

## Contamination Cleanup Application Submittal Checklist

### LOGISTICS

- One full original paper application with all attachments
- One additional paper copy with all attachments
- A third complete copy on an electronic device (no emailed versions are accepted)
- Above submitted to DEED by 4:00p.m. on May 1 or November 1

### APPLICATION FORM CONTENT HIGHLIGHTS

- Legal Description of the Site
- Site History and Background
- Developmental Plan
- Cleanup and Construction Schedule
- Vendor and/or tax ID Number
- Completed Budget

### APPLICATION ATTACHMENTS

- Resolution from Application Agency with appropriate signatures
- Resolution from municipality in which the site is located (if applicable)
- Response Action Plan (RAP)
- Response Action Plan approval(s)
- Additional environmental reports or documents
  - Maps showing
    1. current conditions of the site including labeled structures,
    2. the proposed development including labeled structures, and
    3. location(s) of contamination
- Appraisal or Assessor's most current valuation notice (a value must be determined)
- Any additional photographs of the site
- Evidence of match costs and construction financing
- Copy of Applicant's current audit (may provide an electronic link in lieu of hard copy)
- HUD 'Invitation to Apply' letter (if applicable)
- City council minutes or other documentation to indicate project has been through appropriate city approvals
- Third Party Commitment Letter and/or Developer Agreement
- Executive Summary of the project including the applicant's intended involvement in the project
- Complete Conflict of Interest Disclosure Form

**MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT**

**1st National Bank Building  
332 Minnesota Street, Suite E200  
St. Paul, MN 55101-1351  
Contact: Brownfields and Redevelopment Unit  
Local: 651-259-7451 - Toll Free: 1-800-657-3858**

**\*\*\*YOU MUST READ THE FOLLOWING NARRATIVE TO  
FULLY UNDERSTAND THE APPLICATION PROCESS\*\*\***

**INSTRUCTIONS**

**PURPOSE/BACKGROUND:**

The Contamination Cleanup Grant program was established by the 1993 legislature and Minn. Stat. §§ 116J.551 - 116J.558 gives the Minnesota Department of Employment and Economic Development (DEED) authority to award grants to clean contaminated sites to allow for redevelopment. The purpose of the Contamination Cleanup Grant Program is to reduce the potential threat to public health and the environment, create new jobs, increase the tax base, and provide other public benefits by redeveloping polluted and unproductive sites.

**APPLICATION DEADLINES:**

Contamination Cleanup Grant application deadlines are May 1 and November 1 of each year. In the event that these days fall on a weekend, the deadline will be the following business day. Three complete sets of application documents are required (1 original, 1 paper copy and a third on an electronic device.) They must be received by DEED's Brownfields and Redevelopment Unit no later than 4 p.m. on either date to be considered for funding. Emailed applications will not be accepted. An applicant may apply for more than one site, but a separate application must be completed for each site. **All applications must be complete upon submission in order to qualify for a grant, unless an exception is made. DEED must be notified before the due date about any missing documents to qualify for an exception.** Contact DEED at 651-259-7451.

**(LOAN NOTE):**

If you are also applying for an MCRLF Loan, you must complete this application, which serves as Part 1 of the loan application. You must also complete Part 2, the MCRLF Loan Application.)

**GRANT ELIGIBLE COSTS:**

The Contamination Cleanup Grant can pay up to 75% of the cost of cleaning contamination defined under the Minnesota Superfund law (Minn. Stat. § 115B.02), as well as petroleum contamination. Types of petroleum costs that may be eligible under this program are cleanup of rail yards, scrap yards, bulk oil storage facilities, and under and above-ground storage tanks that are not eligible for reimbursement under the Minnesota Petrofund (see Minn. Stat. § 115C.01). See the budget section of this application for examples of eligible and ineligible costs.

**GRANT FUNDING AVAILABILITY:**

The total legislative appropriation for this grant program is approximately \$15 million for the biennium.

Since the program runs on a semi-annual grant cycle, the funds will be divided among the four cycles run during the biennium. Up to \$500,000 of this funding can be awarded per fiscal year for DEED's Investigation and RAP (Response Action Plan) Development Grants.

The legislature has designated that at least 35% of available funds be spent on remediating sites located outside of the 7-county metropolitan area unless sufficient applications are not received. This allows the grant program to assist with cleanup efforts statewide.

**ELIGIBLE GRANT APPLICANTS:**

Eligible applicants for this program are statutory or home rule charter cities, economic development authorities, housing and redevelopment authorities, counties, or port authorities. While these are the eligible applicants, the site can be either privately or publicly owned.

**GRANT ELIGIBLE QUALIFYING SITES:**

A site must meet each of the following criteria in order to qualify for a Contamination Cleanup Grant:

1. A grant may not be given to a municipality in the Twin Cities Metropolitan Area, unless it is participating in the Metropolitan Council Local Housing Incentives Program. For information on participating in the Local Housing Incentives Program, call Paul Burns at the Metropolitan Council at 651.602.1106.
2. A site may not be scheduled for funding under the Federal Superfund Program (United States Code, title 42, section 9601 et seq.) or the Minnesota Environmental Response and Liability Act (Minn. Stat. §§ 115B.01 to 115B.24) under the current or next fiscal year.
3. A site must contain contaminants, pollutants or hazardous substances as referenced in Minn. Stat. § 115B.02 or petroleum that is not eligible for reimbursement from the Minnesota Petrofund. A site must also have a Minnesota Pollution Control Agency (MPCA) approved RAP. Asbestos abatement in buildings does not qualify under this grant program, unless it is part of demolition necessary for RAP implementation.
4. Finally, to qualify for this grant program, it is expected that the site will be improved with buildings or other improvements within a reasonable period of time, and that these buildings or improvements will provide a substantial increase in the property tax base or will be used for an important publicly owned or tax exempt facility. The final development of polluted sites may include, for example, commercial, industrial, office or housing development.

**REQUIRED APPRAISALS OR ASSESSMENTS FOR GRANTS:**

1. Attach an appraisal completed by a qualified independent appraiser licensed under chapter 82B using accepted appraisal methodology which shows the current market value (pre-cleanup) of the property, separately taking into account the effect of the contaminants on the market value. This value should include both the value of the land and, if applicable, any buildings on the Site. Along with the appraisal, please include the projected value after cleanup and development.

**OR**

2. Submit the assessed value of the property for the latest year, as determined by the local assessor, shown on the most recent valuation notice used under Minn. Stat. § 273.121. If a property is publicly owned, its value should still be assessed. Along with the assessed value, please include the projected value after cleanup and development.

**REQUIRED CLEANUP BUDGET/SCHEDULE:**

You must submit a budget for cleaning the site and a timeline for cleaning and redeveloping the site (both the budget and timeline are part of the following application). While the redevelopment of the site is considered in the application and must be identified in the timeline, grant funds can only be used toward site remediation. The budget page of this

application should include only eligible remediation costs, which are the statutorily defined as “cleanup costs” and “project costs.”

*Cleanup Costs:* Includes the costs of developing and implementing a response action plan, but does not include implementation costs incurred before the award of a grant unless the application for the grant was submitted within 180 days after the response action plan was approved by the commissioner of the pollution control agency.

*Project Costs:* Includes the cleanup costs for the site (see above definition), and the cost of related site acquisition, demolition of existing improvements, and installation of public improvements if necessary for the applicant to implement the response action plan.

Examples of eligible and ineligible costs include:

<u>ELIGIBLE COSTS</u>	<u>INELIGIBLE COSTS</u>
Investigation ( <i>if not already funded under a DEED Investigation and RAP Development Grant or other grant source</i> )	Project/Grant Administration
Cleanup	Costs of appraisals or other application costs
Acquisition ( <i>if necessary to implement RAP</i> ) Counted as <i>matching costs only</i>	Development Costs
Environmental Consulting fees necessary to implement the RAP	Asbestos Abatement in Buildings
Public Improvements ( <i>if necessary to implement the RAP</i> )	Contingencies
Demolition ( <i>if necessary to implement the RAP</i> )	Demolition ( <i>if necessary only for redevelopment</i> )

Please note: You should take great care in estimating your cleanup budget. If you find additional costs that you did not anticipate in the application budget, you will still be responsible for cleaning and developing the site. You may submit a second application for your cost overruns, but there is no guarantee that you will receive a second grant. At the same time, your budget should not be inflated but rather should be based on careful investigation and planning.

**GRANT LOCAL MATCH REQUIREMENT:**

It is required that the applicant or other local source pay for 25 percent of the project costs as a local match to obtain a cleanup grant. Of this local match, the applicant must pay an amount equal to 12 percent of the cleanup costs from the municipality's general fund, a property tax levy or other unrestricted money available to the municipality. This 12 percent cannot include funds from other grant sources or Tax Increment Financing.

The rest of the local match may be paid with tax increments, regional, state or federal money available for the redevelopment of brownfields or any other money available to the municipality.

**GRANT AWARD CRITERIA:**

Due to environmental contamination that has affected many communities throughout Minnesota, a large number of applicants apply for the contamination cleanup grants. The law allows DEED to make grants for sites that meet all the statutory requirements and for sites that provide the highest return in public benefits for the public costs incurred.

In order to evaluate the applications for public benefits with respect to the costs incurred, the law specifies priorities which DEED must consider. The legislative priorities listed below have been assigned maximum point values in order

to systematically award grants in each cycle. Please note, an application must receive a minimum of 50 points in order to be eligible for funding.

1. The potential increase in the property tax base of the local taxing jurisdictions relative to the fiscal needs of the jurisdictions, which will result from developments that will occur because of completion of the approved response actions. Maximum = 15 points.
2. The social value to the community that will result from cleaning up and redeveloping the site. Social value includes the project's time frame, the number of new jobs, the importance of the proposed facilities and the removal of blighting influences at the site, the readiness of the project, the development potential and the financial health of the project. Maximum = 75 points.
3. MPCA review of the reduction or elimination of potential threat to human health and the environment due to cleaning that site. Maximum = 25 points.
4. The likelihood that the site will be cleaned without use of government money in the reasonably foreseeable future by considering but not limited to the current market value of the site versus the cleanup cost. Maximum = 15 points.
5. The amount of cleanup costs for the site. Maximum = 10 points.
6. The amount and level of the commitment of municipal or other local resources to pay for the cleanup costs. Maximum = 5 points.



Brownfields and Redevelopment Unit

1st National Bank Building 332 Minnesota Street, Suite E200 St. Paul, MN 55101-1351

## Contamination Cleanup Grant Application and Part 1 of the Revolving Loan Application

**Applicant (Public Entity):** City of West St. Paul

**Head of Applicant Agency** (e.g., Mayor): Mayor Dave Napier

Applicant Address: 1616 Humboldt Avenue

City: West St. Paul, MN Zip Code: 55118

If the applicant is a city, what form of government?  Home Rule  Statutory City

For reference, please give the State Statute number which gives the applicant authority to carry out the activities for which you are requesting grant funds \_\_\_\_\_

**Project Contact for the Public Entity:** City Manager Ryan Schroeder

Phone: 651 552 4101 Email: rschroeder@wspmn.gov

Mailing Address: 1616 Humboldt Avenue, West St. Paul MN 55118

**Project Manager for this project from the Public Entity, in the event of an award:** Ryan Schroeder

Phone: 651 552 4101 Email: rschroeder@wspmn.gov

**Application Author:** Ryan Schroeder

Phone: 651 552 4101 Email: rschroeder@wspmngov

**Provide a written executive summary of the project, including the applicant's involvement in the project to date and how the applicant intends to manage the project should a grant be awarded.**

This project is the culmination of years of land acquisition and development efforts to accomplish multiple local development, housing, and environmental goals that also accomplish many regional goals. As a redevelopment community the City of West St. Paul began acquiring property within the development area approximately fifty years ago. The parcels on which this application is dedicated had been put to an interim use as a golf course over twenty years ago due to excessive development costs associated with dumping of construction debris and organic materials during, it appears, from the 1950's through the 1970's. More recently the City has worked in collaboration with Dakota County, development interests, the State of Minnesota and others to reconstruct State Highway 3, aka Robert Street, parcels adjacent to Robert Street, and the Thompson Oaks property. The City has agreements with the State and Dakota County to construct a pedestrian tunnel under Robert Street as part of the Regional River to River Trailway, and with HyVee to construct a 68,000 SF grocer and C store and with KTJ339 LLC to construct a 153 unit Multi-family housing development, and with this same developer to construct up to 64 townhome units associated with contaminate and debris removal from this grant request. A subsequent phase of this three phase project will be redevelopment of the Town Center 1 site just to the west of these development parcels.

## I. SITE IDENTIFICATION AND HISTORY

### SITE INFORMATION

1. Name of Site: Thompson Oaks
- Site Address: 240 Thompson Avenue
- City, County or Township: West St. Paul, MN Zip Code 55118
- Acreage of Site: 34.05 Sq. Ft. of Site: 1,483,218
- Minnesota Legislative District # of the site 52A B  
(Note: The Minnesota Legislature has a tool to look up legislative district numbers. You must have a precise address and know the zip code of the site. Go to: [Who Represents Me tool](http://www.gis.leg.mn/OpenLayers/districts/) (http://www.gis.leg.mn/OpenLayers/districts/) and find the district where your project is located.)
2. A. Current property owner(s): City of West St. Paul
- When was the property purchased? 1970 to 1993 For what amount? \$16,200 parcel 4
- From whom was the property purchased? Probably George Sehman
- B. Who will develop the site? Oppidan Development
- Will the developer own the property at any time? yes  
immediately upon For what amount? \$1,280,000
- When was/will the property be purchased? clean up
- C. Are eminent domain proceedings necessary to acquire the property on which the cleanup and redevelopment will occur? If so, explain any difficulties anticipated in acquiring the site.
- no
- D. Who will own the project site after development? Independent buyers of townhomes
- When was or will the property be purchased? 2021 to 2025 For what amount? 21,400,000
3. Provide a legal description of the site.
- 42-02000-39-012 (.78 acres)  
42-02000-09-010 (.69 acres)  
42-02000-08-014 (17.26 acres)  
42-02000-13-012 (3.28 acres)  
42-02000-11-010 (7.46 acres)  
42-02000-47-010 (4.58 acres)

**SITE VALUATION: ASSESSMENT OR APPRAISAL**

4. If you are applying for cleanup grant funds you may submit either assessed value information **or** an appraisal. If you are applying for a revolving loan, you must submit an appraisal and may not submit assessor's information in place of an appraisal. If your site is publicly-owned, you must still submit a value associated with the property.

**Attach an appraisal** completed by a qualified independent appraiser licensed under chapter 82B using accepted appraisal methodology which shows the current market value (pre-cleanup) of the property, separately taking into account the effect of the contaminants on the market value. This value should include both the value of the land and, if applicable, any buildings on the Site. Along with the appraisal, please include the projected value after cleanup and development.

Current Appraised Value \_\_\_\_\_ Projected Value \_\_\_\_\_

**OR**

**Attach documentation showing the assessed value** of the property for the latest year, as determined by the local assessor, shown on the most recent valuation notice used under Minn. Stat. § 273.121. Along with the assessed value, please include the projected value after cleanup and development.

Current Assessed Value \$612,500.00 Projected Value 21,440,000

This attachment(s) can be found under tab:

see figure 2. Currently a non-taxable parcel

**MAPS AND SITE FEATURES**

5. Attach an accurate and legible site and location map showing locations of prominent and relevant site features such as buildings, retaining walls, etc. (NOTE: maps shall include property boundaries, a north arrow and bar scale). The map(s) should show the following:

- The current condition of the site including labeled structures;
- The proposed development of the site including labeled structures; and
- The location(s) of contamination.

Adding photographs is recommended.

This attachment(s) can be found under tab:

see figure 3

**CURRENT AND FUTURE SITE USE**

6. Zoning/Land Use:

- |                  |                                     |   |   |
|------------------|-------------------------------------|---|---|
| A. Current:      | Industrial <input type="checkbox"/> | Commercial <input type="checkbox"/>                 | Residential <input type="checkbox"/>            |
|                  | Mixed-use <input type="checkbox"/>  | Other (Specify) <input checked="" type="checkbox"/> | <u>closed golf course</u>                       |
| B. After Cleanup | Industrial <input type="checkbox"/> | Commercial <input type="checkbox"/>                 | Residential <input checked="" type="checkbox"/> |
|                  | Mixed-use <input type="checkbox"/>  | Other (Specify) <input type="checkbox"/>            | _____   |

7. If a change in zoning is necessary, please provide a schedule of required approvals.  
zoning allows for proposed use as does the Comprehensive Plan
8. Current economic condition: Vacant Lot  Developed Site  Other \_\_\_\_\_
9. How many buildings are currently on site? \_\_\_\_\_  
Industrial 2 How many are occupied? 0 If vacant, for how long? 2 years  
Commercial 1 How many are occupied? 0 If vacant, for how long? 2 years  
Residential \_\_\_\_\_ How many are occupied? \_\_\_\_\_ If vacant, for how long? \_\_\_\_\_
10. Year building(s) was/were built 1995 club house and storage shed; 1997 maintenance building
11. Please describe the condition of the buildings on the site  
Buildings no longer appropriate for identified uses on the site
12. Is demolition required for RAP implementation? yes  
Is demolition addressed in the RAP? no
13. Please describe how site redevelopment will spur adjacent development  
The proposed townhome development, creating over \$21 million in taxable property will not occur but for mitigation of subsoil conditions associated with past dumping. This development is a critical phase of a multi phase development which includes restoration of a former wetland area, storm water improvements, redevelopment of adjacent commercial sites, extension of the Regional River to River Trailway, and multifamily and townhome development projects. As a redevelopment community West St. Paul does not have a similar opportunity anywhere else within the community that is ripe for development, adjacent to transit corridors and proximate to walkable commercial nodes and which can deliver a prairie/pollinator area as well.

## SITE HISTORY

14. Please attach a brief synopsis on the history and general background of this site. This includes but is not limited to former uses of the site, known and/or suspected causes of contamination, etc. Also describe the current condition of the site and include a description of existing structures and existing occupants of the site.  
The project site was historically agricultural until it became a construction debris dump site about 1964 through the 1970's and possibly into the 1980's. It was acquired by the City subsequently in multiple parcels and operated as an interim golf course from 1997 to 2017 at which time the golf course was closed.

## II. CONTAMINATION

15. Is applicant enrolled in an MPCA Program? yes
- VIC Prog. ID BF00001286 VIC Project Manager Unassigned Phone \_\_\_\_\_
- PBP Prog. ID \_\_\_\_\_ PBP Project Manager Unassigne Phone \_\_\_\_\_
- Other \_\_\_\_\_
16. Current environmental consultant:  
Consultant Company Name Wenck Associates  
Consultant Name Joe Otte Phone 651 294 4587

17. What contaminants have been identified at the site?

- Polynuclear Aromatic Hydrocarbons (PAH's)
- Diesel Range Organic Compounds (DRO)
- Demolition waste

18. To qualify for cleanup funding, you must attach a copy of the RAP and written approval of your Response Action Plan from the Minnesota Pollution Control Agency.

This attachment(s) can be found under tab:

see appendix B

19. What is the likely source of contamination?

Dumping of Demolition Waste

20. Summary of Contamination Information

A. Provide a concise description of the identified contamination and proposed RAP. The description should include the occurrence of the contamination (i.e., are there distinct areas of contamination or is contamination widely disseminated across the site? Is the contamination at the surface or at depth?)

The contamination is generally located within a foot or two of the surface in the central area of the site but extends to 15 feet below surface in some locations. The waste is largely inert, brick, lumber, metal, concrete as demolition waste but has been moved around the site over years and needs to be managed in order for development risk to be sufficiently mitigated to allow for development of the area.

B. Complete the following table for soil contamination (be sure to include areas of contamination that have been identified at the site but will not be treated or removed as part of the approved RAP):

General contaminant type (i.e., DRO, VOCs, metals, etc.)	Total volume of identified contaminated soil (cyds)	Total volume of identified contaminated soil to be remediated (cyds)	Remedy	RAP Cleanup Goal (i.e., residential SRVs, industrial SRVs, etc.)
DRO/garbage	120,400	120,400	partial removal/ consolidaton	SRV's within accessable horizon

C. Complete the following table for groundwater contamination. If no or limited groundwater investigation has been conducted, indicate this. Also indicate if a groundwater investigation was conducted but no contamination was detected.

General contaminant type (i.e., DRO, VOCs, metals, etc.)	Affected aquifer (i.e., water table, deeper aquifers)	Approximate dimensions of contaminant plume on-site. Specify if the plume extends off-site.	Remedy
no groundwater analysis			

- D. List all compounds comprising the identified release in soil and the corresponding average and maximum concentration for each compound. Also include petroleum in the table. If distinct areas of contamination are present at the site, please describe separately. (NOTE: It is acceptable to provide an overview with estimated average and maximum concentrations if the amount of analytical data is overwhelming.) (Note: for PAHs, please provide individual compound concentrations or Benzo(a)pyrene equivalent concentrations for the carcinogenic PAH compounds.)

Compound	Tier I SRV (residential)	Average Concentration	Maximum Concentration
Benzo(a) pyrene	2.0 mg/kg		6.8 mg/kg
DRO	n/a	less than 2.0 mg/kg	213 mg/kg
GRO	n/a		49.7 mg/kg

- E. Please do the same as in D for groundwater

Compound	HRL	Average Concentration	Maximum Concentration
no analysis			

- F. If groundwater at the site is contaminated, note the geologic makeup of the affected aquifer (sand/gravel, till, lacustrine clay, etc.), and the estimated average linear velocity (be sure to indicate how this number was determined).

no analysis

- G. Please do the same as in E for soil vapor

Compound	<u>ISV</u> circle one (residential/commercial)	<u>33X ISV</u>	Maximum Concentration
no vapor investigation for this portion of the site			

- H. Briefly describe possible exposure scenarios posed by identified contamination at the site (i.e., ingestion or human contact with contaminated soil, consumption of contaminated groundwater, ecological impacts, etc.), and nearby receptors that could be affected by contaminants migrating from site (high value wetland/creeks/ rivers, etc.).

Exposure to waste could occur primarily through direct contact. However, the area of identified waste is intended to become storm water facilities and as such the waste will be exposed and must be managed.

- I. If you are requesting costs for soil vapor mitigation, please submit documentation to justify the request.

### III. COST ANALYSIS: INVESTIGATION, CLEANUP AND PROJECT COST BUDGET

21. What is the total of all eligible investigation, cleanup and project costs for the site? \$1,762,703.00
22. How much grant funding are you requesting from DEED (cannot be more than 75% of the cost listed in the question above)? \$1,322,027.25
23. Please fill out the following budget table to identify the investigation costs, cleanup costs and project costs for the site as defined in the instruction section of this application. Attach additional sheets if necessary.

**BUDGET**

Eligible Activities for Investigation and RAP Development	% Complete	Date(s) Completed	Total Cost
RAP Preparation			\$8,400.00
<b>A. Investigation Costs Subtotal</b>			<b>\$8,400.00</b>
Eligible Activities for Soil and Groundwater Cleanup	% Complete	Date(s) Completed	Total Cost
mobilization/demobilization	0		\$67,547.19
excavation and soil screening	0		\$682,149.91
off site disposal	0		\$361,500.00
construction of soil management unit	0		\$298,450.00
Field engineering	0		\$23,000.00
Environmental regulatory reporting	0		\$7,500.00
Lab analysis	0		\$3,500.00
contingency	0		\$310,655.40
<b>B. Cleanup Costs Subtotal</b>			<b>\$1,754,302.50</b>
<b>C. Total A &amp; B, This is your total clean up cost*</b>			<b>\$1,762,702.50</b>
Other Project Activities Necessary to Implement the RAP	% Complete	Date(s) Completed	Total Cost
<b>D. Project Cost Subtotal</b>			
<b>E. Total C &amp; D</b>			<b>\$1,762,702.50</b>

24. What is the breakdown of sources for the above budget?

1762702.5	TOTAL (should equal Total in line E above)
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<u>Amount</u>	<u>Source</u>	<u>Status</u> (committed, pending decision date)
1,322,027.25	DEED Grant	Pending
440,675.25	City of West St. Paul	Required Grant Match from storm water fund and abatement revenues from project development
1762702.5	TOTAL (should equal Total in line E above)	

\*(12% of the above cleanup costs in line C must be paid with unrestricted funds, as defined on page V; Please indicate which source(s) will contribute to the unrestricted match.)

25. Is all of the project’s financing in place? (i.e., cleanup, construction, operations) no

This attachment(s) can be found under tab:

This grant is required to realize the development project and accomplishment of project goals. City Council grant authorization includes commitment to provide local match. See appendix J which is Council authorization

26. If requesting project costs, please explain why these costs are necessary to remediate the contamination.

A portion of the infrastructure /storm water improvements will be paid for by a BWSR grant. Roadway and utility and development site grading costs will be paid for by the developer. The DEED grant is required to provide for costs that are not possible to be funded by any other party.

27. If any of the activities listed above are partially or fully completed, how were those activities financed? If work has occurred, **please submit the invoices for which you will be seeking reimbursement and list under which attachment it can be found.**

Phase One ESA and RAP funded by City of West St. Paul. See appendix C. Cost estimating and environmental consulting work including stormwater and wetland improvement project design were completed as part of these efforts

28. If you are requesting acquisition costs as match, and the amount for acquisition is different from the appraised or assessed value, please explain why there is a difference.

acquisition costs are not required as the City has acquired the site over the past several decades. This site has not been on the tax rolls for decades.

**ADDITIONAL FUNDING SOURCES**

29. Please indicate whether you have applied for or received all funds available to you from other funding sources. If you applied for or received funds, please list the amount(s) below.

Source	Requested or received all funds available (Y or N)?	Amount(s) requested or received?	Date(s) requested or received?
Met Council			
County ERF Grant			

Source	Requested or received all funds available (Y or N)?	Amount(s) requested or received?	Date(s) requested or received?
PetroFund			
ACRRA			
MPCA Funding			
EPA			
Other (Specify)	BWSR	576,447	December 2019

**COST RECOVERY**

30. Has the site been identified as a state or federal Superfund site? no
31. Based on question 18, are there any existing or former businesses or landowners who may have caused or contributed to the contamination on the site? none located

If yes, who? \_\_\_\_\_

What is the status of the business (in operation, sold, closed, moved)? closed golf course

32. What efforts have been made to recover some or all of the cleanup costs from the party(ies)?

Parties are believed to be deceased or out of business

There is a mechanism to recover costs from the responsible party if this grant receives funding. See Minn. Stat. § 116J.557 for further details.

**FINANCIAL INFORMATION**

33. Please submit a copy of the applicant's most current audit, or financial statement if an audit is not available. If this information is available electronically, you may submit the web address in lieu of a paper copy.

<https://wspmn.gov/DocumentCenter/View/3419/2018-FINAL-Comprehensive-Annual-Financial-Report>

34. Is there a possibility that the site will be cleaned up without DEED money? no

Explain your answer to the question above.

The City does not have the resources to take on a project this size. Due to Robert Street (state highway) construction from 2014-2017 and other roadway and infrastructure projects the City currently has over \$57,000,000 in debt and a tax levy of over 70% and now with losses experienced related to the COVID pandemic the City does not have access to already committed dollars for operations and debt payment

**IV. DEVELOPMENT PLAN AFTER CLEANUP**

35. Describe in detail the Development Plan for the site after implementation of the RAP?  
(Number of buildings or housing units, square footage, etc.).  
64 townhome housing units at an average expected taxable market value of \$335,000/unit. The central portion of the site is a wetland restoration and the western portion of the site is an approved 153 unit multi family apartment building slated to begin construction in September 2020. That project has a taxable value in excess of \$18 million.
36. Have all of the required local/city approvals necessary for this project to proceed been obtained (planning commission, zoning, etc.)? no

If not, what remains to be done and what is the process for completing the process of obtaining approvals?

Comprehensive plan and zoning in place along with development agreement. The site plan review will occur if the grant is received as without the grant it would not proceed.

37. What is the estimated cost of the Development (construction costs not including the cleanup costs)? 13,700,000

Of these how much is public? \$0.00 Private? 13,700,000

Due to the COVID pandemic primary developer lenders are not currently financing development projects; upon completion of pandemic developer has received assurances of financing

38. Is all of the financing in place for the final development of the site? received assurances of financing

If yes, attach evidence that funds for the project have been secured. If not, what is the process to secure the funds and the time line for securing them?

see above. Note that development costs are stated for the townhome development. Development costs for the multi family development is at \$27.9 million.

39. If the site will be redeveloped for residential use, provide the following data:

<b>RENTAL:</b>	
Total number of units	153
Average Monthly rental cost per unit	1507
Number of affordable units	na
Level of affordability	na
Construction cost per unit	\$151,903
<b>OWNER OCCUPIED:</b>	
Total number of units	64
Average Purchase price per unit	335,000
Number of affordable units/homes	na
Level of affordability	na
Construction cost per unit	220,000

40. Are you applying for HUD financing? no

If yes, have you received an “Invitation to Apply” from HUD (attach a copy, if so). If not, where are you in the HUD financing process?

na

**PROPERTY TAXES**

41. What are the property taxes on the site for the current year (prior to cleanup)? \$0.00

42. What is the projected property tax on the site after redevelopment? \$302,464.00

A. How were the figures in Questions 41 and 42 determined?

average taxable value projected at \$335,000 x tax rate of 1.27413 x class rate. The apartment building

B. Who determined them? City Manager Ryan Schroeder

**JOB CREATION AND RETENTION**

43. Project the number of new jobs created at the site after cleanup and development of the site. (Jobs that did not exist in Minnesota prior to development)

**NEW JOBS TABLE**

Position Title	Total # of Full-Time Jobs	Total # of Part-Time Jobs	Expected Hiring Date
housing construction jobs	190	0	over developmen
<b>Total New Jobs (FTEs)</b>			

44. Project the number of retained jobs after cleanup and development of the site. (Jobs that existed either on-site or elsewhere in Minnesota prior to development, and will be relocating to the site)

Position Title	Total # of Full-Time Jobs	Total # of Part-Time Jobs	Expected Hiring Date
<b>Total Retained Jobs (FTEs)</b>			

**PROJECT SCHEDULE**

45. Provide a detailed project schedule outlining the individual tasks and schedules of the overall project (for both cleanup and redevelopment of the site). Indicate on this form the expected month and year of individual tasks involved in the project. At a minimum, time lines should include outstanding approvals, response actions/cleanup activities, demolition, construction start and end date, and any other project activities. **Please be advised that if awarded, this schedule will be incorporated into your future grant contract, so you should be as accurate and realistic as possible.**

**Scheduled Tasks:**

Task	Start Date	End Date
Mobilize	August 1, 2020	August 31, 2020
Site Cleanup	August 31 2020	May1 2021
Construct Infrastructure	May 1, 2021	November 30, 2021
Construct Housing	July 15, 2021	November 30, 2021

**Cleanup Start date** August 1, 2020

**Cleanup Completion date** May 1, 2021

**Construction Completion date** November 30, 2024

46. Please list any factors which would change or delay this schedule.

The economy experiencing a set back such as with the COVID-19 pandemic. Construction includes contamination clean up, storm water infrastructure, roadways and utilities and four years buildout of townhomes

**V. THIRD PARTY/COMPANY COMMITMENT INFORMATION**

47. If there is a commitment from a third party to develop on the site after cleanup, please complete the following:

Third Party/Company Name Oppidan Development

Contact Paul Tucci

Title Vice President of Development

Phone Number (including Area Code) 952/294-1243

48. Do you have an executed development agreement? Yes  No
49. Please attach a commitment letter from the developer or other commitment documentation, such as a development agreement. (If you cannot obtain a commitment letter from the developer, please explain.)

enclosed

## VI. PAYMENT INFORMATION

Most grant payments take place through electronic funds transfer (EFT). To ensure proper payment, a Vendor Number assigned by Minnesota Management and Budget is required. Vendor information is available at [Vendor Resources](#).

Financial Contact Person Finance Director Char Stark

Telephone Number (including Area Code) 651/552-4123

**State of Minnesota Vendor Number (if known)** VN0000197724

If a Minnesota Vendor Number is not available, please supply:

Federal Employer Identification Number \_\_\_\_\_

**VII. RESOLUTIONS**

50. Resolutions are required to be adopted prior to submission of the application package. The two required elements are:

1. A resolution from the governing body of the city where the project site is located, which approves the application.
2. A resolution from the applicant committing the local match and authorizing contract signatures. **Note:** Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize the Mayor and Clerk to execute all contracts.

An applicant may either provide a separate resolution for each of the above, or combine them into a single resolution, as long as they include the same elements.

Blank resolutions are included for your convenience. **You may choose to reformat or combine them, but make sure to include all of the statements that appear in our examples.**

**RESOLUTION # 1 - City Approving the Application**

BE IT RESOLVED that the city of \_\_\_\_\_ (City name of project location) has approved the Contamination Cleanup grant application submitted to the Department of Employment and Economic Development (DEED) on \_\_\_\_\_ (Date), by \_\_\_\_\_ (Applicant) for the \_\_\_\_\_ (Site name) site.

I certify that the above resolution was adopted by the city council on \_\_\_\_\_ (Date)

Signed: \_\_\_\_\_ (Authorized Official)

Title \_\_\_\_\_

Date \_\_\_\_\_

Witnessed by \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

(\*add this Section FOR METRO COMMUNITIES only):

BE IT FURTHER RESOLVED that the city of \_\_\_\_\_ is located within the seven county metropolitan area defined in section 473.121, subdivision 2, and is participating in the local housing incentives program under section 473.254.

**RESOLUTION # 2 - Committing Local Match and Authorizing Contract Signature**

BE IT RESOLVED that \_\_\_\_\_ (Applicant) act as the legal sponsor for project(s) contained in the Contamination Cleanup Grant Program to be submitted on \_\_\_\_\_ (Date), and that

\_\_\_\_\_ (Title of Authorized Official) is hereby authorized to apply to the Department of

Employment and Economic Development for funding of this project on behalf of \_\_\_\_\_ (Applicant)

BE IT FURTHER RESOLVED that \_\_\_\_\_ (Applicant) has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that \_\_\_\_\_ (Applicant) has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, \_\_\_\_\_ (Applicant) may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that \_\_\_\_\_ (Applicant) certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk (for Statutory Cities), or Title of Authorized Official(s), are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant. *Note: Do not include the proper name, only the title of the official(s).* **Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts**, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the \_\_\_\_\_ (City Council, County Board, etc ) of \_\_\_\_\_ (Applicant) on \_\_\_\_\_ (Date)

SIGNED: (Authorized Official)

WITNESSED:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title and Date)

\_\_\_\_\_  
(Title and Date)

### Conflict of Interest Disclosure Form

This form gives grantees an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist when receiving a grant. It is the grantee's obligation to be familiar with the Office of Grants Management (OGM) [Policy\\_08-01](#), Conflict of Interest Policy for State Grant-Making and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

My grant organization does NOT have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

My grant organization has an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest.  
(Please describe below)

If at any time after submission of this form, my grant organization discover any additional conflict(s) of interest, I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Organization: City of West St. Paul

Signature: \_\_\_\_\_

Printed Name: Ryan R. Schroeder

Title: City Manager

Date: April 28, 2020