders</td>
</tr>
<tr>
<td>Contractor Procurement – Following federal process to procure a qualified environmental consultant.</td>
<td>2022 Q3</td>
<td>City</td>
<td>Consultant</td>
</tr>
<tr>
<td>Quarterly/Annual Reporting – Contractor will assist in completing required quarterly and annual reporting.</td>
<td>Quarterly</td>
<td>Consultant</td>
<td>Reports</td>
</tr>
<tr>
<td>Travel/Training - City staff to participate in National Brownfield training Conference, Regional Workshops.</td>
<td>2022 Q3</td>
<td>City</td>
<td>Training</td>
</tr>
<tr>
<td>Task 2: Site Inventory &amp; Ongoing Community Engagement Outreach - $51,450</td>
<td>Schedule</td>
<td>Lead</td>
<td>Outputs</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Public Meetings #1 &quot;Cleanup Rawlins Meeting&quot; Brownfield Inventory, Housing Needs, and STEM Initiative Discussions (2 days of meetings)</td>
<td>2022 Q4</td>
<td>Consultant</td>
<td>Community needs assessment valuable citizen</td>
</tr>
<tr>
<td>Site Inventory Lists (Compiled/Prioritized Brownfield Lists)</td>
<td>2022 Q2</td>
<td>City Consultant</td>
<td>Inventory List</td>
</tr>
<tr>
<td>Social Media/Newsletter/Calls/Website (6 newsletters and video)</td>
<td>Ongoing</td>
<td>City, Consultant</td>
<td>Informed Community Website</td>
</tr>
<tr>
<td>Housing Site Inventory and Study (Refresh 2017)</td>
<td>2023 Q1</td>
<td>Consultant</td>
<td>Update Study Report</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Task 3: Area Wide Planning - $152,550</th>
<th>Schedule</th>
<th>Lead</th>
<th>Outputs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Meeting 2: Reuse Planning for Key Properties and Land - Identify potential reuse assets and barriers specific to the sites we identify as brownfield sites and develop a range of sustainable reuse options.</td>
<td>2023 Q2</td>
<td>City, Consultant</td>
<td>Committee Local Leaders</td>
</tr>
<tr>
<td>Area-Wide Planning: Including Reuse Planning, Revitalization, and Redevelopment Options (visualization for specific housing options and a roadmap for redevelopment) regulatory opportunities and constraints given the land entitlement process, and analyzing land uses and regulations that pertain to redevelopment.</td>
<td>2023 Q4</td>
<td>City, Consultant</td>
<td>1 Concept Map, 2 Resource Road Maps for 4 Sites</td>
</tr>
<tr>
<td>Redevelopment visualization for hotels or other buildings, infrastructure expansion, exploration of redevelopment roadmap and other key elements.</td>
<td>2024 Q1</td>
<td>City, Consultant</td>
<td>Plan with illustrations, plan concepts and public ideas</td>
</tr>
<tr>
<td>Market Viability/Finance Study – Finance study for catalyst sites, developing reuse options and financial statements to attract developers and provide information for redevelopment.</td>
<td>2024 Q4</td>
<td>City, Consultant</td>
<td>Finance Report</td>
</tr>
<tr>
<td>Public Meeting 3: Area- Wide Planning and Community Discussions</td>
<td>2024 Q2</td>
<td>City, Consultant</td>
<td>Reviewed and Finalized Area-Wide Plan</td>
</tr>
<tr>
<td>Public Meeting #4: Grant Closeout Meeting</td>
<td>2025 Q1</td>
<td>City, Consultant</td>
<td>Meeting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Task 4: Environmental (Phase I, II, Remediation Planning) - $266,000</th>
<th>Schedule</th>
<th>Lead</th>
<th>Outputs</th>
</tr>
</thead>
<tbody>
<tr>
<td>QAPP will be coordinated for approval by Region 8</td>
<td>2022 Q4</td>
<td>Consultant</td>
<td>QAPP</td>
</tr>
<tr>
<td>17 Phase I Reports (Incl. Site Eligibility Determinations, Access Agreements) (per ASTM E1527-13)</td>
<td>Ongoing</td>
<td>Consultant</td>
<td>18 Phase I Report</td>
</tr>
<tr>
<td>8 Phase II Reports (Includes Access Agreements) (per ASTM E1527-13)</td>
<td>Ongoing</td>
<td>Consultant</td>
<td>8 Phase II Report</td>
</tr>
<tr>
<td>Completion of 6 draft ABCAs and facilitate discussions with WDEQ regarding entry of site into the VRP.</td>
<td>Ongoing</td>
<td>Consultant</td>
<td>6 Draft ABCA</td>
</tr>
<tr>
<td>Completion of closeout report</td>
<td>2024 Q3</td>
<td>QEP</td>
<td>Report filed.</td>
</tr>
</tbody>
</table>
**Personnel Costs:** Note: Personnel costs for management of the grant will be provided as in-kind services. The estimated hours are approximately 6 hours per week, totaling 936 hours over the life of the grant with a blended hourly rate of $30.00 for a total estimated value of $28,080. Note: Within Task 3, we have allocated funds to exceed 30% Area-Wide Planning and within Tasks 2-4, over 60% site-specific environmental activities will be completed including inventory planning. Note: Costs were confirmed with a QEP and regional planning consultant and verified by our planning staff and recent project experience.

**Task 1: Grant Management/Training - $30,000**
- Travel - Includes an assumed $1,500 per trip for two staff ($500 flight, $200/night hotel x3, Registration @ $250, Meals @ $50/Day x3) to attend the National Brownfield Conference in Oklahoma City and a regional workshop trip ($750) for two staff (to be determined) totaling $6,000.
- Contractual - Assumes approximately $1,500 each for 6 Quarterly meetings, 150 hours for coordination calls and 50 hours for quarterly/annual reporting (150 @ $100/per hour) totaling $24,000.

**Task 2: Inventory/Outreach - $51,450**
- Public Meeting #1 Kick-off Meeting and Inventory event assumes 2-day public outreach event, including engagement outreach preparation and follow up to take approximately 80 hours @ $150/per hour + $1,750 printing and supplies = $13,750
- 6 Newsletters, website, and social media posts (100 hours @ $120/hour) = $16,200
- Refreshed housing inventory (100 hours @ $150/hour) = $15,000
- Brownfield Inventory 50 hours @ $140 = $7,000
  (Note: Additional public meetings under Area Wide Planning)

**Task 3: Area Wide Planning - $152,550**
- Public Meeting #2 – Consultant 2 days on-site, Public Meeting #3 – Consultant 2 days on-site, Public Meeting #4 – Consultant 1 day on-site. Public meetings/workshops with anticipated consultant support allocated for engaging and interactive workshops, posters, and handouts are budgeted at approximately 280 hours @ $150/hour for staffing, preparation, on-site workshops and summary recommendations (printing $5,540) = $39,950
- Site-Specific visualization 360 hours at $125/hour ($7,500 per site, assuming 6 sites budgeted) = $45,000
- Area-Wide Planning: Reuse Planning, Revitalization, Redevelopment Options (220 hours at $130/hour) and Roadmaps (180 hours at $150/hour - $5,400/site for 5 sites) = $55,600
- Market/Finance Study – 80 hours @ $150 ($3,000 each) = $12,000

**Task 4: Environmental Assessment - $266,000**
- Cost estimates factor in the remote nature of Rawlins, 17 Phase I ESAs @ $4,000 each $68,000
- 8 Phase II ESAs (cost depending on site size and complexity, includes Sampling and Analysis Plan, estimated @ $20,000 each totaling $160,000).
- Completion of 6 draft ABCAs at $5,000 each and facilitate discussions with WDEQ regarding entry of site into the Voluntary Remediation Program at $30,000
- QAPP plus updates is estimated at $8,000

3.b.i. Development of Costs Estimates and Application of Cost Estimates:

<table>
<thead>
<tr>
<th>Budget Categories</th>
<th>Task 1:Grant Mgmt. Management</th>
<th>Task 2: Inventory/Outreach</th>
<th>Task 3: Area-Wide Planning</th>
<th>Task 4: Enviro. Assessment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Costs</td>
<td>Personall</td>
<td>Travel $6,000</td>
<td></td>
<td></td>
<td>$6,000</td>
</tr>
<tr>
<td></td>
<td>Fringe Benefit</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Travel</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3.c. Measuring Environmental Results

At the beginning of the project, our project manager will develop specific quality measures that will be included in our QAPP. Our team will use the ACRES system to track results and develop quarterly reports. Our team will also develop a workplan prior to starting work that will be used to track, measure, and evaluate the accomplishments/outputs compared to the schedule. Corrective action measures, as outlined in the QAPP related to our data quality objectives will be managed for environmental measurements. The project manager will track the housing and jobs created and leveraged funding for inclusion in ACRES. Additional results will include new businesses. We will also track number sites assessed, number of brownfields that change ownership, private investment dollars leveraged, and increased property/sales tax revenue generated. We will regularly meet to review/compare the schedule progress against the workplan schedule and goals and determine if corrective actions are needed to remedy any problems/issues. We will know the project is successful when there is: 1) Successful completion of Phase I and II ESAs resulting in sales and redevelopment of properties; 2) Successful engagement of the communities through the citizen committee “Brownfield Advisory Committee” to drive the assessment process and evidence of momentum of public meetings including increased community awareness and involvement; 3) reduced environmental contamination in the West Side Corridor resulting in safer areas for our sensitive population.

4. PROGRAMMATIC CAPABILITIES AND PAST PERFORMANCE-

The City of Rawlins has the systems and personnel in place to effectively manage this grant as demonstrated by our ability to successfully manage other state and federal grants. Our “can-do” attitude, and a palpable energy about the potentials of this project. Our talented administration is flexible in accommodating a diversity of task and look forward to administering the grant in a timely, environmentally sound, and effective manner. Our team includes leaders for technical, administrative and financial elements of the “Clean Up Rawlins” initiative. Our team is structured to ensure the timely, successful administration of funds and completing all technical, administrative and financial requirements of the grant.

Lou Lascano, Community Development Director will serve as the technical director for this grant. Lou Lascano has over 39 accumulated years’ experience as a building inspector, community development director, construction management and field technician.

Shawn Metcalf, City Manager will be the grant Administrator. Shaun has earned an International Public Management Association for Human Resources, Senior Professional of Human Resources, Senior Consulting Professional, and Master of Public Administration in addition to bringing a wealth of experience by having been employed in city management and human resources positions for over 8 years.

Nate Davison, Economic Development Director, will serve as the project manager for this grant. Nate brings with him 20-years of experience as a business owner and more recently as a branch manager of a bank and will be applying his background to the economic development position.

Andrea Hammond, Juris Doctorate, Grant Writer, has over 22 years’ experience writing, managing, implementing, analyzing, and restructuring in programs development and successful history of grants management with Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Violence Against Women Office, Center for Disease Control, and Community Block Development grants.

Jodi McClurkin, Finance Director, will serve as the grant finance manager. She has over 30 years’ experience in fiscal management, has a CPA and will obtain a Master’s Degree in Public Administration in December, 2021.

iv. Acquiring Additional Resources
The City anticipates acquiring the services of a qualified environmental professional and is familiar with Procurement Standards in 2 CFR 200.317-326 in finding contractors. We have a City process for selecting contractors and to attract and utilize minority and women owned businesses as part of the selection. The preferred QEP will be familiar with and will have managed USEPA Assessment grants and have planning and economic development staff. We are also comfortable using Technical Assistance to Brownfields program from Kansas State University and WDEQ for additional questions.

b. Past Performance and Accomplishments

4.b.i Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

(1) Purpose and Accomplishments:

We have successfully completed and closed out numerous federal grants, including: FEMA Safer grant-2017 to help with flooding issues in the West Side Corridor Area. We successfully reported and closed out this grant. Department of Justice Victims of Crime Act grant 2010-2018. This grant allowed us to provide a full time victim’s advocate for our police department to have an advocate to help support them emotionally through the criminal justice process. We had a CCDS 2017 and a Façade Easement grant in 2018 that revitalized 65% of the downtown business facade which contributed to Rawlins winning the Great American Main Street award in 2015. In addition to this we have numerous state and local grants we have implemented, administered, and completed successfully.

(2) Compliance with Grant Requirements

We have successfully completed all requirements, including compliance with workplan, schedule, terms, and conditions, submitting progress reports and progress in meeting the expected results in a timely manner. We anticipate completing a Single Audit due to the large amount of grants managed and are seeking to implement grant management software in the next year to further aid in our administrative tracking.
Threshold Criteria

1. **Applicant Eligibility**
   The City of Rawlins is located in Carbon County Wyoming and qualifies as a city.

2. **Community Involvement**
   We intend to involve and inform the community through many facets. First off we are going to advertise the program through social media, a flyer inserted in each residents’ water bill, and via newspaper and radio. By presenting the information both orally over the radio and visually through posters we hope to reach all audiences including the visually impaired and the hearing challenged. In addition, Rawlins has a large Latina population (25%) and a primary language other than English is spoken in 25% of the households in Rawlins. All our signage and flyers will be in both English and Spanish to be inclusive of the major cultures/languages spoken in Rawlins. Moreover, we intend to hold three community wide events to initiate and celebrate our progress. Those are a Kick-off, a Scavenger Hunt to involve the community in helping identify and prioritize Brownfield sites and a Visioning Session at the end of the project.

   To further add to our inclusivity we intend the citizens input to drive this project. We will be recruiting and having monthly meetings with a citizens for “Clean Up Rawlins” Council who will work hand in hand with our Economic Development Director, the consultants we hire for this project, our project community partners, and the City Council to inform and give a sure fire “roadmap” of sites to focus on and the community’s vision for restoration and re-use. In addition part of our Scope of Work includes a community needs assessment for the Brownfield sites. From this we hope to garner and meet what the citizens of the City of Rawlins say the want/need for their community. At the end of the project we will publish, through all the aforementioned sources of disseminating information the implementation plan and following the project will give monthly updates to City Council in a public forum to inform the community how we are strategically implementing the plan and the steps we have taken to fulfill the goals of the plan.

3. **Named Sub-Contractors and Recipients**
   At this point we have not hired nor done an RFP for sub-contractors for this project. We have been in consultation with a few firms regarding getting cost estimates for this Scope of Work and type of project in this size city faced with our demographics and hazardous contaminated sites.

4. **Expenditure of Existing Grant Funds**
   The City of Rawlins does not currently have any EPA grants.