



**PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT**

Kino Service Center
2797 East Ajo Way
Tucson, Arizona 85713

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April 15, 2010

Mr. Wallace Woo
EPA, Region 9
75 Hawthorne Street, SFD-1
San Francisco, CA 94105

Re: Quarterly Report # 6 for BF-96945001-0

Dear Mr. Woo:

Attached is the fourth quarterly report for Pima County's above referenced Community-Wide Brownfields Assessment—Hazardous Substances grant. Effective dates were January 1, 2010 thru March 31, 2010.

Please note that this report, and subsequent reports, will utilize a format modified from the County's previously submitted *Work Plan* unless otherwise directed.

Finally, a copy of this report will also be electronically submitted to: bf_forms@epa.gov.

Thank you in advance for receipt of this document and please contact me if you have any questions regarding this report.

Regards,

A handwritten signature in blue ink that reads "Daniel Tylutki".

Daniel Tylutki,
Senior Planner

Cc: bf_forms@epa.gov, file

I. Purpose:

This quarterly report will describe the work and activities accomplished during the reporting period, January 1, 2010 thru March 31, 2010, for the above referenced contract in adherence to *Attachment A, Redevelopment Agency of Pima County, AZ Community-Wide Assessment, Brownfields Assessment Grant Terms and Conditions, Section II, Part D.*

This report is organized utilizing modified summary task matrices from Pima County's original *Work Plan* to document progress and to clearly identify the "status" of activities performed during the reporting period. A "Task Narrative" follows each respective "Summary Task Matrix" to provide updates on project milestones and/or provide explanation for any delays or timeline adjustments. Previous completed task activities have been removed from each respective Summary Task Matrix. Also, the "Work Plan Date" heading has been modified to include timeline "(Adjustments)" as noted in previous quarterly reports. A "Budget Recap Summary" and brief "Budget Narrative" is also provided in this report.

All quarterly reports will also be posted on the Pima County Brownfields Website, (<<http://www.pima.gov/CED/CDNC/Brownfield.htm>>) unless otherwise directed.

Task 2 Public Involvement and Community Outreach Summary Task Matrix

Activities	Deliverables	Work Plan Date (Adjustments)	Status
Produce informative marketing brochure.	Electronic and print copy brochure.	3/31/2009 (2010)	<u>Draft Completed.</u>
Conduct 2 nd Informative Public Meeting and Presentation.	Meeting Agenda, Sign-in Sheet and PowerPoint	6/31/2009 (2010)	<u>Scheduled.</u> April 15, 2010
Produce marketing mailer.	Electronic and print copy postcard.	6/31/2009 (2010)	<u>Draft Completed.</u>
Travel to National Conference and Associated Trainings.	Registration Information.	April 3-5, 2011	<u>Staff plans to attend</u>

Task 2 Narrative:

On March 18, 2010, Mrs. Ellie Towne, the unofficial Mayor of Flowing Wells, key BTF member, and respected community leader, retired. It goes without saying that some momentum in conducting ESA's may be lost in Mrs. Towne's absence as she was instrumental in bringing local property owners to the table allowing staff to conduct effective one-on-one community involvement and public outreach in our assessment efforts. Fortunately, the new community leadership of the Flowing Wells Neighborhood Association and Community Coalition values the opportunities inherent of Brownfields redevelopment activities and staff looks forward to continued cooperation.

The previous quarters "Invitation to Participate" letters mailed to property owners identified by the BTF via the Brownfields database and property prioritization activities was effective in drumming up interest from landowners and associated real estate agents and brokers. This initial marketing effort has yield 3 Phase I's and a possible Phase II ESA. However, in corresponding with the real estate community, it is evident that additional outreach should be targeted to further inform, educate, and establish partnerships with these important and

essential commercial property real estate professionals. With that said, staff fully anticipates finalizing informational materials. The draft fact sheet has been finalized and will be distributed at the 2nd Informative Public Meeting firmly scheduled for April 15, 2010. Staff hopes that comments can be made to make it even more effective marketing tool.

Staff has received marketing materials for the Brownfields 2011 Conference and anticipates attending. In addition, staff has become aware that the Western Region Conference may be held in Missoula, Montana and staff looks forward to garnering valuable information from that highly informative and focused workshop.

Task 3 Property Identification and Database Development Summary Task Matrix

Activities	Deliverables	Work Plan Date (Adjustments)	Status
Incorporate ACCESS database(s) into Pima GIS system.	IGA/MOU or similar. Public access to Pima County Brownfields Program: Flowing Wells on Pima County MapGuide.	12/31/2009 with subsequent quarterly updates	<u>Internal Process.</u>

Task 3 Narrative:

Staff is continually updating its internal Pima County Brownfields GIS for departmental uses and presentation of proposed sites for assessment to the BTF.

Task 4 Environmental Site Assessments (ESAI /ESA II/ Required Documents)

Activities	Deliverables	Work Plan Date	Status
Begin Phase I ESAs	Phase I ESA Reports	8/1/2009	2 Phase I ESA's Completed. (7 total)
Begin Phase II ESAs	Phase II ESA Report for each site	3/31/2010	1 ESA II Complete. 1 ESA II Pending FSP approval.

Task 4 Narrative:

Pima County has completed an additional 2 Phase I ESA's this quarter for a total of 7. The properties and acreages include Malone Investments, 0.85 acres; and the Deason Property at 2.3 acres. In addition, staff is issued Notice to Proceed on an addition 4 Phase I's. Staff is awaiting approval from its second FSP submittal for Phase II work on the old Flowing Wells fire station.

Task 5 Reporting Activities Summary Task Matrix

Activities	Deliverables	Work Plan Date	Status
Prepare Quarterly Reports	Quarterly Report	Within 30 days of end of each quarter	<u>On Task.</u>

Task 5 Narrative:

Quarterly reports are being submitted and property profiles uploaded into ACRES.

II. Budget:

Budget Recap Summary: January 1 thru March 31, 2010

Category	Currently Approved Budget	Costs Incurred Qtr 6	Costs Inquired to Date	Total Remaining Funds
Travel	\$12,000.00	\$486.77	\$4,539.21	\$7,460.79
Supplies	\$6,000.00	\$0.00	\$1,028.00	\$4,972.00
Contractual	\$182,000.00	\$5,900.00	\$31,520.00	\$150,480.00
Totals	\$200,000.00	\$6,386.77	\$37,087.21	\$162,912.79

Budget Narrative:

Pima County has submitted and been reimbursed for the last of two billings for travel expenses for staff attendance to the Brownfields Conference in New Orleans (lodging, \$486.77) and contractual work for 2 Phase I ESA's (Malone Investments, \$3,200; Deason Property, \$2,700)

III. Property Profile Forms Update:

To date, staff has entered data for a total of 7 properties into ACRES. Staff will continue to prioritize efforts to update properties into ACRES once a final ESA I is completed.

IV. Report and Contact Information:

Submitted by: Daniel Tylutki, Senior Planner, Pima County Community Development and Neighborhood Conservation Department, 2797 E. Ajo Way, Tucson, AZ, 85713, daniel.tylutki@pima.gov, (520) 243-6695 or (520) 740-6894.