1. Applicant Identification
City of Cayce
1800 12th Street
Cayce, SC 29033

2. Funding Requested
   a. Assessment Grant Type: Community-wide
   b. Federal Funds Requested
      i. $500,000
      ii. Not Applicable

3. Location
   a) City of Cayce b) Lexington County c) South Carolina

4. Target Area and Priority Site/Property Information
   **Target Area:** City Limits
   
   **Priority Sites:**
   - **Concrete Warehouse**
     915 Frink Street Cayce, South Carolina 29033
   
   - **Former Knights Inn**
     1987 Airport Blvd, Cayce, South Carolina 29033

5. Contacts
   a. **Project Director**
      Sarah Harris, Grant & Special Project Manager
      803-550-9545
      sharris@caycesc.gov
      1800 12th Street
      Cayce, SC 29033
   
   b. **Chief Executive/Highest Ranking Elected Official**
      Elise Partin, Mayor
      803-361-8280
      1800 12th Street
      Cayce, SC 29033

6. Population
7. **Other Factors**

*None of the Other Factors are applicable to this brownfield grant project.*

<table>
<thead>
<tr>
<th>Other Factors</th>
<th>Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community population is 10,000 or less.</td>
<td>NA</td>
</tr>
<tr>
<td>The applicant is, or will assist, a federally recognized Indian tribe or United States territory.</td>
<td>NA</td>
</tr>
<tr>
<td>The priority site(s) is impacted by mine-scarred land.</td>
<td>NA</td>
</tr>
<tr>
<td>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).</td>
<td>NA</td>
</tr>
<tr>
<td>The priority site(s) is in a federally designated flood plain.</td>
<td>NA</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.</td>
<td>NA</td>
</tr>
<tr>
<td>The reuse of the priority site(s) will incorporate energy efficiency measures.</td>
<td>NA</td>
</tr>
<tr>
<td>30% or more of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.A., for priority site(s) within the target area.</td>
<td>NA</td>
</tr>
<tr>
<td>The target area(s) is located within a community in which a coal-fired power plant has recently closed (2011 or later) or is closing.</td>
<td>NA</td>
</tr>
</tbody>
</table>

8. **Letter from the State or Tribal Environmental Authority**

   See attached

9. **Releasing Copies of Applications**

   Not applicable
November 12, 2021

Brian Gross
Region 4 Brownfields Coordinator
United States Environmental Protection Agency
Resource Conservation and Restoration Division
61 Forsyth Street SW
Atlanta, Georgia 30303-8960

RE: EPA Brownfields Community-Wide Assessment Grant
   City of Cayce, South Carolina

Dear Mr. Gross:

The South Carolina Department of Health and Environmental Control, the State’s environmental authority, acknowledges and fully supports the City of Cayce’s application for a community-wide Brownfields Assessment Grant. The grant will focus on redevelopment throughout the City.

The Department appreciates your consideration of the application and hopes for a favorable outcome. Your positive response will assist the City in its efforts to revitalize properties in the community. If you have any questions or need additional information, please contact Robert Hodges of my staff at (803) 898-0919.

Sincerely,

[Signature]

Henry Porter, Chief
Bureau of Land and Waste Management

cc: Liz, Basil, BEHS
    Robert Hodges, Manager, Brownfields Program
City of Cayce, South Carolina
FY22 Brownfields Assessment Grant
Narrative
1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION
a. Target Area and Brownfields
   i. Background and Description of Target Area: The City of Cayce, home to 14,009 residents,1 lies along the western bank of the Congaree River in the Midlands of South Carolina. The city was chartered in 1914 and born out of industry in the early 20th century.2 By 1941, Cayce was primarily a railroad town, and Frink Street (one of the main streets) had become an industrial corridor that ran parallel to the main rail line. Numerous industries were located along Frink Street due to the proximity of the rail line and the Congaree River. A lumberyard, quarry, brick maker, and chemical fertilizer plant once operated here; Frink Street was the primary place of employment for hundreds of Cayce residents. At the same time (1941), a small military airport was established west of Cayce, which eventually grew into the Columbia Metro Airport. Due to the location of the airport west of Cayce and the State capitol (Columbia) to the east, Cayce became a “drive through” city, with most travel through the City rather than to the City. As the main thoroughfare connecting the City of Columbia to the airport shifted one mile north of the historic city center, the city center on State Street and Frink Street began to wither, businesses closed, and residents moved away.

   In 2019, prior to pandemic travel restrictions, 671,414 passengers arrived at the Columbia Metro airport.3 Many of those travelers’ first ground-level view of South Carolina is of the City of Cayce. The drive into the City along Airport Boulevard gives a poor impression of the City and State. One of the first structures that greets travelers is a closed, partially burned hotel. The eastern side of the City is adjoined by the Congaree River, and miles of Riverwalk trails run along Cayce’s river shoreline. One of the main trailheads is within the City’s Arts Design Overlay District Corridor (Arts District) near State and Frink Streets; however, rather than a thriving area offering amenities to visiting pedestrians, the Riverwalk’s main Cayce trailhead is the decayed, blighted historic City center with vacant buildings, rail crossings, and overgrown lots. These features discourage visitors who should stop and explore. This drive-through mentality is a direct result of prolific blight along its commercial corridors. Cayce has documented nearly 1 billion dollars in negative economic impacts resultant from this “drive through” stigma. Recent economic studies prove that visitors, though numerous, drive through the City to spend money elsewhere. The City has available commercial space, and thousands of potential customers visiting daily, yet commercial spaces remain vacant, property values remain low, and hospitality tax revenue is stagnant. Brownfields redevelopment of blighted properties will bring jobs and capture tourism revenue for the disadvantaged community where 31% of households are low income4 with a 2019 inflation-adjusted per capita income at only 82% of the national average.¹

   Our target area is city-wide; however, our focus will be on the Airport Boulevard Corridor and the Arts District. Transformation of these two corridors, the former at the western entrance to the City and the latter at the eastern, through focused brownfields redevelopment, will turn drive-through travelers, into eager visitors ready to stop and explore artistic creativity and natural beauty.

   ii. Description of the Priority Brownfield Site(s): There are 46 vacant commercial properties available within the target area, which include former hotels, gas stations, auto repair facilitates, shopping centers with former drycleaners, vacant parcels and structures associated with manufacturing facilities such as concrete products and veneer manufacture, and properties along active railroad lines and switchyards with 11 of these properties located in the Arts District. These properties may have industry-related impairment, and an additional 83 Underground Storage Tank

¹ https://www.census.gov/quickfacts/fact/table/caycecitysouthcarolina/POP060210
² https://caycesc.gov/museum.php
⁴ https://caycesc.gov/newsfiles/caycehousingstudy.pdf
(UST) sites located throughout the City create added concerns for these vacant properties. Cayce will develop and prioritize a site inventory using public input.

**Along the State/Trink Corridor**, the **Concrete Warehouse** is the first priority site. This 3.15-acre vacant property is currently developed with a large, former concrete-products warehouse that has been on the market so long the broker’s sign out front has faded. The main obstacle for reuse is a larger issue: the site sits within the footprint of the former American Agricultural Chemical Company (AACC). **The American Agricultural Chemical Company was a manufacturer of superphosphate fertilizers from as early as 1914 until 1954, when the facility burned.**

Superphosphate plants are typically impaired with high levels of lead and arsenic. In 2009, US EPA concluded a time-critical soil removal action was warranted. Multiple phases of remediation were completed, including underground injections into groundwater through several hundred wells, and removal of 63,640 tons of lead/arsenic impacted soil. **The assessment/remediation goals are tied to source removal/remediation, not focused on redevelopment. Residual impacts have been left in place. The Concrete Warehouse is at the western gateway to the Arts District. Currently, the Concrete Warehouse is encumbered by the specter of AACC residuals. Lenders are simply too risk averse to finance reuse without further information on residual impacts. Assessment will address this uncertainty to allow for redevelopment as live/work spaces for artists. The City has site-access permission for environmental assessment.**

Within the **Airport Blvd. Corridor**, the second priority site is the former 7.46-acre **Knights Inn** property. Situated at the main interchange for the Columbia Metropolitan Airport (CAE) from Interstate 26 (I-26), the hotel operated for decades as a budget-friendly option for travelers. The hotel slowly fell into disrepair, which lowered room rates and invited crime. As a result, the hotel and its clientele steadily became a nuisance. The Knights Inn eventually closed in 2019, and burned in 2020. For westbound interstate or airport travelers who exit into Cayce, this burned-out hotel is the first façade that greets them. The site is adjoined by two residential neighborhoods. Potential contaminants are asbestos, porous building materials likely contaminated with methamphetamine, and groundwater possibly impacted by volatile organic compounds (VOCs) such as benzene, toluene, ethylbenzene, and xylenes sourced from an adjacent gas station. The property is currently for sale. Cayce has notified the broker indicating the City’s willingness to facilitate all-appropriate inquiry on behalf of a prospective purchaser. The City is encouraging redevelopment as a new hotel/conference center to give a much-needed facelift to one of the main entrances into the City.

**b. Revitalization of the Target Area**

i. **Reuse Strategy and Alignment with Revitalization Plans:**

The City’s 2021 Comprehensive Plan has seven goals: 1) Support Cayce’s Diverse and Dynamic Population; 2) Meet Future Housing Needs of the Community; 3) Promote Healthy Eating and Active Living; 4) **Strengthen and Grow the Economy;** 5) Preserve, Protect, and **Promote Natural and Cultural Resources;** 6) **Plan for Future Growth and Development,** and 7) Promote and Prioritize Resilience in City Plans, Policies, and Regulations. Each goal has multiple subgoals developed from public input in 2019 and 2020. Cayce will directly address the following subgoals under the grant: **Goal 4 Subgoals:** Support commercial corridor revitalization; Support/incentivize local business development; **Goal 5 Subgoals:** Protect fragile land, critical habitat, and water resources; Support the growing arts community; **Goal 6 Subgoals:** Promote infill and redevelopment opportunities.

The redevelopment goal (Subgoal 5, support the arts) for the **Concrete Warehouse** is live/work spaces for artists. The front half of the property is undeveloped where residential space can be

---

5 [https://scdhec.gov/environment/land-management/underground-storage-tanks](https://scdhec.gov/environment/land-management/underground-storage-tanks)
constructed, while the warehouse is situated towards the rear and can be repurposed into artists’ studio space. The City has amended zoning rules to encourage the arts within the entire District by allowing residential use in commercial zones. These zoning changes will encourage artists to live and work in the same area so that a true artist community can evolve. New rules permit rebuilding closer to the road right-of-way, have no minimum parking requirement, and require new parking be located at the rear or side of the building. These allowances are intended to create a more pedestrian-friendly community. The City’s public-input sessions have identified a desire for newer, more attractive, and safer hotels. The former Knight’s Inn will be the first hotel redevelopment under Subgoals 4 (corridor revitalization) and 6 (infill/redevelopment). Subgoal 5 (protect fragile land) will be achieved through direct reuse of potentially impaired property and de-incentivization of greenfields development.

ii. Outcomes and Benefits of Reuse Strategy: Brownfields redevelopment of the blighted properties will impart economic benefits by reversing the drive-through phenomenon, thereby bringing jobs and capturing tourism dollars for our disadvantaged community where 31% of households are very low to extremely low income with a 2019 inflation-adjusted per capita income at only 82% of the national average. Noneconomic benefits include increased walkability, decreased health hazards and environmental burden of the disadvantaged community, and reuse of existing infrastructure. In January of 2018, the City engaged an economic development consultant to conduct an analysis of the City’s retail trade area. Gap/opportunity analyses indicated over $1 billion in leakage of potential retail sales in the City. The implication is that residents and visitors are going elsewhere for goods and services, evidenced by direct, measurable data of the drive-through stigma. Cayce is battling that stigma through zoning changes, codes enforcement, and establishment of our Arts District, which is centered on the historic city center along State Street and Frink Street. Cayce established branded signage/wayfinding for the Arts District, and the area is adjacent to the trailhead for the Riverwalk, which is accessed by 350 to 400 people per hour. The assessment and redevelopment within the Arts District and Riverwalk will encourage Cayce as a destination rather than a place to drive through, enabling the community to capture additional tourism dollars.

The economic benefit for the City from reuse of vacant, commercial, brownfield stock would manifest in business licensing and an increase in tax base and job creation, directly addressing Subgoals 4 and 6. Subgoal 6 would be observable along the Riverwalk trail system. Long term, achievement of these goals means that our disadvantaged community will directly benefit from new, locally owned businesses that increase property values and enable new dining, shopping, and lifestyle experiences within the Arts District for residents and visitors alike. Tourism dollars will alleviate the City’s residential property tax dependency, offset growth demands on City services, and decrease the likelihood of an increase residential property taxes by more evenly spreading the tax burden across all land uses. To measure progress, the City's retail-trade-area general market profile will be periodically reanalyzed. Success will be measured by retail sales leakage mitigation.

c. Strategy for Leveraging Resources

i. Resources Needed for Site Reuse: The City is able to obtain additional funding as necessary to complete brownfield redevelopment projects from various sources, such as the SC DHEC’s Brownfields Cleanup Revolving Loan Fund (BCRLF) for site cleanup, the EPA Cleanup Grant Program for remediation, United States Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) to address blight, and the state’s Clean Water Revolving Loan fund for infrastructure improvement. FEMA Hazard

---

8 https://caycesc.gov/economic.php
9 https://www.sctrails.net/trails/trail/cayce-west-columbia-riverwalk
10 https://www.railstotrails.org/trailblog/2021/july/08/south-carolina-s-three-rivers-greenway/
Mitigation Grant Program, Lexington County “C” Funds, and SCDOT funding will be pursued for redevelopment of street infrastructure and sidewalks in the target area. Private funding from the Central Carolina Community Foundation will be pursued for community beautification as well. In January 2017 Cayce extended a Tax Increment Financing (TIF) redevelopment district for another twenty years to pay for new projects within the target area. TIF funds are being used to pay for the State Street streetscaping projects through matching funds with South Carolina Department of Transportation’s Transportation Alternative Program (TAP). The City will encourage potential purchasers of revitalized properties to utilize liability protections and tax credits through the SC Brownfields/Voluntary Cleanup Program.

ii. Use of Existing Infrastructure: The target area has existing infrastructure, much of it updated in the past five years. The two priority sites have sufficient existing infrastructure for intended reuse. The City also has multiple ongoing grants related to infrastructure improvement, and Cayce has a new, state-of-the-art, increased capacity wastewater treatment plant that will support growth for decades.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

Community Need

i. The Community’s Need for Funding: According to projections in the 2020-2030 Comprehensive Plan the demand for City services is expected to grow for the next 30 years at around 7% annually. The City will depend largely on commercial property tax revenue and revenues from sales taxes, utility usage, permit fees, and business license fees to keep up with that rising demand. Without sustainable commercial growth, residents will be asked to bear additional financial burden through increased residential property taxes and fees. The City’s long-term strategy is to avoid this burden, as outlined in the 2020-2030 Comprehensive Plan, since about 31% of households earn less than 50% of the area median income, meaning that those households are classified as very low to extremely low income.11 Nationally in the past 12 months, 13% of families have an income below the poverty level; Cayce is significantly higher at 19%, an expected finding due to the City’s per capita income at $28,137, lower than the national average of $34,103.12 Keeping the financial burden of additional demand for City services off the disadvantaged community is highly contingent on revitalization of commercial corridors through brownfield redevelopment.

An economic study of the City indicated over $1B in leakage of potential retail sales in the City. For every “drive through” patron that our brownfields discourage from stopping, there is a direct, measurable negative economic impact. The previous 18 months of social distancing and lockdowns resulting from the COVID-19 pandemic have exacerbated this leakage through not only depressed hospitality tax revenue but also slowed growth of new business. As Cayce emerges from the pandemic, new businesses in vacant structures will result in increased commercial property valuation for the property and those surrounding (including adjacent residential properties). Boosting the value of these properties and, consequently, the City’s commercial property-tax revenue will alleviate residential property-tax dependency. The City will be less likely to increase residential property taxes and more evenly spread the tax burden across all land uses. Given that the community is low to extremely low income, residents cannot bear additional tax burden. Backfill of businesses into vacant commercial properties helps avoid the worst-case scenario, and EPA brownfields assessment funding is critical to help bridge environmental uncertainties that prospective purchasers have with available stock.

ii. Threats to Sensitive Populations (1) Health or Welfare of Sensitive Populations: The sensitive populations in Cayce are low income, single mother, and minority families. Cayce has a 34% non-white minority (versus 21% for County), and 19% of all Cayce residents have an annual income below the poverty level (versus 13% for the County).\(^{13}\) Nationally, 28% of households are single female head-of-household; Cayce is 10% higher at 38%.\(^{13}\)

Brownfields reinforce the drive-through phenomenon, which produces catastrophic retail leakage causing businesses to close. Vacant properties fall into disrepair and drive down property values for other commercial properties. As property values fall, property owners lose equity and disincentivize routine maintenance on devalued assets. As upkeep wains, the severe welfare issue of blight increases again. As an example, the Broad Acres community (adjacent to the State/Flrink Corridor and downgradient of the AACC site) has one of the highest concentrations of blighted and foreclosed buildings in Cayce.\(^{14}\) Cayce is battling blight through renewed codes enforcement. To improve outreach, Cayce stopped using police officers for code enforcement and instead uses City Planning Office employees. Code enforcement discourages “nuisance businesses” that foster crime. The 2019 crime rate in Cayce is 516 (per 100K people), which is 1.9 times greater than the US average and higher than 96% of US cities. The 2019 Cayce crime rate rose by 18% compared to 2018.\(^{15}\) By removing blight, the City can mitigate not only crime, but the perception of crime that lingers, such as at the burned Knight’s Inn, which previously welcomed undesirable guests and developed a reputation for illicit drugs and prostitution. From July to October 2019, the Cayce Public Safety Department responded to 169 calls at this single hotel, with criminal complaints ranging from meth trafficking to armed robbery and attempted murder. During that same period, the owner was also charged and convicted for operating a “nuisance business.” In October 2019, the City revoked the hotel’s business license and the hotel closed. Then in February 2020, a portion of the hotel burned. The property is primed for redevelopment with a newer, more modern hotel/conference center; however, the potential environmental impacts at the site stand in the way. Revitalization through EPA Brownfield grant funding will identify contaminants and reduce safety threats that affect target-area residents’ health and welfare.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions: City/Target Area health data is not available; however, the South Carolina Department of Health and Environmental Control (SCDHEC) has published the SCDHEC Lexington County Cancer Profile, dated June 2019. Among all residents, lung cancer was the second most commonly diagnosed cancer and the leading cause of cancer death from 2012 to 2016, and asbestos, one of our suspected contaminants, is known to cause lung cancer. Among women, breast cancer was the most commonly diagnosed cancer and the second leading cause of cancer death during the same time period. Among men, prostate cancer was the most commonly diagnosed cancer and the second leading cause of cancer death from 2012 to 2016. The County ranks 18\(^{th}\) out of 46 counties in cancer incidence and breast cancer incidence among women, yet our population is only 50% female, meaning that for a normal population makeup based on sex, our female citizens have a much higher rate of breast cancer. According to ATSDR,\(^{16}\) arsenic and asbestos can cause lung cancer, lead is a probable carcinogen, and exposure to residual methamphetamine and the chemicals used in illicit manufacture can cause a host of health effects both acute and chronic.\(^{17}\)

\(^{13}\) US Census: 2015-2019 American Community Survey
\(^{15}\) https://www.city-data.com/crime/crime-Cayce-South-Carolina.html
\(^{16}\) https://www.atsdr.cdc.gov/tox FAQs
\(^{17}\) https://www.justice.gov/archive/ndic/pubs7/7341/index.htm#hazards
The EPA EJ Screen Report shows the target area is in the 80th-90th percentile for Cancer Risk and 90th-95th percentile for the Respiratory Hazard in the US. These contaminants are known or suspected at the priority sites. Multiple neighborhoods border the Airport and State/Frink Corridors, and in many cases, residents share a common boundary with the priority sites.

The infant mortality rate for Lexington County was 6.9 in 2019; however, the infant mortality rate for minorities in Lexington County the same year was 10.9. These statistics are perhaps the most troubling of all given that our City is 34% minority, and chronic arsenic exposure is linked to elevated infant mortality rates. Arsenic is one of the principal contaminants at the AACC site situated adjacent to dozens of residences. The assessment grant will identify which of these carcinogens/mutagens/teratogens are present and will support the development of appropriate remediation/reuse planning to reduce the threat of disproportionate health and environmental risks from those contaminants.

(3) Promoting Environmental Justice: EPA’s EJ Screen tool indicates Cayce is in the 87th percentile in the State for Superfund Proximity (AACC is bordered by a residential neighborhood to the southwest), 87th percentile for RMP Proximity, 88th percentile for Hazardous Waste Proximity, and 92nd for Wastewater Discharge Indicator. The City has sensitive populations of minority and impoverished communities, with a 34% minority population and 19% of people in the area with an annual income below the poverty level (versus 13% for the County). Nationally, 28% of households are single female head-of-household; Cayce is 10% higher at 38%. These sensitive populations bear disproportionate health and economic consequences due to the close proximity of known contamination—63,640 tons of lead/arsenic impacted soil were removed from the AACC site. The former Knight’s Inn, once a hotbed for criminal activity, is adjoined by a residential neighborhood to the east. Decreased taxable revenue leads to decreased property values and reduced ability to market properties for redevelopment, which perpetuates blight. The State/Frink corridor lacks sidewalks through much of the area. For residents to access our Riverwalk, in many cases they must walk on or cut across properties with suspected AACC impacts. EPA and the PRP’s efforts at the AACC site are focused on lead/arsenic source removal and material identified as having the potential for acute impacts; however, Cayce needs more focus on periphery brownfields properties like the Concrete Warehouse that may have chronic health consequences for adjacent residences. Residents should feel safe accessing the Arts District and Riverwalk without worry of unknown health effects. Residential and commercial development will never flourish in an area of town where there are perceived environmental issues, continuing the cycle of suffering as sensitive populations face limited employment options resulting in low incomes. Assessment and remediation of the priority sites made possible by the EPA Brownfields funding will impact the target area by lessening the environmental justice issues and reversing the negative environmental and socioeconomic effects, bringing walkable job opportunities and prosperity back to the City, drastically changing the lives of residents.

b. Community Engagement i. Project Involvement & ii. Project Roles: The City officially introduced the Brownfields Program to the public through their website and has identified community organizations with specific skillsets that will actively partner with the program:

<table>
<thead>
<tr>
<th>Name of Org.</th>
<th>Point of Contact</th>
<th>Specific involvement in the project or assistance provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cayce Art Guild</td>
<td>Renea Eschelman – Cayce Arts</td>
<td>The CAG has been instrumental in building a thriving art</td>
</tr>
<tr>
<td></td>
<td>Guild Advisor</td>
<td>district that supports creative art that inspires community connection. The CAG will provide assistance with outreach</td>
</tr>
<tr>
<td></td>
<td>803-796-6225</td>
<td>planned site inventory and reuse planning.</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:resheleman@sc.rr.com">resheleman@sc.rr.com</a></td>
<td></td>
</tr>
</tbody>
</table>

19 https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1638185/
iii. Incorporating Community Input: Cayce has a highly developed community engagement program in-place. The Mayor holds a combined monthly meeting with the leaders of each of the neighborhood association to disseminate information as well as receive input/feedback to report back to the City. Representatives of various city departments and public safety also attend the meetings to give updates and listen to concerns. Cayce introduced their Brownfields Program at this meeting in June 2021 and will continue to engage with this group quarterly/semi-annually as a means of community engagement in a format that already has active participation. As such, Cayce does not have to build community outreach from the “ground up.” This meeting has historically been held in person monthly in the City Council chambers; however, it also has the flexibility to be held virtually due to the COVID-19 pandemic via commonly used online video conferencing software. The June 2021 gathering discussing the City’s Brownfields Program was the first face-to-face meeting of the group since the beginning of the pandemic. The previous 12 meetings were held virtually. The neighborhood representatives are well versed in virtual formats, if required in the future. In the event non-English-speaking individuals are present at events, a translator will be made available. Cayce will update the Mayor’s community leader group every other quarter throughout the grant cycle. The neighborhood association leaders will then report findings to their respective groups, receive feedback, and report feedback back to the Mayor’s group at the next brownfields update. Feedback will be incorporated as action items for the Brownfields Project Director, and progress will be reported back at the subsequent meeting. The project partners will also attend the Mayor’s meeting to provide input and updates. The City will develop a Community Involvement Plan (CIP) to describe planned community engagement activities, scheduling, project background, and key players. The CIP will be available for review and comment at City Hall, City website, and on social media. The City’s brownfields webpage will have project progress and announcements, and those announcements will be mirrored on the City’s social media pages so our residents outside of any neighborhood groups can access information and provide input.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

a. Description of Tasks/Activities and Outputs: The City of Cayce is requesting a US EPA Brownfields Assessment Grant in the amount of $500,000 for community-wide assessment.

<table>
<thead>
<tr>
<th>Task 1: Outreach</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Project Implementation: The City’s Brownfields Project Director will develop a Community Involvement Plan (CIP), outreach materials, brownfield project website, and social media posts with the assistance of the environmental consultant (consultant). City staff will lead the community meetings (virtual/online during COVID-19 and in person post COVID-19) to keep the public informed on project plans and updates. Supplies are budgeted for the printing of outreach materials and office supplies to manage the grant.</td>
</tr>
<tr>
<td>ii. Anticipated Project Schedule: CIP created within 3 months of award (upon completion a more concrete schedule will follow). Community Meetings held twice a year in concert with the Mayor’s Community Leaders meeting. Website/Outreach Materials created in the 1st quarter and posted monthly throughout the grant project.</td>
</tr>
<tr>
<td>iii. Task/Activity Lead: City: Sarah Harris – Grant &amp; Special Project Manager/Brownfields Project Director</td>
</tr>
</tbody>
</table>
### Task 2: Site Inventory

1. **Project Implementation:** The City’s Brownfields Project Director will work with the residents living in the target area during community meetings to create a thorough site inventory for assessment. Although dozens of potential sites have been identified, additional abandoned and underutilized properties identified by the residents of the target area will be researched further by City staff using the Lexington County GIS System. Once a list is compiled, the consultant will work with City staff to create an evaluation ranking tool to determine with the help of residents the order in which the sites will be addressed.

2. **Anticipated Project Schedule:** Community meeting held in 1st quarter will continue the preliminary inventory process that began with this application, with the evaluation ranking process taking place in the 3rd quarter & continuing throughout the grant project.

3. **Task/Activity Lead:** Sarah Harris – Grant & Special Project Manager/Brownfields Project Director

4. **Outputs:** City: Evaluation Ranking Tool, Site Inventory List

### Task 3: Assessment

1. **Project Implementation:** The consultant will conduct Environmental Site Assessment (ESA) activities at sites selected and ranked through the Site Inventory Task, starting first with the two priority sites listed in this application. ASTM-AAI compliant Phase IIs; Generic Quality Assurance Project Plan (QAPP); Phase IIs which will include the SS-QAPP. Prior to assessment, site access agreements and property eligibility determinations approval will be obtained.

2. **Anticipated Project Schedule:** Activities to begin in the 2nd quarter and continue through the grant.

3. **Task/Activity Lead:** The consultant will implement the technical aspects of the project with oversight from the City: Sarah Harris – Grant & Special Project Manager/Brownfields Project Director.

4. **Outputs:** 19 Phase I ESAs, 1 Generic QAPP, 10 Phase II ESAs including SS-QAPP, Site Access Agreements and Property Eligibility Determinations.

### Task 4: Remediation/Reuse Planning

1. **Project Implementation:** For projects identified for cleanup, the consultant will prepare the Analysis for Brownfields Cleanup Alternatives (ABCA) and/or Cleanup Plans. Cleanup planning will include evaluating cleanup alternatives, calculating cleanup costs and determining site appropriate remediation and/or reuse planning to reduce health/environmental risks. A planning consultant will prepare a Brownfields Revitalization Plan for the City. The consultant will assist the City in hosting charrettes/visioning sessions (virtual or in person depending on COVID restrictions) to be held for key properties.

2. **Anticipated Project Schedule:** Plans & Charrettes to begin in the 6th quarter and continue throughout the grant. Brownfields Revitalization Plan will begin in the 3rd quarter.

3. **Task/Activity Lead:** The consultant will implement the technical aspects of the project with oversight from the City: Sarah Harris – Grant & Special Project Manager/Brownfields Project Director.

4. **Outputs:** 4 ABCAs, 1 Vision Sessions/Charrettes, 1 Brownfields Revitalization Plan

### Task 5: Programmatic Support

1. **Project Implementation:** The City will procure an environmental consultant. The City’s Brownfields Project Director will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement Work Plan, schedule, and terms and conditions. The consultant will assist the City in completing ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, and all additional Programmatic Support for the three-year term of the grant. The City staff travel budget allows for two staff to attend two national/regional/grantee brownfield training conferences/workshops.

2. **Anticipated Project Schedule:** Consultant procured in 1st quarter. ACRES Reporting begins in the 1st quarter & Quarterly Reporting begins in the 2nd quarter and continues throughout the grant project. Annual Reporting and Forms created in 5th quarter, 9th quarter, and during final closeout.

3. **Task/Activity Lead:** City: Sarah Harris, Grant & Special Project Manager/Brownfields Project Director
iv. **Outputs:** Procured consultant. ACRES Database Reporting, 3 Annual Financial Reports, 12 Quarterly Reports, 3 MBE/WBE Forms, Programmatic Support for the three-year grant period. Two staff to attend two conferences.

b. **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, and contractual costs only. **Seventy-two (72%) of the budget will be spent on the Assessment Task.**

**Task 1 Outreach:** Contractual: Community Involvement Plan $3,000 (30hrs x $100/hr), Brownfields Website, Outreach Brochure/Handouts, Social Media Posts $2,000 (20hrs x $100/hr), 6 Community Education Meetings $6,000 (60hrs x $100) ($1,000/meeting). **Supplies:** Outreach Supplies (Paper [$14/pack], Ink [$29/cartridge], Post-it Notes [$5/pack] Color printouts [$1 each]) $1,500. **Task 2 Site Inventory:** Contractual: Potential Brownfields Site Inventory and Evaluation Ranking Tool Creation $12,000 (120hrs x $100) **Task 3 Assessment:** Contractual: 19 Phase I ESAs at $4,000 each for a total of $76,000; 1 Generic QAPP $5,500; 10 Phase II ESAs including SS-QAPP at $28,000 each for a total of $280,000. **Task 4 Remediation/Reuse Planning:** Contractual: 4 ABCAs $7,000 for a total of $28,000; 1 Vision Sessions/Charrettes $6,000 ($6,000/meeting); 1 Brownfields Revitalization Plan $50,000 (Planner: 130hrs x $150; Market Analysts: 112hrs x $125; Environmental Professional: 110hrs $150). **Task 5 Programmatic Support:** Contractual: ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, Programmatic Support for the three-year grant period $25,000 (250hrs x $100). **Travel:** Two staff to attend two conferences $5,000 (flights at $750, 3 nights in hotel at $350, incidentals and per diem at $150 x 2 attendees).

<table>
<thead>
<tr>
<th>Category</th>
<th>Task</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outreach</td>
<td>Site Inventory</td>
<td>$12,500</td>
</tr>
<tr>
<td>Assessment</td>
<td>Remediation/Reuse Planning</td>
<td>$361,500</td>
</tr>
<tr>
<td></td>
<td>Programmatic Support</td>
<td>$30,000</td>
</tr>
<tr>
<td>Travel</td>
<td>$1,500</td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>$12,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$361,500</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$84,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$25,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$493,500</td>
<td></td>
</tr>
</tbody>
</table>

**c. Measuring Environmental Results:** To ensure this EPA Brownfields Project is on schedule the City’s internal Brownfields Team, which will include the consultant, will meet quarterly to track all outputs identified in 3.a using an Excel spreadsheet and will report all progress in fulfilling the scope of work, goals, and objectives to the EPA via quarterly reports. In addition, project expenditures and activities will be compared to the projects schedule to ensure the grant project will be completed within the three-year time frame. Site specific information will be entered and tracked in the ACRES database. The outputs to be tracked include the number of neighborhood meetings, public meetings, meetings with community groups and community partners, environmental assessments, ABCAs, and cleanup redevelopment plans. The outcomes to be tracked include community participation, acres assessed, acres ready for reuse, redevelopment dollars leveraged, and jobs created. In the event the project is not being achieved in an efficient manner, the City’s has countermeasures in place to address this problem. The City will make monthly calls to their EPA Project Officer and, if needed, will create a Corrective Action Plan to help the project to get back on schedule.

4. **PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

a. **Programmatic Capability** i. Organizational Capacity, ii. Organizational Structure, & iii.
Description of Key Staff: The City’s grants administration team has years of experience at managing local, state, and federal funded awards that address a wide range of services and the expertise to implement and monitor the brownfields grant project. The City will appoint the City’s Grant & Special Project Manager, Sarah Harris, as the **Brownfields Project Director**. In this role, she will manage the full grant project and project team. Her professional experience includes a 20-year career in public and civil service, including working as a Senior Accountant with the SC Department of Public Safety, a District Education Assistant for Richland School District 2, and as a Regulatory Operations Military Contractor with the US Army Recruiting Command. She has a bachelor’s degree in Social Work from Limestone College and graduated in November 2021 with a master’s degree in Organizational Leadership from Columbia International University. Ms. Harris will be supported by the City Manager, Tracy Hegler, who has over 15 years managing planning and development projects and has been in her role since 2018. Tracy holds a master’s degree in Planning from Florida State University. The City Finance Manager, Kelly McMullen, will also be highly involved in grant administration for timely drawdowns using the ASAP system, reporting, and financial management. Kelly McMullen has served Cayce since January 2020 after working as the Treasurer with Lexington County since 2010. Kelly holds a bachelor’s degree in Accounting and is currently a Certified Government Finance Officer with the Government Finance Officers Association of SC. She is enrolled in the Certified Public Managers Program with the State and is graduating in December 2021 with a master’s degree in Forensic Accounting. A qualified environmental consultant will assist with the technical portions of the grant project.

iv. Acquiring Additional Resources: The City has selected a brownfields consultant to assist in the technical fulfillment of the grant upon award. The City released a Request for Qualifications on March 11, 2021, on the City’s procurement webpage and with the SC State Fiscal Accountability Authority Division of Procurement Services’ South Carolina Business Opportunities in compliance with 2 CFR § 200 and 2 CFR § 1500. After careful review of the Statements of Qualifications received, the City selected a consultant on June 11, 2021. Once the grant is awarded, the City will enter into a procurement contract with the consultant in accordance with the policy that transactions between recipients and for-profit firms and individual consultants are procurement contracts rather than subawards.

b. Past Performance and Accomplishments ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

(1) Purpose and Accomplishments: The City has acquired local, state, and federal funded awards that address a wide range of services for citizens similar in size or scope to this award. The City of Cayce has successfully managed numerous federal grant awards. In September 2021, $600,000 was awarded from the Department of Housing & Urban Development, Community Development Block Grant Program. Funds were used to support the purchase of an Emergency Fire Ladder Apparatus, improving ISO ratings. This grant is currently in process. In July 2021, $585,000 was awarded from the Federal Emergency Management Agency for a Critical Infrastructure Generator. All funds were expended, and the grant was successfully closed. The generator located at the Cayce Raw Water Intake Facility will providing sanitary drinking water to all residential and commercial customers. (2) Compliance with Grant Requirements: The City has a robust history and proven track record for successfully managing grant processes from the pre-award to post-award life cycle. All past grant requirements were met with funds expended and all required paperwork completed in a timely manner. The City has a designated Grant and Special Project Manager who monitors and ensures compliance with programmatic and financial requirements. Ms. Harris will be able to use the EPA ACRES system as the City currently tracks all grant progress in-house.
City of Cayce, South Carolina
FY22 Brownfields Assessment Grant
Threshold Criteria
Threshold Criteria

1. **Applicant Eligibility**
   The City of Cayce is eligible to apply for the EPA Brownfields Community-wide Assessment Grant as a local government as defined under 2 CFR § 200.64.

2. **Community Involvement**
   Cayce has a highly developed community engagement program in place. The Mayor holds a combined monthly meeting with the leaders of each of the neighborhood association to disseminate information as well as receive input/feedback to report back to the City. Representatives of various city departments and public safety also attend the meetings to give updates and listen to concerns. Cayce introduced their Brownfields Program at this meeting in June 2021 and will continue to engage with this group quarterly/semi-annually as a means of community engagement in a format that already has active participation. As such, Cayce does not have to build community outreach from the “ground up.” This meeting has historically been held in person monthly in the City Council chambers; however, it also has the flexibility to be held virtually due to the COVID-19 pandemic via commonly used online video conferencing software. The June 2021 gathering discussing the City’s Brownfields Program was the first face-to-face meeting of the group since the beginning of the pandemic. The previous 12 meetings were held virtually. The neighborhood representatives are well versed in virtual formats, if required in the future. In the event non-English-speaking individuals are present at events, a translator will be made available.

   Cayce will update the Mayor’s community leader group every other quarter throughout the grant cycle. The neighborhood association leaders will then report findings to their respective groups, receive feedback, and report feedback back to the Mayor’s group at the next brownfields update. Feedback will be incorporated as action items for the Brownfields Project Director, and progress will be reported back at the subsequent meeting. The project partners will also attend the Mayor’s meeting to provide input and updates. The City will develop a Community Involvement Plan (CIP) to describe planned community engagement activities, scheduling, project background, and key players. The CIP will be available for review and comment at City Hall, City website, and on social media. The City’s brownfields webpage will have project progress and announcements, and those announcements will be mirrored on the City’s social media pages so our residents outside of any neighborhood groups can access information and provide input.

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

4. **Expenditure of Existing Grant Funds**
   The City of Cayce affirms it does not have an open EPA Brownfields Assessment Grant or Multipurpose Grant.