

R04-26-A-033

1. Applicant Identification

Pitt County  
1717 W. 5<sup>th</sup> Street  
Greenville, NC 27834

2. Website URL: [www.pittcountync.gov](http://www.pittcountync.gov)

3. Funding Requested

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

4. Location

a) City of Greenville & Town of Ayden, b) Pitt County, c) North Carolina

5. Target Area and Priority Site Information

Target area 1: Greenville, NC – census tract: 37147000201

- Priority site: Former Highway Patrol Station, 2815 E. Tenth Street, Greenville, NC 27858

Target area 2: Ayden, NC – census tracts: 37147001401 and 37147001402

- Priority site: Ayden Rail Site, 7219 NC-11 S, Ayden, NC 28513

6. Contacts

a. Project Director

Kelly Andrews, Economic Development Director  
252-902-2078  
[kelly.andrews@pittcountync.gov](mailto:kelly.andrews@pittcountync.gov)  
111 S. Washington Street, Greenville, NC 27858

b. Chief Executive/Highest Ranking Elected Official

Mark C. Smith, Chair, County Commissioners  
252-916-5171  
[mark.smith@pittcountync.gov](mailto:mark.smith@pittcountync.gov)  
1717 W. 5<sup>th</sup> Street, Greenville, NC 27834

7. Population

City of Greenville, NC: 88,540

Town of Ayden, NC: 5,035

(US Census: 2019–2023 American Community Survey)



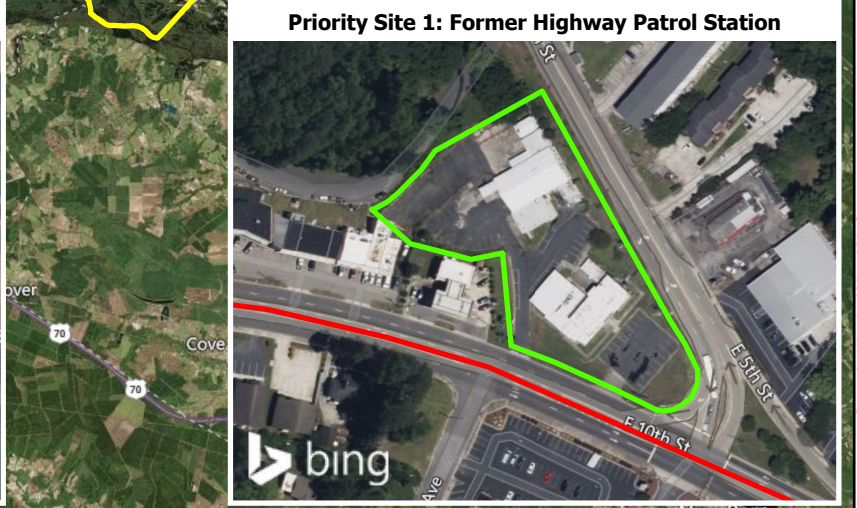
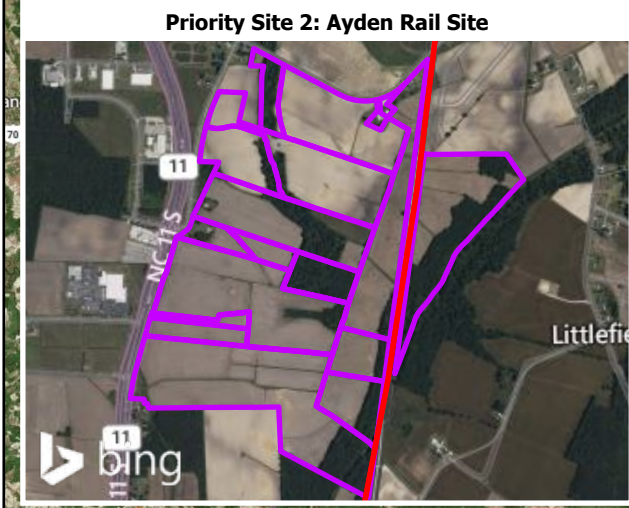
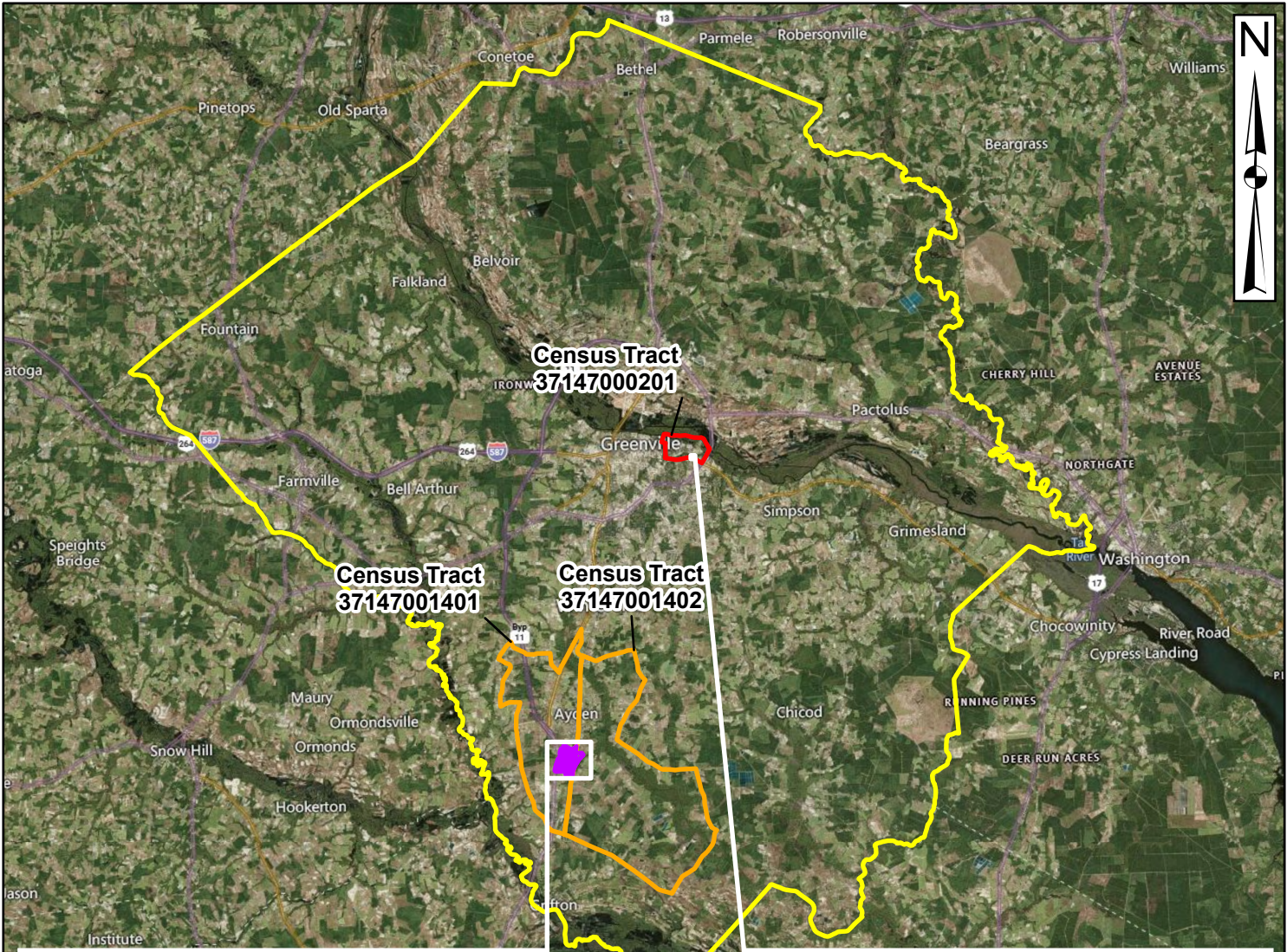
8. Other Factors

<b>Other Factors</b>	<b>Page #</b>
Community population is 15,000 or less.	4
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 separating them).	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.	3
The reuse of the priority site(s) will incorporate energy efficiency measures.	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, 9
The target area(s) is impacted by a coal-fired power plant that has recently closed (2015 or later) or is closing.	N/A

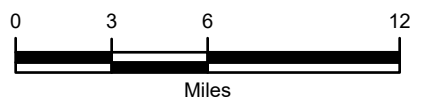
9. Letter from the State or Tribal Environmental Authority  
See attached.

10. Releasing Copies of Applications  
Not Applicable.





- ▬ Pitt County
- ▬ Target Area - Census Tract 37147000201
- ▬ Target Area - Census Tracts 37147001401 and 37147001402
- ▬ Priority Site 1: Former Highway Patrol Station, 2815 E Tenth Street, Greenville, NC
- ▬ Priority Site 2: Ayden Rail Site, 7219 NC-11 S, Ayden, NC



DATA SOURCES:  
 Bing Aerial Imagery  
 Basemap accessed  
 2026; Site Boundary  
 based on NC One Map  
 Pitt County and NC  
 Census Tract  
 Municipality Data

**Target Area and Priority Site Map**  
 Brownfields Assessment Grant Application  
 Pitt County  
 Census Tracts 37147000201, 37147001401, & 37147001402  
 Pitt County, NC

**EXHIBIT  
 NO.**  
**1**



NORTH CAROLINA  
*Environmental Quality*

December 15, 2025

JOSH STEIN

*Governor*

D. REID WILSON

*Secretary*

MICHAEL SCOTT

*Director*

Kelly Andrews  
Economic Development Director  
Pitt County  
111 S. Washington Street  
Greenville, NC 27835  
kelly.andrews@pittcountync.gov

Re: U.S. EPA Brownfields Community-Wide Assessment Grant – Pitt County

Dear Ms. Andrews,

The North Carolina Department of Environmental Quality (DEQ) Brownfields Redevelopment Section (BRS) acknowledges and supports Pitt County's application for a U.S. EPA Brownfields Community-Wide Assessment Grant. We understand that your grant will focus on assessments at the Former Highway Patrol Station located at 2815 E Tenth St in Greenville and the Ayden Rail Site located at NC-11 S in Ayden. Revitalization of these properties will be a wonderful success for this community and Pitt County.

The goal of EPA Assessment funds is to facilitate redevelopment and economic growth within a community. To that end, BRS offers technical project guidance to help ensure assessments conducted utilizing grant funds are in accordance with our program requirements throughout the life of your project. Coordination with DEQ BRS is critical to ensure that the assessments make efficient use of the federal funds awarded. This will begin at grant initiation and continue with review of site-specific assessment plans. It is imperative that BRS be involved in field sample scope planning to ensure that a property is eligible for future entry into the North Carolina Program should a property owner or future developer desire. A brownfields agreement outlines the controls needed to make the site safe for the intended reuse and is often a marketing tool for developers and instrumental in securing redevelopment financing. Additional tax incentives are also available upon completion of brownfields redevelopment if completed in the State's Program.

We hope that Pitt County is successfully awarded this grant, and we will continue to support you in your brownfields redevelopment efforts whether a grant is awarded or not. We truly believe successful brownfields projects can rejuvenate a community.

Sincerely,

Jordan Thompson  
Brownfields Grants Manager

ec: NCDEQ Brownfields Grant Collaborative Team



North Carolina Department of Environmental Quality | Division of Waste Management  
217 West Jones Street | 1646 Mail Service Center | Raleigh, North Carolina 27699-1646  
919.707.8200



**Pitt County, NC**

**FY26 Brownfield Assessment Grant  
Narrative**

## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

**Target Area and Brownfields.** a. Overview of Brownfield Challenges and Description of Target Area: Pitt County (County), North Carolina (NC) has a rich history shaped by the early Tuscarora Indian, English, and Welsh settlers. Named after the British politician, William Pitt, the County established Greenville near the Tar River, which brought economic prosperity by providing crucial transportation access. The introduction of the steamboat and the County's prime river location helped Greenville thrive as a cotton trading hub and linked central NC with coastal cities. In 1889, Greenville's first railroad connection turned into the largest tobacco market in eastern NC, further boosting the County's agricultural success. However, the Great Depression devastated the region, leading residents to diversify their economy. By the 1950s, Pitt County focused on new ventures, such as establishing an airport, hospital, other businesses, and East Carolina University (ECU). **Despite these changes, the County has yet to address the environmental contamination associated with its past.** After decades of prioritizing agricultural and rail development in Greenville and nearby towns, followed by a shift to a more business-centric model, the County has been unable to address the environmental contamination linked to its agricultural and rail-focused history, thereby creating persistent **brownfield challenges** for the sensitive populations. These challenges are further compounded by the significant share of county land located within the floodplain,<sup>1</sup> where recurring flood risk intensifies exposure to legacy contamination and heightens community vulnerability. **The geographic boundary for this project is Pitt County. The two target areas for the grant are the city of Greenville (census tract [CT] 3714700201), and the town of Ayden (CTs 37147001401 and 37147001402).** The County recognizes the need for environmental assessment to move forward with the redevelopment concepts found in the **Envision Pitt County 2045 Comprehensive Plan (Plan)** and in the **County Economic Development 2025–2028 Strategic Plan with a main objective** to enhance readiness to accommodate investment and growth. Through leadership in industrial site and building development, Pitt County aims to embrace and adapt to changes to remain a stable and thriving economy while supporting positive and innovative changes to collectively and collaboratively make a brighter future for the entire County. To achieve this, the County is focusing on growth not only in its larger communities, such as Greenville, but also in smaller communities like Ayden. The County selected these two target areas because both have shown development interest, have prime revitalization locations within each city, and have comprehensive land-use plans designed to support stable and sustainable redevelopment. The County believes that collaborative planning efforts with project partner organizations, supported by EPA Brownfield Assessment Grant funding, will allow for additional inventory and refined prioritization, assessment, and cleanup planning to encourage redevelopment of blighted brownfields and bring prosperity back to the community.

b. Description of the Priority Brownfield Site(s): **An initial survey has been conducted using the North Carolina Department of Environmental Quality (NCDEQ) Site Locator tool that identified over 100 potential brownfield sites in Greenville and over 30 potential brownfield sites in Ayden.** These potential sites include former filling stations, industrial and commercial sites, vacant lots, and dilapidated buildings. Through the grant-funded site inventory process, additional sites will be identified and prioritized with the help of project partners and residents. The following priority sites were selected due to their proximity to residents, their redevelopment potential, and property owners having already given permission to access and assess the sites.

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<sup>1</sup> <https://www.pittcountync.gov/ArchiveCenter/ViewFile/Item/128>.

The first priority site, located in the Greenville target area, is the vacant **Former Highway Patrol Station** (1.97 acres). The unsecured property's proximity to commercial businesses, ECU, residential developments, and an area of high pedestrian traffic generates the most concern due to potential contaminants. The site has been vacant for numerous years and hosts two on-site brick and cinder-block buildings totaling approximately 17,500 square feet. The first building was constructed in 1953 and the second in 1967. The buildings were former offices, administration buildings, storage areas, vehicle repair shops with paint booths, and open shelters. Potential contaminants of concern are **lead-based paint (LBP), asbestos-containing materials (ACM), petroleum hydrocarbons (PHs), chlorinated volatile organic compounds (VOCs), and benzene, toluene, ethylbenzene, and xylenes (BTEX)**. The priority site has known contamination because it was a **very small quantity hazardous waste facility generator** and has **underground storage tanks (USTs)**. Its proximity to upgradient dry cleaners (350 ft.), harmful USTs, and the pre-regulatory Greenville City Landfill (350 ft.) heightens environmental concerns and makes it crucial to assess this priority site. Due to Greenville's growing demand for housing, redevelopment will be high-density residential development, either public or student housing. **The County has permission from the property owner to access the site for assessment.**

The second priority site is the vacant **Ayden Rail** site (374 acres). Historically this site has been used for agricultural purposes and has the potential for **various pesticides, fertilizers, and heavy metals**. The CSX-owned railroad follows the border of the property and has the potential for contaminants associated with railroad use such as **polycyclic aromatic hydrocarbons (PAHs), heavy metals, and VOCs**. The site is accessible, with no barriers restricting entry, and rail access poses safety concerns. The site is partially surrounded by the Littlefield Pre-Regulatory Landfill located 200 feet across the railroad at the southern section of the priority site, residential, highway, and industrial facilities **and is also located in a floodplain**. Due to the location of the railroad, the redevelopment of this site will be industrial. **The County, via an agreement with the Town of Ayden, has access to this site for further assessment.**

c. **Identifying Additional Sites:** To identify and prioritize brownfield sites within the target areas, the County will engage residents and project partners in the development of an evaluation ranking tool. This framework will draw on municipal records, input from planning authorities, and on-site inspections to determine site eligibility and redevelopment potential. Census data will be incorporated to ensure that locations with the highest socioeconomic need are factored into the decision-making process. Sites will then be ranked according to established criteria, including the severity of barriers to revitalization, the scale of anticipated economic and community benefits, the readiness of properties for assessment or cleanup, and their alignment with local development strategies. Following completion of work at the initial priority sites, additional sites offering the greatest potential to strengthen community revitalization and optimize the use of grant resources will be advanced. If funds remain after the target areas have been fully assessed, this same process will be applied to identify and address further sites that provide meaningful benefits to vulnerable populations across the County's geographic boundary.

**Revitalization of the Target Area.** d. **Reuse Strategy and Alignment with Revitalization Plans:** The County has four major planning documents, the pending Pitt County Strategic Plan (will be adopted in Q1 2026), the **Envision Pitt County 2045 Comprehensive Plan** (Plan), the **Pitt County Economic Development Strategic Plan 2025–2028** (Strategic Plan), and the **2045 Pitt County Comprehensive Transportation Plan**, that drive community revitalization plans to prioritize brownfield assessment and redevelopment. Two of the common themes across these documents are to **address the need for accessible and affordable workforce housing within the**

County and to ensure that there is forethought when it comes to redevelopment and land-use development. The **Strategic Plan** directs redevelopment around the County's built environment so that the County and its stakeholders identify and **prioritize properties for industrial growth**.

Given the location of the **Former Highway Patrol Station**, this priority site presents an opportunity to redevelop the property so that **affordable, high-density housing is prioritized for the workforce**, while also meeting the goals of the Plan. This property is adjacent to Green Springs Park. The redevelopment of the Patrol Station property into high-density, affordable housing will allow residents to access multimodal transportation opportunities through the City transit stop that is south adjacent to the site, create a walkable community, and provide access to Green Springs Park by bike, scooter, and foot. **Redevelopment of the Ayden Rail site into a new industrial facility** falls within the Strategic Plan goal of *supporting new projects that will increase the County's capacity for growth by supporting new industry opportunities that are aimed at medium- and large-scale industries in key locations*. The County is focused on projects that support opportunities for affordable workforce housing in areas with access to utilities and new job creation to meet the diverse needs of existing and future residents.

e. Outcomes and Benefits of Reuse Strategy: Brownfield redevelopment and revitalization of target-area properties such as the **Former Highway Patrol Station** and **Ayden Rail priority sites** will generate economic and noneconomic benefits for all target-area residents, especially for **distressed communities**. Redeveloping the **Former Highway Patrol Station** will fulfill a crucial **noneconomic** community need for **affordable workforce housing** by offering at least an **additional 100 housing units**, creating a more walkable community, and reigniting a sense of community pride. **Economic benefits** include the **temporary construction jobs created to build the housing** and the **increased property values**. The lack of accessible housing often puts young individuals at risk of homelessness, but this redevelopment has the potential to address a citywide concern for vulnerable youth who need affordable housing.

The **Ayden Rail site** has been designated within the state of NC as an **ElectriCities of North Carolina Smart Site Designation** with the intention of the site being redeveloped and marketed for a variety of industries. Per the Plan, the County will market this area as new industrial space. The **economic benefits** will be immense and include new local employment opportunities for all education levels in the **community**, new business opportunities, new tax revenue, and new property valuations. Noneconomic benefits include a healthier environment and a higher quality of life.

The redevelopment of these sites, along with the target areas, will incorporate **EPA-approved Brownfield Planning, energy-efficient technologies, and sustainable design** practices that can reduce a community's carbon impacts and overall energy consumption. The County will work with developers so that the planned redevelopment will also improve **extreme weather adaptation/mitigation capacity and resilience, with a specific focus on flooding mitigation measures that impact 25% of Pitt County's flood prone areas**. Improving access to greenspace by connecting and improving city walkability and greenway connectedness will reduce pollutants and improve the quality of life for all residents. By working to ensure developers are using **energy-efficient measures** in their redevelopment designs, **promoting sustainability**, and encouraging use of **renewable energy** through the use of **solar lighting or wind energy**, the County will build a resilient community that will continue to grow for many years to come. Prioritizing these redevelopments aligns with the Comprehensive Plan and Strategic Plan and will enable the County to reuse brownfield properties while protecting vulnerable members, investments, and amenities.

**Strategy for Leveraging Resources.** f. Resources Needed for Site Reuse: The County as a local unit of government is eligible to apply for local, state, and federal grant funding. The County is no stranger to creatively using available funding to benefit its distressed residents and community. The County recognizes that creative forethought is a major contributing factor in leveraging resources across a many revenue streams. The County is making every effort to secure additional funding to further its Brownfield Program redevelopment goals. Community Development Block Grant (CDBG) funds are available for the removal of blight, demolition, infrastructure, and affordable housing redevelopment as well as Rural Transformation Grant funds that allow for Main Street and downtown revitalization efforts as well as community enhancements to spur economic development. The County will use North Carolina Brownfield Redevelopment Section's tax incentives and liability protections for suitable sites. NCDEQ offers funding for additional assessments that may be needed. Once sites are assessed, the County will apply for EPA Brownfield Cleanup funding. The County will leverage federal, state, and private support to market and redevelop priority sites.

g. Use of Existing Infrastructure: The County intends to use current and existing infrastructure in the target areas, including water, sewer, broadband, streets and power. At both priority sites, infrastructure is present to support the proposed redevelopment. For this project, the County has budgeted an infrastructure evaluation to determine whether other updates are needed for redevelopment. If additional improvements are needed, the County will seek state and federal funding.

## **2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

**Community Need.** a. The Community's Need for Funding: Pitt County has a rich history of agribusiness, education, and commerce, but the small population of the target areas suffers from poverty and low income. All data provided below is an average of the three census tracts that make up the two target areas. **The small population of the target areas is a combined 9,425.<sup>2</sup>** Within the target areas, the average poverty rate is 25% (US 12%).<sup>2</sup> The target areas' high poverty rates and low educational attainment put them in the **66<sup>th</sup> percentile for adults with less than a high school diploma, 82<sup>nd</sup> percentile for low income, and 64<sup>th</sup> percentile for limited English speaking.**<sup>3</sup> The combination of persistent generational poverty and low educational attainment poses significant challenges to economic mobility in Pitt County despite a world-class educational institution within walking distance for many Greenville residents. **The median household income for the target areas is \$40,815,** significantly lower than the national median of \$78,538 and the state median of \$69,904.<sup>2</sup> **The per capita income is low at \$23,697** compared to the national rate of \$43,289.<sup>2</sup> To revitalize and redevelop properties across the region, **the County must address the severe poverty and low educational attainment rates that continue to plague its communities.**

Pitt County budgetary funding in 2025-2026 allocated 12.96% of funding to general government, 17.54% to public safety, 14.43% to human services, 21.53% to education, 4.61% to environmental protection, 4.04% to internal service, 4.18% to debt service, 2.61% to economic and physical development, and 0.31% to transportation. Of the remaining allocations, 17.27% is listed as "other". Without additional brownfield funding, the County cannot address the blight and poverty resulting from decades of environmental issues in these distressed communities. Brownfield funding will allow the County to provide resources, identify environmental hazards, and create opportunities for hope and prosperity throughout these communities.

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<sup>2</sup> US Census 2019–2023 American Community Survey.

<sup>3</sup> <https://pedp-ejscreen.azurewebsites.net/>.

b. Health or Welfare of Sensitive Populations: Sensitive populations in the target areas are its **female, Black, and impoverished** residents. In the target areas (average), **53% of the population is female (US 51%), 34% is Black (US 12%), and 25% of all people live in poverty (US 12%)**, demonstrating the vulnerability of this population.<sup>4</sup> Twenty-eight percent (**28%**) of target-area residents rely on government assistance for food stamps via the SNAP program (US 11%).<sup>4</sup> These high levels of sensitive populations demonstrate the importance of redevelopment for the future of these communities.

Severe **welfare issues such as low educational attainment, high unemployment, and lack of affordable workforce housing** plague the target areas. The target areas rank in the **66<sup>th</sup> percentile for less than a high school education** and **41<sup>st</sup> percentile for unemployment**, explaining the extremely low median income levels and high government assistance rates.<sup>5</sup> Redevelopment of the **Ayden Rail priority site into industrial employment** will provide job opportunities for all educational levels and help mitigate these two welfare issues with increased annual incomes. The homeowner vacancy rate of 16% (US 10%) and rental vacancy rate of 12% (US 5%) shows the need for **affordable workforce housing**.<sup>4</sup> The average median rent is \$922, meaning target-area residents spend 27% of their median household income (\$40,815) on rent alone each year.<sup>4</sup> Redevelopment of the **Former Highway Patrol priority site** into affordable workforce housing will help alleviate this financial burden and allow more income to be spent to support the family. With the assistance of the Brownfield Community-wide Assessment Grant, the County will be able to assess these areas, identify contaminants, and safely redevelop both priority sites, thereby leading to a brighter future with local entry level jobs and more affordable housing.

c. Greater Than Normal Incidence of Disease and Adverse Health Conditions: The County's history of agribusiness and commerce has led to a substantial increase in adverse health conditions. Brownfield sites and the potential for contaminants on those sites are causes for concern, especially when potential contaminants are **LBP, ACM, PHs, VOCs, and BTEX**, to name a few.

Sensitive populations face a higher risk of disease and health conditions such as **cancer and asthma**. Target-area buildings and sites are the greatest concern due to their ages and the potential for LBP and ACM. These substances are linked to severe health and development issues in infants and children. Pitt County **cancer rates are 470 per 100,000**, similar to the state rate, with cancer being the second leading cause of death in the county.(CT-level data not available).<sup>6</sup> According to the Pitt County Health Department, these health stats are combined with an elevated infant preterm birth, low birth weight, and **birth defects** compared to the state overall (CT data not available). In 2019, Pitt County's total **infant death rate** increased dramatically to 11.5/1,000 live births. The previous year's (2018) total infant mortality death rate was 6.7/1,000 live births compared to 8.8/1,000 live births in 2017. Pitt County's 2019 total infant death rate was almost double that of NC's total infant death rate of 6.8/1,000 live births.<sup>7</sup> Without EPA Brownfield Grant funding for site assessments, the County will be unable to identify potential target-area contaminants that magnify these sensitive health conditions. However, by addressing these sites and their environmental concerns, revitalization will provide a healthier outlook for the residents' future.

d. Economically Impoverished/Disproportionately Impacted Populations: The target areas are economically distressed as shown by the **high poverty rates (25% of all people), reliance on government assistance (28% on SNAP), extremely low-income levels (per capita income \$23,697)**, and long-standing blight from historic industrial activity.<sup>4</sup> Vacant and contaminated

<sup>4</sup> US Census 2019–2023 American Community Survey.

<sup>5</sup> <https://pedp-ejscreen.azurewebsites.net/>.

<sup>6</sup> [NCDHHS: DPH: NC SCHS: Cancer Incidence Rates by County](https://www.ncdhhs.gov/DPH/NC%20SCHS/Cancer%20Incidence%20Rates%20by%20County)

<sup>7</sup> <https://www.pittcountync.gov/ArchiveCenter/ViewFile/Item/238>.

properties such as the Ayden Rail site and the Former Highway Patrol Station have left residents **disproportionately exposed to environmental hazards and economic decline**. These conditions have created unsafe environments and limited opportunities for growth compared to other parts of the County. Brownfield Grant funding will allow the County to directly reduce these threats through site assessment, remediation, and redevelopment. Planned reuse includes transforming the Former Highway Patrol Station into 40–50 new affordable workforce housing units for low-income families, and redeveloping the Ayden Rail site into an industrial property is projected to support 75–100 permanent jobs. By eliminating contamination, reducing exposure pathways, and converting blighted parcels into productive uses, the grant will improve living conditions, strengthen neighborhoods, and expand economic opportunities for populations that have historically borne the greatest burden of industrial and commercial impacts.

**Community Engagement.** e. Project Involvement & f. Project Roles: The following project partners will play a central role in the brownfield redevelopment project by actively participating in site selection, collaborating on cleanup planning, and shaping future reuse of the priority sites through meaningful involvement in decision-making processes.

Name of organization	Entity’s mission	Point of contact	Specific involvement in project/assistance provided
ECU Center for Sustainable Energy and Environmental Engineering	Provides scholarly research for sustainable energy development and conservation of natural resources	Dr. Tarek Abde-Salam <a href="mailto:abdelsalamt@ecu.edu">abdelsalamt@ecu.edu</a>	<b>Assistance/Decision Making:</b> Reuse planning and site identification/inventory
Pitt County Chamber of Commerce	Fosters growth, prosperity, and economic development by providing resources, support, and opportunities	Trent McGee, <a href="mailto:trent@greenvillenc.org">trent@greenvillenc.org</a>	<b>Assistance/Decision Making:</b> Reuse planning and site identification/inventory
Housing Authority of the City of Greenville	Committed to providing quality lease and for-sale housing opportunities	Gwendolyn Greene <a href="mailto:HA@greenvillenc.gov">HA@greenvillenc.gov</a>	<b>Assistance/Decision Making:</b> Community outreach, education, reuse planning
Pitt County Community College	Provides a forum for education and empowers the County community for success	Uconda Dunn <a href="mailto:urdunn821@my.pitcc.edu">urdunn821@my.pitcc.edu</a>	<b>Assistance/Decision Making:</b> Community outreach and education
ElectriCities of NC	Focuses on services to support members and residents	Carl Rees <a href="mailto:crees@electricities.org">crees@electricities.org</a>	<b>Assistance/Decision Making:</b> Community outreach and education
Ayden Housing Authority	Assist residents in finding quality homes and securing a home	Nicole Brown <a href="mailto:support@aydenhousing.org">support@aydenhousing.org</a>	<b>Assistance/Decision Making:</b> Reuse planning and site identification
Ayden Historical and Arts Society	Preserves and celebrates the history and arts of the community	Andrea Norris <a href="mailto:Aydenhistoricalandartsociety@gmail.com">Aydenhistoricalandartsociety@gmail.com</a>	<b>Assistance/Decision Making:</b> Site identification, community outreach, and education
Pitt County Arts Council	Promotes and educates through the arts, making it accessible to the community	Holly Garriott <a href="mailto:info@pittcountyarts.org">info@pittcountyarts.org</a>	<b>Assistance/Decision Making:</b> Community outreach and education

Ayden Economic Development	Promotes economic development in Ayden, NC	Mallory Denham, <a href="mailto:mdenham@ayden.com">mdenham@ayden.com</a>	<b>Assistance/Decision Making:</b> Site identification and community education
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f. Incorporating Community Input: Pitt County prioritizes strong community engagement by ensuring residents have a voice in decision-making and are actively involved in important topics concerning them. Pitt County is developing its first comprehensive five-year Strategic Plan focused on education, economic opportunity, public health, housing, and infrastructure. Through surveys, public forums, online platforms, and ongoing outreach via the County website and social media. To keep residents informed, Pitt County maintains an actively updated website and Facebook, Twitter, and YouTube pages. If awarded grant funding, the County will work to create an interactive brownfield roadmap on the County website as part of grant implementation. **Pitt County’s website is widely visited and serves as a primary source of information for community members from all socioeconomic backgrounds.** In addition, the County shares information through flyers and marketing toolkits for initiatives like the “Litter Free for You and Me” campaign. The “Stay Connected” ad also appears in the *Daily Reflector* newspaper every Saturday just before the Pitt County Board of Commissioners meeting. These two methods help inform sensitive populations without internet access and ensure inclusivity for all County residents.

Grant funding will be used to develop a **Community Involvement Plan (CIP)**, which will outline scheduled community events, detail upcoming project work, and provide general information about the project. The CIP will **prioritize collaboration and foster inclusion** of the community and **all relevant stakeholders to ensure the involvement of everyone who wants to participate in grant implementation, education, and completion.** Individual community members can provide feedback and comments on the grant process via in-person brownfield events that are held at least biannually or through the County website via email or phone call (as an alternative to in-person meetings). The County will respond to any questions or comments once per quarter via social media post or newspaper article. The County is committed to providing clear and concise information regarding this grant to all community members. Ensuring that the public has its voice heard and is actively part of this entire brownfield process is one of the County’s top priorities. In-person brownfield information sessions will be held, and a virtual option and updates will also be shared on the County’s social media platforms as a supplement to in-person community engagement. The County will ensure that all necessary contact information is posted across its most frequently used public channels for information distribution.

### **3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

#### **Description of Tasks/Activities and Outputs:**

<b>Task 1: Program Management</b>	
a.	<i>Project Implementation: EPA Non-funded:</i> Utilizing its own funding, the County will procure an environmental contractor (EC) to assist with the Brownfield (BF) Grant project. The County’s BF Project Manager will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement work plan, schedule, and terms and conditions. <b>EPA Funded:</b> The EC will assist in completing ACRES database reporting, yearly financial reporting, quarterly reporting, and additional programmatic support for the four-year term of the grant. The travel budget allows for two staff to attend three BF training conferences/workshops.
b.	<i>Anticipated Project Schedule:</i> Procure EC in Q1. ACRES & quarterly reporting begin in Q1 and continue throughout the grant. Annual reporting and forms created in Q5, Q9, Q13, and final closeout.
c.	<i>Task/Activity Lead:</i> Shayla Douglas, Assistant Director of Economic Development, BF Project Manager.
d.	<i>Outputs:</i> ACRES database reporting, 4 annual financial reports, 16 quarterly reports, programmatic support for the four-year grant period. Two staff to attend three conferences.

<b>Task 2: Community Engagement &amp; Site Inventory</b>	
a.	<i>Project Implementation: EPA Funded:</i> CIP, outreach materials, BF webpage, and social media posts will be developed by the County’s BF Project Director with assistance from the EC. County staff will lead the community/educational meetings to discuss project plans and updates. The County’s BF Project Director will work with target-area residents during outreach events to add to the site inventory. Identified abandoned and underused properties will be researched further by County staff using GIS and the property appraiser’s website. EC will work with County staff to create an evaluation ranking tool to determine the order the sites will be addressed. Supplies: printing of outreach materials (brochures/handouts) and office supplies to manage the grant.
b.	<i>Anticipated Project Schedule:</i> CIP created in Q1. Community/educational meetings held Q1 & Q3 in Y1–3 and Q2 in Y4. BF webpage and outreach materials will be created in Q1 and posted throughout the grant project. Meeting held in Q1 will continue the preliminary inventory process. Evaluation ranking process begins in Q2 and continues throughout the grant.
c.	<i>Task/Activity Lead:</i> County: Kelly Andrews, Econ. Development Director, BF Project Director.
d.	<i>Outputs:</i> CIP, BF webpage, 7 community/educational meetings, brochures/handouts, social media posts, summary of community meetings in EPA-required quarterly reports, evaluation ranking tool, site inventory list.
<b>Task 3: Assessment</b>	
a.	<i>Project Implementation: EPA Funded:</i> The EC conducts Environmental Site Assessments (ESAs), starting with the priority sites listed in this application. ASTM-AAI-compliant Phase Is; Generic Quality Assurance Project Plan (QAPP); Phase IIs will include the Sampling and Analysis Plan (SAP). Prior to assessment, site access agreements and property eligibility determinations approval will be obtained. National Historic Preservation Act Section 106 consultations will be addressed when applicable.
b.	<i>Anticipated Project Schedule:</i> Assessments begin Q2 and continue throughout the grant project.
c.	<i>Task/Activity Lead:</i> The EC will implement the technical aspects of the project with oversight from the County: Kelly Andrews, Econ. Development Director, BF Project Director.
d.	<i>Outputs:</i> 15 Phase I ESAs, 1 Generic QAPP, 8 Phase II ESAs including SAP, site access agreements, property eligibility determinations, Section 106 determinations (if applicable).
<b>Task 4: Reuse Planning</b>	
a.	<i>Project Implementation EPA Funded:</i> Projects identified for cleanup. The EC will prepare the Analysis for Brownfield Cleanup Alternatives (ABCA) and/or Cleanup Plans, which include evaluating cleanup alternatives, calculating cleanup costs, and determining site-appropriate remediation and/or reuse planning to reduce health/environmental risks. The EC will assist the County in hosting charrettes/visioning sessions. A planner will create the following EPA-approved planning documents: BF Revitalization Plan, Site Reuse Assessments, land use assessments Market Study, and Infrastructure Evaluation—Condition Assessment.
b.	<i>Anticipated Project Schedule:</i> Plans and charrettes begin in the Q6 quarter and will continue throughout the grant project.
c.	<i>Task/Activity Lead:</i> The EC will implement the technical aspects of the project with oversight from the County: Kelly Andrews, Econ. Development Director, BF Project Director.
d.	<i>Outputs:</i> 2 ABCAs, 2 vision sessions/charrettes, 1 Site Reuse Assessments, 1 BF Revitalization Plan, 2 Land Use Assessments, 1 Infrastructure Evaluation Condition Assessment, 1 Market Study.

e. **Cost Estimates:** Below are the anticipated cost estimates for this project *based on past brownfield projects as determined by local market standards with contractual hourly rates based on the skills needed for the specific tasks.* The budget for this project includes travel, supplies, conference registration (other), and contractual costs only. No administrative costs are included in the budget. **Of the budget, 55% will be spent on site-specific work and 32% for area-wide planning activities.**

**Task 1 Program Management:** Contractual: ACRES database reporting, yearly financial reporting, quarterly reporting \$25,200 (168 hrs × \$150). Travel: 2 staff attend 3 conferences for a

total of \$11,700 (flights at \$800, 3 nights in hotel at \$250/night, incidentals and per diem at \$100 per day × 4 days × 2 staff × 3 events). Other: conference registration at \$1,200 (\$200 × 2 staff × 3 events).

**Task 2 Outreach & Site Inventory:** Contractual: CIP \$4,050 (27 hrs × \$150); BF webpage, outreach brochure/handouts, social media posts \$3,000 (20 hrs × \$150); 7 community/educational meetings \$11,200 (\$1,600 per mtg.; >9hrs hours per meeting to include preparation and execution × \$175); BF site inventory and evaluation ranking tool creation \$10,050 (67 hrs × \$150). Supplies: \$481 (\$200 [200 printouts at \$1 each]; \$100 [1 display board printouts at \$100 each]; pens, markers, paper \$181).

**Task 3 Assessment:** Contractual: 15 Phase I ESAs \$54,000 (\$3,600 each); 1 Generic QAPP \$6,500; 8 Phase II ESAs including SAP \$200,000 (\$25,000 each).

**Task 4 Reuse Planning:** Contractual: 2 ABCAs \$14,000 (\$7,000 each); 2 vision sessions \$5,400 (\$2,700/meeting); 1 Site Reuse Assessment \$38,000 (Principal Planner [PP]: 44 hrs × \$250; Senior Planner (SP): 100 hrs × \$200; PM Planner (PMP): 40 hrs × \$175); 2 Land Use Assessment \$10,000 (\$5,000 each [SP: 5 hrs × \$200; PMP: 15 hrs × \$175; Support Personnel (SupP):11 hrs × \$125]); 1 Market Study \$20,150 (SP: 40 hrs × \$200; PMP: 48 hrs × \$175, SupP: 30 hrs × \$125). 1 Infrastructure Evaluation Condition Evaluation \$10,000 (SP: 30 hrs × \$200; PMP: 20 hrs × \$175, SupP: 4 hrs × \$125). 1 BF Revitalization Plan \$75,000 (PP: 47 hrs × \$250; SP: 150 hrs × \$200; PMP: 190 hrs × \$175).

Category	Tasks				Totals
	<i>Program Management</i>	<i>Outreach &amp; Site Inventory</i>	<i>Assessment</i>	<i>Reuse Planning</i>	
Travel	\$11,700				\$11,700
Supplies		\$595			\$595
Contractual	\$25,200	\$28,300	\$260,500	\$172,505	\$486,505
Other	\$1,200				\$1,200
<b>Total Budget</b>	<b>\$38,100</b>	<b>\$28,895</b>	<b>\$260,500</b>	<b>\$172,505</b>	<b>\$500,000</b>

**f. Plan to Measure and Evaluate Environmental Progress and Results:** To ensure this EPA Brownfield Project is on schedule, the County’s internal Brownfield Project Team, including the EC, will meet quarterly to track project progress of outputs identified in 3.d. using an Excel spreadsheet to submit quarterly reports to the EPA. Project expenditures and activities will be monitored to ensure completion within the four-year time frame. Site-specific information will be entered into the ACRES database. Key outputs to be tracked include the number of community meetings with neighborhoods, community groups, and community partners; public meetings; environmental assessments; ABCAs; and cleanup redevelopment plans. Key outcomes to be tracked include community participation, acres assessed, acres ready for reuse, leveraged redevelopment dollars, and jobs created. If project efficiency is inadequate, the County has countermeasures in place, including monthly calls with the EPA Project Officer and, if necessary, a Corrective Action Plan to get the project back on track.

**4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

**Programmatic Capability.** a. Organizational Capacity, b. Organizational Structure, & c. Description of Key Staff: Pitt County operates under a nine-member board of commissioners with an elected board chair. The Economic Development office works closely with the County Manager’s office and board to keep them informed of redevelopment projects. Pitt County and the Brownfield Project Team have a long history of implementing successful state and federally funded grants. **Kelly Andrews, Director of Economic Development**, will serve as the **Brownfield**

**Project Director.** She will be responsible for overseeing the successful expenditure of all grant-related funding. She will play a crucial role in sharing information regarding the status of the grant and public communications. Ms. Andrews is a graduate of The University of North Carolina at Chapel Hill, holds an MBA from ECU, is a Certified Economic Developer, and has been working with the County's economic development team since 2006. In 2020, she was named the director. She has worked extensively on site and building development and community revitalization projects. Ms. Andrews will be assisted by **Ms. Shayla Douglas.** Ms. Douglas is the Assistant Director of Economic Development for the County and holds a BA in History and Political Science and an MA in Public Administration, both from UNC Chapel Hill. She will serve as the **Brownfield Project Manager** and will assist the BF Project Director with all grant-related responsibilities. She will be responsible for the day-to-day operations of the grant and will be a main point of contact for the grant. Ms. Douglas has extensive experience managing Main Street Programs while providing hands-on expertise to local small businesses and their associated properties. **Ms. Crystal Melton** will serve as the **Brownfield Finance Officer** for the grant and will be responsible for managing the finances of this grant and draw downs through ASAP.gov. Ms. Melton, Project Manager for Pitt County Economic Development Department, manages all current Economic Development Department grants, has financial knowledge of County finances, and has worked with the County for more than 10 years. The County will procure an environmental contractor (EC) to ensure the technical and reporting aspects of the grant implementation are completed accurately.

d. Acquiring Additional Resources: The County will hire a qualified EC to assist with the technical and reporting aspects of the Brownfield Community-wide Assessment Grant, in addition to any other contractors needed to complete the project. The hiring process will adhere to EPA's Professional Service procurement guidelines and local contracting requirements. Throughout the project, the County will acquire additional resources as needed to ensure successful completion.

**Past Performance and Accomplishments.** f. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Financial Assistance Agreements: (1) Purpose and Accomplishments: In 2023, Pitt County received a Golden LEAF Foundation grant in the amount of \$1,500,000. This grant was for Ayden water system improvements. With this grant, approximately 13,500 linear feet of 12-inch supply water pipe was replaced. The project allowed for adequate system pressure to meet fire suppression requirements at the Ayden Rail priority site. The project was successfully completed in June 2024 with all funds expended. Pitt County received a grant in September 2024 from the North Carolina Parks and Recreation Trust Fund (NCPRTF) for the Pitt County Office Park Recreation Complex at Government Circle in the amount of \$458,750, which the County is also providing a dollar-for-dollar match for the grant. The grant will provide a walking trail, playground area, benches, picnic shelter, restroom building, security cameras, pole lights, and landscape improvements. The development work as part of this grant will continue to occur over the next two years and is on track to be completed in the three-year lifespan of the project. (2) Compliance with Grant Requirements: The County has a history of compliance with grant work plans, schedules, and terms and conditions and has an excellent history of timely reporting with all award agencies. The County successfully completed the Golden Leaf Foundation grant on time and within budget. All reports and forms were submitted successfully and on time. The NCPRTF grant will be completed by late 2027 successfully with all grant requirements met. The Brownfield Project Team is skilled in project management and will monitor all grant activities to ensure compliance with all financial reporting requirements. Ms. Douglas will input all information into ACRES, and Ms. Melton will track all finances of the grant and complete the draw downs through ASAP.gov.

## Threshold Criteria

### 1. Applicant Eligibility

- a. Pitt County (County), North Carolina, is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as a local government as defined under 2 CFR §200.1.
- b. The County is not exempt from Federal taxation under section 501(c)(4) of the Internal Revenue Code.

### 2. Community Involvement

Pitt County prioritizes strong community engagement by ensuring residents have a voice in decision-making and are actively involved in important topics concerning them. Pitt County is developing its first comprehensive five-year Strategic Plan focused on education, economic opportunity, public health, housing, and infrastructure. Through surveys, public forums, online platforms, and ongoing outreach via the County website and social media. To keep residents informed, Pitt County maintains an actively updated website and Facebook, Twitter, and YouTube pages. If awarded grant funding, the County will work to create an interactive brownfield roadmap on the County website as part of grant implementation. **Pitt County's website is widely visited and serves as a primary source of information for community members from all socioeconomic backgrounds.** In addition, the County shares information through flyers and marketing toolkits for initiatives like the “Litter Free for You and Me” campaign. The “Stay Connected” ad also appears in the *Daily Reflector* newspaper every Saturday just before the Pitt County Board of Commissioners meeting. These two methods help inform sensitive populations without internet access and ensure inclusivity for all County residents.

Grant funding will be used to develop a **Community Involvement Plan (CIP)**, which will outline scheduled community events, detail upcoming project work, and provide general information about the project. The CIP will **prioritize collaboration and foster inclusion** of the community and **all relevant stakeholders to ensure the involvement of everyone who wants to participate in grant implementation, education, and completion.** Individual community members can provide feedback and comments on the grant process via in-person brownfield events that are held at least biannually or through the County website via email or phone call (as an alternative to in-person meetings). The County will respond to any questions or comments once per quarter via social media post or newspaper article. The County is committed to providing clear and concise information regarding this grant to all community members. Ensuring that the public has its voice heard and is actively part of this entire brownfield process is one of the County's top priorities. In-person brownfield information sessions will be held, and a virtual option and updates will also be shared on the County's social media platforms as a supplement to in-person community engagement. The County will ensure that all necessary contact information is posted across its most frequently used public channels for information distribution.

### 3. Expenditure of Existing Grant Funds

The County affirms it does not have an open EPA Brownfield Assessment or Multipurpose Grant.

4. **Contractors and Named Subrecipients**  
Not Applicable.