
Economic Development Authority - City Hall Council Chambers
Special Meeting, Monday, June 4, 2018
Meeting Announcement and Agenda - Immediately following the City Council
meeting which begins at 3:30 pm

Audience members should follow the agenda which is found on the table outside of Chambers.

1. Call to Order

2. Approval of Agenda (p. 1)

3. New Business

A. Approve Environmental Review Related to Bridge Park Asbestos Abatement Project (p. 3)

B. Approve Plans & Specifications for Asbestos Abatement Project and Authorize Bid Solicitation (handout)

4. Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use. Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

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3A Approve Bridge Park Environmental Review and Request for Release of Funds

June 4, 2018

Todd Blank, City Engineer

Caroline Moe, Executive Director and Director of Finance

BACKGROUND

To perform the Bridge Park Apartments proposed projects (including the asbestos abatement project) using 2017-2020 funds, an Environmental Review is required by HUD. This has been prepared and is attached.

An Intent to Request Release of Funds must be published in the Isanti County News, and after a 7 day comment period then the Request for Release of Funds (attached) can be sent to HUD after being signed by the Executive Director and Mayor.

ATTACHMENTS

1. Environmental Review
2. Intent to Request Release of Funds
3. Release of Funds and Certification

PROPOSED ACTIONS

1. Approve Environmental Review and authorize publication.
2. Authorize the Executive Director and Mayor to complete the Request for Release of Funds and Certification Form.



U.S. Department of Housing and Urban
Development
451 Seventh Street, SW
Washington, DC 20410
www.hud.gov

espanol.hud.gov

**Environmental Review for Activity/Project that is Categorically
Excluded Subject to Section 58.5
Pursuant to 24 CFR 58.35(a)**

Project Information

Project Name: Cambridge Economic Development Authority-Bridge Park Apartments

Responsible Entity: City of Cambridge

Grant Recipient (if different than Responsible Entity): Bridge Park Apartments

State/Local Identifier: MN067

Preparer: Todd Blank, PE-City Engineer

Certifying Officer Name and Title: Marlys A. Palmer-City of Cambridge Mayor

Grant Recipient (if different than Responsible Entity): Cambridge EDA

Consultant (if applicable):

Direct Comments to: Todd Blank-Cambridge City Engineer

Project Location: 121 South Fern Street, Cambridge MN 55008

Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:

Bridge Park Apartments Projects to be completed with 2017-2020 Funds:

- **Bridge Park Apartments Asbestos Abatement and Unit Restoration**
 - **Remediate & Dispose Asbestos Containing Materials**
 - **Upgrade flooring, drywall, lighting, closet shelving, and painting.**
- **Parking Lot Improvements**
- **Counter Top Replacements**
- **Lock Cylinder Replacements**
- **Water Pipe Replacement**
- **Landscaping Updating**
- **Gazebo Maintenance**
- **Mechanical Room Electrical Service Update**
- **Unit Bathroom Updating**

Level of Environmental Review Determination: Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities of 24 CFR 58.5

Funding Information

Grant Number	HUD Program	Funding Amount
	Operating Reserves	\$600,000
MN46P067501-17	Capital Fund	\$37,928
MN46P067501-18	Capital Fund	\$29,000
MN46P067501-19	Capital Fund	\$29,000
MN46P067501-20	Capital Fund	\$29,000

Estimated Total HUD Funded Amount: \$724,928

Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]: \$724,928

Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities

Record below the compliance or conformance determinations for each statute, executive order, or regulation. Provide credible, traceable, and supportive source documentation for each authority. Where applicable, complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. Attach additional documentation as appropriate.

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5 and §58.6	Are formal compliance steps or mitigation required?	Compliance determinations 58.34 Exempt Status
STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.6		
Airport Hazards 24 CFR Part 51 Subpart D	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	These are existing building interior and exterior improvements. This property is well outside of the runway clear zone of the Cambridge Civil airport (CBG) which is 8900 feet to the southwest.
Coastal Barrier Resources Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	This property is in an existing developed residential area and is not located near any Coastal Barrier Resource such as a state park, national park, or great lake.
Flood Insurance Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	This property is located above the bluff line of the Rum River and there is no floodplain area on or adjacent to the site.

STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 & 58.5

<p>Clean Air</p> <p>Clean Air Act, as amended, particularly section 176(c) & (d); 40 CFR Parts 6, 51, 93</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>The improvements do not generate any vehicle demand and do not generate any air emissions.</p>
<p>Coastal Zone Management</p> <p>Coastal Zone Management Act, sections 307(c) & (d)</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This property is in an existing developed residential area and is not located near any Coastal Zone.</p>
<p>Contamination and Toxic Substances</p> <p>24 CFR Part 50.3(i) & 58.5(i)(2)</p>	<p>Yes No <input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>Asbestos Containing Materials were found in some flooring tile/mastic, ceiling texture, and a mechanical pipe insulation covering.</p>
<p>Endangered Species</p> <p>Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This is a developed site and improvements are building interior and exterior with no effect on any endangered species.</p>
<p>Explosive and Flammable Hazards</p> <p>24 CFR Part 51 Subpart C</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This is an existing developed site located within a developed residential area and there are no adjacent facilities that handle petroleum, chemical or flammable products.</p>
<p>Farmlands Protection</p> <p>Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This is an existing developed site located within a developed residential area and there is no farmland adjacent to the site.</p>
<p>Floodplain Management</p> <p>Executive Order 11988, particularly section 2(a); 24 CFR Part 55</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This property is located above the bluff line of the Rum River and there is no floodplain area on or adjacent to the site.</p>
<p>Historic Preservation</p> <p>National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>This is an existing developed site that is previously disturbed, and there are no known historically significant items on the site.</p>
<p>Noise Abatement and Control</p> <p>Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B</p>	<p>Yes No <input type="checkbox"/> <input checked="" type="checkbox"/></p>	<p>The improvements do not generate any vehicles or anything else that creates noise.</p>

Sole Source Aquifers Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	The improvements have no effect on potable water and do not affect the aquifer.
Wetlands Protection Executive Order 11990, particularly sections 2 and 5	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	This is an existing developed site with no wetlands.
Wild and Scenic Rivers Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	This property is within an existing developed residential area, is located above the bluff line of the Rum River and is not within the Scenic River Zoning District.
ENVIRONMENTAL JUSTICE		
Environmental Justice Executive Order 12898	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	These improvements do not change residential unit availability and have no effect on minority or low income populations.

Field Inspection (Date and completed by): **Property and site inspected by: Todd Blank-May 8, 2018, Matthew Clancy-MN Certified Asbestos Inspector-July 26, 2017, and Industrial Hygiene Services Corporation-October 5, 2017.**

Summary of Findings and Conclusions: Conclusions are stated above.

Mitigation Measures and Conditions [40 CFR 1505.2(c)]

Summarize below all mitigation measures adopted by the Responsible Entity to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance or non-conformance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents. The staff responsible for implementing and monitoring mitigation measures should be clearly identified in the mitigation plan.

Law, Authority, or Factor	Mitigation Measure
MN Statutes 326.70-326.81 (Asbestos Abatement Act)	Asbestos Containing Materials will be remediated and disposed of in accordance with EPA requirements in compliance with the National Emission Standard for Asbestos pursuant to 40 CFR part 61, subpart M, especially 40 CFR 61.145, and with OSHA requirements for Worker Protection pursuant to 29 CFR 1926.1101. All asbestos inspection and abatement has been and will continue to be performed qualified inspectors and contractors in compliance with the Minnesota Asbestos Abatement Act.

Determination:

- This categorically excluded activity/project converts to **EXEMPT** per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license; **Funds may be committed and drawn down after certification of this part** for this (now) EXEMPT project; OR
- This categorically excluded activity/project cannot convert to Exempt status because one or more statutes or authorities listed at Section 58.5 requires formal consultation or mitigation. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain "Authority to Use Grant Funds"** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down any funds; OR
- This project is not categorically excluded OR, if originally categorically excluded, is now subject to a full Environmental Assessment according to Part 58 Subpart E due to extraordinary circumstances (Section 58.35(c)).

Preparer Signature: Tom M. Rank Date: May 25, 2018

Name/Title/Organization: City of Cambridge

Responsible Entity Agency Official Signature: _____

Date: May 25, 2018

Name/Title: Marlys A. Palmer-Cambridge Mayor

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

Part 2. Environmental Certification (to be completed by responsible entity)

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. The responsible entity has assumed responsibility for and complied with and will continue to comply with Section 106 of the National Historic Preservation Act, and its implementing regulations 36 CFR 800, including consultation with the State Historic Preservation Officer, Indian tribes and Native Hawaiian organizations, and the public.
4. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal did did not require the preparation and dissemination of an environmental impact statement.
5. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
6. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
7. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

8. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
9. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity X	Title of Certifying Officer City of Cambridge Mayor
	Date signed

Address of Certifying Officer

City of Cambridge, 300 Third Ave NE, Cambridge, MN 55008

Part 3. To be completed when the Recipient is not the Responsible Entity

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient X	Title of Authorized Officer Cambridge EDA Executive Director
	Date signed

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB No. 2506-0087
(exp. 03/31/2020)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s) Bridge Park Apartments Improvements	2. HUD/State Identification Number MN 067	3. Recipient Identification Number (optional)
4. OMB Catalog Number(s) 14.885	5. Name and address of responsible entity City of Cambridge 300 Third Avenue NE Cambridge, MN 55008	
6. For information about this request, contact (name & phone number) Caroline Moe 763.552.3202	7. Name and address of recipient (if different than responsible entity) Cambridge EDA 121 South Fern Street Cambridge, MN 55008	
8. HUD or State Agency and office unit to receive request HUD, Minneapolis Field Office Office of Public Housing	<p>The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following</p>	
9. Program Activity(ies)/Project Name(s) Bridge Park Apartments 2017-2020 Improvements	10. Location (Street address, city, county, State) 121 South Fern Street Cambridge, MN 55008 Isanti County, MN	

11. Program Activity/Project Description

Bridge Park Apartment 2017-2020 interior and exterior improvements.

- Bridge Park Apartments Asbestos Abatement and Unit Restoration
- Parking Lot Improvements
- Counter Top Replacements
- Lock Cylinder Replacements
- Water Pipe Replacement
- Landscaping Updating
- Gazebo Maintenance
- Mechanical Room Electrical Service Update
- Unit Bathroom Updating

NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS

June 8, 2018
City of Cambridge
300 Third Avenue NE
Cambridge, MN 55008
763.689.3211

On or about June 18, 2018 the City of Cambridge will authorize the Cambridge EDA to submit a request to the HUD Minneapolis Field Office, Office of Public Housing for the release of name of grant program and operating reserve funds Section 9 of the Housing Act of 1937, as amended, to undertake projects known as Bridge Park Apartments Interior and Exterior Improvements to be completed with 2017-2020 Funds for the purpose of maintaining and improving the building interior and exterior, estimated funding total of \$724,928.

The activities proposed are categorically excluded under HUD regulations at 24 CFR Part 58 from National Environmental Policy Act (NEPA) requirements. An Environmental Review Record (ERR) that documents the environmental determinations for this project is on file at Cambridge City Hall, 300 Third Avenue NE, Cambridge, MN 55008 and may be examined or copied weekdays 8:00 A.M to 4:30 P.M.

PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the City of Cambridge, Attn. Todd Blank-City Engineer, 300 Third Avenue NE, Cambridge, MN 55008. All comments received by June 15, 2018 will be considered by the City of Cambridge prior to authorizing submission of a request for release of funds.

ENVIRONMENTAL CERTIFICATION

The City of Cambridge certifies to HUD Minneapolis Field Office, Office of Public Housing that Marlys Palmer in her capacity as Cambridge Mayor consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. HUD Minneapolis Field Office, Office of Public Housing approval of the certification satisfies its responsibilities under NEPA and related laws and authorities and allows the Cambridge EDA to use Program funds.

OBJECTIONS TO RELEASE OF FUNDS

HUD Minneapolis Field Office, Office of Public Housing will accept objections to its release of fund and the City of Cambridge's certification for a period of fifteen days following the anticipated submission date or its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the City of Cambridge; (b) the City of Cambridge has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR part 58; (c) the grant recipient or other participants in the development process have committed funds, incurred costs or undertaken activities not authorized by 24 CFR Part 58 before approval of a release of funds by HUD

Minneapolis Field Office, Office of Public Housing; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58, Sec. 58.76) and shall be addressed to HUD Minneapolis Field Office, Office of Public Housing at address of that office. Potential objectors should contact HUD Minneapolis Field Office, Office of Public Housing to verify the actual last day of the objection period.

Marlys A. Palmer
Cambridge Mayor
300 Third Avenue NE
Cambridge, MN 55008