

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
BROWNFIELDS QUARTERLY PROGRESS REPORT**

QUARTERLY REPORT NO. 2

**REPORTING PERIOD:
APRIL 1, 2012 THROUGH JUNE 30, 2012**

for

**CHARTER TOWNSHIP OF REDFORD, MICHIGAN
COOPERATIVE AGREEMENT
CA# BF-00E00404-0**

JUNE 30, 2012

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ATTACHMENTS:

Table 1 – Quarterly Budget Report #2 – Community Wide Brownfield Petroleum Assessment Grant – Charter Township of Redford

Table 2 – Quarterly Budget Report # 2 – Community Wide Brownfield Hazardous Substances Assessment Grant – Charter Township of Redford

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
BROWNFIELDS QUARTERLY PROGRESS REPORT**

**THE CHARTER TOWNSHIP OF REDFORD
HAZARDOUS SUBSTANCES AND PETROLEUM
BROWNFIELDS ASSESSMENT GRANTS
COOPERATIVE AGREEMENT #BF-00E00404-0**

**Quarterly Report No. 2
April 1, 2012 through June 30, 2012**

1.0 INTRODUCTION

The Charter Township of Redford (the Township) prepared this Quarterly Progress Report to document activities under the Township's U.S. EPA Hazardous Substances and Petroleum Brownfields Assessment Grant Project (Grant). This report outlines activities and key measures documented from April 1, 2012 through June 30, 2012.

1.1 MODIFICATIONS TO THE WORK PLANS

To date, the Township has not requested modifications to the approved Work Plan, dated May 27, 2010. All tasks reported within this Quarterly Report were conducted in accordance with the Township's work plan submitted to U.S. EPA.

2.0 ACTIVITIES FUNDED UNDER BROWNFIELDS ASSESSMENT GRANT

2.1 PETROLEUM SITE ASSESSMENTS

The following activities have been completed or are being completed under the Petroleum Assessment portion of the Grant. The referenced Tasks 1 through 6 reflect the tasks described in the aforementioned work plan for the project.

TASK 1 – Programmatic Responsibilities

The following activities were recorded for this period:

- This Quarterly Report Progress Report was prepared for the period of April 1, 2012 through June 30, 2012.
- The Township has not yet prepared an annual financial status report on the program progress. Expenditures incurred for this period are presented in Section 5.0 of this report.

- The Township, or a representative on behalf of the Township, has not yet attended an annual U.S. EPA National Brownfield Conference.

TASK 2 – Community Outreach

The Redford Township Public Services and Community Development Departments work together to solicit potential/current property owners who are seeking to redevelop brownfield sites within our community. In addition, Redford Township has educated local commercial real estate agents to our EPA grant award and the potential of financial assistance to conduct environmental assessments.

The Township maintains a Brownfields web page on the Township's website regarding the U.S. EPA CA activities and progress. The website includes a link for public feedback.

The Township updated the Redford Township Brownfield Redevelopment Authority on progress of the U.S. EPA CA activities through a Special Board Meeting held on July 2, 2012.

TASK 3 – Brownfields Site Inventory and Selection

A site inventory was prepared based on information collected during an October 5, 2011, tour of the Township. The site inventory includes contact information for listing agents associated with many of the sites. During this reporting period, the Township and representatives of SME contacted listing agents to inform them of the potential availability of financial assistance for environmental assessments to support redevelopment of inventoried sites. In addition, new sites were selected for assessment, as detailed herein in Tasks 4 and/or 5.

TASK 4 – Phase I Environmental Site Assessments (ESAs)

During this reporting period, one Phase I Environmental Site Assessment (ESA) was conducted under the Petroleum Assessment Grant and submitted to the EPA:

Phase I Environmental Site Assessment, 14001 & 13891 Telegraph Road, Redford, Michigan, dated June 5, 2012. (Matick Chevrolet Site)

TASK 5 – Quality Assurance Project Plan (QAPP), Phase II ESAs, and Baseline Environmental Assessments (BEAs)

The following activities have been completed during this reporting period:

- One BEA with attached Phase II ESA report was prepared and submitted to the EPA:
 - *Baseline Environmental Assessment Report, 13955 Telegraph Road, Redford, Michigan, dated May 14, 2012 (Goodyear Site).*

- Preparation of a Sampling & Analysis Plan (SAP) for 14001 & 13891 Telegraph Road (Matick Chevrolet) has been initiated, but not finalized as of the date of this quarterly report.

TASK 6 – Cleanup and Redevelopment Planning

During this reporting period, no Cleanup and Remediation Planning was initiated under the Petroleum Assessment Grant.

2.2 HAZARDOUS SUBSTANCES SITE ASSESSMENTS

The following activities have been completed or are being completed under the Hazardous Substances Assessment Grant. The referenced Tasks 1 through 6 reflect the tasks described in the aforementioned work plan for the project.

TASK 1 – Programmatic Responsibilities

The following activities were recorded for this period:

- This Quarterly Report Progress Report was prepared for the period of April 1, 2012 through June 30, 2012.
- The Township has not yet prepared an annual financial status report on the program progress. Expenditures incurred for this period are presented in Section 5.0 of this report.
- The Township, or a representative on behalf of the Township, has not yet attended an annual U.S. EPA National Brownfield Conference.

TASK 2 – Community Outreach

The Redford Township Public Services and Community Development Departments work together to solicit potential/current property owners who are seeking to redevelop brownfield sites within our community. In addition, Redford Township has educated local commercial real estate agents to our EPA grant award and the potential of financial assistance to conduct environmental assessments.

The Township maintains a Brownfields web page on the Township's website regarding the U.S. EPA CA activities and progress. The website includes a link for public feedback.

The Township updated the Redford Township Brownfield Redevelopment Authority on progress of the U.S. EPA CA activities through a Special Board Meeting held on July 2, 2012.

TASK 3 – Brownfields Site Inventory and Selection

A site inventory was prepared based on information collected during an October 5, 2011, tour of the Township. The site inventory includes contact information for listing agents associated with many of the sites. During this reporting period, the Township and representatives of SME contacted listing agents to inform them of the potential availability of financial assistance for environmental assessments to support redevelopment of inventoried sites. In addition, new sites were selected for assessment, as detailed herein in Tasks 4 and/or 5.

TASK 4 – Phase I Environmental Site Assessments (ESAs)

During this reporting period, the following Phase I Environmental Site Assessment (ESA) activities have been initiated under the Hazardous Substances Assessment Grant:

- Former Roosevelt School, 2.93-Acre Portion of a Parent Parcel with address 15100 Aubrey Road, Redford Charter Township, Michigan.
- Former Ashcroft School site at 9501 Sioux in Redford, Michigan.

As of the date of this quarterly report, the Phase I ESAs are ongoing and reports had not yet been completed.

TASK 5 – Quality Assurance Project Plan (QAPP), Phase II ESAs and/or Hazardous Materials Assessments, and Baseline Environmental Assessments (BEAs)

During this reporting period, the following Phase II ESAs, Hazardous Materials Assessments and/or BEAs were conducted under the Hazardous Substances Assessment Grant.

- One Sampling and Analysis Plan (SAP) was prepared and submitted to the EPA:
 - *Sampling and Analysis Plan for Hazardous Materials Assessment, Former Ashcroft School, 9501 Sioux Street, Redford, Michigan, dated June 28, 2012 (SME Project No. 064044.02.004.002)*
- A SAP for Phase II ESA assessment of the former Ashcroft School is currently under preparation, but not finalized as of the date of this quarterly report.

TASK 6 – Cleanup and Redevelopment Planning

During this reporting period, no Cleanup and Remediation Planning was initiated under the Hazardous Substances Assessment Grant.

3.0 ACTIVITIES FUNDED BY OTHER LEVERAGED SOURCES

3.1 PETROLEUM SITE ASSESSMENTS

There were no activities funded by other leveraged sources associated with the Petroleum Assessment Grant during this reporting period.

3.2 HAZARDOUS SUBSTANCES SITE ASSESSMENTS

There were no activities funded by other leveraged sources associated with the Hazardous Substances Assessment Grant during this reporting period.

4.0 ANTICIPATED GRANT-FUNDED ACTIVITIES FOR NEXT QUARTER

The following activities are anticipated during the next Quarterly Reporting Period July 1, 2012 through September 30, 2012:

- *Petroleum Assessment Grant*
 - Phase II ESA activities – Matick Chevrolet Phase II ESA
 - Cleanup & Redevelopment Planning – Goodyear Site Due Care Plan

- *Hazardous Substances Assessment Grant*
 - Additional Phase I ESAs
 - Hazardous Materials Assessment – Ashcroft School
 - Phase II ESA – Ashcroft School
 - Phase II ESA – Roosevelt School

5.0 BUDGET STATUS

5.1 PETROLEUM GRANT

The expenditures incurred during this reporting period were \$26,972.07. See the attached *Table 1, Quarterly Budget Report, Community Wide Brownfield Petroleum Assessment Grant, Charter Township of Redford*, for the period of April 1, 2012 through June 30, 2012.

5.2 HAZARDOUS SUBSTANCES GRANT

The expenditures incurred during this reporting period were \$5,221.13. See the attached *Table 2, Quarterly Budget Report, Community Wide Brownfield Hazardous Substances Assessment Grant, Charter Township of Redford*, for the period of April 1, 2012 through June 30, 2012.

TABLE 1
Quarterly Budget Report #2
Community Wide Brownfield Petroleum Assessment Grant
Charter Township of Redford

Cooperative Agreement #BF-00E00404-0
 April 1, 2012 - June 30, 2012

Budget: Petroleum (\$200,000)

Budget Categories	Task 1: Programmatic Responsibilities			Task 2: Community Outreach			Task 3: Brownfield Site Inventory and Selection					
	\$ Budgeted	Cost Incurred this Quarter	Cost Incurred to Date	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	Cost Incurred to Date	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	Cost Incurred to Date	\$ Remaining
Personnel	\$1,000.00			\$1,000.00				\$0.00	\$0.00			\$0.00
Travel	\$2,000.00			\$2,000.00				\$0.00	\$0.00	\$250.00		\$250.00
Supplies	\$0.00			\$0.00	\$0.00			\$750.00	\$0.00	\$0.00		\$0.00
Contractual	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$2,000.00	\$1,949.28	\$1,949.28	\$50.72	\$7,000.00	\$938.59	\$2,850.53	\$4,149.47
Total	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$2,750.00	\$1,949.28	\$1,949.28	\$800.72	\$7,250.00	\$938.59	\$2,850.53	\$4,399.47
					Task 5: QAPP, Phase II ESAs and/or Hazardous Materials Assessments, and BEAs				Task 6: Cleanup and Redevelopment Planning			
					Cost Incurred this Quarter	Cost Incurred to Date	Cost Incurred to Date	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	Cost Incurred to Date	\$ Remaining
Personnel	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00	\$0.00		\$0.00
Travel	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00	\$0.00		\$0.00
Supplies	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00	\$0.00		\$0.00
Contractual	\$27,500.00	\$3,665.81	\$7,015.81	\$20,484.19	\$150,500.00	\$20,418.39	\$48,692.43	\$101,807.57	\$8,000.00	\$0.00	\$0.00	\$8,000.00
Total	\$27,500.00	\$3,665.81	\$7,015.81	\$20,484.19	\$150,500.00	\$20,418.39	\$48,692.43	\$101,807.57	\$8,000.00	\$0.00	\$0.00	\$8,000.00

TOTALS		
\$ Budgeted	Cost Incurred this Quarter	Cost Incurred to Date
\$1,000.00		\$1,000.00
\$2,250.00		\$2,250.00
\$750.00		\$750.00
\$196,000.00	\$26,972.07	\$60,508.05
\$200,000.00	\$26,972.07	\$60,508.05

TABLE 2
Quarterly Budget Report #2
Community Wide Brownfield Hazardous Substances Assessment Grant
Charter Township of Redford

Cooperative Agreement #BF-00E00404-0
 April 1, 2012 - June 30, 2012

Budget: Hazardous Substances (\$200,000)

Budget Categories	Task 1: Programmatic Responsibilities			Task 2: Community Outreach			Task 3: Brownfield Site Inventory and Selection		
	\$ Budgeted	Cost Incurred this Quarter	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	\$ Remaining
Personnel	\$1,000.00		\$1,000.00			\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$2,000.00		\$2,000.00			\$0.00		\$250.00	\$250.00
Supplies	\$0.00		\$0.00	\$750.00		\$750.00	\$0.00	\$0.00	\$0.00
Contractual	\$1,000.00	\$0.00	\$1,000.00	\$2,000.00	\$0.00	\$2,000.00	\$7,000.00	\$830.95	\$4,848.07
Total	\$4,000.00	\$0.00	\$4,000.00	\$2,750.00	\$0.00	\$2,750.00	\$7,250.00	\$830.95	\$5,098.07
				Task 5: QAPP, Phase II ESAs and/or Hazardous Materials Assessments, and BEAs			Task 6: Cleanup and Redevelopment Planning		
				\$ Budgeted	Cost Incurred this Quarter	\$ Remaining	\$ Budgeted	Cost Incurred this Quarter	\$ Remaining
Personnel	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
Travel	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
Supplies	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
Contractual	\$27,500.00	\$4,390.18	\$23,109.82	\$150,500.00	\$0.00	\$149,500.00	\$8,000.00	\$0.00	\$8,000.00
Total	\$27,500.00	\$4,390.18	\$23,109.82	\$150,500.00	\$0.00	\$149,500.00	\$8,000.00	\$0.00	\$8,000.00

TOTALS		
\$ Budgeted	Cost Incurred this Quarter	\$ Remaining
\$1,000.00		\$1,000.00
\$2,250.00		\$2,250.00
\$750.00		\$750.00
\$196,000.00	\$5,221.13	\$188,457.89
\$200,000.00	\$5,221.13	\$192,457.89