



R05-26-A-003



1819 - 1839

DOUGLAS L. KNEBEL, MAYOR
CARLA J. HUHN, CITY CLERK
LATISHA L. PASLAY, CITY ADMINISTRATOR

1. Applicant Identification
City of Vandalia
431 W. Gallatin Street
Vandalia, IL 62471
2. Website URL: <https://www.vandaliaillinois.com>
3. Funding Requested
 - a. Assessment Grant Type: Community-wide
 - b. Federal Funds Requested: \$500,000
4. Location
a) City of Vandalia, b) Fayette County, c) Illinois
5. Target Area and Priority Site Information
Target Area: Vandalia city limits

Priority Sites:

Site 1: Former Shoe Factory: 38°57'57.0"N 89°06'15.8"W (38.965833, -89.104389)

Site 2: Vandalia Warehouse: 1100 W. Randolph Street, Vandalia, IL 62471

Site 3: Former Kroger Building: 13 Old Capitol Mall, Vandalia, IL 62471

6. Contacts
 - a. Project Director
LaTisha Paslay, City Administrator
618-283-1152
cityadmin@vandaliaillinois.com
431 W. Gallatin Street
Vandalia, IL 62471
 - b. Chief Executive/Highest Ranking Elected Official
Doug Knebel, Mayor
618-283-1152
mayer@vandaliaillinois.com
431 W. Gallatin Street
Vandalia, IL 62471

The City of Vandalia



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7. Population

City of Vandalia, Illinois: 6,041 (US Census 2019–2023 American Community Survey)

8. Other Factors

Other Factors	Page #
Community population is 15,000 or less.	4
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	N/A
The priority site(s) is impacted by mine-scarred land.	N/A
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).	N/A
The priority site(s) is in a federally designated flood plain.	N/A
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	4
The reuse of the priority site(s) will incorporate energy efficiency measures.	4
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	3, 4
At least 30% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section 3.A.(2), for priority site(s) within the target area(s).	9
The target area(s) is impacted by a coal-fired power plant that has recently closed (2015 or later) or is closing.	N/A

9. Letter from the State or Tribal Environmental Authority

See attached.

10. Releasing Copies of Applications

Not Applicable.

The City of Vandalia



ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

2520 WEST ILES AVENUE, P.O. BOX 19276, SPRINGFIELD, ILLINOIS 62794-9276 • (217) 782-3397

JB PRITZKER, GOVERNOR

JAMES JENNINGS, ACTING DIRECTOR

217/785-8726

12/2/2025

City of Vandalia
ATTN: Mayor Doug Knebel
431 W. Gallatin Street
Vandalia, IL 62471

**Subject: State Acknowledgement Letter for the City of Vandalia
FY2025 US EPA Brownfield Community Wide Assessment Grant Application**

Dear Mayor Doug Knebel,

The Illinois Environmental Protection Agency (Illinois EPA) has received your request for a letter of acknowledgement for an upcoming Community Wide Assessment Grant application to U.S. EPA. The City of Vandalia is applying for a \$500,000 Community Wide Assessment Grant.

The grant will be a Community Wide Assessment for both Hazardous Substances and Petroleum.

Illinois EPA acknowledges City of Vandalia's efforts to obtain federal Brownfields funds for this project. If you have any questions, I may be contacted at the above address or telephone numbers below, or at Jacob.fink@illinois.gov.

Sincerely,

Jacob Fink
Brownfield Program Administrator
Bureau of Land/Office of Site Evaluation
Office# (217) 785-8726
Cell# (217) 986-0818
Jacob.fink@illinois.gov



2125 S. First Street, Champaign, IL 61820 (217) 278-5800
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9511 Harrison Street, Des Plaines, IL 60016 (847) 294-4000

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412 SW Washington Street, Suite D, Peoria, IL 61602 (309) 671-3022
4302 N. Main Street, Rockford, IL 61103 (815) 987-7760

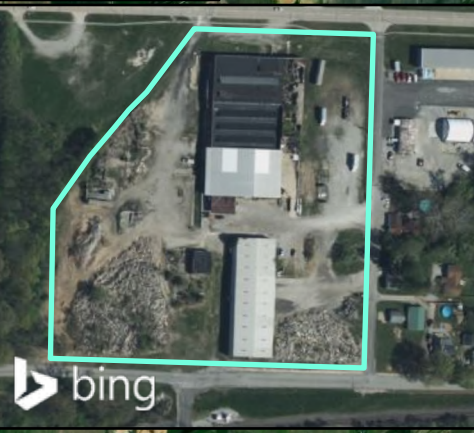
PLEASE PRINT ON RECYCLED PAPER

Legend

- Geographic Boundary and Target Area - City Limits of Vandalia
- Priority Site



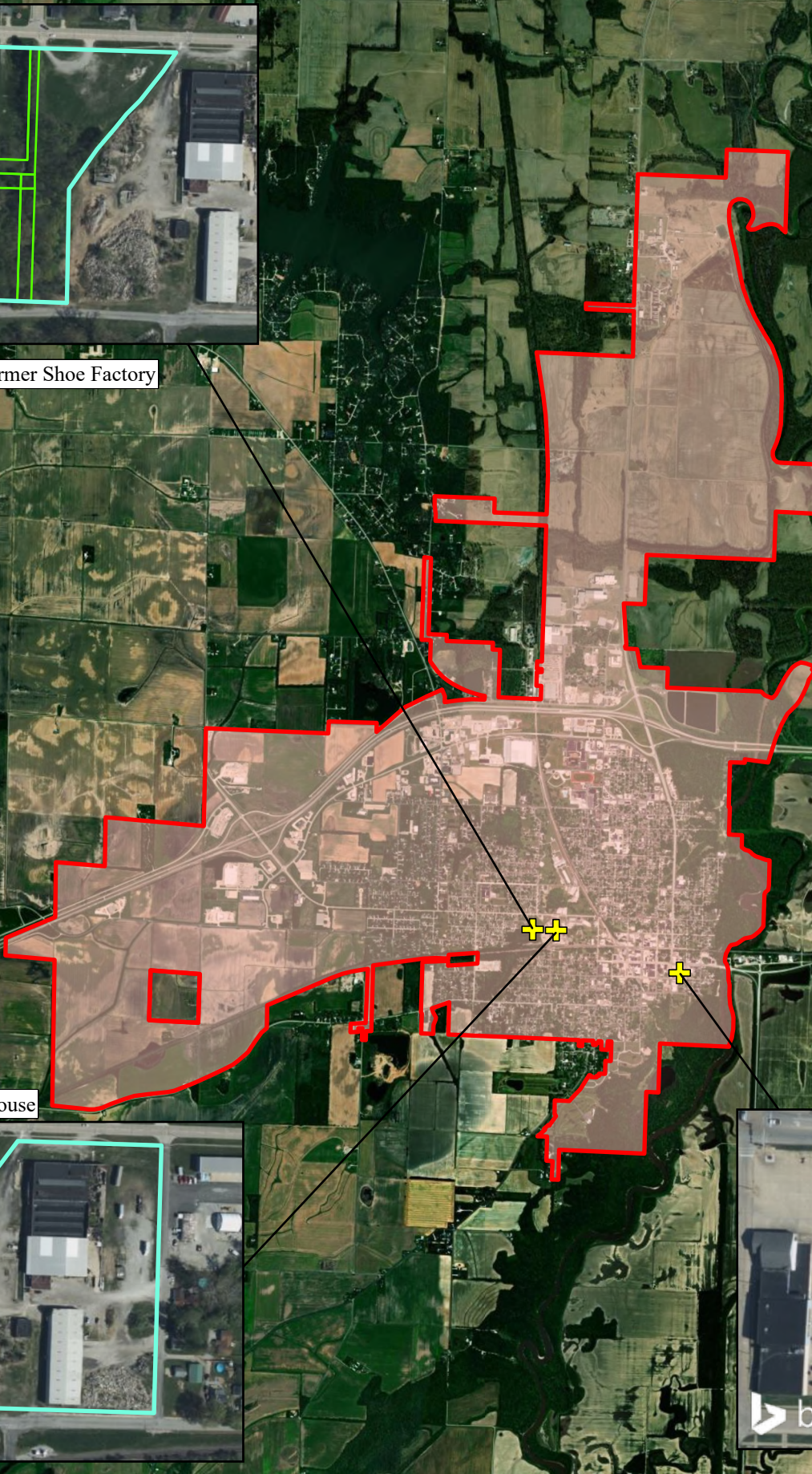
Former Shoe Factory



Vandalia Warehouse



Former Kroger Building



FY26 CWA Brownfield Grant - Vandalia, IL
City of Vandalia, Fayette County, Illinois
Priority Site Locations within the City Limits of Vandalia, Illinois





City of Vandalia, IL

**FY26 Brownfield Assessment Grant
Narrative**



1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

Target Area and Brownfields. a. Overview of Brownfield Challenges and Description of Target Area: The City of Vandalia (City), county seat of Fayette County, Illinois, was founded in 1819 and served as the state capital from 1820 until 1839.¹ **The city limits define the geographic boundary and target area for this project (8.1 square miles).** The City long served as a regional hub for manufacturing and transportation, dating back to its role in the development of the National Road, the first federally funded US highway. During the 20th century, the City's economy thrived on a diverse industrial base that included barrel making and plastics manufacturing. One major employer was the J.W. Ford Roofing Products Company, which at its peak in the 1920s provided jobs for over 300 residents at its location in the Vandalia Warehouse. However, economic decline over the past several decades caused by industrial restructuring and globalization has resulted in major plant closures and left behind **brownfield challenges in the target area.**

Starting in 2005, several major industrial employers closed their doors due to the declining economy. The loss of these industrial employers not only eliminated direct manufacturing jobs but also reduced demand for local service businesses, transportation providers, and suppliers, which accelerated economic losses across multiple sectors. This downturn left former industrial properties vacant and underused, contributing to a growing inventory of brownfield sites in the target area that hinder redevelopment and economic recovery. Economic difficulties were compounded by an extreme weather event of an EF1 tornado with wind speeds of 90 miles per hour that struck the area in March 2025 and damaged municipal buildings. In addition, the tornado forced increased spending on emergency response and public works for debris removal. These costs diverted financial resources away from redevelopment priorities, which underscores the need for EPA Brownfields Assessment funding to address brownfield challenges in the City.

Brownfield challenges disproportionately affect vulnerable populations in the City, including the **22% who live in poverty** (US 12%).² EPA Brownfields funding will be instrumental in assessing and addressing environmental concerns and will pave the way for revitalization and economic prosperity through commercial and industrial development.

b. Description of the Priority Brownfield Site(s): During an August 2025 windshield survey, 20 brownfield sites were identified, and the City has documented properties that pose potential hazards to residents, including former industrial facilities, fuel stations, warehouses, and maintenance shops. These sites may contain contaminants such as **asbestos-containing materials (ACM), heavy metals, volatile organic compounds (VOCs), semivolatile organic compounds (SVOCs), polychlorinated biphenyls (PCBs), per- and polyfluoroalkyl substances (PFAS), and dioxins/furans.** Through a grant-funded site inventory, the City will collaborate with community members to identify additional properties and develop an evaluation ranking tool to prioritize sites based on environmental risk and redevelopment potential. Three priority sites were selected for the Community-wide Assessment Grant based on their strategic locations, the willingness of property owners to provide access for assessment after funding, and their strong potential for industrial and commercial development to drive economic growth in the City.

The first priority site is the Former Shoe Factory, located at coordinates 38°57'57.0"N 89°06'15.8"W (38.965833, -89.104389) and encompassing approximately 7.5 acres of overgrown grass and wooded land. The factory was constructed in the 1920s and was home to the Johnson, Stephens & Shinkle Shoe Factory. By 1942, Wides Oil Company developed on the southwest corner of the property. The factory was demolished by 1998, and the site has remained vacant since

¹ <https://www.britannica.com/place/Vandalia-Illinois>.

² US Census: 2019–2023 American Community Survey.



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that time. Because of the mixed industrial uses of the property, the suspected environmental concerns include **ACM, VOCs, and SVOCs** that stem from both manufacturing and fuel-related activities. Two blocks from the First Pentecostal Church and the public library, and less than one mile from the Vandalia elementary and high schools, this unfenced site poses risks for vulnerable populations, particularly children and families. The property **owner has granted access for environmental assessment**. The City has prioritized this site due to its size, central location, and redevelopment potential for industrial or commercial use.

The second priority site is the Vandalia Warehouse, located at 1100 W. Randolph Street and encompassing approximately 10 acres. The property includes two commercial buildings with garage bays, driveways, and a storage yard currently used by a local construction company. The building was constructed prior to 1927 and was home to J.W. Ford Roofing Products Company, one of the previously discussed former major employers in the City. By 1960, the business transitioned to general storage under the name Vandalia Warehouse Corp., with additional uses including a small auto repair shop on the southeastern section of the site. Portions of the original warehouse were demolished by 1981, and a new building was constructed directly south of the current structure by 1988. Approximately 15 years ago, the site experienced a fire in the eastern portion of the building that further complicated its environmental profile. The eastern portion of the historical brick structure remains partially collapsed on that side of the building. Suspected contaminants include **ACM, heavy metals, VOCs, SVOCs, PCBs, and dioxins**. The site is currently surrounded by a chain-link fence with gated access from the north side of the property. Located in a high-traffic pedestrian area just a short walk from downtown, it is surrounded by residential neighborhoods and is less than a mile from Vandalia elementary and high schools, the First Pentecostal Church, and the public library. **The owner has granted access to the City**, and this site has been prioritized due to its strategic location, size, and strong potential for industrial or commercial redevelopment.

The third priority site is the Former Kroger Building, (1.25 acres) located at 13 Old Capitol Mall, on the southeast side of the City (in **Opportunity Zone census tract 17051950900**). The 15,000 square foot, mostly brick building was constructed in 1973 as part of a larger strip mall development. The Former Kroger store closed in the early 2000s due to a downturn in the local economy and the shift in new development to the outer edge of town. The building has remained vacant since closing and is unsecured. The site positioned at one of the main entrances to the City is located in a Tax Increment Finance (TIF) District and the Historical Downtown, across the street from the Vandalia Statehouse Historic Site, one block away from the County museum, and is near the First United Methodist Church and residential neighborhoods. Potential contamination includes on-site **lead-based paint (LBP), ACM, and the site could be affected by nearby gas stations with a potential issue for petroleum, heavy metals, and VOCs**. The owner has granted site access to the City.

c. Identifying Additional Sites: The City, working with residents and project partners, will develop a site inventory and evaluation tool as part of this grant. Using this tool, brownfield sites in the target area will be ranked, with priority given to locations that will most benefit distressed or sensitive populations. Drawing on the county property-appraisal website, community input, and census data, the City will also identify and evaluate additional sites within the broader geographic boundary that face critical challenges such as health disparities, pollution, and poverty. Any remaining grant funds, after completing all target-area assessment work, will be directed toward assessing additional high-need sites. With the target area and geographic boundary being the same for this project, the inventory will include all potential sites within the City's jurisdiction.



Revitalization of the Target Area. d. Reuse Strategy and Alignment with Revitalization Plans: **The 2019 Vandalia Comprehensive Plan (VCP)** establishes a long-term vision to revitalize vacant and underused properties through commercial and industrial redevelopment that creates a diverse, resilient economic ecosystem. The City's location near Interstate 70 (I-70), with two interchanges that are less than two miles from downtown, offers a significant advantage for redevelopment. As a major east-west corridor linking St. Louis to Indianapolis and beyond, I-70 positions the target area as an attractive site for industrial and commercial investment. Leveraging this strategic location will position the City as a competitive hub for regional economic growth. Building on this strategic connectivity, the VCP aims to develop within the city limits, reuse obsolete industrial sites, and leverage existing infrastructure to attract investment and jobs. Redevelopment of the **Former Shoe Factory priority site** aligns with VCP goals by *transforming a centrally located brownfield into a modern industrial or commercial facility to stimulate economic growth and improve neighborhood connectivity*. Similarly, transforming the 10-acre **Vandalia Warehouse priority site** immediately west of downtown complements VCP objectives for downtown revitalization and commercial expansion. Its reuse for commercial or industrial purposes will expand business corridors and create a seamless connection to the City's core. Finally, redevelopment of the **Former Kroger Building priority site**, located in an **Opportunity Zone and USDA Food Desert**, into a new grocery store advances VCP strategies for commercial development and reinvestment in vulnerable neighborhoods.

The priority sites are located near the Vandalia Statehouse, Illinois' oldest surviving capitol building and where Abraham Lincoln launched his political career; the Madonna of the Trail Monument; Lincoln Park; the Fayette County Museum and the National Road Interpretive Center. Leveraging this proximity will enhance the City's tourism potential. Replacing blight with modern industrial and commercial development will encourage longer stays by creating a more attractive gateway for visitors along key corridors. An EPA Brownfields Assessment Grant is essential to eliminate contamination barriers and enable projects to fulfill the City's vision for economic development and job creation.

e. **Outcomes and Benefits of Reuse Strategy:** The City faces an **unemployment rate of 6% (county 3%) and a poverty rate of 22% (US 12%)**.³ Redevelopment of the priority sites will deliver measurable **economic benefits** including **job creation, expansion of the local tax base, and increased property values**. The **Former Shoe Factory, Vandalia Warehouse, and the Former Kroger Building priority sites** could support **approximately 68–90 permanent jobs** if redeveloped for industrial/commercial use.⁴ Potential industrial uses include light manufacturing, food processing, and logistics/distribution operations, which align with the City's proximity to I-70. Commercial reuse could draw regional retail, professional services, and hospitality businesses to enhance the City's historic downtown and tourism assets. Redevelopment of the priority sites will also attract tourism-related businesses such as boutique retail, restaurants, and lodging; support local entrepreneurs; and expand the tax base through tourism-related sales.

Beyond economic gains, the **noneconomic benefits** include blight removal, public-health-risk reduction from legacy contaminants, and improved neighborhood safety and aesthetics. Reviving the **Former Kroger Building** into a new grocery store will bring healthy, affordable food to a current food desert and allow easy, walkable access to daily necessities for this distressed community.

³ US Census: 2019–2023 American Community Survey.

⁴ https://clark.wa.gov/sites/default/files/dept/files/community-planning/Buildable%20Lands/2_%20Employment%20Density%20memo.pdf



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The City will collaborate with developers to integrate sustainable infrastructure, **energy-efficient design, and renewable energy solutions** into all redevelopment planning. This effort aligns with the VCP’s goals to revitalize downtown, boost tourism, and create a resilient local economy. Furthermore, the City will promote weather-resilient landscaping and work with developers regarding new development standards designed to mitigate the impacts of **extreme weather events and natural disasters**. A key component of this project is the creation of the **Brownfield Revitalization Plan** to guide future development by implementing these strategic local resilience measures and creating a vibrant blueprint for tomorrow.

Strategy for Leveraging Resources. f. Resources Needed for Site Reuse: The City is eligible to apply for county, state, and federal funding to stimulate additional brownfield redevelopment and will continue to pursue such funding. Additional funding options include:

Agency	Funding Purpose
US EPA Brownfields Cleanup Grant (up to \$4,000,000)	Supports cleanup of contaminated brownfield sites.
HUD Community Development Block Grant (CDBG) Entitlement Program	Grants to support community development through housing and expanded economic opportunities.
Illinois Brownfields Redevelopment Loan Program (Up to \$1,000,000 per project)	Low interest loans for limited investigation, remediation, and demolition to support local government and private parties to clean up brownfields that have been assessed for contamination.
South Central Illinois Regional Planning Community Development Initiative (CDI) Loan Program (Up to \$250,000)	Helps local governments address infrastructure problems, public facility deficiencies, health and safety concerns, and regulatory compliance.
Illinois Department of Commerce & Economic Opportunity Grants	Grants for economic development and infrastructure improvements that support both public and private entities in building resilient, inclusive, and prosperous communities.

g. Use of Existing Infrastructure: The existing infrastructure (streets, roads, utilities, water, sewer, broadband) throughout the target area and geographic boundary is sufficient for redevelopment. The City replaced the downtown waterline in 2008 as part of the Streetscape Program and is seeking to replace waterline infrastructure through a CDBG grant in 2026 at the Former Shoe Factory priority site. As part of this grant, to ensure adequate infrastructure, the City has requested a grant-funded Infrastructure Evaluation to ensure no other redevelopment needs exist at the priority site locations. The City will acquire additional funding through state and federal grant programs. Redevelopment will include the reuse of the existing structures at the **Vandalia Warehouse** and the **Former Kroger Building** priority sites.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

Community Need. a. The Community’s Need for Funding: The City’s **small population of 6,041** faces significant economic challenges that underscore the need for EPA Brownfields Assessment Grant funding.⁵ The City’s **low median household income is \$43,184, just 55% of the national median of \$78,538, and the per capita income is \$23,708 compared to \$43,289 nationally.**⁵ Approximately **22% of the population lives below the poverty line (US 12%).**⁵ These indicators reflect a small, low-income community with limited financial capacity to independently address environmental contamination and redevelopment. The EF1 tornado that struck the area in March 2025 significantly impacted the City’s budget by forcing additional expenditures for emergency response and extended public works operations to manage debris removal. Multiple municipal buildings sustained damage from the 90 mph winds, with repair costs exceeding insurance

⁵ US Census: 2019–2023 American Community Survey.



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coverage. As a result, the City must absorb these additional expenses within its own budget. Given the strain on resources and the need to maintain essential services including fire, police, EMS, public works, and sanitation, the **City is unable to fund environmental assessments or pursue additional projects.** Furthermore, limited economic growth has resulted in stagnant tax revenues, leaving no financial flexibility to support new initiatives. An EPA Brownfields Assessment Grant would provide critical support to evaluate legacy industrial sites and initiate the process of removing environmental hazards that inhibit economic revitalization.

b. Health or Welfare of Sensitive Populations: Significant health and welfare challenges impact the City's sensitive populations, including the elderly (23%; US 20%) and those living in poverty.⁶ Poverty affects all ages throughout the target area: **20% of residents over 65 (US 10%) and 35% of children under 18 (US 16%) live in poverty.**⁶ In addition, **11% of residents are Black (county 4%), and 6% are Latino (county 3%).**⁶

The target area suffers from welfare issues such as reliance on government assistance, a low rate of educational attainment, high unemployment, and low vehicle accessibility. Educational attainment is a concern: **12% of the residents over age 25 lack a high school diploma (US 6%).**⁶ This gap places the target area in the **70th percentile of populations with less than a high school education.**⁷ **Sixteen percent (16%) of households rely on SNAP benefits (US 12%),** portions of the target area are classified as a **USDA food desert, 15% of occupied housing units lack access to a vehicle (US 8%),** and 6% of residents are unemployment (US 5%). Clearly, meaningful redevelopment and reinvestment are necessary to reverse these distressing trends.⁶ Redevelopment of the priority sites for industrial and commercial use will generate employment pathways for youth and adults without advanced degrees and make job opportunities accessible to the broader community. Expanding employment opportunities will stabilize household incomes and increase the local tax base to support essential services for all residents who now live in poverty.

Redeveloping the **Former Kroger Building** into a grocery store will provide residents with healthy and fresh food options within walking distance of their homes. Without these investments, the City will continue to face economic distress. Cycles of poverty will perpetuate by leaving youth with fewer career pathways, minority populations struggling with persistent underemployment, and older adults coping with fixed incomes in neighborhoods burdened by disinvestment and blight. By using EPA Brownfields Assessment funds to identify contamination, threats to sensitive populations will be reduced by creating new businesses and improving job opportunities, which will in turn lead to economic prosperity for generations to come.

c. Greater Than Normal Incidence of Disease and Adverse Health Conditions: The priority sites, which are contaminated with ACM, LBP, petroleum, heavy metals, and PFAS, pose serious risks to sensitive populations in a city already burdened by health disparities. The target area **ranks in the 70th percentile for asthma and the 80th percentile for low life expectancy.**⁷ According to the National Cancer Institute, **the cancer mortality rate in the county also raises concerns with a rate of 159.9 deaths per 100,000, which is higher than the US average of 146.0 and the Illinois average of 150.2.** Birth defect data is not available at the city level, but the county reports elevated rates of adverse birth outcomes associated with congenital anomalies. According to the Illinois Department of Public Health, **9% of births were classified as low birth weight (state 8%),** and 11% were classified as pre-term. ACM can lead to severe respiratory diseases, including asbestosis, lung cancer, and mesothelioma due to fiber-induced lung scarring and carcinogenesis.⁸ LBP remains a major source of lead poisoning, particularly in children, and causes irreversible

⁶ US Census: 2019–2023 American Community Survey.

⁷ <https://pedp-ejscreen.azurewebsites.net/>.

⁸ <https://www.atsdr.cdc.gov/asbestos/health-effects/index.html>



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neurological damage, developmental delays, and behavioral disorders, whereas adults may experience hypertension and reproductive issues. Addressing these environmental threats is critical to improve public health outcomes and enable revitalization efforts that include commercial and industrial economic development opportunities for sensitive populations. Without EPA Brownfields Assessment funding, the City lacks the resources to identify and mitigate contaminants that may exacerbate these health conditions.

d. Economically Impoverished/Disproportionately Impacted Populations: The City’s history as a transportation and industrial hub shaped its economic development. While industry sustained the local economy for decades, it also introduced environmental hazards, including **petroleum residues, heavy metals, and ACM**. When industrial operations ceased, many sites were abandoned, leaving behind vacant structures and potential contamination that continue to burden low-income households and minority populations who disproportionately bear these risks while lacking the resources to address them. Current conditions underscore these challenges: The City ranks in the **95th percentile for drinking water noncompliance**, which signals significant environmental stress.⁹ Social vulnerability compounds these risks with the economically impoverished as **22% of residents live in poverty (US 12%)**.¹⁰ The City is committed to fostering economic opportunities for all residents, including those that disproportionately share the negative environmental consequences from historical industrial activities and policies. The proposed EPA Brownfields Assessment Grant will directly address these issues by identifying and characterizing contaminated sites, reducing exposure to hazardous substances, and laying the groundwork for redevelopment.

Community Engagement. e. Project Involvement & f. Project Roles: Project partners will play a vital role in advancing brownfield revitalization by supporting site identification and prioritization, leading community outreach and education, and guiding cleanup and reuse planning.

Name of org.	Entity’s mission	Point of contact	Specific involvement in the project of assistance provided
Vandalia Lions Club	To empower volunteers and partners to improve health and well-being and support those in need through service.	John Dotray, President, [REDACTED]	Assistance/Decision Making: community education.
Vandalia Historical Society	To support and promote the rich history of Vandalia.	Matt Haake, President, vandaliahistoricalociety@yahoo.com	Assistance/Decision Making: community education and outreach.
Greater Fayette County Chamber of Commerce	To promote business prosperity and a healthy community.	Jill Tarkington, Executive Director, greaterfaco-chamber@gmail.com	Assistance/Decision Making: site identification, reuse planning, and community education.
St. James Lutheran Church	To build faith in Jesus, in community, ministry, and outreach.	Brad Frye, Pastor [REDACTED]	Assistance/Decision Making: community outreach, education, and meeting location.
Vandalia Rotary Club	To bring people together to create sustainable communities while addressing health, education, and peace.	Pat Click, President, [REDACTED]	Assistance/Decision Making: site identification, community outreach, and education.

⁹ <https://pedp-ejscreen.azurewebsites.net/>

¹⁰ US Census: 2019–2023 American Community Survey



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g. Incorporating Community Input: The City and its community members understand the need for community input to run a successful Brownfield Program, and on July 21, 2025, it announced its intention of applying for a Brownfield Community-wide Assessment Grant. The City’s Brownfield Project Team, made up of city staff, has been discussing the potential for redevelopment of their respective brownfield properties and were happy to share their vision with the local communities. The City will continue to be transparent with the community and seek feedback throughout the project. They will engage the residents and community partners in educational and project-update meetings as well as request their input on brownfield site identification and prioritization. Community input and suggestions will be solicited and documented during community meetings. Resident suggestions will be discussed during quarterly brownfield team meetings, and responses will be posted on the Brownfield Program website. Target-area, resident-identified sites will be added to the inventory, evaluated with project-partner input, and prioritized based on need, project goals, and the future land-use redevelopment plans. The comments and questions gathered from residents during meetings, especially those from residents most affected by the project, will be addressed through the project webpage and at the regularly scheduled City meetings throughout the grant period. Project information will be offered through City and project-partner websites, social media, local/regional publications, and distributed print material to ensure dispersal throughout the geographic area. A Brownfield Program webpage will be developed as part of this grant to allow residents access to periodic updates on the program’s status. A Community Involvement Plan (CIP) will also be created to outline the community engagement activities, schedule, project background, and key players. The CIP will be available for review at City Hall and on the brownfield webpage. A Brownfield Program brochure explaining the program will be shared throughout the community and at regularly scheduled council meetings; these brochures will be especially helpful for those residents without internet access. To continue to promote community involvement, educational community outreach events will be conducted via virtual and in-person meetings, to discuss the grant project and engage the community. The brownfield project director will provide project information during regularly scheduled monthly council meetings, the seven grant-funded community educational meetings, and charrettes/visioning sessions. As an alternative to in-person meetings, all meeting information will be promoted through the brownfields program webpage, local newspaper and radio station, email distribution lists, local community events, church groups, and social media.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

Description of Tasks/Activities and Outputs:

Task 1: Program Management	
a.	<p><i>Project Implementation: Non-EPA-funded:</i> Using its own funding, the City will procure a qualified environmental professional (QEP) to assist with the Brownfield (BF) Grant project. The City’s BF Project Finance Director will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement work plan, schedule, and terms and conditions.</p> <p><i>EPA-funded:</i> The QEP will assist in completing ACRES database reporting, yearly financial reporting, quarterly reporting, and additional programmatic support for the four-year term of the grant. The travel budget allows for two staff to attend three BF training conferences/workshops.</p>
b.	<p><i>Anticipated Project Schedule:</i> Procure QEP in 1st quarter. ACRES & quarterly reporting begin in the 1st quarter and continue throughout the grant. Annual reporting and forms will be created in the 5th, 9th, 13th quarters and final closeout.</p>
c.	<p><i>Task/Activity Lead:</i> City: Danielle Caruso, Treasurer, BF Project Finance Director.</p>



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d.	<i>Outputs:</i> ACRES database reporting, 4 annual financial reports, 16 quarterly reports, and programmatic support for the four-year grant period. Two staff to attend three conferences.
Task 2: Outreach & Site Inventory	
a.	<i>Project Implementation: EPA-funded:</i> CIP, outreach materials, BF webpage, and social media posts will be developed by the City’s BF Project Manager with assistance from the QEP. City staff will lead the community/educational meetings discussing project plans and updates. The City’s BF Project Manager will work with target-area residents during outreach events to add to the site inventory. Identified abandoned and underused properties will be researched further by City staff using GIS and the property appraiser’s website. QEP will work with City staff to create an evaluation ranking tool to determine the order in which the sites will be addressed. Supplies: printing of outreach materials (brochures/handouts) and office supplies to manage the grant.
b.	<i>Anticipated Project Schedule:</i> CIP created in 1 st quarter. Community/educational meetings held 1 st , 3 rd , 5 th , 7 th , 9 th , 11 th , and 14 th quarters. BF webpage and outreach materials will be created in the 1 st quarter and posted throughout the grant project. Meeting held in the 1 st quarter will continue the preliminary inventory process. Evaluation ranking process begins in the 2 nd quarter and continues throughout the grant.
c.	<i>Task/Activity Lead:</i> City: Amber Daulbaugh, Economic Development/Tourism Director, BF Project Manager.
d.	<i>Outputs:</i> CIP, BF webpage, 7 community/educational meetings, brochures/handouts, social media posts, summary of community meetings in EPA-required quarterly reports, evaluation ranking tool, site inventory list.
Task 3: Assessment	
a.	<i>Project Implementation: EPA-funded:</i> The QEP conducts Environmental Site Assessments (ESAs), starting with the priority sites listed in this application. ASTM-AAI-compliant Phase Is; Generic Quality Assurance Project Plan (QAPP); Phase IIs will include the Sampling and Analysis Plan (SAP). Prior to assessment, site access agreements and property eligibility determinations approval will be obtained. National Historic Preservation Act Section 106 consultations will be addressed when applicable.
b.	<i>Anticipated Project Schedule:</i> Assessments begin in the 2 nd quarter and continue throughout the grant project.
c.	<i>Task/Activity Lead:</i> The QEP will implement the technical aspects of the project with oversight from the City: LaTisha Paslay, City Administrator, BF Project Director.
d.	<i>Outputs:</i> 10 Phase I ESAs; 1 Generic QAPP; 5 Phase II ESAs, including SAP; site access agreements; property eligibility determinations; Section 106 determinations (if applicable).
Task 4: Cleanup Planning	
a.	<i>Project Implementation: EPA-funded:</i> Projects identified for cleanup. The QEP will prepare the Analysis for Brownfield Cleanup Alternatives (ABCA) and/or Cleanup Plans, which include evaluating cleanup alternatives, calculating cleanup costs, and determining site-appropriate remediation and/or reuse planning to reduce health/environmental risks. The QEP will assist the City in hosting charrettes/visioning sessions. A planner will create the following EPA-approved planning documents: BF Revitalization Plan, Site Reuse Assessments, Infrastructure Evaluation Condition Assessment.
b.	<i>Anticipated Project Schedule:</i> Plans/charrettes begin in 6 th quarter and will continue throughout the grant.
c.	<i>Task/Activity Lead:</i> The QEP will implement the technical aspects of the project with oversight from the City: LaTisha Paslay, City Administrator, BF Project Director.
d.	<i>Outputs:</i> 3 ABCAs, 3 vision sessions/charrettes, 2 Site Reuse Assessments, 3 Infrastructure Evaluation Condition Assessments, 1 BF Revitalization Plan.

e. Cost Estimates: Below are the anticipated cost estimates for this project *based on past brownfield projects as determined by local market standards with contractual hourly rates based*



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on the skills needed for the specific tasks. The budget for this project includes travel, supplies, conference registration (other) and contractual costs only. No administrative costs are included in the budget.

Of the budget, 53% will be spent on site-specific work and 32% for area-wide planning activities.

Task 1 Program Management: Contractual: ACRES database reporting, yearly financial reporting, quarterly reporting \$24,750 (150 hrs × \$165). Travel: 2 staff to attend 3 conferences for a total of \$12,600 (flights at \$800, 3 nights in hotel at \$300/night, incidentals and per diem at \$100 per day × 4 days × 2 staff × 3 events). Other: \$1,800 conference registration (\$300 per event per person)

Task 2 Outreach & Site Inventory: Contractual: CIP \$3,900 (26 hrs × \$150); BF webpage, outreach brochure/handouts, social media posts \$3,000 (20 hrs × \$150); 7 community/educational meetings \$13,650 (\$1,950 per mtg.; 13 hours per meeting to include preparation and execution × \$150); BF site inventory and evaluation ranking tool creation \$16,500 (110 hrs × \$150). Supplies: \$1,300 (\$700 [700 printouts at \$1 each]; \$500 [5 display board printouts at \$100 each]; pens, markers, paper \$100).

Task 3 Assessment: Contractual: 10 Phase I ESAs \$46,000 (\$4,600 each); 1 Generic QAPP \$6,500; 5 Phase II ESAs including SAP \$190,000 (\$38,000 each).

Task 4 Cleanup Planning: Contractual: 3 ABCAs \$21,000 (\$7,000 each); 3 vision sessions \$9,000 (\$3,000/meeting); 2 Site Reuse Assessments \$45,000 (\$22,500 each [Principal Planner: 14 hrs × \$250; Senior Planner: 45 hrs × \$200; PM Planner: 40 hrs × \$175; Support Personnel: 24 hrs × \$125]); 3 Infrastructure Evaluation Condition Assessments \$30,000 (\$10,000 each [Principal Planner: 10 hrs × \$250; Senior Planner: 15 hrs × \$200; PM Planner: 15 hrs × \$175; Support Personnel: 15 hrs × \$125]); 1 BF Revitalization Plan \$75,000 (Principal Planner: 94 hrs × \$250; Senior Planner: 180 hrs × \$200; PM Planner: 60 hrs × \$175; Support Personnel: 40 hrs × \$125).

Category	Tasks				Totals
	Program Management	Outreach & Site Inventory	Assessment	Cleanup Planning	
Travel	\$12,600				\$12,600
Supplies		\$1,300			\$1,300
Other	\$1,800				\$1,800
Contractual	\$24,750	\$37,050	\$242,500	\$180,000	\$484,300
Total Budget	\$39,150	\$38,350	\$242,500	\$180,000	\$500,000

f. Plan to Measure and Evaluate Environmental Progress and Results: To ensure this EPA Brownfields Project is on schedule, the City’s internal Brownfield Project Team, including the QEP, will meet quarterly to track project progress of outputs identified in 3.d. using an Excel spreadsheet to submit quarterly reports to the EPA. Project expenditures and activities will be monitored to ensure timely completion within the four-year time frame. Site-specific information will be entered into the ACRES database. Key outputs to be tracked include the number of community meetings with neighborhoods, community groups, and community partners; public meetings; environmental assessments; ABCAs; and cleanup redevelopment plans. Key outcomes to be tracked include community participation, acres assessed, acres ready for reuse, leveraged redevelopment dollars, and jobs created. If project efficiency is inadequate, the City has countermeasures in place, including monthly calls with the EPA Project Officer and, if necessary, a Corrective Action Plan to get the project back on track.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE



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Programmatic Capability. a. Organizational Capacity, b. Organizational Structure, & c. Description of Key Staff: The City operates under a mayor–council form of government. The city council is composed of five members and is the legislative and policy-making body of the City government. City staff are familiar with successfully managing federal- and state-funded grant projects for their jurisdiction. The Brownfield Project Team, described below, and their supporting staff are capable of successfully managing this Brownfield Assessment Grant.

Ms. LaTisha Paslay, the City Administrator, will serve as the **Brownfield Project Director**. She has held this position since 2007 and manages the day-to-day responsibilities of the city, oversees all departments, and manages all grant projects. Ms. Paslay will be the project’s primary point of contact and will be responsible for the overall management of the grant, including directing team members. **Ms. Amber Daulbaugh**, the City’s Economic Development and Tourism Director, will serve as the **Brownfield Project Manager**. Ms. Daulbaugh has served in this position for a year and is responsible for building partnerships within the community through collaboration with residents and businesses to create a vision and develop tourism within the City. She conducts monthly meetings with the Downtown District, oversees tourism projects, and will serve as the liaison between the grant administration team and downtown property owners. Ms. Daulbaugh has a strong history in customer service and sales prior to coming to the City. She will assist Ms. Paslay in the day-to-day tasks involved with this project. **Ms. Danielle Caruso** will serve as **Brownfield Finance Director**. She has served as the City Treasurer for four years. She is responsible for the financial and programmatic reporting for the City’s state and federal grants. Ms. Caruso also assists in preparing annual operating budgets, reviewing expenditures for compliance, presenting financial reports to the council, and conducting financial analysis for the council and its contractors. She will be responsible for managing the finances of this grant and will complete all draw downs through ASAP.gov. The qualified environmental professional (QEP) will handle the technical and reporting portions of this project.

d. Acquiring Additional Resources: The City will hire a QEP to assist with the technical and reporting aspects of the Brownfield Community-wide Assessment Grant and any additional contractors needed to complete the project. The hiring process will adhere to EPA’s Professional Service procurement guidelines and local contracting requirements. Throughout the project, the City will acquire additional resources as needed to ensure successful completion.

Past Performance and Accomplishments. e. Currently Has or Previously Received an EPA Brownfields Grant: (1) Accomplishments: The City was awarded an Assessment Grant in FY2010 in the amount of \$200,000. The grant was opened in 2010 and successfully closed out in 2014. Outputs for this project include five Phase I Environmental Site Assessments (ESAs) and four Phase II ESAs. The FY10 grant led to new redevelopment opportunities within the City with a new large storage rental facility opening at one site, an existing building being renovated to a new construction storage facility at another site, and a site was recently demolished for new development, which in turn led to new entry level employment, additional local tax revenue, and blight elimination.

(2) Compliance with Grant Requirements: The FY10 grant was closed out successfully in FY2014 with \$3,169.48 remaining. The City maintained compliance and successfully completed all the grant work plans, schedules, and terms and conditions and has an excellent history of timely reporting. Ms. Paslay was the primary contact on the FY10 brownfield project, is skilled in project management, and will monitor all grant activities to ensure compliance with all financial and other reporting requirements, such as ACRES database reporting and using the ASAP.gov system.



City of Vandalia, IL

**FY26 Brownfield Assessment Grant
Threshold Criteria**



Threshold Criteria

1. Applicant Eligibility

- a. The City of Vandalia, Illinois (City), is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as a local government as defined under 2 CFR § 200.1.
- b. The City is not exempt from Federal taxation under section 501(c)(4) of the Internal Revenue Code.

2. Community Involvement

The City and its community members understand the need for community input to run a successful Brownfield Program, and on July 21, 2025, it announced its intention of applying for a Brownfield Community-wide Assessment Grant. The City's Brownfield Project Team, made up of city staff, has been discussing the potential for redevelopment of their respective brownfield properties and were happy to share their vision with the local communities. The City will continue to be transparent with the community and seek feedback throughout the project. They will engage the residents and community partners in educational and project-update meetings as well as request their input on brownfield site identification and prioritization. Community input and suggestions will be solicited and documented during community meetings. Resident suggestions will be discussed during quarterly brownfield team meetings, and responses will be posted on the Brownfield Program website. Target-area, resident-identified sites will be added to the inventory, evaluated with project-partner input, and prioritized based on need, project goals, and the future land-use redevelopment plans. The comments and questions gathered from residents during meetings, especially those from residents most affected by the project, will be addressed through the project webpage and at the regularly scheduled City meetings throughout the grant period. Project information will be offered through City and project-partner websites, social media, local/regional publications, and distributed print material to ensure dispersal throughout the geographic area. A Brownfield Program webpage will be developed as part of this grant to allow residents access to periodic updates on the program's status. A Community Involvement Plan (CIP) will also be created to outline the community engagement activities, schedule, project background, and key players. The CIP will be available for review at City Hall and on the brownfield webpage. A Brownfield Program brochure explaining the program will be shared throughout the community and at regularly scheduled council meetings; these brochures will be especially helpful for those residents without internet access. To continue to promote community involvement, educational community outreach events will be conducted via virtual and in-person meetings, to discuss the grant project and engage the community. The brownfield project director will provide project information during regularly scheduled monthly council meetings, the seven grant-funded community educational meetings, and charrettes/visioning sessions. As an alternative to in-person meetings, all meeting information will be promoted through the brownfields program webpage, local newspaper and radio station, email distribution lists, local community events, church groups, and social media.



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3. Expenditure of Existing Grant Funds

The City affirms it does not have an open EPA Brownfields Assessment or Multipurpose Grant.

4. Contractors and Named Subrecipients

Not Applicable.