

B. APPLICATION INFORMATION SHEET

(1) Applicant Identification: City of Fairmont, 200 Jackson Street, Fairmont, WV 26555-14282

(2) Website URL: Fairmontwv.gov

(3) Funding Requested: Community Wide Assessment Grant

b. Federal Funds Requested: \$500,000

(4) Location: City of Fairmont

(5) Target Area and Priority Site Information

- Target Areas: Beltline, Downtown, Palatine Riverfront, East Side Riverfront
- Priority Sites: (Note, many sites have no legal address; please see attached map)
 - Former Monongah Glass Company at 40 12th St
 - Beltline Railway between 9th St and 3rd St parallel to Virginia Avenue
 - Dunbar School at 101 High St (almost adjacent to Hunting Bank Parking Lot)
 - Huntington Bank Parking Lot at the southeast corner of the intersection at Jackson St and Cleveland Ave
 - Future Riverfront Development Site (Palatine Riverfront) on Water St
 - Jackson Marina Property at 408 Auburn St
 - East Side CSX Corridor along the eastern banks of the Monongahela River from Alta Vista Ave to the intersection of Hoult School Rd

(6) Contacts

a. Project Director: Shae Strait, Director of Planning and Development, City of Fairmont; Phone: 304-366-6211 ext 313; Email: sstrait@fairmontwv.gov; Mailing Address: PO Box 1428, Fairmont, WV 26555-1428

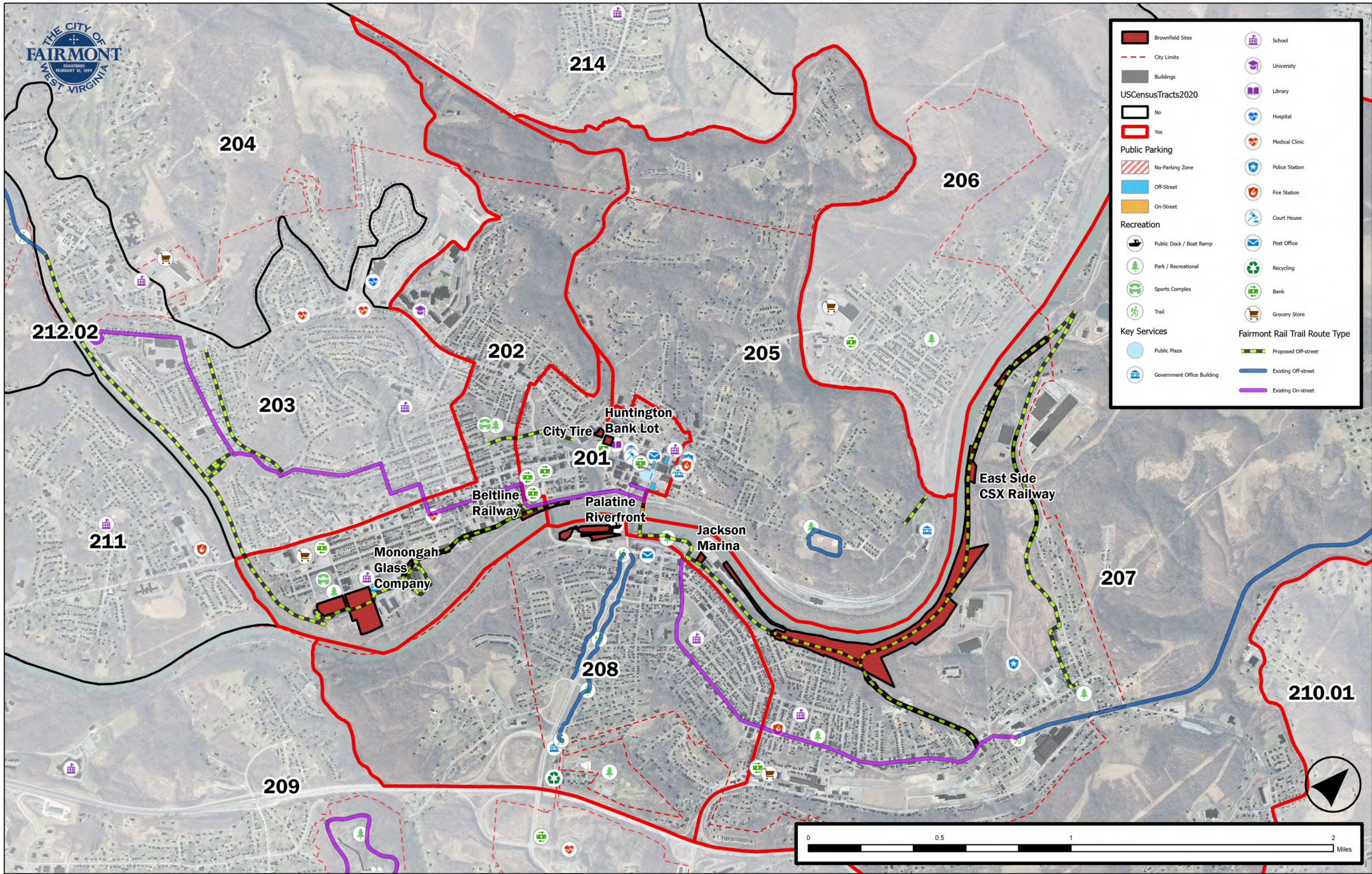
b. Chief Executive/Highest-Ranking Elected Official: Travis Blosser, City Manager, City of Fairmont; Phone 304-366-6211 ext 308; Email: tblosser@fairmontwv.gov; Mailing Address: PO Box 1428, Fairmont, WV 26555-1428

(7) Population: 18,416 (2020 Census)

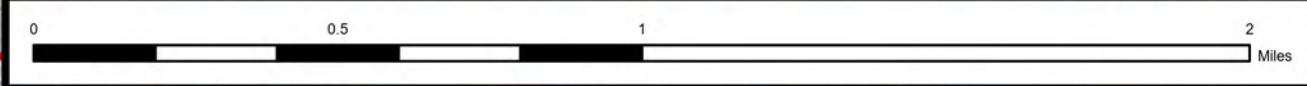
(8) Other Factors

FY2026 EPA Brownfield Assessment Grant
 City of Fairmont
ATTACHMENT B – APPLICATION INFORMATION SHEET

Information on the Other Factors	Page #
Community population is 15,000 or less.	
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	
The priority site(s) is impacted by mine-scarred land.	
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	3
The priority site(s) is in a federally designated flood plain.	3
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	
The reuse of the priority site(s) will incorporate energy efficiency measures.	
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	
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).	
The target area(s) is impacted by a coal-fired power plant that has recently closed (2015 or later) or is closing.	



	Brownfield Sites		School
	City Limits		University
	Buildings		Library
	USCensusTracts2020		Hospital
	No		Medical Clinic
	Yes		Police Station
	No-Parking Zone		Fire Station
	Off-Street		Court House
	On-Street		Post Office
	Recreation		Recycling
	Public Dock / Boat Ramp		Bank
	Park / Recreational		Grocery Store
	Sports Complex		Public Plaza
	Trail		Government Office Building
	Key Services		Fairmont Rail Trail Route Type
	Public Plaza		Proposed Off-street
	Government Office Building		Existing Off-street
			Existing On-street





west virginia department of environmental protection

Office of Environmental Remediation
601 57th Street SE
Charleston, WV 25304
Phone: 304-926-0499

Harold D. Ward, Cabinet Secretary
dep.wv.gov

January 28, 2026

Mr. Shae Strait, Director of Planning and Development
City of Fairmont
200 Jackson Street, Suite 301
Fairmont, WV 26554

RE: State Environmental Authority Acknowledgement Letter
FY26 U.S. EPA Brownfields Community-Wide Assessment Grant Application
EPA-OLEM-OBLR-25-04

Dear Mr. Strait,

Thank you for your continued efforts to further enhance the state's environment, economy, and quality of life by applying for an FY26 U.S. EPA Brownfields Community-Wide Assessment Grant.

Brownfield sites in Fairmont that will benefit from assessment activities include the areas of Beltline, Downtown, Palatine Riverfront, and East Side Riverfront. These areas include the former Monongah Glass Company site, the Beltline Railway, the Dunbar School, Huntington Bank Parking Lot, the entire riverfront along Water Street and the CSX railway and the Jackson Marina Property. Assessments and planning efforts are vital first steps for redevelopment in Fairmont and surrounding communities in West Virginia. Due to the clear need and obvious benefit of these assessment activities, the WVDEP Office of Environmental Remediation fully supports your grant application.

We are committed to assist you throughout the assessment and eventual remediation of your target areas, and we look forward to future redevelopment. Please do not hesitate to contact me with any questions or needs. I can be reached at (304) 951-7527 or jennifer.d.liddle@wv.gov.

Sincerely,

Jennifer D. Liddle
WVDEP Brownfields Coordinator

1) PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

Target Area and Brownfields

- a. Overview of Brownfield Challenges and Description of Target Area: Fairmont, in Marion County, West Virginia, is a city in economic transition located at the confluence of the West Fork and Tygart Valley Rivers, forming the Monongahela River through the city. Fairmont has a footprint of approximately 9.1 square miles and a population of 18,416. Fairmont's largest growth occurred during the early 20th century when factories, mines, railways, and homes filled the riverfront areas focused on coal, coking, glass, petroleum, metal fabrication, light manufacturing, and other heavy industry. Today, Fairmont is home to many technology and research related employers such as NASA and NOAA, a large regional hospital, and Fairmont State University which supports the economy and are located far from the former industry. With the loss of manufacturing and mining, the riverfront areas have fallen into significant decline. Legacy land uses and abandoned properties have prevented Fairmont from capitalizing upon its most promising revitalization asset —the Monongahela River.

Fairmont's FY26 Brownfields Assessment Target Areas are located on both sides of the Monongahela River. The City of Fairmont's 2018 Comprehensive Plan and 2015 Connectivity Plan both identify Fairmont's rivers as a "recognized community asset and [which] have the potential to generate significant economic development." The Fairmont Rail-Trail Connector and Fairmont Recreational Corridor projects are key initiatives for catalyzing riverfront and brownfield redevelopment across the city. This is part of the regional tourism effort to complete the 238-mile Parkersburg to Pittsburgh (P2P) Rail-Trail through Fairmont, which is only one of four gaps remaining in WV.

When complete, the connection of the P2P to the Great Allegheny Passage will create a fully connected rail trail intersecting with the Industrial Heartland Trails Coalition's 1,500-mile network. These projects will result in significant increases in quality of life for residents across the city through numerous recreational amenities, making Fairmont a competitive 21st century Appalachian town to live, work, and play. These amenities will include athletic fields, sports courts, flatwater trails, multi-use trails, and extreme sports, located between the Beltline Neighborhood to the recently completed Norwood Universal Accessibility Park.

TA1 – Beltline, Census Tract 202 (713 acres): The Beltline Area of the City is a 25-block area on Fairmont's West Side that borders Downtown (TA2) to the south and the Monongahela River on the east and south. The existing land use is a mix of commercial, industrial, residential, and institutional. The City of Fairmont completed a Neighborhood Redevelopment Plan focused on brownfields, transportation, and public health in 2023 via EPA Technical Assistance funding. The plan is anticipated to drive private investment in residential and commercial development. Implementing that plan requires additional brownfield site assessments.

TA2 – Downtown (& Jackson Addition), Census Tracts 201 & 205 (1,308 acres): Downtown Fairmont includes the Central Business District and borders the west side of the Monongahela River. The majority of downtown is situated in census tract 201, but the residential area, known as Jackson Addition, spills into census tract 205. The entire target area is dense with dilapidated historical structures. The downtown district faces the most challenging socio-economic conditions in the city but presents significant opportunity for

reuse and economic development. The City's 2018 Comprehensive Plan identifies the revitalization and reuse of the Downtown as a vital step in Fairmont's future.

TA3 - Palatine Riverfront, Census Tracts 208 (857 acres): The Palatine Riverfront borders the east side of the Monongahela River and includes a mix of residential, commercial, and industrial properties. The area fell into decline with the loss of major warehousing and removal of the railyard and rail stations which drove the economy in the neighborhood. Today, all of the riverfront here is vacant.

TA4 – East Side Riverfront, Census Tract 207 (5,216 acres): The East Side Riverfront includes a mix of commercial, industrial, and natural area along the eastern banks of the Monongahela River. This area features many former industrial sites, including the Sharon Steel/Fairmont Coke Works superfund site, former Owen Illinois Glass Factory site, former Marion docks site, former Westinghouse lightbulb factory, and more. This area faces significant economic and health barriers due to the legacy industrial sites with the vast majority of riverfront being vacant of any uses.

- b. Description of the Priority Brownfield Sites: In **TA1**, the **Former Monongah Glass Company site** (13.5 acres) and **Beltline Railway** (6.5 acres) have been identified as strategic priority sites for redevelopment in the 2023 Beltline District Brownfield Revitalization Plan. The Monongah Glass Company operated in the early 1900's on a site totaling over 20 acres. All of the original factory buildings have been demolished and the former railways removed. The site has 13.5 acres which remain unassessed with active non-conforming industrial uses including municipal waste collection, public school maintenance facilities, storage units, warehousing and distribution, and a large vacant area with leaching coal tar. Phase I ESAs conducted between 2018 and 2025 on a portion of this 20-acre site known as the Fairmont Box Factory identified several Recognized Environmental Conditions (RECs), including past industrial uses, open dumping, salt storage, petroleum staining, PVEC, and PCB containing equipment. Phase II ESAs completed identified lead, arsenic, PCBs, VOCs, and other pollutants. Similar pollutants are anticipated on the remaining 13.5 acres. The Beltline Railway is a roughly one-mile corridor from the former glass company to downtown Fairmont that was used as a railway for many decades. Today the land is primarily vacant and abandoned. These sites will play a key role in implementing the Beltline plan and connecting the P2P Trail through Fairmont.

In **TA2**, the **Dunbar School** (1.52 acres), and the **Huntington Bank Parking Lot** (0.60 acres) are the priority sites. The Dunbar School is a historic school building that was built in 1929 and was, at one time, the only school for black students in Fairmont. The school was placed on the National Register of Historic Places because of its "significant contribution" to Fairmont's African American history. The building has been closed since 2007 and was last renovated in the 60s. A group known as the Dunbar School Foundation is working toward repurposing the school into a community center and museum. A Phase 1 ESA, testing for any potential contaminants, and market feasibility study will allow this project to move forward. The Huntington Bank Parking Lot is located on the corner of Cleveland Ave and Jackson St across from the City Tire Site. The site is a former fueling station from around 1930 through the 1950s before being demolished and redeveloped into a parking lot. Construction in 2025 on the adjacent street identified that there is petroleum within the soil under the parking lot.

Phase I and Phase II ESAs will be required on the property to determine the degree of contamination, potential remediation actions, and reuse opportunities.

In **TA3**, the **Future Riverfront Development Site** (2.61 acres) has been identified as priority site. The Future Riverfront Development Site is a riverfront brownfield that will be developed into new businesses and housing built along the Monongahela River. The site sits adjacent to former Monongahela Railyard and also near future rail-trail development property. Due to former railroad proximity, these priority sites will need a Phase I ESA and potentially a Phase II ESA before being redeveloped to detect any contaminants such as petroleum, carbon, or other metal-based pollutants. The site is in the federally designated floodplain.

In **TA4**, the **Jackson Marina Property** (.5 acres) and the **East Side CSX Corridor** (38.63 acres) have been identified as priority sites. The East Side CSX Corridor site, totaling more than three miles in corridor length, is located on the east side of the Monongahela River and its tributaries and currently owned by CSX Transportation. For the past 40 years¹, CSX has owned this railroad corridor and while it was primarily used for the transportation of coal, the property has since become a “rail field”, undoubtedly containing common residual contamination often found at legacy railroad sites. This likely includes as petroleum, carbon, or other metal-based pollutants.² Today, the site consists of wooded vacant land that will serve a prominent role in developing the P2P Rail-Trail corridor through Fairmont and connecting new and existing recreational amenities across town. In 2025, the City of Fairmont received a purchase sale agreement from CSX and is awaiting to execute the agreement once funds are available to complete the necessary Phase I and Phase II ESAs. The redevelopment of this property will unlock over 100 acres of adjacent land for recreational economic development and active transportation-oriented housing. The Jackson Marina property is an abandoned brick structure adjacent to Palatine Park and former railroad property which has been identified as a key piece for trailhead development and recreational commerce. Both sites are in the federally designated floodplain.

- c. Identifying Additional Sites: Additional sites for eligible activities will be identified once all target areas have been addressed and satisfied. The criteria that will be used to identify additional sites include the consideration or present opportunity of future development, the consideration or present opportunity of future purchase, level of suspected environmental contamination, level of suspected health concerns upon community, and the rate of poverty for respective census tract. Determination for additional sites will be done by the Planning and Development Department staff in coordination with the environmental consultants or the Task Force.

Revitalization of the Target Area

- d. Overall Plan for Revitalization: Given municipal, state, and federal resource limitations, Fairmont can best leverage funding by focusing economic development interventions in targeted areas most likely to inspire private investment. The Priority Sites in the Target Areas align directly with the City’s Comprehensive Plan: providing significant opportunity to further

¹[https://www.wvgazette.com/dailymailwv/daily_mail_features/railroads-built-west-virginia-and-still-play-a-vital-role-daily-mail-wv/article_85b12f25-a3b8-5ed2-9463-62fdf8368e28.html#:~:text=In%201980%2C%20CSX%20Corp.,N%26W\)%20followed%20a%20southern%20route](https://www.wvgazette.com/dailymailwv/daily_mail_features/railroads-built-west-virginia-and-still-play-a-vital-role-daily-mail-wv/article_85b12f25-a3b8-5ed2-9463-62fdf8368e28.html#:~:text=In%201980%2C%20CSX%20Corp.,N%26W)%20followed%20a%20southern%20route)

² https://www.epa.gov/sites/production/files/2015-09/documents/05_railfields.pdf

the ability of Fairmont to be a large-scale employer, as well as facilitating revitalization of underserved areas. As a 'built-out' city, Fairmont offers no large tracts of greenfield property presently available for development. Growth must be accommodated through the infill of vacant lots and the reuse of existing buildings and sites. Downtown and other commercial corridors exhibit an abundance of vacant and underutilized properties, which present a challenge due to the higher cost and complexity of reuse efforts.

The Target Areas have exciting potential for as part of Fairmont's economic future and were designated to connect with the City's existing Comprehensive Plan (2018), Connectivity Plan (2014), the P2P Trail Gap & Feasibility Study (2018), the Cross Town Trail Connector Master Plan (2019), and the updated Beltline District Brownfield Redevelopment Plan & Public Health Assessment (2023). These target areas will complement ongoing evaluations and build upon the work that has already been completed. Many of these plans focus on community development projects which will catalyze economic development.

- e. Outcomes and Benefits of Overall Plan for Revitalization: The goal of these recreation projects are to address environmental concerns on strategic properties in the Target Areas, connecting with the recommendations identified in the City Comprehensive Plan for the reuse of vacant and underutilized properties. Growth in the region is driving demand for housing, commercial spaces, and recreational facilities. Fairmont is uniquely positioned to capture these new opportunities due to its central location in the North Central West Virginian economy, and its designation as a Tax Increment Financing (TIF) District. Environmental assessments, feasibility / marketing studies, and reuse planning will enable and catalyze the redevelopment of key sites and connect them to the regional economy.

The reuse strategy will especially benefit the low-income, disabled, and minority residents of TA1 and TA2. Brownfield cleanup and subsequent reuse, utilizing opportunities provided for qualified census tracts and capitalizing on TIF district benefits, will transform community liabilities into assets by (1) enhancing property values; (2) creating new job opportunities; (3) utilizing existing infrastructure; (4) increase tax base, which will improve City finances; (5) improving the quality of life for the community; and (6) mitigating environmental hazards.

Strategy for Leveraging Resources

- f. Resources Needed for Site Reuse: As these recreational projects move forward utilizing Brownfields Assessment funding, site-specific cleanup plans will be developed primarily using city annual capital funds and TIF funds. The city will access outside funding resources to increase impact of city capital and TIF funds such as the EPA Brownfield Cleanup Grants, WV DEP Brownfields Revolving Loan Fund, and the Abandoned Mine Lands Economic Revitalization (AMLER) Program. These projects are also eligible for Appalachian Regional Commission (ARC) infrastructure funding and ARC POWER grants that help communities and regions that have been affected by job losses in coal mining and coal-related supply chain industries. Additional funding agencies include US EDA, WV EDA, WV Department of Commerce, and the Federal Highway Administration.
- g. Use of Existing Infrastructure: These projects will focus on driving infill and private redevelopment of underutilized former industrial areas and vacant housing by developing a readily accessible and connected riverfront. The parks, rail-trails, and other planned amenities reside along the riverfront which have seen the most decline, yet have fully built out utilities, roads, and buildings that are underutilized or vacant. Another benefit of the rail-

trail along these riverfront areas is increasing the connectivity points to existing infrastructure making it more accessible to residents, employees, and visitors. Over twenty connections across three miles have been identified in the city’s crosstown connector plan for the target areas. These improvements will be tied into existing recreational facilities such as Palatine Park and Norwood Park, and most of the retail and service business zones within the city.

2) COMMUNITY NEED AND COMMUNITY ENGAGEMENT

Community Need

- a. The Community's Need for Funding: Fairmont’s population has been on a steady decline for decades and has dropped 2.98% since 2010, according to the US Census Bureau Decennial Census Data, with an annual decline of 0.47%. The Bureau of Labor Statistics data shows the 2024 average unemployment rate for the City of Fairmont was 4.5%, which is worse than the state average of 3.1% and national average of 3.3%. One of the results of these statistics is reduced tax revenues for Fairmont. Slowdowns in the production of coal and natural gas in WV have reduced WV State Coal Severance Tax disbursements to municipalities and reduced the state’s funding support for local economic development. One of the most significant and troubling statistics is the poverty rate in the Target Areas (see Table below). Combined, these and other factors have left Fairmont struggling to meet its budget needs. There are no local or state funding sources that address the assessment of brownfield sites, making this federal opportunity unique in addressing the reuse of key sites. Subsequent development will expand the tax base by increasing property values and facilitating job creation.

	Downtown	Beltline	Downtown / Jackson Addition	East Side	Palatine	City of Fairmont	Marion County	West Virginia	United States
Census Tract	201	202	205	207	208				
Population	1,109.00	3,677.00	2,120.00	3,435.00	2,857.00	18,303.00	56,042.00	1,784,462.00	332,387,540.00
Percent Minority	34.08%	17.79%	21.13%	3.11%	9.91%	14.59%	7.99%	9.10%	36.56%
Percent Black	22.40%	5.70%	12.10%	0%	4.60%	6.20%	2.60%	3.30%	12.40%
Median HH Income	\$24,375	\$68,097	\$56,354	\$76,587	\$43,182	\$60,791	\$67,537	\$57,917	\$78,538
Median HH Income – White	\$20,208	\$69,915	\$60,101	\$78,438	\$38,454	\$61,660	\$68,673	\$58,569	\$84,745
Median HH Income – Black	No Data	\$21,000	\$49,063	No Data	No Data	\$21,306	\$21,990	\$40,422	\$53,444
Per Capita Income	\$19,902	\$23,619	\$24,277	\$38,812	\$27,458	\$31,722	\$33,719	\$32,949	\$43,289
Poverty Rate	41.20%	24.30%	29.60%	8.30%	23.40%	17.00%	13.60%	16.60%	12.40%
Disability	29.9%	18.8%	24.9%	17.1%	24.1%	17.8%	18.6%	19.1%	13.0%
Housing – Median Year Built	1944	1939	1953	1952	1946	1950	1959	1975	1978

Source: American Community Survey, 2023 5-Year Estimates

- b. Health or Welfare of Sensitive Populations: Economic disinvestment in the downtown and flight to the suburbs has impacted the residents of the Beltline (TA1) the most. According to US Census data, Downtown Fairmont (TA2) has a staggering poverty rate of 41.2% and the

Beltline neighborhood suffers similarly with a poverty rate of 23.3%. TA1 and TA2 have populations with the highest concentrations of children less than 5 years of age living in poverty, childbearing women aged 15 to 44, citizens over 65 years of age, and households with no vehicle. Brownfields assessment and subsequent reuse plans will provide the tools to address housing deficiencies in the Target Areas. Housing is central to residents' quality of life, and high levels of homeownership are associated with more stable and tightly knit communities. Housing stock is a serious problem in the Target Areas. Brownfield sites in TA2 and TA3 are large enough to accommodate and are compatible with residential development.

- c. Greater than Normal Incidence of Disease and Adverse Health Conditions: The housing in the Target Areas sprang up around Fairmont's industries - coal, glass, steel, coke, and metal fabrication. Potential contaminants in and around these sites include lead, petroleum products, PAHs, VOCs, and other metals that are known to lead to a higher likelihood of health impairments. Fairmont ranks worse than the national average for conditions consistent with exposure to brownfield contaminants: asthma; premature death; low birthweight; heart disease; tracheal, bronchus, lung and breast cancer. Marion County has an annual cancer incident rate of 0.0054%, while the national incident rate is 0.0044%.³ According to the 2023 Beltline District Brownfield Health Assessment (Appendix B), Marion County residents suffer from significantly higher rates of obesity, substance use, asthma, cancer mortality, mental health issues, and physical health issues than the national rates⁴.
- d. Economically Impoverished/Disproportionately Impacted Populations: According to US Census Data, the target areas have the highest rates of poverty, unemployment, and people with disabilities within the city, with the largest percentage of disability being related to mobility. Fairmont faces significant accessibility barriers due to natural topography, preventing many people from independently accessing services, public spaces, and outdoor leisure activities. Many of these residents are also elderly and lack adequate social engagement, negatively impacting their mental and physical health. By focusing on multi-use accessible rail-trails connecting services and free public outdoor spaces, people in these census tracts will have substantially increased access to quality spaces. These multi-use rail-trails will also create alternative transportation options for people unable to afford a car or can't reliably use public transportation for accessing employment and services.

Community Engagement

- e. Project Involvement: This project will include many partners and below are the most engaged of those. The primary partners will be WV Trails (a statewide non-profit focused on advocacy), Brownfields Assistance Center at WVU (EPA Region 3 TAB provider), Rails-to-Trails Conservancy (national non-profit technical assistance provider), Marion County CVB (tourism development), Marion County Chamber of Commerce (economic development), Main Street Fairmont (downtown business development), and WV DEP. Each of these entities are already engaged in the related projects from community outreach through plan implementation.

³<https://statecancerprofiles.cancer.gov/incidencerates/index.php?stateFIPS=54&areatype=county&cancer=001&race=00&sex=0&age=001&type=incd&sortVariableName=rate&sortOrder=default&output=0#results>

⁴<https://fairmontwv.gov/DocumentCenter/View/4170/Appendix-B---Beltline-District-Brownfield-Health-Assessment>

f. Project Roles:

Partner Name	Point of Contact	Specific Role in the Project
WV Trails	Sam England, 681-433-9984 sam.England@wvtrail.org	Community engagement and outreach support, development planning
Brownfields Assistance Center at WVU	Carrie Staton (304) 293-7071 carrie.staton@mail.wvu.edu	Training and technical, community engagement and outreach support
Rails-to-Trails Conservancy	Kelly Pack (202) 974-5148 kellyp@railstotrails.org	Community engagement and outreach support; redevelopment planning
Marion County Convention & Visitors Bureau	Leah Smith 304-368-1123 lsmith@marioncvb.com	Community engagement and outreach support, event promotion, and in-kind support for community events
Marion County Chamber of Commerce	Dani DeVito (304) 366-3616 dani@marionchamber.com	Participation in Brownfields Task Force, marketing support
Main Street Fairmont	Alex Petry 304-366-0468 director@mainstreetfairmont.org	Community engagement and outreach support, space programming
WV Dept. of Environmental Protection (WVDEP)	Erin Brittain 304-893-4285 Erin.R.Brittain@wv.gov	Technical support, participation in Brownfields Task Force,

g. Incorporating Community Input: The COF has a proven track record of effectively working with community stakeholders, including governments, neighborhood groups, business leaders, financial institutions, and non-profit organizations. The COF will involve and inform the community and stakeholders throughout the grant period. Information will be disseminated via varied channels to ensure broad reach such as local newspapers, COF website, COF social media sites, and partner outreach methods such as quarterly newsletters. Periodic grant project updates will be prepared and sent to all stakeholders via email or hard copy. COF will also host Brownfields Task Force meetings with stakeholders quarterly. COF will connect with residents who live and work near the priority sites to keep them informed and solicit input and feedback. Other information and materials will be prepared as project milestones occur, including project deliverables and new initiatives in the subject area.

3) TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

Description of Tasks/Activities and Outputs

Task 1: Program Management & Administration - \$21,000:

- a. *Project Implementation:* Management and execution of the grant and travel expenses for two staff members to attend two national brownfields conferences and three WV Brownfields Conferences to learn best practices and identify ways to leverage EPA resources. Administrative Activities include direct costs for RFP for a Qualified Environmental Professional (QEP), preparation of budget, scope of work, program plan, financial management, and reporting.
- b. *Anticipated Schedule:* Ongoing throughout the project's three years
- c. *Task/Activity Lead:* COF
- d. *Outputs:* 1 Project Scope of Work, 1 RFP for QEP, 1 contract with QEP, 11 Quarterly Reports, 1 Final Report, 3 state conferences, 2 national conferences

Task 2: Brownfields Assessment, Site Inventory, & Prioritization Activities - \$379,000:

- a. *Project Implementation:* This task includes activities related to carrying out site assessments including procurement of consultants; prioritization of sites; follow-up planning/technical assistance on sites (mapping, past studies); and preparation of Quality Assurance Project Plans, a site-specific Sampling and Analysis Plan, and Health and Safety Plan as needed for Phase II ESA conducted per WVDEP Brownfields Program. COF estimates it will conduct 12-24 Phase I ESAs. It is estimated that 8-12 sites will require Phase II ESAs with one being a substantial ESA (East Side CSX Corridor) likely to cost \$100,00 or more. Administrative Activities include direct costs for RFP for a QEP, preparation of budget, scope of work, program plan, financial management, and reporting.
- b. *Anticipated Schedule:* Year 1 – Q2 through Year 3 – Q3
- c. *Task/Activity Lead:* QEP & COF
- d. *Outputs:* 12-24 Phase I's; 8-12 Phase II's, 1 community workshop/Task Force meeting

Task 3: Community Outreach & Involvement - \$20,000:

- a. *Project Implementation:* Engagement activities utilizing staff to meet quarterly over the project period with the Brownfields Task Force, property owners, business owners, and stakeholders to identify sites, discuss reuse plans, and outline plans for conducting environmental assessments on priority sites. A QEP will be retained to facilitate meetings, create project presentations, project materials, and prepare site access agreements in coordination with COF staff. This task budgets \$2000 for material printing for meetings, project information and public notices. In-kind contributions from project partners include meeting space and planned dissemination of project information.
- b. *Anticipated Schedule:* Ongoing throughout the project's three years
- c. *Task/Activity Lead:* COF, QEP and Brownfields Task Force
- d. *Outputs:* 12 BTF meetings, 6 Community Workshops

Task 4: Site Reuse & Cleanup Planning - \$80,000:

- a. *Project Implementation:* Funding is included to support site reuse plans developed by QEPs and other consultants. Funding is included for meeting preparation and promotional expenses (\$1500) and limited expenses (\$1500) have also been budgeted for office supplies and other expenses. ABCAs to be completed by a QEP for up to three sites.
- b. *Anticipated Schedule:* Year 1 – Q3 through Year 3 - Q4
- c. *Task/Activity Lead:* COF & QEP
- d. *Outputs:* 2-3 site cleanup plans, 2-3 public engagement meetings, 2-3 final ABCAs

e. Cost Estimates

Budget Categories		Project Tasks (\$)				
		Task 1	Task 2	Task 3	Task 4	Total
		Program Management & Administration	Site Assessments, Inventory, & Prioritization	Community Outreach	Site Reuse & Cleanup Planning	
Direct Costs	Personnel	\$14,400	\$4,800	\$4,800	\$0	\$24,000
	Fringe Benefits	\$0	\$0	\$0	\$0	\$0
	Travel	\$6,600	\$0	\$0	\$0	\$6,600
	Equipment	\$0	\$0	\$0	\$0	\$0
	Supplies	\$0	\$0	\$2,000	\$1,500	\$3,500
	Contractual	\$0	\$374,200	\$13,200	\$77,000	\$464,400
	Other	\$0	\$0	\$0	\$1,500	\$1,500
Total Direct Costs		\$21,000	\$379,000	\$20,000	\$80,000	\$500,000
Indirect Costs		\$0	\$0	\$0	\$0	\$0
Total Budget		\$21,000	\$379,000	\$20,000	\$80,000	\$500,000

Task 1: Program Management & Administration - \$21,000

- Personnel Costs: 480 hours at an average rate of \$30/hr = \$14,400
- Travel Costs: \$6,600; National Brownfields Conference: Registration (\$125) + Lodging (\$450) + Per Diem (\$100) for 2 staff members + Transportation (\$300) = \$1650 x 2yrs = \$3300; WV Brownfields Conference: Registration (\$125) + Lodging (\$225) + Per Diem (\$100) for 2 staff members + Transportation (\$200) = \$1100 x 3yrs = \$3300

Task 2: Brownfields Assessment, Site Inventory, & Prioritization Activities - \$379,000

- Personnel Costs: 160 hours at an average rate of \$30/hr = \$4800
- Contractual Costs: \$374,200 (24 Phase I average @ \$4,000; 11 Phase II average @ \$20,000 + 1 substantial Phase II at \$100,000) and \$10,000 for inventory & prioritization

Task 4: Community Outreach & Involvement - \$20,000

- Personnel Costs: 160 hours at an average rate of \$30/hr = \$4800
- Contractual Costs: \$13,200 for participation in outreach programming
- Meeting Supplies: \$2000

Task 5: Site Reuse & Cleanup Planning - \$80,000

- Contractual Costs: \$47,000 for QAPs/site cleanup plans; \$30,000 for final ABCAs
- Supplies: \$1500
- Meeting Preparation and Promotional Materials: \$1500

- f. Measuring Environmental Results: The City of Fairmont’s strategy for tracking and measuring progress: 1) Upon receipt of funding, COF will prepare a work plan as part of the EPA Cooperative Agreement. 2) Evaluate achievements against milestones established in the work plan. 3) Evaluate whether grant and projects have achieved results, such as number of properties assessed, number of remedial plans developed. 4) Document project outcomes and outputs quarterly via ACRES and at quarterly Task Force meetings. 5) The COF will document all project activities and progress and share broadly with stakeholders.

4) PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

Programmatic Capability

- a. Organizational Capacity: COF project team has 5 full-time staff that includes three professional planners, staff assistant, and a grant administrator. The planning team has a combined 60 years of project planning and management experience, including civil, landscape, and architectural design. This team has successfully managed 3 prior EPA grants.
- b. Organization Structure: COF project team structure is a Director of Planning and Development who assigns and monitors project tasks to two assistant planners who act as project managers and a staff assistant for clerical support. The grant administrator works independently in the Finance Department but with assistance from the planners. The grant administrator is charged with oversight of grant compliance, grant expenditures, and financial reporting.
- c. Description of Key Staff: **Shae Strait**, Director of Planning & Development for the City of Fairmont, AICP, M. Arch, has over a decade of experience in brownfield project planning and management and has been responsible for managing and implementing over 40 million dollars in federal, state, and city funded capital projects. **Carly O'Dell Jones**, Assistant Planner for the City of Fairmont has over three years of experience in managing EPA Brownfield Assessment grants to include review of proposed scope of work for ESAs, project review and tracking, joining Phase I site visits, payment processing, final report review, and providing professional recommendations to decision makers. Carly has helped manage and oversee over 8 million in capital projects on brownfield sites. **Rene Graves**, Grant Administrator, has over a decade of experience in grant management and has managed over 78 million in grants from multiple federal agencies.
- d. Acquiring Additional Resources: The COF will use all WV state code 5G and federal requirements for contracted services, such as using RFPs and competitive bidding for contracts over \$25,000 or multiple quotes for expenses less than \$25,000 but greater than \$2,500. COF planning department budgets \$100,000 annually for these professional services.

Past Performance and Accomplishments

- e. Currently Has or Previously Received an EPA Brownfields Grant: The City of Fairmont was awarded \$200,000 and \$500,000 EPA Brownfields Community-Wide Assessment Grants respectively in 2018 and 2023. The COF has completed and closed the 2018 grant as of March 2022 and completed more than 70% of the latter grant by September 30, 2025.
 - (1) Accomplishments: The City of Fairmont received a \$200,000 EPA Brownfields Hazardous Assessment Grant that would begin in July 2018. With this award, the City of Fairmont hired consultants Environmental Standards and completed eight Phase I Environmental Assessments, four Phase II Environmental Assessments, and three Site Reuse Plans. During the grant period, the COF complied with the cooperative agreement and submitted timely ACRES reports each quarter. As a result of our previous Assessment Grant successes, COF Planning and Development Department received the 2022 WV Brownfield Local Leadership Award at the West Virginia Brownfields Conference. City is preparing to break ground on its largest recreational investment in 2026, Momentum Adventure Park, as a direct result of past and ongoing brownfield assessment work.
 - (2) Compliance with Grant Requirements: All current and close-out grant documentation met compliance and have been submitted on time and in accordance with reporting requirements, and all data and reports from ESAs conducted under the FY18 and FY23 Brownfields funding have been entered into ACRES. FY23 Assessment Grant has less than \$100,835 remaining with all funds budgeted to be spent by August 2026.

APPLICANT ELIGIBILITY:

1.a. Applicant Type: General Purpose Unit of Local Government. Fairmont is a municipality in West Virginia and the county seat of Marion County. It was chartered February 18, 1899. Fairmont therefore is eligible to receive a United States Environmental Protection Agency (EPA) Brownfield Cleanup Grant.

1.b. Federal Taxation Exemption Status: Not applicable. (Fairmont is not a 501(c)(4). Fairmont is a local government)

2. Community Involvement: The City of Fairmont has a proven track record of effectively working with community stakeholders, including state and county governments, neighborhood groups, business leaders, financial institutions, and non-profit organizations. The COF will involve and inform the community and stakeholders throughout the grant period. Information will be disseminated via varied channels to ensure broad reach, including local newspapers; local public access television; COF website; and COF social media sites. In addition, periodic grant project updates will be prepared and sent to all stakeholders via email and hard copy. COF will also host Brownfields Task Force meetings with stakeholders quarterly.

3. Expenditure of Existing Multipurpose Grant Funds: City of Fairmont has an existing FY23 Brownfield Assessment Grant awarded at \$500,000. As of October 1, 2025, the grant had a remaining balance of \$119,034 with all funds allocated to sites in which assessments are currently in progress. The City of Fairmont is on track to all funds expended before September 2026. Please see the attached balance sheet.

4. Contractors and Named Subrecipients:

Contractors: Not applicable. A contractor will be procured upon grant award. The City of Fairmont will comply with all applicable procurement standards, including 2 CFR Part 200, 2 CFR Part 1500, and 40 CFR Part 33.

Subrecipients: Not applicable.