



125 SW "E" Street
 Madras, OR 97741
 541-475-2344
www.ci.madras.or.us

To: USEPA Brownfield Community-wide Assessment Grant Application Reviewers

From: Nicholas Snead, Community Development Director, City of Madras, Oregon

Date: January 26, 2026

RE: FY 2026 EPA Brownfields Community-wide Assessment Grant Application - Application Information Sheet – EPA-OLEM-OBLR-25-04

(1) Applicant Identification:

City of Madras

125 SW E Street

Madras, Oregon 97741

(2) Website URL: <https://madras.gov>

(3) Funding Requested

- a. Assessment Grant Type: Community-wide.
- b. Federal Funds Requested \$500,000

(4) Location :

The geographic boundary covered under the application is the city limits of the City of Madras, Oregon.

(5) Target Area and Priority Site Information

Target Area: The Target Area is the approximately 269 - acre Urban Renewal District for the City of Madras – see Attachment A.

Addresses of Priority Sites:

Priority Site -1 - Former Madras Auto Parts, Service and Repair Assemblage located at 35 NW A Street and 14 NW 5th Street, Madras, Oregon 97741

Priority Site - 2- Thomas Trust Properties Assemblage located at 169 and 141 S 5th Street and 156 S 6th Street, Madras, Oregon

(6) Contacts

a. Project Director

Nicholas Snead – Community Development Director, City of Madras

Phone: 541-675-5788 (cell)

Email: nsnead@madras.gov

Mailing Address: 125 SW E Street, Madras, OR 97741

b. Chief Executive/Highest-Ranking Elected Official

The Honorable Michael Lepin

Mayor, City of Madras

125 South West E Street

Madras, OR 97741

Email: mlepin@cityofmadras.us,

(7) **Population:** Total population of Madras: 8,242

(8) **Other Factors**

Information on Other Factors	Page
Community population is 15,000 or less.	1
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	N/A
The priority site(s) is in a federally designated flood plain.	2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	N/A
The reuse of the priority site(s) will incorporate energy efficiency	3
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	3
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).	8
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**

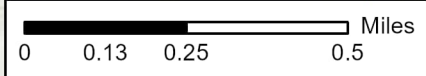
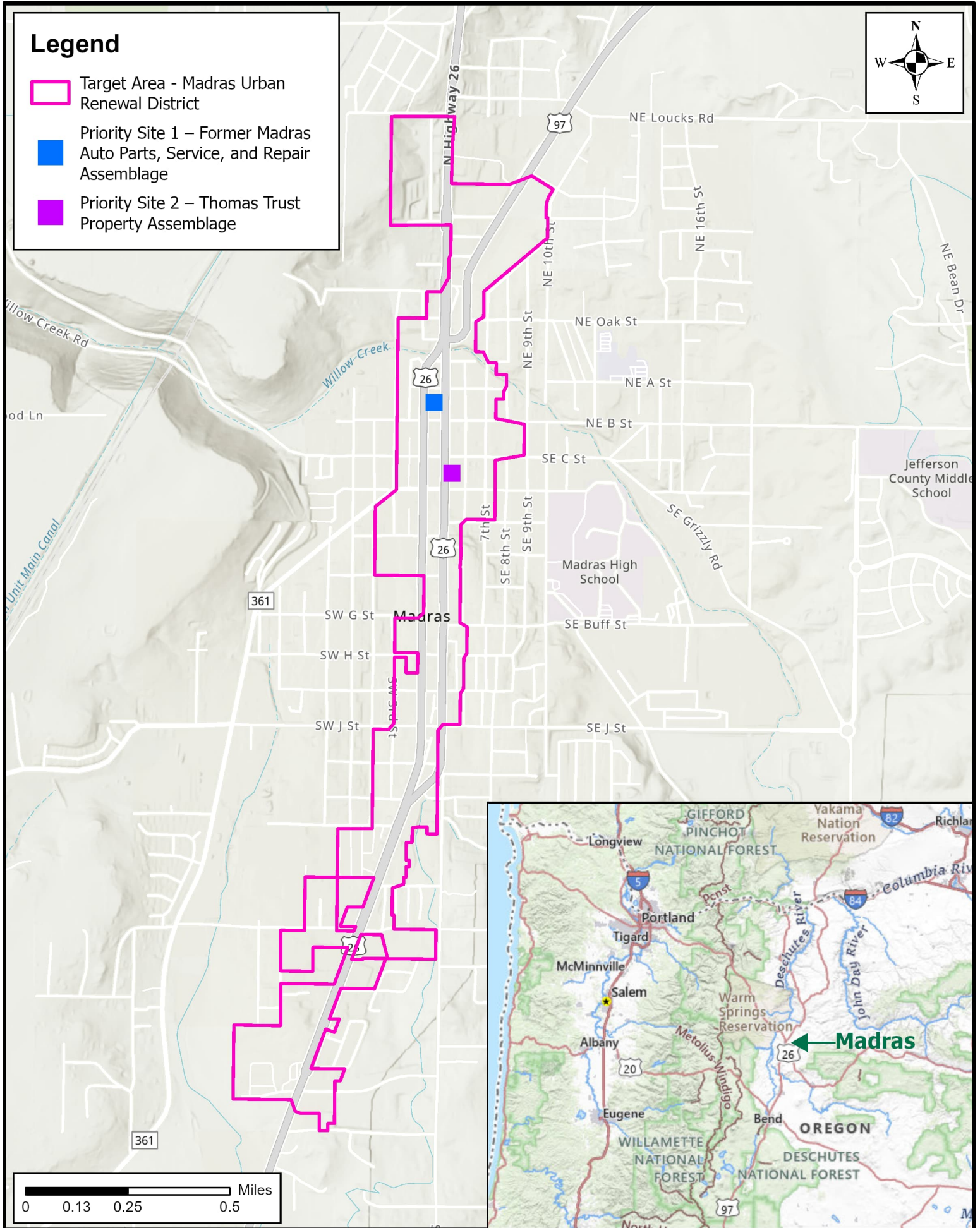
A letter of acknowledgement from the Oregon Department of Environmental Quality is provided in Attachment B.

(10) **Releasing Copies of Applications**

Not applicable.

Legend

-  Target Area - Madras Urban Renewal District
-  Priority Site 1 – Former Madras Auto Parts, Service, and Repair Assemblage
-  Priority Site 2 – Thomas Trust Property Assemblage



Date: Jan 2026

Target Area and Priority Sites Location Map

Community-Wide Assessment Grant Application



City of Madras
125 SW E Street
Madras, Oregon 97741



Oregon

Tina Kotek, Governor

Department of Environmental Quality

Eastern Region

400 E. Scenic Drive, Suite 307

The Dalles, OR 97058

(541) 298-7255

FAX (503) 229-6945

TTY 711

January 22, 2026 *via electronic delivery*

Terri Griffith
U.S. Environmental Protection Agency, Region 10
1200 Sixth Avenue, Suite 155
Mailstop: ECL-133
Seattle, WA 98101

Re: FY2026 – EPA Community-wide Assessment Grant Application for the City of Madras

Terri,

The Oregon Department of Environmental Quality (DEQ) acknowledges and supports the FY26 EPA Brownfields Community-wide Assessment Grant application for the City of Madras (the City). The target area for this grant application is the City's Urban Renewal District which includes the downtown core and the adjacent commercial light/industrial properties. The focus on this grant application is on two priority sites: Former Madras Auto Parts, Service, and Repair Assemblage, and the Thomas Trust Property Assemblage. These priority sites have documented or suspected presence of hazardous substances and/or petroleum contamination that could pose a risk to human health and the environment. In turn, these uncertainties create barriers to reuse and redevelopment opportunities.

The City is requesting \$500,000 in EPA Brownfields Community-wide Assessment funding to assess and plan for reuse and redevelopment over the 4-year grant period. The City anticipates performing several Phase I and Phase II Environmental Site Assessments, cleanup plans, revitalization plans and community engagement activities.

DEQ recognizes the vital role brownfield redevelopment plays in promoting economic stability and the protection of human health and the environment. Thus, DEQ supports The City's application for the EPA Brownfield Grant. Please contact Allen Clements, DEQ's Eastern Region Brownfields Coordinator, at 503-806-0713 or via email at allen.clements@deq.oregon.gov if you have any questions.

Sincerely,

Ann M. Farris

Ann Farris, Eastern Region Cleanup Manager

ecc: Nicholas Snead, City of Madras
Margaret Olson, EPA R10 Project Officer
Allen Clements, DEQ Eastern Region Brownfield Coordinator

C. Narrative Criteria

(1) PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

1.a. Overview of Brownfield Challenges and Description of Target Area: The activities proposed under this grant application will be conducted by the City of Madras within the geographic boundaries of the city. Madras (pop. ~8,242) is a small rural community in Jefferson County, Oregon. The historic agricultural, transportation and small-scale manufacturing sectors in Madras serve as the regional service center for a large portion of rural Central Oregon. The Crooked River runs along the eastern edge of town periodically contributing to localized flooding within low-lying areas of the city, increasing the potential risk for legacy contaminant migration. Madras is subject to other natural hazards including wildfire, earthquake, drought, and severe weather events all of which pose risks to public health, critical infrastructure, and long-term community resilience. These hazards pose unique challenges to brownfield redevelopment in Madras – grant funded brownfield assessment and planning actions provide opportunities to address them.

Incorporated in 1910, the city has relied on agriculture, rail, and auto-service industries, leaving a legacy of aging commercial buildings, former fueling stations, and underutilized industrial parcels, many located in the downtown U.S. Highway 97 corridor. As these sectors declined, many properties became vacant or deteriorated, increasing the likelihood of petroleum releases, solvent and metal contamination and asbestos and lead-based paint associated with aging structures. Madras' limited tax base and constrained municipal resources prevent the city from funding environmental assessments or completing remediation planning without federal support. Many parcels best suited for redevelopment purposes are precisely those burdened by environmental uncertainty, creating a direct barrier to implementing adopted local plans and goals. These sites and the potential or actual presence of contaminants constrain private investment and limit the city's ability to activate key redevelopment sites into much-needed community assets.

The Target Area (TA) for this Community-wide Assessment (CWA) grant is the city's Urban Renewal District (URD) which includes the downtown core and the adjacent commercial/light industrial properties along U.S. Highway 97 and 4th, 5th, and 6th Streets. Funded by a 2025 Business Oregon Integrated Planning Grant, the city conducted a preliminary Development Opportunities Inventory (DOI) and identified 27 potential brownfield sites city-wide. Nineteen of these sites are located within the URD. CWA funding is essential for Madras to characterize contamination, reduce redevelopment risk, and return strategically located sites within the Target Area to productive use. By resolving environmental uncertainty in the TA, the city can unlock redevelopment opportunities that support affordable housing needs, business expansion, and address natural hazard challenges - outcomes that a small rural city with declining revenue cannot achieve without federal support for brownfield assessment and planning efforts. With planning and infrastructure investments already in place, unresolved environmental conditions remain a primary barrier to advancing redevelopment in the Urban Renewal District.

1.b. Description of the Priority Brownfield Site(s): As part of the DOI, the city held a public meeting and received community input to help identify sites and select two priority brownfield sites for this application. Both Priority Sites (PS) selected are clusters of multiple adjacent parcels within the TA that have documented or suspected contamination resulting from historic uses and represent ongoing sources of community exposure to contaminants.

Priority Site 1 - Former Madras Auto Parts, Service, and Repair Assemblage (35 NW A St and 14 NW 5th St). This high-visibility downtown assemblage consists of two adjoining parcels- both slated for redevelopment. The first 0.23-acre parcel is privately owned and consists of a parking lot and a former auto parts store built in the mid-1990s and likely to contain asbestos and lead-based paint. The second 1.3-parcel site is owned by the non-profit Opportunity Foundation (OF). OF's mission is to provide housing and workforce services for adults with disabilities. This parcel is currently a vacant paved lot but was historically used for a mix of auto sales and repair, fuel dispensing, and waste-oil handling services from the 1940s through the late 1990s. Multiple investigations over the past 20 years identified significant petroleum

contamination in soil, groundwater, and soil vapor likely affecting both parcels. Oregon Department of Environmental Quality (DEQ) issued a conditional no further action determination for the parcels in 2007, however, DEQ currently recommends Phase I and Phase II Environmental Site Assessments (ESAs) to re-examine site condition, facilitate property transfer and evaluate future remedial and reuse options. Both parcels are in special flood hazard zones. Grant funding will help inform cleanup and reuse planning through an Analysis of Brownfield Cleanup Alternatives (ABCA). A Revitalization Plan will create a project roadmap, tie environmental steps to redevelopment milestones, and improve public transparency. The city selected this site because: it has known petroleum and hazardous material contamination; is strategically located in an area prioritized for housing and retail revitalization; has community support; and removing environmental uncertainty is essential to leveraging redevelopment and infrastructure funding already secured.

Priority Site 2 - Thomas Trust Property Assemblage (169 and 141 S. 5th St and 156 S. 6th St) These three contiguous parcels are privately owned and total 0.43 acres in the downtown Madras URD corridor. The current owner plans to redevelop the parcels. They contain older commercial structures historically used for automobile service and repair and an auto paint shop. Suspected contaminants include petroleum, metals, solvents, and impacts from asbestos/lead-based materials typical of mid-century auto-oriented uses and aging building construction materials. The properties are highly visible and represent one of the city's most promising redevelopment opportunities. During recent demolition work, previously unknown underground storage tanks (USTs) were discovered on one of the parcels. The presence of the USTs and the unknown extent of environmental contamination across the assemblage currently prevent future development of the sites. Grant funded assessments will clarify environmental conditions and evaluate cleanup needs. An ABCA will evaluate cleanup alternatives and establish the highest and best reuse scenarios for the site. A Site Reuse Assessment will incorporate community input and help the property owner assess market conditions and attract developers. The city selected this because: it demonstrates likely petroleum and hazardous material contamination; it strategically supports local goals for housing, elimination of blight, and economic development; and removing environmental uncertainty is essential to redevelopment progress.

1.c. Identifying Additional Sites: During the CWA grant period and beyond, the City of Madras will build on the 2025 DOI to identify and prioritize additional brownfield sites through targeted outreach to property owners; coordination with planning, building, and public works staff; and engagement with local and regional partners who routinely observe vacant, distressed, or environmentally challenged properties within the TA. Prior to committing EPA funds to additional sites, EPA eligibility will be verified, and sites will be prioritized using clear and objective criteria including redevelopment readiness, potential community benefit, suspected or documented contamination, blight or vacancy, alignment with adopted local plans, infrastructure availability, and property owner willingness to participate. The city will conduct a Brownfield Area-Wide Planning Study to update the DOI throughout the grant period and reflect changes in redevelopment interest, infrastructure investments, market conditions, and property status. This iterative, data-informed approach ensures a continual pipeline of eligible sites and allows the city to focus assessment resources where they will produce the greatest long-term benefit for housing, economic development, and downtown revitalization.

1.d. Reuse Strategy and Alignment with Revitalization Plans:

Priority Site 1 – Former Madras Auto Parts, Service, and Repair Assemblage. The owner of the smaller parcel intends to sell it for mixed commercial or retail redevelopment. OF plans to develop the larger parcel for mixed commercial/retail and affordable housing specifically serving disabled individuals who are in the OF program. OF is actively exploring these options with an interested developer. **Priority Site 2 – Thomas Trust Property Assemblage.** The owner of this property plans to rehabilitate five existing storefronts to their historic form, with structural upgrades to improve marketability for commercial and retail uses. In addition, they plan to transform the former repair garage into a three-story mixed-use building with ground-floor commercial space and parking, market-rate housing and approximately four to seven affordable

residential units above.

The proposed reuse strategies will directly advance adopted local and regional revitalization goals. Commercial, retail, and mixed-use redevelopment aligns with the 2024–2028 Central Oregon Comprehensive Economic Development Strategy, which prioritizes economic diversification, redevelopment of underutilized properties, reinvestment in existing communities, downtown and corridor revitalization, employment-generating uses, and improved site market readiness. The strategies also align with the City of Madras Economic Opportunities Analysis (2015–2025), which calls for more efficient use of existing commercial and employment lands, particularly within the URD, through redevelopment of vacant and underutilized properties to support future employment, commercial services, and mixed-use development and the City of Madras Urban Renewal District Plan (2002) which emphasizes elimination of blight, stimulation of private reinvestment, job creation, increased tax revenues, and rehabilitation of older and historic structures.

Reuse plans for affordable and market rate housing also align with the City of Madras Housing Action Plan (2025), which identifies the need to increase housing supply across income levels through infill and redevelopment within existing urban areas. The HAP emphasizes mixed-use projects, utilization of underutilized sites, and minimizing infrastructure expansion, with a target of 280 new housing units between 2025 and 2030. Finally, proposed redevelopment and facility upgrades will support the goals of the Jefferson County Hazard Mitigation Plan (2023) and the Community Wildfire Protection Plan (2024) by encouraging hazard-resilient redevelopment, including ignition-resistant construction, seismic-resilient design, and flood-resistant construction techniques. Oregon’s statewide building codes include mandatory energy efficiency requirements that ensure new construction is designed and built to reduce energy use and improve performance thus new construction as a part of redevelopment will incorporate energy efficiency.

1.e. Outcomes and Benefits of Reuse Strategy: By initially focusing grant resources on priority sites within the TA, the city will advance site-specific redevelopment efforts that directly support adopted land use plans and locally defined community priorities in the URD. EPA-funded assessment activities will clarify site conditions, reduce redevelopment risk, and establish the technical foundation necessary for safe, feasible, and hazard-resilient reuse, resulting in reduced environmental uncertainty, increased site market readiness, leveraged cleanup and redevelopment funding, and improved protection of sensitive populations. These efforts are expected to unlock subsequent cleanup and reinvestment, enabling redevelopment outcomes that result in broader corridor revitalization, improved site marketability, an increase in the number of affordable housing units. These outcomes will also help reduce blight, attract private and nonprofit investment, support housing and employment growth, provide good paying jobs, and advance shovel-ready redevelopment projects aligned with the city’s vision and regional economic development goals. Redevelopment can also protect the community against future flooding by incorporating hazard mitigation elements into future development. The city will maintain momentum by continuing to identify brownfield sites and update its DOI. Through its community outreach program, the city will actively engage residents, incorporate public input into site selection and reuse strategies, and strengthen trust by demonstrating transparency and the value of participation.

1.f. Resources Needed for Site Reuse: Completion of assessment and cleanup planning activities under this grant will position the city, landowners and developers to competitively pursue the following funding sources necessary to implement site remediation and reuse strategies.

Resource	Description/Purpose	Likelihood*/ Expected Funding
Oregon Business Development Dept.	Housing Infrastructure Support funding awarded for designing infrastructure improvements for affordable housing. Funding has been secured for Priority Site 1. (Reuse)	Funding Secured \$59,000
Madras Redevelopment Commission	Promotes private development, redevelopment, and rehabilitation within the urban renewal area to help create jobs, tax revenues, and self-sustaining, vital, and vibrant commercial districts. Assistance funding has been secured to support redevelopment at Priority Site 1. Priority Site 2 also eligible. (Reuse)	Funding Secured/\$600,000
Business Oregon Brownfield Revolving Loan Fund and Grants	Grants/loans administered by Business Oregon support characterization and/or remediation at eligible sites, particularly publicly owned or nonprofit-held properties; low-cost loans are available for eligible property owners. Priority Sites 1 and 2 are eligible. (Characterization/Remediation)	Moderate/\$500,000
USEPA Brownfield Cleanup Grants	Competitive federal grants available to eligible property owners for site-specific remediation following assessment. Priority Site 1 eligible once owned by OF. (Remediation)	Moderate/\$500,000
Business Oregon Regional Infrastructure Fund	Supports regional economic development and community infrastructure projects for water/sewer and transportation upgrades. Priority Sites 1 and 2 eligible. (Reuse)	Moderate/\$200,000
Oregon Main Street (OMS)	OMS funds can be used for technical assistance, design guidance, and capital investments for downtown revitalization, infill housing, or mixed-use redevelopment. Priority Sites 1 and 2 eligible. (Reuse)	Moderate/\$200,000

*Ratings considered eligibility, alignment with program priorities, anticipated competitiveness, and funding availability. Assigned ratings reflect strong site eligibility and alignment with program priorities, however, uncertainty in future funding availability resulted in rating selections of “moderate” for eligible entities.

1.g. Use of Existing Infrastructure: Grant assessment, engagement, and planning activities will help align reuse strategies with cleanup decisions and long-term infrastructure capacity and funding. **Priority Site 1** - The proposed affordable housing and mixed-use development project at this location may require significant utility capacity and site connection improvements for water, sewer, stormwater, power, communications and frontage right of way interface. The Oregon Business Development Department has awarded funding to the city to evaluate and design infrastructure improvements that will support the planned reuse of this site. **Priority Site 2** - It is anticipated that the proposed development of this site will be adequately served by existing municipal transportation, water, sewer, stormwater, power and communication systems. Should future upgrades be necessary all public utility services are readily extendable, and landowners/developers could apply for infrastructure funds mentioned in Table 1.f.

(2) COMMUNITY NEED AND COMMUNITY ENGAGEMENT

2.a. The Community’s Need for Funding: Lower household incomes and structurally constrained local revenues leave the city struggling to keep pace with rising costs to provide even basic municipal services. Madras operates under state constitutional limits on annual property tax growth imposed by Measures 5 and 50 and within a state fiscal structure that lacks a sales tax, significantly restricting discretionary revenue growth. As a result, the city lacks sufficient local funding to independently conduct environmental site assessments or advance brownfield cleanup planning. Without EPA Community-Wide Assessment (CWA) funding, many suspected brownfield sites in Madras are likely to remain unassessed due to cost, technical complexity, and limited local capacity. Federal investment is therefore essential to identify environmental conditions, reduce uncertainty for property owners and developers, and support informed cleanup and reuse planning that advances public health, housing stability, and long-term community resilience

The city’s median household income is approximately \$56,590, roughly 30% lower than Oregon’s median, and per capita income is only 55–60% of the state average. Approximately 16% of residents live below the federal poverty line, limiting households’ ability to relocate away from contaminated properties or privately finance environmental investigations (U.S. Census Bureau). Madras is also racially and ethnically diverse, with approximately 36% of residents identifying as Hispanic or Latino and a significant American Indian/Alaska Native population. These populations are more likely to experience cumulative

burdens associated with lower incomes, older housing stock, and proximity to legacy industrial and commercial land uses, increasing the consequences of delayed assessment and cleanup.

2.b. Health or Welfare of Sensitive Populations: Sensitive populations in Madras include low-income households, renters, children, older adults, communities of color, and residents with limited access to healthcare. These populations are more likely to live or work near older commercial and industrial properties and have fewer resources to reduce or avoid exposure to environmental hazards. As a result, they are increasingly vulnerable to contamination, displacement, and negative health impacts. These vulnerabilities are compounded by barriers to care and prevention. Approximately 21% of residents in Jefferson County lack health insurance, limiting access to preventive services and early treatment and increasing susceptibility to pollutant exposure (U.S. Census Bureau). Self-reported health data indicate a higher share of adults reporting “fair” or “poor” health compared to statewide averages, reflecting reduced resilience to environmental, economic, and climate-related stressors (Oregon Health Authority).

Housing instability further exacerbates welfare risks for sensitive populations. Madras faces a significant housing shortage and rents have nearly doubled over the past decade while household incomes have remained largely stagnant (ECONorthwest, 2024). As a result, more than 40% of households, and over half of renter households are cost-burdened, increasing the likelihood of overcrowding, displacement, and reliance on substandard housing near aging commercial properties with potential environmental hazards (U.S. Census Bureau). Priority sites lie within designated floodplains where heavy rainfall and extreme weather increase exposure risks for sensitive populations who live in these areas.

Reuse strategies will reduce these risks by addressing environmental, housing, and hazard-related stressors in the same neighborhoods where sensitive populations reside. Redevelopment of remediated properties for affordable housing will expand access to safe, stable, and code-compliant housing, reducing overcrowding, displacement, and reliance on substandard units that are more likely to be located near contaminated or flood-prone areas. Commercial and neighborhood-serving retail reuse will improve access to essential services and employment opportunities within walkable areas, support household economic stability and reduce reliance on long vehicle trips that contribute to air quality impacts. Reuse planning in flood zones will incorporate natural hazard mitigation measures to reduce exposure risks for populations with limited ability to relocate or recover from extreme weather events.

2.c. Greater Than Normal Incidence of Disease and Adverse Health Conditions: Public health data indicate that residents of Madras and Jefferson County experience higher-than-normal rates of chronic disease commonly associated with environmental and socioeconomic stressors. Adult obesity rates in Jefferson County approach 38–40%, which is significantly higher than state and national levels (approximately 33% statewide). Elevated obesity rates increase vulnerability to other environmentally influenced diseases. Childhood asthma and respiratory sensitivities are also above average, particularly among low-income and Latino households. Local health profiles further identify elevated rates of arthritis, and certain cancers, with particularly high burdens among American Indian/Alaska Native and Hispanic residents, who together comprise approximately 40% of the county population (Central Oregon Health Data).

Affordable housing strategies will increase access to stable, high-quality housing with modern building standards which can help reduce asthma symptoms and heat- and cold-related illnesses and improve the ability of individuals with chronic disease to manage medications, maintain consistent care routines, and recover from illness. Commercial and neighborhood-serving retail will promote healthier daily behaviors by improving access to essential services, healthy food options, and employment within walkable areas. Increased walkability and access to services support physical activity and contribute to improved cardiovascular health and diabetes management over time. Local employment opportunities further reduce stress-related health impacts associated with economic instability. Incorporation of hazard-resilient site design will protect health during extreme weather events by reducing exposure to mold, indoor dampness, wildfire smoke infiltration, and prolonged power outages. These measures are particularly important for residents with respiratory and cardiovascular disease, for whom environmental stressors can trigger acute health events.

2.d. Economically Impoverished/Disproportionately Impacted Populations: Madras’ low-income populations face additional and disproportionate challenges from housing and cost-of-living pressures. Although Madras is one of Oregon’s more affordable communities, housing costs have increased substantially. Typical home values are now approximately \$290,000, and median rents are approximately \$940 per month, which are high relative to local wages (ERI Economic Research Institute). Educational attainment in Jefferson County lags statewide levels. Approximately 82–84% of adults have at least a high school diploma, compared to 91.7% statewide, and only 20–22% hold a bachelor’s degree or higher, compared to 36.2% statewide (U.S. Census Bureau). Lower educational attainment limits access to higher-wage employment and reduces residents’ ability to relocate away from contaminated properties or meaningfully participate in complex environmental decision-making processes.

Affordable housing strategies will increase the supply of units priced for local incomes, reducing housing cost burden and freeing household resources for food, healthcare, education, and transportation. Stable housing will also help residents remain in the community and benefit from long-term neighborhood reinvestment rather than displacement. Commercial and neighborhood-serving retail will create accessible employment opportunities that align with local skill levels, and support workforce participation for residents with limited formal education. Locating these uses on formerly contaminated sites also returns underutilized land to productive use, strengthening the local tax base and supporting public services relied upon by low-income households.

2.e. Project Involvement 2.f. Project Roles

Organization	Point of Contact	Specific Involvement/Role in the Project
Madras Redevelopment Commission	Will Ibershof wibershof@madras.gov 541-475-2344	Strategic guidance and facilitation of funding allocations, if needed, based on existing urban renewal plans, policies, and programs.
Madras Downtown Assoc.	www.madrasdowntown.org	Support community engagement and stakeholder outreach for downtown and commercial corridor areas, assist with dissemination of project information to local businesses and property owners, and provide input on <u>reuse concepts that support downtown revitalization and economic vitality.</u>
Jefferson County Public Health	Katie Russell katie.russell@publichealth.jeffersoncountyor.gov	Provide input on public health considerations related to environmental conditions, wildfire smoke, heat, flooding, and other hazard-related stressors; assist in identifying sensitive populations and ensuring that reuse planning considers community health outcomes.
Jefferson County - Madras Chamber of Commerce	Debbie Taylor director@madraschamber.com 541-475-2350	Assist with outreach to local businesses and property owners, support economic revitalization discussions, and provide insight into market conditions, workforce considerations, and business reuse needs relevant to assessed properties.
Jefferson County Economic Development for Central OR (EDCO) COIC	Brenna Fulks brenna@edcoinfo.com 541-325-0315	Provide regional economic development perspective, market and site readiness input, and coordination with business recruitment and expansion efforts to help inform reuse scenarios that support job creation and long-term economic development.
	Tammy Baney tbaney@coic.org 541-419-2233	Serve as a subawardee to provide planning, coordination, project and financial management assistance, stakeholder engagement, and project implementation consistent with EPA assistance agreement requirements.
Warm Springs Tribe	Jim Souers jim.souers@wstribes.org 541-553-3207	Provide coordination and consultation on Tribal interests, culturally sensitive considerations, and potential benefits to Tribal members; support engagement efforts where redevelopment activities may affect Tribal communities or regional economic and cultural priorities.

2.g. Incorporating Community Input: Madras will build upon outreach conducted during the DOI and leverage its established Brownfields Program webpage and easy-to-use GIS-database inventory to engage residents throughout the grant. The city will use multiple communication methods, including bilingual public notifications, web updates, community meetings, on-site signage, email lists, and partnerships with local organizations (see table above). For residents unable to attend in person, virtual participation options, brief online surveys, and opportunities to submit input through partner organizations will be provided.

Community input will be documented and used to inform site selection, environmental assessment scopes, and reuse planning. Specifically, community input will directly influence site prioritization, the scope and sequencing of environmental assessments, and the reuse alternatives evaluated through ABCAs. Responses to community input will be posted on the city Brownfield website page. The city will provide updates at key project milestones to ensure ongoing, transparent engagement throughout the grant period. This approach ensures that the project remains accessible, transparent, and responsive to community needs throughout the grant and beyond.

(3) TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

3.a. Project Implementation 3.b. Anticipated Project Schedule 3.c. Task/Activity Lead 3.d. Outputs

Task/Activity 1: Programmatic Support	
3.a. Project Implementation:	The city will ensure efficient, compliant implementation of all EPA-funded assessment activities. City Staff w/ Central Oregon Intergovernmental Council (COIC) Assistance: Project management of EPA-funded activities; Competitive procurement of contractors including Qualified Environmental Professional (QEP); EPA cooperative agreement oversight; budget management; scheduling and coordinating of subcontractors; staff and team meetings; national and regional conference attendance; oversight and submittal of quarterly reports and ACRES database entries. QEP Tasks: monthly meeting attendance, draft quarterly report preparation and ACRES entries. Non-EPA Resources: City staff support for basic general office functions & supplies.
3.b. Schedule:	Months 1 – 48. City and COIC activities begin immediately upon award; QEP activities upon procurement completion.
3.c. Task/Activity Lead(s):	City Project Director supported by COIC Technical Coordinator overseeing QEP.
3.d Output(s):	Bi-weekly internal city and COIC staff project meetings/notes (104); Bi-monthly project team meetings w/QEP including meeting notes (24); quarterly reports (16); ACRES data entry (24); financial records, complete and accurate project information repository; ASAP draws and documentation (as needed); annual reports (4); final closure report (1).
Task/Activity 2: Community Engagement	
3.a. Project Implementation:	The city will develop and execute an equitable community engagement program to incorporate community input into site selection, assessment, and reuse priorities. City Staff w/COIC support: oversight of QEP (or other contractors) preparation of documents and technical presentations; facilitation of community engagement meetings, social media posts; city website updates, signage for visible site work. QEP/Contractor Tasks: preparation of a Community Involvement Plan (CIP) and technical materials for presentations and outreach materials (postings, flyers), attendance at public meetings. Non-EPA Resources: None.
3.b. Schedule:	Months 3 – 44. Conduct first engagement meeting within 4 months of award. CIP complete by month 4. Community meetings 2 per year; Social media postings monthly.
3.c. Task/Activity Lead(s):	City Project Director supported by COIC Technical Coordinator overseeing QEP and other contractor(s).
3.d. Output(s):	Community Involvement Plan (1); meeting presentations (8); notes summarizing meetings and public input (8); outreach factsheets and flyers; webpage/social media updates and postings (48); signage for visible site activities (3).
Task/Activity 3: Site Assessments	
3.a. Project Implementation:	The city will complete Environmental Site Assessments (ESAs) to characterize sites and inform cleanup and redevelopment decisions. City Staff w/COIC support: Maintain and update DOI, coordinate site selection, provide owner/stakeholder communication, site access, direct and review QEP deliverables; coordinate with Oregon Department of Environmental Quality. QEP Tasks: Prepare Phase I ESAs (8); develop a Generic Quality Assurance Project Plan (QAPP) (1); prepare Site-Specific QAPPs (3); conduct Phase II ESAs (3); conduct lead-based paint/asbestos surveys (10); Non-EPA Resources: None.
3.b. Schedule:	Phase I ESAs: Months 2–48; Generic QAPP: within first 90 days; Phase II ESAs: Months 12–44; Site-specific QAPPs: Months 12–44; lead based paint and asbestos surveys: Months 6–48
3.c. Task/Activity Lead(s):	City Project Director with COIC Technical Coordinator overseeing QEP.
3.d. Output(s):	Phase I ESAs (8); Generic QAPP (1); Phase II ESAs (3); site specific QAPPs (3); and lead based paint and asbestos surveys (10).
Task/Activity 4: Cleanup and Reuse Planning	
3.a. Project Implementation:	The city will complete community-informed plans/visions to guide cleanup approaches and reuse decisions at each Priority Site. City Staff w/COIC support: Coordinate with property owners to confirm PS planning needs, procure contractors to prepare plans as needed, oversee QEP and contractor(s). QEP/Contractor Tasks: QEP prepare 2 ABCAs; Other Contractor(s) Tasks: prepare 1 Site Revitalization Plan for PS-1; 1 Site Reuse Assessment Plan for PS-2; and 1 Area-wide

Brownfield Study. Non-EPA Resources: None.	
3.b. Schedule:	Months 6–40. Drafts by Months 10 - 30; final documents by Months 16 - 40.
3.c. Task/Activity Lead(s):	City Project Director and COIC Technical Coordinator overseeing QEP and other contractors
3.d Output(s):	ABCAs (2); Revitalization Plan (1); Site Reuse Assessment (1); and Area-wide Brownfield Study (1)

3.e. Cost Estimates: The city does not plan to include participant costs for this project. Madras does intend to make a subaward to the Central Oregon Intergovernmental Council (COIC) (see Section 4). Estimated costs are budgeted as shown below. Approximately 48% of the total budget is allocated to site-specific assessment tasks and 30% of the project budget is designated for community-driven remediation and reuse planning.

Budget Categories		Project Tasks (\$)					Total
		Program Management	Community Engagement	Site Assessment	Planning	Admin. Costs	
	Personnel	\$ 2,140	\$ 2,140	\$ 1,430	\$ 2,140		\$ 7,850
	Fringe Benefits	\$ 860	\$ 860	\$ 570	\$ 860		\$ 3,150
	Travel	\$ 8,000					\$ 8,000
	Supplies		\$ 3,500				\$ 3,500
	Contractual	\$ 20,000	\$ 28,500	\$ 231,000	\$ 143,000		\$ 422,500
	Other	\$ 35,000	\$ 6,500	\$ 8,000	\$ 5,500		\$ 55,000
Total Direct Costs		\$ 66,000	\$ 41,500	\$ 241,000	\$ 151,500	\$ -	\$ 500,000
Indirect Costs		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budget (Direct+Indirect)		\$ 66,000	\$ 41,500	\$ 241,000	\$ 151,500	\$ -	\$ 500,000

Task 1 – Program Management (Total: \$66,000): Personnel/Fringe costs: \$3,000- 40 City staff hrs. at estimated \$75/hr. for programmatic tasks listed above. **COIC Subaward costs: \$35,000. Travel costs \$8,000** for expenses for two city staff to attend one national and one regional brownfields training conference. National conference costs for \$4,000 Estimates include lodging \$1,600 (2 persons x 4 nights x \$200/night); registration \$700 (\$350/person); airfare \$900 (\$450/person); per diem \$600 (2 persons x 4 days at \$75/person/day); and ground transportation (\$200). Regional conference costs = \$4,000, including comparable costs for lodging, registration, airfare or mileage, per diem, and ground transportation. **Contractual costs of \$20,000** for 160 hours at \$125/hour for the contracted QEP to attend project meetings, prepare draft EPA quarterly reports and ACRES database updates.

Task 2 – Community Engagement (Total: \$41,500): Personnel/Fringe costs: \$3,000 40 City staff hrs. at estimated \$75/hr for project specific tasks listed above. **COIC Subaward costs: \$6,500. Contractual costs of \$28,500** for QEP and other contractor support, including a \$4,000 fixed fee to develop a Community Involvement Plan and \$24,500 for 196 hours at \$125/hour to support community engagement activities, including attending eight community meetings, meeting planning and material preparation, outreach, focus groups, visioning sessions, and coordination with site owners and potential developers. **Supply costs of \$3,500** will support printing of outreach materials, meeting room rentals and postage for engagement activities.

Task 3 – Site Assessment (Total: \$241,000): Personnel/Fringe costs: \$2,000 26.6 City staff hrs. at estimated \$75/hr. for project specific tasks listed above. **COIC Subaward costs: \$4,000. Contractual costs of \$231,000** for the QEP to prepare the following: eight ASTM All Appropriate Inquiry (AAI)-compliant Phase I ESAs at \$3,500 each total \$28,000; ten supplemental lead and asbestos assessments at \$3,000 each total \$30,000; one Generic Quality Assurance Project Plan (\$5,000); three Site-Specific QAPPs at \$6,000 each total \$18,000; and three Phase II ESAs at \$50,000 per site total \$150,000. **Other costs of \$4,000** for Oregon DEQ oversight fees for two sites are estimated at \$2,000 per site.

Task 4 – Remediation and Reuse Planning (Total: \$151,500): Personnel/Fringe costs: \$3,000 40 City staff hrs. at estimated \$75/hr. for project specific tasks listed above. **COIC Subaward costs: \$5,500. Contractual costs of \$143,000** for the following: \$13,000 for the QEP to prepare two ABCAs at \$6,500 each; \$45,000 for a contractor to prepare a Site Revitalization Plan; \$40,000 for a contractor to prepare an Area-wide Brownfield Study; and \$45,000 for a contractor to prepare a Site Reuse Vision Plan.

3.f. Plan to Measure and Evaluate Environmental Progress and Results: The city will monitor progress through a comparison of outputs and outcomes documented in quarterly reports, ACRES updates, and regular bi-monthly communication with the EPA Project Officer. The Project Director will track all outputs and milestones to be presented in a project work plan against budgets and expenditures using the city's project and invoice management systems. This process will inform early steps to make corrections if necessary and ensure accurate measurement of progress and timely completion of project activities. Success will be measured by the number of sites advanced to cleanup-ready status, the number of sites positioned for cleanup funding within the grant period, and the amount of follow-on investment leveraged.

(4) PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

4.a. Organizational Capacity 4.b. Organizational Structure 4.c. Description of Key Staff The city will provide overall grant oversight and compliance including financial management (invoice and payment processing, record-keeping and Automated Standard Application for Payments (ASAP) drawdown and will retain authority for site selection and key decisions. Due to the recent departure of the city's Assistant Planner (who would otherwise support this project) and the city council decision to leave the position vacant because of declining revenues, the city will subaward activities below to the Central Oregon Intergovernmental Council (COIC). COIC and the city have successfully partnered on prior federal and state grants for more than 50 years. Both the city and COIC have established systems for financial management, procurement, contracting, project tracking, and reporting that meet 2 CFR 200 requirements and EPA Brownfields program standards. COIC staff have combined over 20 years of project and consultant management experience on a range of economic development, community development, and environmental resilience projects. COIC often serves in the role of fiscal administrator for member jurisdictions with limited capacity to manage federal grants and currently manages \$60 million in private- and public-sector grants and contracts. By leveraging COIC's established staffing and grant management capacity, the City ensures uninterrupted project delivery despite staffing constraints while retaining full fiscal oversight and compliance responsibility.

Under a subaward, COIC will assist with budget tracking, documentation of expenditures, preparation of reimbursement requests, reporting, procurement and compliance support, while all approvals, financial records, and internal controls will remain within the city's financial management system. COIC will also serve as Technical Coordinator for the project and support daily grant management activities. In this role, COIC will report to the Project Director and will provide project management, work plan development, procurement, and contractor management services. COIC will also support the procured contractors with drafting and reviewing grant reports, ensuring project milestones are met, and community engagement. COIC's involvement will strengthen administrative and technical capacity, ensure timely implementation, and allow the city to retain overall responsibility for fiscal management, compliance, and grant oversight. This partnership approach strengthens administrative capacity, ensures regulatory compliance, and provides the city with experienced technical support without transferring fiduciary or grant compliance responsibility.

Project Director: *Nicholas Snead, Madras Community Development Director*, will provide overall leadership for the CWA grant, manage site selection and prioritization, coordinate development of assessment scopes, oversee community engagement activities, review all QEP technical deliverables, and ensure alignment with city planning and redevelopment initiatives. He has worked as the Community Development Director for the City of Madras for 17 years, has managed many federal & planning grants related to land use planning, economic development, and broadband. His grant management experience includes serving as the project lead, communications, financial oversight & reporting. **Financial Manager: *Kate Knop (MPA), Madras Financial Director***, will retain drawdown authority, review grant invoices and financial documentation, keep official records and ensure project alignment with city and federal fiscal policies. She has experience in municipal grant administration and management of state and federally funded grants. Her responsibilities include coordinating interdepartmental activities, monitoring grant compliance, supporting procurement and contracting requirements, and assisting with performance reporting and reimbursement requests. Her experience supports effective oversight of grant-funded activities and

adherence to applicable regulatory and financial requirements. **Technical Coordinator: Megan Tuck, COIC** will be responsible for managing day-to-day project tasks, including procurement of qualified environmental professionals, coordinating schedules, reviewing deliverables for completeness, maintaining records, attending community meetings and review contractors prepared quarterly reports and documents and ACRES updates. Megan has a bachelor’s degree in planning, Public Policy, and Management as well as 3-years’ experience managing, implementing, and administering grant funded programs from a range of federal, state, local government, and private foundation sources. As a steward of public funds, Megan upholds strict compliance and project management standards, thorough documentation, attention to detail, on-time reporting, and efficient partnership coordination.

4.d. Acquiring Additional Resources: The city will acquire additional resources by competitively procuring a Qualified Environmental Professional (QEP) and other planning or technical assistance firms as needed through processes consistent with 2 CFR 200.317–200.326. The city will issue publicly advertised Requests for Qualifications or Requests for Proposals, as appropriate for the service type, and will use an evaluation process that complies with all federal, state, and local requirements. This ensures the city can obtain the necessary environmental, planning, and community engagement expertise in a fair, transparent, and compliant manner to support project implementation.

4.f. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Financial Assistance Agreements: The City of Madras has successfully managed and completed multiple federal and state financial assistance agreements involving planning, infrastructure, housing, and economic development. These grants were all completed on time and in compliance with federal and state reporting, procurement, financial management, and performance monitoring requirements like those of the EPA Brownfields Program.

4.f.(1) Purpose and Accomplishments:

June 2022: Federally Funded Community Development Block Grant (CDBG) administered by Business Oregon. Awarded \$1,431,482 to construct a Homeless Shelter Capital. The city constructed a homeless shelter & site improvements and successfully managed the grant in compliance with federal and state requirements, including procurement, financial reporting, and project closeout.

September 2022: Federal Aviation Administration Airport Improvement Program. Awarded \$1,434,266 to rehabilitate the apron at Madras Municipal Airport. Construction was completed on schedule and on budget.

June 2021: Federally Funded National Highway Traffic and Safety Administration Grant administered by Oregon Department of Transportation. Awarded \$67,395 to provide transportation services for seniors and individuals with disabilities. The city created a demand response (Dial-A-Ride) transportation services program to provide first and last-mile connectivity to regional bus service and serves as an important curb-to-curb, accessible option for older adults and those who experience disabilities.

4.f.(2) Compliance with Grant Requirements: The city has executed the grants above in compliance with all grant requirements, including adherence to approved workplans and timetables, timely submission of progress and financial reports, completion of grant activities, and compliance with eligible cost and spending restrictions. The city and COIC maintain internal grant management practices to track deliverables, budgets, and reporting deadlines, and have demonstrated records of submitting required programmatic and financial reports in a timely and acceptable manner. Both have a record of administering state and federal financial assistance agreements in accordance with approved workplans, schedules, and applicable grant requirements. Required programmatic and financial reports have been submitted in a timely and acceptable manner, with progress tracked against approved scopes of work. Projects have advanced toward anticipated outcomes within established timeframes, and when challenges have arisen, corrective actions were implemented to maintain compliance and project momentum. Both the city and COIC undergo annual audits, which include a single audit section for federal funds administered. Both have received audits with no findings or significant deficiencies in the last five years.

Threshold Criteria
City of Madras, Oregon
FY26 EPA Brownfields Community-wide Assessment Grant

1. Applicant Eligibility

The City affirms the following information regarding applicant type and funding eligibility:

Applicant Type: City

Eligibility: The City of Madras is defined as a “general purpose unit of local government” as defined in CFR Section 200.318 and is therefore eligible to receive USEPA brownfield grant funding.

2. Community Involvement

Madras will use multiple communication and engagement methods to ensure that residents (especially those directly affected by brownfield conditions) can meaningfully participate in the project. Outreach will include bilingual public notifications, web updates on the city’s Brownfield Program webpage (<https://www.madras.gov/commdev/page/brownfield-program>), community meeting presentations, on-site signage, email lists, and collaborations with local service providers who regularly interact with low-income families and Latino households. For residents unable to attend in-person events, the city will offer virtual participation options, short online surveys, and opportunities to submit input through partner organizations. The city will provide updates at major project milestones to ensure residents have ongoing opportunities to engage and offer feedback. Community feedback will be documented and incorporated into site selection, environmental assessment scopes, and reuse planning. Responses to comments will be posted on the City Brownfield webpage. This approach ensures that the project remains accessible, transparent, and responsive to community needs throughout the grant.

Following notice of grant award, the City will announce the award and availability of a draft work plan to the community by issuing a press release and posting a notice on the City’s main and brownfield program web site pages. Electronic and hard copies of project documents will be available at city hall for public review. Following work plan approval, the city will schedule a community kick-off meeting to inform the community about the project, its goals, and opportunities for public input and comment.

3. Expenditure of Existing Grant Funds

The City of Madras affirms it does not have an open EPA Brownfield Assessment or Multipurpose grant.

4. Named Contractors and Subrecipients

Named Contractors – The City of Madras affirms it has not selected contractors for implementation of this grant. Consistent with the fair and open competition requirements in 2 CFR Part 200 and 2 CFR Part 1500, the city will conduct a new procurement process for an FY26 EPA grant, if awarded.

Named Subrecipients - The City of Madras will be the lead recipient and cooperative agreement holder. The city has not made but intends to make a subaward to the Central Oregon Intergovernmental Council (COIC). COIC qualifies as an eligible quasi-governmental Regional Council because it is a designated Council of Governments organized under Oregon State Statute 190 (ORS 190) which allows local governments to develop intergovernmental agreements and establish cooperative units of local government. COIC’s member jurisdictions include Deschutes, Crook, and Jefferson Counties, the cities

of Bend, Culver, La Pine, Madras, Metolius, Prineville, Redmond, and Sisters, as well as the Confederated Tribes of Warm Springs. COIC will carry out a portion of the programmatic work (project management, procurement, and financial management assistance, grant administration/compliance assistance, and community engagement support) under a written subaward agreement compliant with EPA's Subaward Policy (GPI 16-01) and 2 CFR 200.332. The city will retain responsibility for overall grant management, site selection, procurement of the QEP and other contractors, and all reporting to EPA.