November16, 2026 – 6:00 PM REGULAR BOARD MEETING

Lehigh Acres Municipal Services Improvement District
Barrett Room
601 East County Lane
Lehigh Acres, FL 33936

This meeting is open to the general public.

REGULAR MEETING AGENDA

1) Preliminaries
- **A.** Call to Order
- **B.** Roll Call
- **C.** Invocation & Pledge of Allegiance
- **D.** Ceremonial Swearing In of Commissioners
- **E.** Public Comment
- **F.** Move, Remove and Add Agenda Items
- **G.** Approval of Agenda
- **H.** Action on Removed Consent Items
- **I.** Approval of Consent Agenda

2) Consent Agenda
- **A.** Invoices and Change Orders
- **B.** Approval of Minutes October 26, 2026, Regular Meeting
- **C.** PER #26-156 Upper Room House of Prayer – 1220 Gerald Ave.

3) Action Agenda
- **A.** Good Cause
- **B.** FDEP Grant Agreement Leeland Bottomless Lake
- **C.** Mike-She District-Wide Modeling Study Results Report – Roger Copp
- **D.** Economic Development-CRA Partnership with LA-MSID

4) Discussion Agenda
- **A.** Old Business
  1. Leeland Bottomless Lake Building and Park
- **B.** New Business
  1. Manager Candidate Interviews
- **C.** Commissioner's Request
- **D.** Engineer's Report
- **E.** Attorney's Report
- **F.** Staff and Financial Report
- **G.** Treasurer's Report
- **H.** Secretary's Report

5) Adjournment

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Invoices and Change Orders

Meeting Date: November 16, 2026

Agenda Item # 2A

[x] **CONSENT** [ ] **ACTION** [ ] **OLD BUSINESS** [ ] **NEW BUSINESS**

Request Initiated By: [ ] **COMMISSIONER** _____ [ ] **ATTORNEY**

[ ] **BOARD** [x] **MANAGER** [ ] **ENGINEER** [ ] **AUDITOR**

1 Recommended motion: Move to approve all invoices as stated on the Summary Sheet.

2 What the action accomplishes: Approves all invoices that are outside the approval limits of the Treasurer and Manager.

3 Fiscal Impact: As listed on the Summary Sheet.

4 Staff comments:

5 Staff review and recommended approval:

[x] **MANAGER** [x] **ASSISTANT DISTRICT MGR**

[x] **ATTORNEY** [x] **FIELD DIRECTOR**

[x] **ENGINEER** [x] **FINANCE DIRECTOR**

6 Board Action:

[ ] **APPROVED** [ ] **DENIED** [ ] **DEFERRED**

Lehigh Acres Municipal Services Improvement District
INVOICES REQUIRING BOARD APPROVAL FOR PAYMENT
Monday November 16th, 2026

***Paid with Procurement Card**

Vendor	Funding Source	Description	Invoice Number		Amount	General	Other
Vendor AIM Engineering	General	**Description** General Engineering through 10/30/26	**Invoice Number**	262375-1	**Amount** $ 1,768.50	1768.50	
Vendor AIM Engineering	General	**Description** 25-2111 LAMSID/ROBUST Phase 3 through 10/30/26- P.O. 1277	**Invoice Number**	252111-15	**Amount** $ 15,846.00	15846.00	
Vendor AIM Engineering	General	**Description** Pro: 26-2241 LAMSID/Alico Rd Ext Analysis through 10/30/26 -P.O. #1298	**Invoice Number**	262241-5	**Amount** $ 1,799.00	1799.00	
Vendor AIM Engineering	General	**Description** Pro: 25-2054 LAMSID/Robust Phase 2 - P.O. #1263 through 10/30/26	**Invoice Number**	252051-15	**Amount** $ 3,040.00	3040.00	
Vendor AIM Engineering	General	**Description** Engineering Estimate for Frank Mann Preserve through 10/30/26 - P.O. #1272	**Invoice Number**	211364-58	**Amount** $ 5,485.00	5485.00	
				Total AIM Engineering:	**$ 27,938.50**		
Vendor Lewis Longman Walker	General	**Description** Legislative Representation	**Invoice Number**	MCL-171042	**Amount** $ 4,385.44	4385.44	
Vendor Lewis Longman Walker	General	**Description** General Counsel through 10/29/26	**Invoice Number**	SCB-170869	**Amount** $ 8,272.00	8272.00	
				Total Lewis Longman Walker:	**$ 12,657.44**		

TOTAL DISBURSEMENTS: $ 40,595.94

General Fund Total	$ 40,595.94
Other Funding Total	-
General and Other Total	**$ 40,595.94**

AIM Engineering & Surveying, Inc.

Corporate Office
2161 Fowler Street
Suite 100
Fort Myers, FL 33901

239-332-4569
800-226-4569
Fax: 855-731-7971
www.aimengr.com

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Lehigh Acres Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Invoice number 262375-1
Date 11/3/2026

Professional Services through October 30, 2026

Project 262375 - General Engineering FY 2026/2027

Employee Type / Activity		Date	Hours	Rate	Amount
General Engineering					
Engineer Intern					
P. Niedermair	Sinkhole - fence plans for LDO permit	10/30/26	4.00	$131.00	$524.00
M. Hebert	Sinkhole coordination	10/15/26	1.00	$131.00	$131.00
	Welcome Sign cooespondence	10/28/26	0.50	$131.00	$65.50
	Welcome Sign cooespondence	10/29/26	0.50	$131.00	$65.50
		Task Total			**$786.00**
Review Permits					
Engineer Intern					
M. Hebert	Permit 26-155	10/07/26	0.50	$131.00	$65.50
	Permits 26-149, 26-151 thru 26-155 and 25-49	10/12/26	0.50	$131.00	$65.50
	Permit 26-146 & 26-156	10/13/26	0.50	$131.00	$65.50
	Permit 26-156	10/16/26	0.50	$131.00	$65.50
E. Ibarra	Permit 26-156	10/12/26	1.50	$131.00	$196.50
P. Niedermair	Permits 26-154 & 26-155	10/07/26	2.00	$131.00	$262.00
M. Young	Permit 26-156	10/12/26	1.00	$131.00	$131.00
	Permit 26-156	10/14/26	1.00	$131.00	$131.00
		Task Total			**$982.50**

2026/2027 General Engineering Billing Totals:	
Contract Amount	$95,000.00
Total to Date	$1,768.50
Previous Billing	$0.00
Total this Period	$1,768.50

Invoice Total **$1,768.50**

	INIT	DATE
DEPT 1	JB	11/4/26
CODE Sinkhole	0306-4571-538-3130	655
DEPT 2	MSC	11/4/26
CODE	01-3130	$1,113.50
MANAGER		

ENTERED

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Lehigh Acres - Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Invoice number 252111-15
Date 11/1/2026

Project **25-2111 LAMSID / ROBUST PHASE 3 / PO #1277**

Professional services through October 30, 2026

Description	Contract Amount	Percent Complete	Fee Earned to Date	Previous Billing	Current Billed
TASK 1 - DESIGN SERVICES (LS)	292,886.00	60.02	175,787.50	159,941.50	15,846.00
TASK 2 - POST DESIGN SERVICES (LS)	12,000.00	0.00	0.00	0.00	0.00
TASK 3 - CONSTRUCTION PHASE SERVICES (LS)	35,000.00	0.00	0.00	0.00	0.00
CROSS SECTION OF BEDMAN CREEK (HRLY)	2,114.00	100.00	2,114.00	2,114.00	0.00
ADDITIONAL SURVEY OF MIKE CANAL	0.01	0.00	0.00	0.00	0.00
Total	342,000.01	52.02	177,901.50	162,055.50	15,846.00

Invoice total **15,846.00**

	INIT	DATE
DEPT 1	MS	11/3/26
CODE	PO 1277	Line 7
DEPT 2	MSC	11/4/26
CODE		
MANAGER		

ENTERED

AIM Engineering & Surveying, Inc.

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2161 Fowler Street
Suite 100
Fort Myers, FL 33901

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Lehigh Acres - Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Invoice number 262241-5
Date 11/3/2026

Project **26-2241 LAMSID / ALICO RD EXTENSION ANALYSIS**

Professional services through October 30, 2026

Description	Contract Amount	Percent Complete	Fee Earned to Date	Previous Billing	Current Billed
TASK 1 - ROW LOSS MODELING ANALYSIS -- SUB - WATER SCIENCE	227,500.00	40.68	92,553.58	92,553.58	0.00
TASK 2 - DEVELOPMENT & COORDINATION OF PROJECT ALTERNATIVES	22,500.00	11.42	2,570.00	771.00	1,799.00
Total	250,000.00	38.05	95,123.58	93,324.58	1,799.00

Invoice total **1,799.00**

Please remit payment to:

2161 Fowler St, Suite 100
Fort Myers, FL 33901

Thank you -

INIT DATE
DEPT 1 MB 11/3/26
CODE P.G. 4 1298 Line 2
DEPT 2 MC 11/4/26
CODE
MANAGER

ENTERED

Lehigh Acres Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936
239-368-0044

PURCHASE ORDER 1298

IMPORTANT NOTICE TO VENDORS: YOU ARE RESPONSIBLE FOR THE FOLLOWING

1. Mail invoices to 601 East County Lane, Lehigh Acres, FL 33936 2. The purchase order number above must appear on all invoices, shipping papers, packages and correspondence 3. Invoice each Purchase Order separately 4. Substitutions, changes, and prices other than specified below must be authorized in writing by LA-MSID. 5. Do not ship freight collect. 6. Cancel all back orders if not shipped within 60 days after initial shipment.

ISSUED TO: AIM Engineering & Surveying, Inc.
2161 Fowler St
Suite 100
Fort Myers, FL 33901

SHIP TO: Lehigh Acres Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

DATE	REQ. NO.	REQUESTED BY	DEPARTMENT:
1/26/2026			Stormwater Operations

ITEM	Description	Quantity	Unit Price	U/M	Amount
1	Task 1 - ROW Loss Modeling Analysis	227,500.00	1.00	each	227,500.00
2	Task 2 - Development & Coordination of Project Alternatives	22,500.00	1.00	each	22,500.00
					250,000.00
	Purchase Order Total				**250,000.00**

Account Codes	Amounts
0306-4076-538-3130	250000.00

PURCHASE AUTHORIZED BY:

Approver 1	Date 1/26/26
Approver 2	Date 1/27/26
Finance Director	Date 1/26/26

AIM Engineering & Surveying, Inc.

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Lehigh Acres - Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Invoice number 252051-15
Date 11/3/2026

Project **25-2051 LAMSID / ROBUST PHASE 2 / PO #1263**

Professional services through October 30, 2026

Description	Contract Amount	Percent Complete	Fee Earned to Date	Previous Billing	Current Billed
TASK 1 - DESIGN SERVICES (LS)	56,009.00	100.00	56,009.00	56,009.00	0.00
TASK 1 - DESIGN SERVICES (LS) SURVEY	38,553.00	100.00	38,553.00	38,553.00	0.00
TASK 1 - DESIGN SERVICES (NTE) PDE	98,400.00	32.15	31,637.50	28,597.50	3,040.00
TASK 1 - DESIGN SERVICES - WATER SCIENCE ASSOC (SUB - NTE)	57,000.00	98.07	55,900.00	55,900.00	0.00
TASK 2 - POST DESIGN SERVICES (LS)	10,000.00	0.00	0.00	0.00	0.00
TASK 3 - CONSTRUCTION PHASE SERVICES (LS)	30,000.00	0.00	0.00	0.00	0.00
ADDTL SURVEY SERVICES (HRLY)					
CROSS SECTIONS (LS)	2,910.50	100.00	2,910.50	2,910.50	0.00
EASEMENT INVESTIGATION (HRLY)	6,000.00	100.00	6,000.00	6,000.00	0.00
	1,127.50	100.00	1,127.50	1,127.50	0.00
Total	300,000.00	64.05	192,137.50	189,097.50	3,040.00

Invoice total **3,040.00**

	UNIT	DATE
DEPT 1	JB	11/4/26
CODE	PO 1263	Line #1
DEPT 2	MSC	11/4/26
CODE		
MANAGER		

ENTERED

AIM Engineering & Surveying, Inc.

Corporate Office
2161 Fowler Street
Suite 100
Fort Myers, FL 33901

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Lehigh Acres Municipal Services Improvements District
601 East County Lane
Lehigh Acres, FL 33936

Invoice Number: 211364-58

Date: 11/3/2026

INIT DATE
DEPT 1 MS 11/4/26
CODE PO #1272 CO #1
DEPT 2 MSC 11/4/26
CODE
MANAGER

ENTERED

Professional services rendered thru October 30, 2026

Purchase Order # 1272

Engineering Estimate for Frank Mann Preserve

	Task Title	Amount of Compensation	Basis of Compensation	Percent Complete	Fee Earned To Date	Less Previous Billing	Amount Due This Billing
1	Topographic Survey	$11,319.00	Lump Sum	100.00%	$11,319.00	$11,319.00	$0.00
2	Design - electrical services	$12,550.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
3	Design & Construction plans	$166,000.00	Lump Sum	51.52%	$85,516.25	$80,031.25	$5,485.00
		$189,869.00		**51.00%**	**$96,835.25**	**$91,350.25**	**$5,485.00**

Fee Earned To Date	$96,835.25
Less Previous Payments	$91,350.25
Amount Due This Billing	**$5,485.00**

Please remit payment to:
2161 Fowler Street, Suite 100, Fort Myers, FL 33901

Thank you

AIM Engineering & Surveying, Inc.

Corporate Office
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Suite 100
Fort Myers, FL 33901

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Lehigh Acres Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Date: 11/03/2026

FRANK MANN PRESERVE STORMWATER STORAGE AND TREATMENT PROJECT:
FMP Phase 1 - PO 1272 (Design & Permit) & PO 1275 (Bidding & Constr.): Invoice Number 211364-58
FMP Phase 2 - PO 1276 (Design, Permitting, and Construction): Invoice Number n/a

Professional services rendered through September 30, 2026:

PHASE 1 (PO 1272 & 1275)							
Task No.	**Description**	**Amount of Compensation**	**Basis of Compensation**	**Percent Complete**	**Fee Earned to Date**	**Less Previous Billing**	**Amount Due This Billing**
1	Final Design & Permit (PO 1272)	$189,869.00	Lump Sum	51.00%	$96,835.25	$91,350.25	$5,485.00
2	Final Bidding and Constr. (PO 1275)	$97,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
AIM Phase 1 Total		**$286,869.00**	**Lump Sum**	**33.75%**	**$96,835.25**	**$91,350.25**	**$5,485.00**
Construction Cost		*$5,905,131.00*					
Phase 1 Grant Total:		$6,192,000.00					

PHASE 2 (PO 1276)							
Task No.	**Description**	**Amount of Compensation**	**Basis of Compensation**	**Percent Complete**	**Fee Earned to Date**	**Less Previous Billing**	**Amount Due This Billing**
3	Planning, Design, and Permitting	$30,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
4	Surveying and Data Collection	$60,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
5	Geotechnical Analysis	$70,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
6	Regional Modeling	$200,000.00	Lump Sum	18.79%	$37,583.00	$37,583.00	$0.00
7	Engineering Design	$360,000.00	Lump Sum	27.30%	$98,280.00	$98,280.00	$0.00
8	Final Design and Permits	$75,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
9	Final Bidding and Construction	$100,000.00	Lump Sum	0.00%	$0.00	$0.00	$0.00
AIM Phase 2 Total		**$895,000.00**	**Lump Sum**	**15.18%**	**$135,863.00**	**$135,863.00**	**$0.00**
Construction Cost		*$8,413,000.00*					
Phase 1 Grant Total:		$9,308,000.00					

Total Phase 1 & 2:	**$15,500,000**

LLW | LEWIS LONGMAN WALKER

360 South Rosemary Avenue
Suite 1100
West Palm Beach, FL 33401
Tel 561-640-0820
Fax 561-640-8202
Tax ID No. 65-0500793

Lehigh Acres Municipal Services Improvement District
c/o Mr. David E. Lindsay
601 East County Lane
Lehigh Acres, FL 33936

November 5, 2026
Invoice No. MCL-171042

FOR OCTOBER SERVICES

CLIENT: 1208 - Lehigh Acres Municipal Services Improvement District
Re: 006 Legislative Representation
VIA ELECTRONIC MAIL

Total for Services		**$4,000.00**
Date	**Expenses**	**Amount**
10/02/26	Travel to and attend Senate Democrat event.	67.09
10/09/26	Travel to and attend women's event with Speaker-designate Canady and others.	171.83
10/13/26	Travel to and attend Senator Boyd event.	146.52
Total Expenses		**$385.44**
	Total for Services and Expenses	**$4,385.44**
	Previous Balance	4,286.90
	Payments Since Last Bill	-4,286.90
	Amount Due	**$4,385.44**

INIT DATE
DEPT 1 MB 11/9/26
CODE 01-3110
DEPT 2
CODE
MANAGER 11/09/26
ENTERED

Invoice No.	MCL-171042
Invoice Date:	November 5, 2026
Client Code:	1208
Client Name:	Lehigh Acres Municipal Services Improvement District
Matter Code:	006
Matter Name:	Legislative Representation

Total for Services and Expenses	**$4,385.44**
Previous Balance	4,286.90
Payments Since Last Bill	-4,286.90
Amount Due	**$4,385.44**

Amount enclosed: _____

Please remit checks to:

Lewis, Longman & Walker, P.A.
PO Box 160278
Altamonte Springs, FL 32716-0278

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LLW | LEWIS LONGMAN WALKER

360 South Rosemary Avenue
Suite 1100
West Palm Beach, FL 33401
Tel 561-640-0820
Fax 561-640-8202
Tax ID No. 65-0500793

Lehigh Acres Municipal Services Improvement District
c/o Mr. David E. Lindsay
601 East County Lane
Lehigh Acres, FL 33936

November 3, 2026
Invoice No. SCB-170869

CLIENT: 1208 - Lehigh Acres Municipal Services Improvement District
Re: 007 General Counsel
VIA ELECTRONIC MAIL

Date		Services	Hours
10/01/26	KWD	Review correspondence (several) and telephone conference with M. Ebelin regarding settlement proposal and follow up.	1.20
10/01/26	SCB	Telephone conference with D. Lindsay and D. Deetscreek regarding partnership for grant opportunities and implications of same; follow up discussion with attorneys regarding brownfield and Commuity Redevelopment Agency representation.	0.80
10/08/26	KWD	Review M. Ebelin settlement correspondence and follow up.	0.60
10/10/26	SCB	Review email from D. Lindsay regarding East Pointe Drive easement; review proposed easement and property information; email D. Lindsay regarding same.	0.40
10/12/26	SCB	Review email from D. Lindsay regarding October 26 meeting; respond regarding attendance for ROBUST discussions.	0.30
10/14/26	SCB	Review right of way deed and bridge location materials; prepare Bills of Sale for bridge transfer to County; prepare draft Right of Way Easement for Bridge locations.	1.50

Sunshine

INIT DATE
DEPT 1 NB 11/4/26
CODE
DEPT 2
CODE
MANAGER 11/06/26

$1,050 0001-0000-220-0011 Sunshine
$7,222 - 01-3100

ENTERED

Date		Services	Hours
10/15/26	SCB	Review and revise bills of sale for transfer of Bridges 124905, 124906, and 124907 to County; review and revise Draft bridge easement; forward documents to D. Lindsay for review; email exchange with D. Boyette regarding right of way easement.	1.50
10/16/26	SCB	Email review and meeting coordination for Robust property.	0.30
10/19/26	SCB	Work session with D. Lindsay and M. Caldwell to discuss ROBUST project and documents.	0.50
10/19/26	KWD	Telephone conference with client regarding title settlement and review correspondence and legal descriptions regarding same and follow up.	0.70
10/20/26	KWD	Follow up on land acquisition closing documents.	0.40
10/21/26	JSB	Receive and review email from K. Dodge providing draft Vacant Land Contract and related property legal description; telephone conference with K. Dodge discussing new closing between District and Seventh Day Church of God International Ministries, Inc.	0.40
10/21/26	SCB	Telephone conference with J. Hollingsworth regarding election issues and District authority.	0.40
10/21/26	KWD	Work session regarding closing and order title.	0.40
10/22/26	JSB	Receive and review email from K. Dodge providing Vacant Land Contract and related legal description; open closing database for processing closing; order Title Commitment; telephone conference with title underwriter discussing property subject of title commitment; email to title underwriter providing surveyor's sketch and legal description of subject property.	1.70
10/24/26	SCB	Review agenda for Board of Supervisors meeting; prepare meeting documents; review materials for ROBUST project.	1.00
10/26/26	KWD	Telephone conference with client regarding proposed release and site visit.	0.40

Date		Services	Hours
10/26/26	SCB	Work session with D. Lindsay and M. Cook to discuss ROBUST project and all outstanding engineering projects; teleconference with M. Caldwell, D. Lindsay and M. Cook to discuss the ROBUST project and next steps; telephone conference with K. Dodge and D. Lindsay to discuss resolution of easement on golf course property; attend Board of Supervisors meeting; prepare revised easement signature page and email landowners counsel regarding same.	5.50
10/27/26	JSB	Receive and review email from title underwriter providing title search and supporting documentation; begin preparing Title Commitment; communications with K. Dodge and J. Bollman regarding status of closing.	0.40
10/27/26	SCB	Email exchanges regarding easement execution and delivery; review status of golf course easment with K. Dodge.	0.50
10/27/26	KWD	Review correspondence and materials; follow up with D. Boyette regarding meeting with underwriter.	0.70
10/28/26	SCB	Review email correspondence regarding request for easement to cross District canal for parcel access.	0.40
10/29/26	JSB	Complete preparation of Title Commitment; email to K. Dodge providing same for review and execution, and requesting information for specific requirements to be cleared prior to closing; communications with K. Dodge providing title supporting documents for review and discussing status of closing; draft buyer and seller closing documents; communications with K. Dodge regarding closing fees; prepare HUD-1 Settlement Statement; email to K. Dodge providing draft closing documents and HUD-1 Settlement Statement for review; telephone conference with K. Dodge; revise HUD-1 Settlement Statement; communications with K. Dodge providing Seller's and Buyer's respective closing documents.	3.20
10/29/26	NJP	Review and analyze email correspondence from S. Behn regarding Friends Group meeting and next steps related to same.	0.20

Date		Services	Hours
10/29/26	KWD	Prepare Church parcel documents and review exceptions; follow up with parties regarding same.	1.20
10/29/26	SCB	Telephone conference with D. Lindsay regarding ROBUST project and acquisition of additional parcels and support organization; email N. Poot regarding support organization meeting.	0.50

Summary of Services

		Rate	Hours	Amount
SCB	Behn, Seth C.	350.00	13.60	4,760.00
JSB	Bissette, Jennifer S.	260.00	5.70	1,482.00
KWD	Dodge, Kenneth W.	350.00	5.60	1,960.00
NJP	Poot, Nicole J.	350.00	0.20	70.00
Total for Services			**25.10**	**$8,272.00**

Total for Services and Expenses	**$8,272.00**
Previous Balance	5,451.00
Payments Since Last Invoice	-5,451.00
Amount Due	**$8,272.00**

Invoice No.	SCB-170869
Invoice Date:	November 3, 2026
Client Code:	1208
Client Name:	Lehigh Acres Municipal Services Improvement District
Matter Code:	007
Matter Name:	General Counsel

Total for Services and Expenses	**$8,272.00**
Previous Balance	5,451.00
Payments Since Last Invoice	-5,451.00
Amount Due	**$8,272.00**

Amount enclosed: _____

Please remit checks to:

Lewis, Longman & Walker, P.A.
PO Box 160278
Altamonte Springs, FL 32716-0278

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LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Approval of Minutes - October 26, 2026, Regular Meeting

Meeting Date: November 16, 2026

Agenda Item # 2B

[x] **CONSENT** [ ] **ACTION** [ ] [ ] **NEW BUSINESS**

Request Initiated By: [ ] **COMMISSIONER** _____ [ ] **ATTORNEY**

[ ] **BOARD** [x] **MANAGER** [ ] **ENGINEER** [ ] **AUDITOR**

Recommended motion: Move to approve the minutes from the October 26, 2026 Regular Board Meeting.

What the action accomplishes: Memorializes the Board Meetings as per Florida Statute.

Fiscal Impact: 2 hrs staff time.

Staff comments:

Staff review and recommended approval:

[x] **MANAGER** [ ] **ASSISTANT DISTRICT MGR**

[ ] **ATTORNEY** [ ] **FIELD SUPERINTENDENT**

[x] **ENGINEER** [x] **CONTROLLER**

Board Action:

[ ] **APPROVED** [ ] **DENIED** [ ] **DEFERRED**

LET IT BE KNOWN that the "Lehigh Acres Municipal Services Improvement District" held its regularly scheduled monthly Board meeting at 6:00 P.M. in the Barrett Room, 601 East County Lane, Lehigh Acres, FL 33936, with various members of the public and the following Commissioners and staff present:

Attendance

CHAIR:	Michael Bonacolta
VICE CHAIR:	Julie Hollingsworth
TREASURER:	Rebecca Thompson
SECRETARY:	David Deetscreek
COMMISSIONER:	Katy Hoover
STAFF:	Dave Lindsay, District Manager Michael Cook, Director of Operations Tim Browning, Information Systems Coordinator Lisa Waskiewicz, Resource & Relations Director Dana March, Finance Director
ATTORNEY:	Seth Behn, Lewis, Longman & Walker
ENGINEER:	Daniel Schroeder, AIM Engineering

REGULAR MEETING AGENDA

1) Preliminaries
- **A.** Call to Order
- **B.** Roll Call
- **C.** Invocation & Pledge of Allegiance
- **D.** Public Comment
- **E.** Move, Remove and Add Agenda Items
- **F.** Approval of Agenda
- **G.** Action on Removed Consent Items
- **H.** Approval of Consent Agenda

2) Consent Agenda
- **A.** Invoices and Change Orders
- **B.** Approval of Minutes September 21, 2026, Regular Meeting
- **C.** PER #25-49 (M2), Sunniland Commons Minor Modification #2 – 3650 5th St. W.
- **D.** PER #26-145, Walmart - Blackstone Corp. Park, Parcel #1
- **E.** PER #26-146, Forged Fiber 37 Bore under Ringneck Canal (57-4-2) at Ground Dove Cir.
- **F.** PER #26-149, Forged Fiber 37 Bore under Box Canal (57-4-4) at Parkside St.
- **G.** PER #26-150, McDonalds Restaurant, Sunniland Commons, Parcel #1
- **H.** PER #26-151, Lumos Bore under West Baker Canal (47-15-2) at Joel Blvd.
- **I.** PER #26-152, Lumos Bore under Anhinga Canal (57-11-2) at McArthur Blvd.
- **J.** PER #26-153, Barbara Ct. Multi-Family Res. Dev. – 883 Barbara Court
- **K.** PER #26-154, Hungry Howie's – 805 Edward Ave.
- **L.** PER #26-155, Mister Car Wash – Blackstone Corp. Park, Parcel #11
- **M.** Easement on East Pointe Drive

3) Action Agenda
- **A.** Good Cause
- **B.** FDEP Grant Agreement Leeland Bottomless Lake
- **C.** FDEP Grant Agreement RISE
- **D.** Mike-She District-Wide Modeling Study Results Report – Roger Copp

4) Discussion Agenda
- **A.** Old Business
  1. Leeland Bottomless Lake Building and Park
  2. Manager Replacement Strategy, Schedule and Survey
- **B.** New Business
  1. Economic Development-CRA Partnership with LA-MSID
- **C.** Commissioner's Request
  1. Otter Mascot Outfit
- **D.** Engineer's Report
- **E.** Attorney's Report
- **F.** Staff and Financial Report
- **G.** Treasurer's Report
- **H.** Secretary's Report

5) Adjournment

1. PRELIMINARIES

A. CALL TO ORDER

Chair Bonacolta called the meeting to order at 6:00 p.m.

B. ROLL CALL

Deputy Secretary took roll. All Commissioners are present. There is a quorum.

C. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation and pledge were done by Chair Bonacolta.

D. PUBLIC COMMENT

None.

E. MOVE, REMOVE AND ADD AGENDA ITEM

District Manager Dave Lindsay recommended removing 3A - Good Cause and 3B – FDEP Grant Agreement Leeland Bottomless Lake. Attorney Behn also recommended moving 2M – Easement on East Pointe Drive to the Action agenda. It will be item 3A-Good Cause.

F. APPROVAL OF AGENDA

- *Move to approve the Agenda as amended.*
  - *Commissioner Deetscreek moved*
  - *Commissioner Thompson seconded*
- *Motion was unanimously approved.*

G. ACTION ON REMOVED CONSENT ITEMS

None.

H. APPROVAL OF CONSENT AGENDA

- *Move to approve the Consent Agenda as submitted.*
  - *Commissioner Hoover moved*
  - *Commissioner Hollingsworth seconded*
- *Motion was unanimously approved.*

2. CONSENT AGENDA

A. Invoices and Change Orders
Move to approve all invoices as stated on the Summary Sheet.

B. Approval of Minutes – September 21, 2026, Regular Meeting
Move to approve the minutes from the September 21,2026 Regular Board Meeting.

C. PER #25-49 (M2), Sunniland Commons Minor Modification #2 – 3650 5th St. W.
Move to approve Permit 2025-49 (M2), Sunniland Commons Minor Modification #2 at 3650 5th St. W., with any listed stipulations.

D. PER #26-145, Walmart - Blackstone Corp. Park, Parcel #1
Move to approve Permit #2026-145, Walmart - Blackstone Corporate Park, Parcel #1 with any listed stipulations.

E. PER #26-146, Forged Fiber 37 Bore under Ringneck Canal (57-4-2) at Ground Dove Cir
Move to approve PER #26-146, Forged Fiber 37 Bore under Ringneck Canal (57-4-2) at Ground Dove Circle, with any listed stipulations.

F. PER #26-149, Forged Fiber 37 Bore under Box Canal (57-4-4) at Parkside St.
Move to approve PER #26-146, Forged Fiber 37 Bore under Box Canal (57-4-4) at Parkside St., with any listed stipulations.

G. PER #26-150, McDonalds Restaurant, Sunniland Commons, Parcel #1
Move to approve Permit #26-150, McDonalds Restaurant at Sunniland Commons, Parcel #1 with any listed stipulations.

H. PER #26-151, Lumos Bore under West Baker Canal (47-15-2) at Joel Blvd.
Move to approve PER #26-151, Lumos Bore under West Baker Canal (47-15-2) at Joel Blvd., with any listed stipulations.

I. PER #26-152, Lumos Bore under Anhinga Canal (57-11-2) at McArthur Blvd.
Move to approve PER #26-152, Lumos Bore under Anhinga Canal (57-11-2) at McArthur Blvd., with any listed stipulations.

J. PER #26-153, Barbara Ct. Multi-Family Res. Dev. – 883 Barbara Court
Move to approve Permit #26-153, Barbara Ct. Multi-Family Residential Development at 883 Barbara Court, with any listed stipulations.

K. PER #26-154, Hungry Howie's – 805 Edward Ave.
Move to approve Permit #26-154, Hungry Howies at 805 Edward Ave., with any listed stipulations.

L. PER #26-155, Mister Car Wash – Blackstone Corp. Park, Parcel #11
Move to approve Permit #26-155, Mister Car Wash at Blackstone Corp. Park, Parcel #11 with any listed stipulations.

3. ACTION AGENDA

A. Good Cause – Easement on East Pointe Drive

District Attorney Seth Behn gave an overview.

- *Move to approve the easement to 1380 Pointe, LLC, that will allow them to cross LA-MSID's easement on Construction Lane and East County Lane.*
  - *Commissioner Deetscreek moved*
  - *Commissioner Hoover seconded*
- *Motion was unanimously approved.*

C. FDEP Grant Agreement RISE

District Manager Dave Lindsay gave an overview.

- *Move to approve the state appropriation grant agreement with Florida Department of Environmental Protection for the development of the RISE Project.*
  - *Commissioner Hoover moved*
  - *Commissioner Thompson seconded*
- *Motion was unanimously approved.*

D. Mike-She District-Wide Modeling Study Results Report – Roger Copp

District Manager Dave Lindsay gave a brief overview and introduced Roger Copp to present. Mr. Copp presented his preliminary results of the Mike-She Modeling Study. Discussion ensued.

- *Move to accept the preliminary modeling results, prior to running specific scenarios for projects.*
  - *Commissioner Hoover moved*
  - *Commissioner Thompson seconded*
- *Motion was unanimously approved.*

4. DISCUSSION AGENDA

A. Old Business

1. **Leeland Bottomless Lake Building**
   District Manager Dave Lindsay gave an update on the progress and fence quotes in progress. Attorney Seth Behn added an update regarding the title issues.

2. **Manager Replacement Strategy, Schedule and Survey**
   District Manager Dave Lindsay gave an update on the two internal applicants for the job and brief salary survey. The board gave consensus on preparing a job advertisement for external candidates and finalizing the job descriptions at the November meeting. Discussion ensued.

B. New Business

1. **Economic Development-CRA Partnership with LA-MSID**
   Theresa from Lee County Natural Resources gave a presentation on a possible partnership with the county and CRA on a Brownfield grant.

C. Commissioner's Request

1. Otter Mascot Outfit
Commissioners Hollingsworth and Hoover expressed their wishes to do something to make the otter mascot outfit cooler and to find a new method of cleaning it. The commissioners requested some research into possibly purchasing a new suit. Discussion ensued.

Commissioner Hoover requested to repurpose the banners found in the shop to put on LA-MSID-owned monuments and signs. The cost is approximately $100/sign to hang the banners seasonally. She also found some areas of the signs that need work.

The Commissioners thanked staff for their work towards the CREST Ribbon Cutting event on October 18th.

D. Engineer's Report

Report is in the packet. Engineer Daniel Scroeder gave updates on his work in progress.

E. Attorney's Report

Report is in the packet. Attorney Seth Behn gave an update on his recent work for the District.

F. Staff and Financial Report

Report is in the packet. Manager Lindsay informed the board that the District has received 42.1 inches of rain at the end of September and likely entered the normal range of rainfall for the year.

G. Treasurer's Report

None.

H. Secretary's Report

None.

6. ADJOURNMENT

Motion to adjourn was made by Commissioner Deetscreek. Seconded by Commissioner Hoover. All in favor. Meeting adjourned at 7:24 P.M.

Reviewed by: _____
Secretary, David Deetscreek

ADOPTED ON: November 16, 2026

Chair, Michael Bonacolta

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: PER #26-156 Upper Room House of Prayer - 1220 Gerald Ave

Meeting Date: November 16, 2026

Agenda Item # 2C

☐ **CONSENT** ☒ **ACTION** ☐ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **SUPERVISOR** _____ ☐ **ATTORNEY**

☐ **BOARD** ☐ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

Recommended motion: Move to approve Permit #26-156 Upper Room House of Prayer, with any listed stipulations.

What the action accomplishes: Allows Upper Room House of Prayer Penecostal Church to develop an 4.22-acre commercial site at the corner of Gerald Ave and E 13th St, while certifying on their plans that their stormwater facilities are adequate and able to discharge less than 30 CSM.

Fiscal Impact: Permit Fees: $1,750.00

Staff comments: Approved according to the revised plans submitted October 21, 2026.

Staff review and recommended approval:

☒ **MANAGER** ☐ **DIRECTOR OF OPERATIONS**

☐ **ATTORNEY** ☐ **FIELD SUPERINTENDENT**

☒ **ENGINEER** ☒ **CONTROLLER**

Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

LEHIGH ACRES - MUNICIPAL SERVICES IMPROVEMENT DISTRICT
PERMIT

THIS PERMIT is granted this 16th day of November, 2026, by Lehigh Acres Municipal Services Improvement District (hereinafter referred to as "DISTRICT"), 601 East County Lane, Lehigh Acres, Florida 33936, to Upper Room House of Prayer Pentecostal Church (James Talley, Sr.), P.O Box 785, Alva, FL 33920, hereinafter referred to as the "Permittee") as a non-exclusive permit for a 20,000 +/- SF sanctuary and a 4,800 +/- SF fellowship hall on (4.22 acres), located at 1220 Gerald Ave, with an on-site detention system and stormwater outfall connection to the roadside ditch that drains to W. Baker Canal (47-15-2), in Lehigh Acres, FL.

W I T N E S S E T H:

1. In the event the DISTRICT is not the fee title owner of the real property (the "Property") to which this Permit is applicable, the Permittee agrees, prior to commencement, to obtain all necessary consents from the fee title owners of the Property.

2. This Permit does not constitute a waiver of the necessity by the Permittee to obtain such other necessary and appropriate permits required by other governmental bodies or agencies; therefore the Permittee, prior to commencement, is required to obtain any and all other applicable federal, state, and local permits required in connection with Permittee's use of the Property and agrees that at all times it will comply with the requirements of all federal, state and local laws, ordinances, rules and regulations applicable or pertaining to the use of the Property by the Permittee.

3. Permittee understands and agrees that the use of the Property pursuant to this Permit is subordinate to the rights and interests of the DISTRICT and to the extent applicable that of the fee title owner of the Property. Further, Permittee does hereby stipulate that the Permittee is not relying upon any representations whatsoever by the DISTRICT regarding the DISTRICT'S right, title, interest, or ownership as to the Property for which this Permit is applicable.

4. The Permittee, by accepting this permit, specifically agrees to allow authorized District Personnel, upon presentation of credentials or other documents as may be required by law, access to the premises, at reasonable times, where the permitted activity is located or conducted for the purpose of:
    a. Having access to and copying any records that must be kept under the conditions of the permit:
    b. Reviewing the facility, equipment, practices, or operations regulated or required under this permit; and
    c. Sampling or monitoring any substances or parameters at any location reasonably necessary to assure compliance with this permit or District rules.

5. The DISTRICT specifically reserves the right to maintain its facilities located over, under or upon the Property; to make improvements; add additional facilities; maintain, construct or alter its roads; maintain any facilities, devices, or improvements on the Property which aid in or are necessary to the DISTRICT'S operation; and the right to enter upon the Property at all times for such purposes. Permittee understands that in the exercise of such rights and interest, the DISTRICT may require Permittee, at no cost to DISTRICT, to relocate, alter, or remove the Permittee's facilities and equipment or other improvements made by Permittee pursuant to this Permit which interfere with or prevent the DISTRICT, in the DISTRICT'S opinion, from properly and faithfully constructing, improving and maintaining its facilities. If the Permittee should fail to relocate, alter, or remove the Permittee's facilities, equipment or other improvements made by the Permittee pursuant to this Permit within a reasonable time period following receipt of notice from the DISTRICT requesting same, then in that event the DISTRICT shall have the right to enter upon the lands and make such relocation, alterations or

removal of the Permittee's facilities, equipment/or other improvements at no cost to DISTRICT.

6. Permittee agrees that it will not use the Property in any manner which interferes with the DISTRICT'S use of the Property or causes a hazardous condition to exist.

7. The DISTRICT assumes no responsibility for the ownership, operation and/or maintenance of the Permittee's facilities as permitted herein.

8. The Permittee agrees to backfill any excavation it makes within the Property and to repair or replace (i) any below-grade authorized facilities and features located therein, including but not limited to: water, sewer, stormwater or irrigation facilities, structures or appurtenances and (ii) as to at or above-grade facilities and features, this requirement shall only be applicable to grasses and sod, sidewalks, and roadway improvements (the term roadway improvements shall include but not be limited to curbing, roadway base, sub grade and asphaltic or concrete surfaces) which are removed or damaged as a direct result of said excavation. Such repair or replacement shall substantially restore these features to their condition as it existed immediately prior to the event precipitating the excavation.

9. All below-grade Permittee installations, including water and sewer lines, whether sub aqueous or not, together with appurtenant facilities, shall be located underground and have a minimum ground cover of thirty inches (30") below original design profile grade, including District waterways and roadways.

10. All Permittee activity related to sub aqueous utility, water and/or sewer lines, including appurtenant facilities, shall be conducted in such fashion that the primary functional purpose of the canal or lake body facility, specifically flood control, within which the activity is taking place is not adversely affected. More specifically, sub aqueous construction shall conform to the criteria given in the Lehigh Acres Municipal Services Improvement District (Lehigh Acres – MSID) Administrative Policy and Procedures.

11. Permittee shall, at no expense to DISTRICT and within a reasonable time following notice, adjust the positions and elevations of its facilities as may be required in connection with future improvements to, or construction of, works of the DISTRICT.

12. Permittee does hereby indemnify and hold harmless the DISTRICT, its Board of Commissioners, officers, personnel, and it's Engineers against any claims, losses, damages (including consequential), expenses, or legal fees that might arise out or result from the implementation of the proposed project by the Permittee or that may be caused by a failure of DISTRICT facilities or property.

13. The Permittee shall be obligated at the time of submission of its Permit application, to provide a detail of any other existing improvements located over, under, upon or through the Property and the Permittee's accompanying plans and specifications shall clearly indicate how the Permittee will comply with required clearances between the requested permitted activity and existing improvements located over, under and upon the Property, including compliance with other permitted users duly adopted and published standards.

14. Permittee shall reimburse the DISTRICT for its legal, engineering and other expenses incurred as a result of the implementation of the proposed project.

15. If Permittee should violate any of the terms or conditions of the Permit and shall not correct or remedy same within ten (10) days of receiving written notice of said violation from the DISTRICT, then in that event, the DISTRICT may, at its option, revoke, cancel and terminate this Permit.

16. This Permit may not be assigned by the Permittee without the prior written approval of the DISTRICT.

17. Unless otherwise adjusted, modified or terminated as set forth hereinabove, including the Conditions attached hereto, this Permit shall continue in full force and effect so long as Permittee complies with the terms of this Permit.

18. In any litigation, including breach, enforcement or interpretation arising out of this Permit, the prevailing party to this Permit shall be entitled to recover reasonable attorney's fees, costs and expenses related to said action from the non-prevailing party.

19. That attached hereto are Supplemental Conditions to this Permit which are incorporated herein and made a part hereof.

LEHIGH ACRES – MUNICIPAL SERVICES IMPROVEMENT DISTRICT

BY: _____

NAME TYPED: David E. Lindsay

TITLE: District Manager

SUPPLEMENTAL CONDITIONS TO PERMIT NO. 26-156

A. GENERAL CONDITIONS

1. Notification shall be given by the Permittee to the District Engineer, AIM Engineering, at 239-332-4569 forty-eight (48) hours prior to commencement of the permitted activity. The District Engineer shall establish points of construction, if applicable, which will require inspection by the District Engineer prior to construction of the permitted activity. When the Permittee considers the permitted activity complete, the Permittee shall notify the District Engineer and schedule an on-site final inspection which shall be held in the presence of a representative of the Permittee and the District Engineer.

2. The permitted activity shall be implemented, constructed and/or installed in full accordance with the approved plans and specifications within six (6) full calendar years from the date of permit approval. Deviations from the approved plans or specifications shall be coordinated with and approved by the District Engineer prior to implementation of any such deviation.

3. When working in a District road right-of-way, not more than one-half (½) of the road or street shall be closed and traffic shall be controlled so as to provide for the safety and minimum hindrance to the public. All traffic control operations shall conform to the most current issue of the Florida Department of Transportation publication "Manual on Traffic Controls and safe Practices for Street and Highway Construction, Maintenance and Utility Operations."

4. The District Engineer shall be the final authority as to the quality and quantity of the material and works required to satisfy the terms and conditions of this Permit as they relate to District improvements and facilities.

5. Upon completion of the permitted activity and after its final review and acceptance by the District Engineer THE PERMITTEE SHALL DELIVER TO THE DISTRICT OFFICE ONE COMPLETE SET OF THE FINAL "RECORD DRAWINGS." FAILURE TO PROVIDE THE FINAL RECORD DRAWINGS MAY RESULT IN THE REVOCATION, CANCELLATION AND TERMINATION OF THIS PERMIT.

6. The above Conditions shall be continuing obligations of the Permittee and shall be complied with in the event of any subsequent maintenance, repair, replacement or modification of the permitted improvement.

Stipulations:

1). Permit #26-156 is approved according to the revised plans submitted October 21st, 2026.

2). Maintenance of the on-site storm water management system, including the control structure and outfall pipe to the E. 13th Street roadside ditch is the responsibility of the Permittee.

3). An "As-Built" survey showing the completed improvements (including perimeter berm, all pipe inverts and outfall structure elevations) must be submitted to Lehigh Acres - MSID within 30 days following completion of the improvements.

4). Please provide LA-MSID with a copy of all other permit approvals prior to the start of construction.

5). Any transfers of ownership, for maintenance of the stormwater system, from the above listed permittee must be submitted in writing to LAMSID for the permit to remain valid.

PART I

DATE SUBMITTED: 10 - 06 - 26

PERMIT #: 26 - 156

APPLICATION FOR A PERMIT

*Note: The review of permit applications will be conducted per the Lehigh Acres Municipal Services Improvement District's Administrative Policy and Procedures

AGENT NAME: ROBERT W CASE **PHONE #:** (239)693-9244

PROJECT NAME: UPPER ROOM HOUSE OF PRAYER

TOTAL ACREAGE: 4.22

Property Address (STRAP associated with this address will be used as the primary STRAP for this project): Access Undetermined					
Mailing Address:	**P.O Box 785**				
City:	**Alva**	**State:**	**FL**	**Zip:**	**33920**

STRAP NUMBERS (*attach additional sheet if necessary*):

1	5	-	4	4	-	2	7	-	L	3	-	2	2	0	0	1	-	0	0	6	0
		-			-			-			-						-				
		-			-			-			-						-				
		-			-			-			-						-				
		-			-			-			-						-				

Brief description of proposed project:

Application for: Construction of a 20,000 sf Sanctuary and a 4,800 sq ft fellowship hall both with CMU walls w/ truss roof, RS-1 Zoning

Is the project proposed to be developed in phases? ☐ Yes ☒ No

Estimated # of Phases:	
***Permit Fee:**	$ **(to be verified by staff)**

* See Administrative Policy and Procedures Sections 4.15 – 4.17 for current Permit Fee Amount.

RECEIVED
OCT 6 2026
LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

PART II

OWNER/APPLICANT/ DEVELOPER INFORMATION

A.

Name of Applicant	James Tally, Sr.- Upper Room House of Prayer Pentecostal Church					
Mailing Address:	Street:	P.O Box 785				
City: Alva		State:	FL		Zip:	33920
Phone No.	Area Code:	239	Number:	728-2588	Ext.	
Fax No.	Area Code:	239	Number:	333-8541		
E-mail Address:	Upperroom1989@gmail.com					

B. Relationship of applicant to property*:

☒ Owner* ☐ Trustee* ☐ Option holder* ☐ Lessee*

☐ Contract Purchaser* ☐ Other (indicate)* _____

C.

Name of Developer:	James Tally, Sr.- Upper Room House of Prayer Pentecostal Church					
Mailing Address:	Street:	P.O Box 785				
City: Alva		State:	FL		Zip:	33920
Phone No.	Area Code:	239	Number:	728-2588	Ext.	
Fax No.	Area Code:	( )	Number:	-		
E-mail Address:	Upperroom1989@gmail.com					

D.

Name of Authorized Agent(s):	Robert W. Case / LIS Engineering, LLC					
Mailing Address:	Street:	21430 Palm Beach Blvd.				
City: Alva		State:	Fl		Zip:	33920
Phone No.	Area Code:	239	Number:	693-9244	Ext.	
Fax No.	Area Code:	( )	Number:	-		
E-mail Address:	bobc@lis-e.com & tmena@lis-e.com					

E.

Name of Property Owner:	James Tally, Sr.- Upper Room House of Prayer Pentecostal Church					
Mailing Address:	Street:	P.O Box 785				
City: Alva		State:	FL		Zip:	33920
Phone No.	Area Code:	239	Number:	728-2588	Ext.	
Fax No.	Area Code:	( )	Number:	-		
E-mail Address:	Upperroom1989@gmail.com					

*A disclosure of the name of all persons or entities having an ownership interest in the property is required (attached).

PART III

DISCLOSURE OF OWNERSHIP INTEREST FORM FORM:

PRIMARY STRAP NUMBER: 15 44 - 27 - L3 - 22001 - 0060

1. If the property is owned in the fee simple by an **INDIVIDUAL**, tenancy by the entirety, tenancy in common, or joint tenancy, list all parties with an ownership interest as well as the percentage of such interest.

Name and Address	Percentage of Ownership

2. If the property is owned by a **CORPORATION**, list the officers and stockholders and the percentage of stock owned by each.

Name, Address, Office	Percentage of Stock
See Separate sheets	

3. If the property is in the name of a **TRUSTEE**, list the beneficiaries of the trust with percentages of interest.

Name and Address	Percentage of Interest

4. If the property is in the name of a **GENERAL PARTNERSHIP OR LIMITED PARTNERSHIP**, list the names of general and limited partners.

Name and Address	Percentage of Interest

Florida Not For Profit Corporation
UPPER ROOM HOUSE OF PRAYER PENTECOSTAL CHURCH, INCORPORATED

Officer/Director

Name & Address

Title Pastor, President
Talley, James DeWight, Sr.
2255 9TH PLACE E.
LEHIGH ACRES, FL 33936
Percentage of Ownership: 0 %

Title D
Ervin, Barbara
23021 Avenue B
Alva, FL 33920
Percentage of Ownership: 0 %

Title D
TALLEY, CORDELIE
2255 9TH PLACE E.
LEHIGH ACRES, FL 33936
Percentage of Ownership: 0 %

Title Director
Scott, Rudolph
4435 Leonard Blvd S
LEHIGH ACRES, FL 33973
Percentage of Ownership: 0 %

Title Director
Broussard, Mary
21301 Eaton Ave
Port Charlotte, FL 33953
Percentage of Ownership: 0 %

Title Director
Franklin, Donna
17860 Murdock Cir 207
Port Charlotte, FL 33948
Percentage of Ownership: 0 %

5. If there is a **CONTACT FOR PURCHASE**, whether contingent on this application Or not, and whether a Corporation, Trustee, or Partnership, list the names of the contract purchasers below, including the officers, stockholders, beneficiaries, or partners.

Name and Address	Percentage of Interest

Date of Contract (mm/dd/yy): / /

6. If any contingency clause or contract terms involve additional parties, list all individuals or officers, if a corporation, partnership, or trust.

Name and Address	Percentage of Interest

For any changes of ownership of changes in contracts for purchase subsequent to the date of the application, but prior to the date of final certificate for compliance, a supplemental disclosure of interest must be filed.

The above is a full disclosure of all parties of interest in this application, to the best of my knowledge and belief.

James Talley Sr.
SIGNATURE OF APPLICANT

James Talley Sr.
PRINTED OR TYPED NAME OF APPLICANT

STATE OF FLORIDA
COUNTY OF LEE

The foregoing instrument was acknowledged before me this 22nd day of September(m), 2026(y), by James Talley Sr who is personally known to me or has produced _____ as identification.

SIGNATURE OF NOTARY PUBLIC

Trisa Mena
PRINTED NAME OF NOTARY PUBLIC

PART IV

EXPLANATION

All Permit Application sections must be completed and submitted.

Permit Application fees and submittal items (see Part VI) must be submitted with the application.

Any and all work involving the lands and/or facilities of the District shall not commence without a Board approved permit.

All set policies, procedures, technical requirements, and fee schedules can be found and reviewed in the 'Administrative Policy and Procedures Guide'. The Guide is available at the District Office located at 601 East County Lane, Lehigh Acres, FL or online at la-msid.com/.

PART V

PROFESSIONAL CONSULTANT FORM

ATTORNEY

Name:							
Mailing Address:							
City:		State:				Zip:	
Business No.	Area Code:	( )	Number:	-		Ext.	
Other Contact:							

ENGINEER

Name:	LIS Engineering, LLC						
Mailing Address:	21430 Palm Beach Blvd						
City:	Alva	State:		FL		Zip:	33920
Business No.	Area Code:	(239)	Number:	693-9244		Ext.	
Other Contact:							

OTHER REPRESENTATIVE/PROFESSIONAL

Name:							
Mailing Address:							
City:		State:				Zip:	
Business No.	Area Code:	( )	Number:	-		Ext.	
Other Contact:							

PART VI

SUBMITTALS

NO. OF COPIES SUB'D	NO. OF COPIES REQ'D	SUBMITTAL DOCUMENT
		ITEMS REQUIRED FOR INITIAL SUBMITTAL
2	2	**Construction/Development Plans** signed and sealed by a Licensed Florida Professional Engineer including: 1. Location map showing the location of the proposed project in relation to adjacent streets and LA-MSID facilities. 2. Details of proposed works that fully communicate the work and/or use desired (i.e. Existing Conditions Survey, Proposed Site Plan, Paving Grading & Drainage Plan, Cross Sections, Element Details, and Erosion Control Plan sheets). 3. Sufficient survey data to determine elevations, property and ROW lines, limits of existing and proposed conditions, and notation of utilized vertical datum (NAVD/NGVD).
2	2	**Stormwater Drainage Calculations** signed and sealed by a Licensed Florida Professional Engineer including, but not limited to, computer stormwater routing modeling data (ICPR4, Cascade, etc.) to verify compliance with the Design Criteria (input summary data below): **Water Quality Volume (Required):** **_0.394___**(ACRE-FT) **Water Quality Volume (Provided):** **___2.47 __**(ACRE-FT) **Control Elevation:** __22.33__(FT-NGVD) **Minimum Road/Parking Elevation:** **__21.65___**(FT-NGVD) *(above the 10-year, 1-day design storm peak stage elevation)* **Minimum Perimeter Berm Elevation:** **___23.00_**(FT-NGVD) *(above the 25-year, 3-day design storm peak stage elevation)* **Minimum Finished Floor Elevation:** **___23.12_**(FT-NGVD) *(above the 100-year, 3-day design storm peak stage elevation and previously experienced high-water levels external to project)*
2	2	**Flash Drive / CD** containing plans in both AutoCAD (.dwg file drawn in "State Plane Coordinates") and PDF formats.
2	2	**Permit Application** (PARTS I & II)
2	2	**Disclosure of Owner Form (signed and notarized)** (PART III)
2	2	**Professional Consultant Form & Submittals** (PARTS V & VI)
N/A	2	**Copy of Approved FDEP Notice of Intent (NOI)** for all sites one (1) acre and greater in size.
N/A	2	**Copy of approved SWFMD permit,** for all sites required to get a permit, **or FDEP "10/2 Self-Certification"** approval.
1	1	**Check for appropriate Permit Fees** made out to LA-MSID.

UPPER ROOM HOUSE OF PRAYER PENTECOSTAL CHURCH INC.
PO BOX 785
LEHIGH ACRES, FL 33970

1262
63-9171/670

9/22/2026
Date

Pay to the order of LAMSID $1750.00

One Thousand Seven Hundred Fifty Dollars

Photo Safe Deposit® Details on back

FIFTH THIRD

For

Cordelia E. Daly

⑆067091719⑆ 7433681074⑈ 01262

Harland Clarke

Permit # 26-156

Linda Doggett, Lee County Clerk of Circuit Court
INSTR. # 2021000348999, Doc Type D, Pages 2, Recorded 10/22/2021 at 4:46 PM, Deputy Clerk ATAFOYA
Rec Fees: $18.50 Deed Doc: $0.70

Prepared By and Return To:

Name: Cordelie E. Talley
Address: 2255 9th Place
Lehigh Acres
State: FL Zip Code 33936

Parcel Indentification Number: 15-44-27-22-00001.0060

Space Above This Line for Recorder's Use

QUIT CLAIM DEED

This Quit Claim Deed made this 22nd day of October, 2021, between **JAMES D. TALLEY, SR. AND CORDELIE E. TALLEY , HUSBAND AND WIFE** whose address is 2255 9th Place, Lehigh Acres FL 33936 (hereinafter known as the "Grantor") hereby quitclaims to **UPPER ROOM HOUSE OF PRAYER PENTECOSTAL CHURCH, INC.** whose address is 2219 Joel Blvd., Alva Florida 33920/ mailing address: Post Office Box 785, Lehigh Acres Florida 33970. known as the Grantee).

WITNESSETH: That said grantor, for and in consideration of the sum of TEN DOLLARS ($10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, does hereby remiss, release, and quitclaim to the said grantee,and assigns forever, all the right, title, interest, claim and demand which grantor has in and to the following described land, situate, lying and being in Lee County, Florida to- wit.

LOT 6 Block 1,TIMBERWOOD ESTATES, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 58 ,PAGES 93 AND 94, IN THE PUBLIC RECORDS OF LEE COUNTY, FLORIDA.

SUBJECT property whose physical address is 1220 Gerald Ave, Lehigh Acres, Florida 33936. This property IS NOT the homestead of the Grantor.

To have and to hold, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of Grantors, either in law or equity, for the use, benefit and profit of the said Grantee forever.

IN WHEREOF, Grantor has hereunto set his hand on the day and year first above written.

Signed, sealed and delivered in our presence:

WITNESS SIGNATURE

WITNESS SIGNATURE

Liana Alvarez
WITNESS PRINTED NAME

David Vivella
WITNESS PRINTED NAME

James D Talley Sr
James D. Talley, Sr. SIGNATURE

Cordelie E. Talley
Cordelie E, Talley, SIGNATURE

JAMES D Talley Sr.
James D. Talley, Sr. PRINTED NAME

Cordelie E Talley
Cordelie E. Talley, PRINTED NAME

STATE OF FLORIDA)
)SS.
COUNTY OF LEE)

On October 22nd 2021, the Grantors Cordelie E. Talley and James D. Talley personally came before me and being duly sworn, did state and prove that he/she is the person described in the above document and that he/she signed the above document in my presence.

Diana Rosado-Laboy
Notary Public

My Commission Expires 04/24/2025

Notary Public State of Florida
Diana Rosado-Laboy
My Commission HH 121230
Expires 04/24/2025

Linda Doggett, Lee County Clerk of Circuit Court
INSTR. # 2020000010486, Doc Type D, Pages 2, Recorded 1/13/2020 at 3:03 PM, Deputy Clerk JGRIMSLEY
Rec Fees: $18.50 Deed Doc: $0.70

Preprared By and Return To:

Name: Cordelie Talley
Address 2255 9th Place
Lehigh Acres
State FL Zip Code 33936

15-44-27-22-00001.0010
15-44-27-22-00001-0020
Parcel Identification Number: 15-44-27-22-00001-007A

Space Above This Line for Recorder's Use

QUIT CLAIM DEED

This Quit Claim Deed made this 13th day of January 2020, between James Dwight Talley and Cordelie Talley with an address of 2255 9th Place, Lehigh Acres, Florida 33936 (hereinafter known as the "Grantor") hereby quitclaims to Upper Room House of Prayer Pentecostal Church, Inc., whose address is 2219 Joel Blvd, Alva, FL 33920/ mailing address: Post Office Box 785, Lehigh Acres FL 33970, (Grantee)

Witnesseth, that said grantor, for and in consideration of the sum of TEN DOLLARS ($10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the said grantee, and assigns forever, all the right, title, interest , claim and demand which grantor has in and to the following described land, situate , lying and being in Lee County, Florida, to-wit.

Lots 1 ,2 and 7 , Block 1, Timberwood Estates, according to the map or plat thereof as recorded in Plat Book 58, Pages 93 through 94, inclusive of the Public Records of Lee County, Florida.

This property IS NOT the homestead of Grantor.

To have and to hold, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of Grantors, either in law or equity, for the use, benefit and profit of the said Grantee forever.

IN WHEREOF, Grantor has hereunto set his hand on the day and year first above written.

Signed, sealed and delivered in our presence:

Witness Signature

Witness Name

Witness Signature

Witness Name

Grantor's Signature

Grantor's Name

Grantor's Signature

Grantor's Name

STATE OF FLORIDA)
) ss.
COUNTY OF LEE)

On January 13 2020, the Grantor, Cordelie Talley and James Talley, personally came before me and, being duly sworn, did state and prove that he/she is the person described in the above document and that he/she signed the above document in my presence.

Notary Public

JESSICA GRIMSLEY
Commission # GG 334763
Expires May 14, 2023
Bonded Thru Budget Notary Services

My Commission Expires: May 14 2023

Sunbiz.org DIVISION of CORPORATIONS an official State of Florida website

Detail by Entity Name

Florida Not For Profit Corporation
UPPER ROOM HOUSE OF PRAYER PENTECOSTAL CHURCH, INCORPORATED

Filing Information

Document Number	N36022
FEI/EIN Number	65-0153620
Date Filed	01/04/1990
State	FL
Status	ACTIVE

Principal Address

2219 JOEL BLVD
ALVA, FL 33920

Changed: 04/21/2010

Mailing Address

P O BOX 785
LEHIGH ACRES, FL 33970

Changed: 07/15/1998

Registered Agent Name & Address

TALLEY, CORDELIE E
2255 9TH PLACE
LEHIGH ACRES, FL 33936

Name Changed: 05/01/2012

Address Changed: 05/01/2012

Officer/Director Detail

Name & Address

Title Pastor, President

Talley, James DeWight, Sr.
2255 9TH PLACE E.
LEHIGH ACRES, FL 33936

Title D

Ervin, Barbara
23021 Avenue B
Alva, FL 33920

Title D

TALLEY, CORDELIE
2255 9TH PLACE E.
LEHIGH ACRES, FL 33936

Title Director

Scott, Rudolph
4435 Leonard Blvd S
LEHIGH ACRES, FL 33973

Title Director

Broussard, Mary
21301 Eaton Ave
Port Charlotte, FL 33953

Title Director

Franklin, Donna
17860 Murdock Cir
207
Port Charlotte, FL 33948

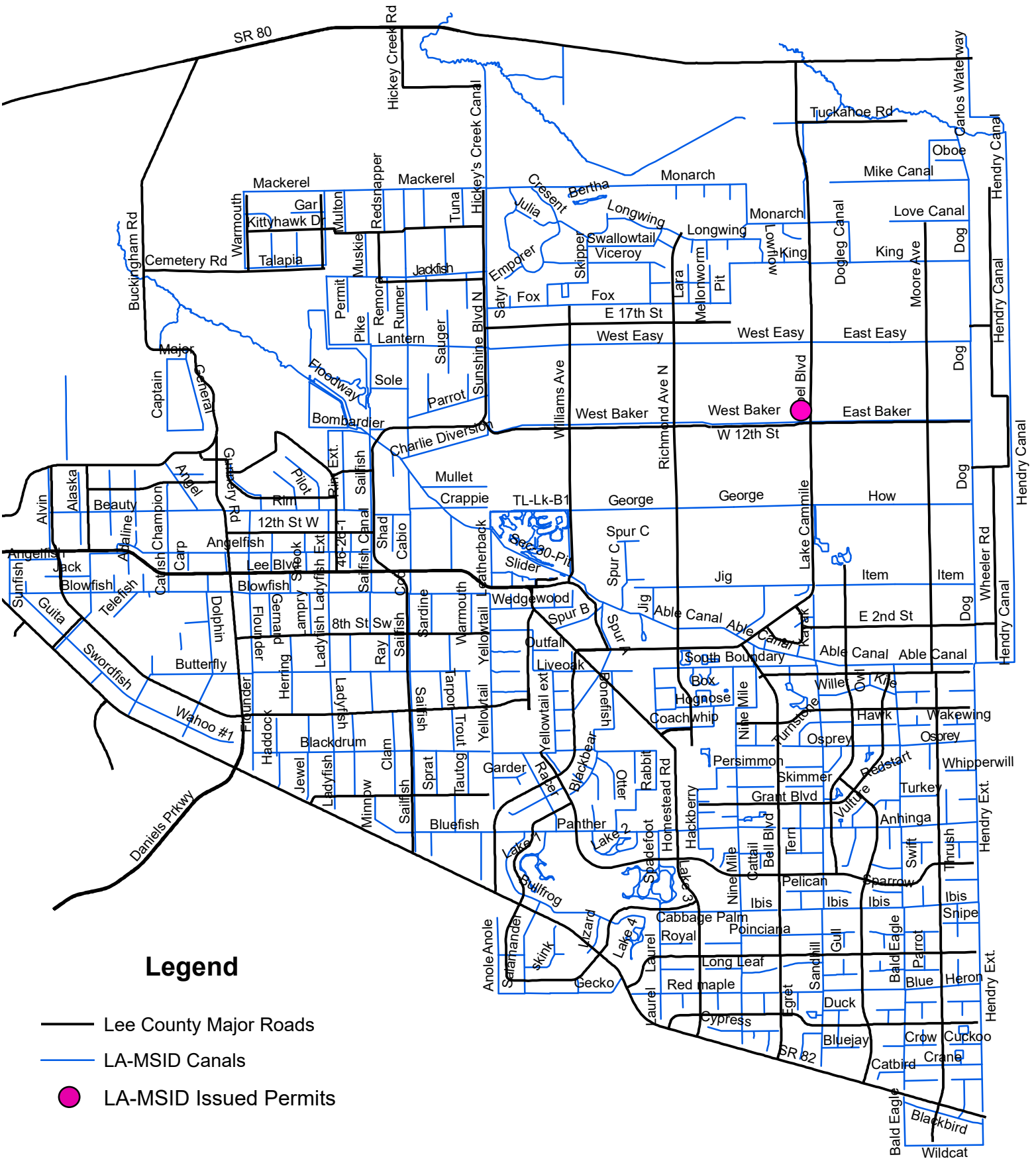
Annual Reports

Report Year	Filed Date
2024	09/01/2024
2025	09/10/2025
2026	09/07/2026

09/07/2026 -- ANNUAL REPORT	View image in PDF format
09/10/2025 -- ANNUAL REPORT	View image in PDF format
09/01/2024 -- ANNUAL REPORT	View image in PDF format
05/17/2023 -- ANNUAL REPORT	View image in PDF format
08/29/2022 -- ANNUAL REPORT	View image in PDF format
05/13/2021 -- ANNUAL REPORT	View image in PDF format
08/17/2020 -- ANNUAL REPORT	View image in PDF format
05/01/2019 -- ANNUAL REPORT	View image in PDF format
04/30/2018 -- ANNUAL REPORT	View image in PDF format
04/28/2017 -- ANNUAL REPORT	View image in PDF format
04/30/2016 -- ANNUAL REPORT	View image in PDF format
04/22/2015 -- ANNUAL REPORT	View image in PDF format
04/28/2014 -- ANNUAL REPORT	View image in PDF format

04/30/2013 -- ANNUAL REPORT	View image in PDF format
05/01/2012 -- ANNUAL REPORT	View image in PDF format
04/29/2011 -- ANNUAL REPORT	View image in PDF format
04/21/2010 -- ANNUAL REPORT	View image in PDF format
05/26/2009 -- ANNUAL REPORT	View image in PDF format
04/28/2008 -- ANNUAL REPORT	View image in PDF format
04/23/2007 -- ANNUAL REPORT	View image in PDF format
04/07/2006 -- ANNUAL REPORT	View image in PDF format
04/14/2005 -- ANNUAL REPORT	View image in PDF format
04/21/2004 -- ANNUAL REPORT	View image in PDF format
08/06/2003 -- ANNUAL REPORT	View image in PDF format
06/19/2002 -- ANNUAL REPORT	View image in PDF format
07/03/2001 -- ANNUAL REPORT	View image in PDF format
05/31/2000 -- ANNUAL REPORT	View image in PDF format
05/24/1999 -- ANNUAL REPORT	View image in PDF format
07/15/1998 -- ANNUAL REPORT	View image in PDF format
05/16/1997 -- ANNUAL REPORT	View image in PDF format
05/01/1996 -- ANNUAL REPORT	View image in PDF format
05/01/1995 -- ANNUAL REPORT	View image in PDF format

Permit # 2026-156



Legend

- Lee County Major Roads
- LA-MSID Canals
- LA-MSID Issued Permits

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: FDEP Grant Agreement Leeland Bottomless Lake

Meeting Date: November 16, 2026

Agenda Item # 3B

☐ **CONSENT** ☒ **ACTION** ☐ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **COMMISSIONER** _____ ☐ **ATTORNEY**

☐ **BOARD** ☒ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

1 Recommended motion: Move to approve the state appropriation grant agreement with Florida Department of Environmental Protection for the development of the interpretive center, etc.

2 What the action accomplishes: Provides for the initial project to get the Leeland Bottomless Lake Park project off the ground and will go a long way toward its completion.

3 Fiscal Impact: $2.2 Million.

4 Staff comments:

5 Staff review and recommended approval:

☒ **MANAGER** ☒ **ASSISTANT DISTRICT MGR**

☐ **ATTORNEY** ☐ **FIELD DIRECTOR**

☐ **ENGINEER** ☒ **FINANCE DIRECTOR**

6 Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Mike-She District-Wide Modeling Study Results Report-Roger Copp

Meeting Date: November 16, 2026

Agenda Item # 3C

☐ **CONSENT** ☒ **ACTION** ☐ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **COMMISSIONER** _____ ☐ **ATTORNEY**

☐ **BOARD** ☒ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

1 Recommended motion: Move to accept the results of the District-Wide Modeling Study.

2 What the action accomplishes: The model data is inputted and the model is calibrated. The model is ready to run scenarios.

3 Fiscal Impact: Funded by Lee County.

4 Staff comments:

5 Staff review and recommended approval:

☒ **MANAGER** ☒ **ASSISTANT DISTRICT MGR**

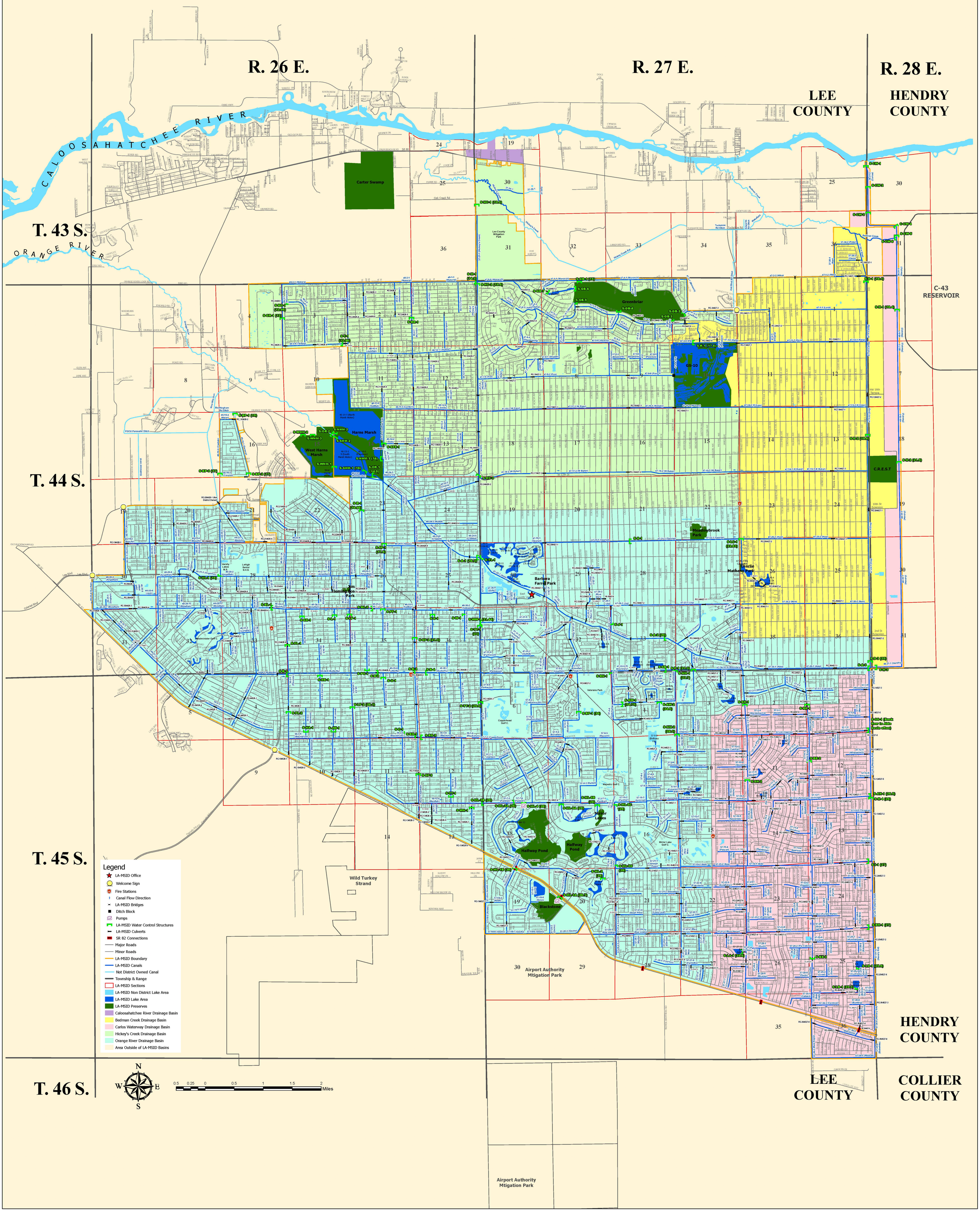
☐ **ATTORNEY** ☒ **FIELD DIRECTOR**

☒ **ENGINEER** ☒ **FINANCE DIRECTOR**

6 Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

LEHIGH ACRES - MUNICIPAL SERVICES IMPROVEMENT DISTRICT



LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Economic Development-CRA Partnership with LA-MSID

Meeting Date: November 16, 2026

Agenda Item # 3D

☐ **CONSENT** ☒ **ACTION** ☐ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **COMMISSIONER** _____ ☐ **ATTORNEY**

☐ **BOARD** ☒ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

1 Recommended motion: Move to approve the partnership agreement with Lee County and CRA. *Optional: Move to table the partnership agreement until our December Board Meeting to gain more insight on the issue.*

2 What the action accomplishes: Provides a plan to acquire Brownfields grant funding to clean up the Mirror Lakes Golf Course and other parcels within our District.

3 Fiscal Impact: Staff Time

4 Staff comments:

5 Staff review and recommended approval:

☒ **MANAGER** ☒ **ASSISTANT DISTRICT MGR**

☐ **ATTORNEY** ☒ **FIELD DIRECTOR**

☐ **ENGINEER** ☒ **FINANCE DIRECTOR**

6 Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

To: Miles Ballogg – National Brownfields Practice Leader, Ensafe
From: Lehigh Acres Municipal Services Improvement District
Date: October 26, 2026

Subject: Brownfields Coalition Grant Participation

To Whom It May Concern:

The Lehigh Acres Municipal Services Improvement District (LA-MSID) is pleased to provide this letter of commitment to participate as a non-lead coalition member in the Brownfields Assessment Coalition led by Lee County Economic Development Office, as part of its application to the U.S. Environmental Protection Agency (EPA) Brownfields Assessment Grant Program.

LA-MSID recognizes the importance of identifying, assessing, and facilitating the productive reuse of properties that may be impacted by actual or perceived environmental contamination. As a non-lead coalition member, LA-MSID commits to supporting the coalition's objectives and participating in grant activities, as appropriate and consistent with the District's statutory authority and available resources.

LA-MSID understands that Lee County, as the lead coalition member and grant applicant, will be responsible for overall grant administration, financial management, and compliance with applicable grant requirements. LA-MSID also recognizes EnSafe as the consultant to prepare and provide compliance expertise for the Brownfields Coalition Grant.

We look forward to working with Lee County and our coalition partners to advance the goals of the Brownfields Assessment Coalition and support the productive reuse of underutilized properties.

Sincerely,

Signature:_____

Name:_____ **Date:**_____

Lehigh Acres Municipal Services Improvement District Chair

FY27 EPA Brownfields Assessment Coalition Grant NOFO Summary

Overview

- Total funding: $13 million; approx. 13 awards.
- Maximum award: $1,000,000 per coalition.
- 4-year project period.
- Application deadline: January 21, 2027.

Eligible Activities

- Brownfield inventories and prioritization.
- Phase I and Phase II assessments.
- Community engagement and reuse planning.
- Cleanup planning (not cleanup itself).

Coalition Requirements

- One lead entity and 2-4 non-lead members.
- Target areas must not overlap and must cover at least 3 jurisdictions.
- At least one non-lead member must be new to Brownfields MARC grants or last received one that closed in 2015 or earlier.

Key Eligibility Items

- Assess at least two sites within each coalition member area.
- Signed commitment letters or MOA required.
- Lead entity must have legal authority to administer funds.
- Existing grant recipients must meet 70% drawdown/disbursement requirement by Oct. 1, 2026.

Application Package

- SF-424 and SF-424A forms.
- EPA Forms 5700-54 and 4700-4.
- 3-page Application Information Sheet.
- 12-page Narrative Criteria Responses.
- State environmental authority acknowledgment letter.

Scoring (160 Points Total)

- Project Area & Revitalization Plans: 45 points.
- Community Need & Engagement: 35 points.
- Tasks, Budget & Measurement: 45 points.
- Programmatic Capability & Past Performance: 35 points.

Competitive Strengths

- Strong redevelopment vision and reuse strategy.
- Meaningful community involvement.
- Demonstrated health and environmental benefits.
- Leveraging future funding sources.
- Allocate 60%+ of funds to site-specific assessment work when possible.

Key Takeaway

- Funding is designed to help coalitions identify, assess, and prepare brownfield sites for redevelopment. Strong applications clearly connect assessment activities to community revitalization, economic development, environmental improvement, and future investment.

Notice of Funding Opportunity

Applications Due: **Thursday, January 21, 2027**

Office of Brownfields and Land Revitalization

FY27 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS (**ASSESSMENT COALITION GRANTS**)

Funding Opportunity Number: EPA-OLEM-OBLR-26-03

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1. Basic Information

U.S. Environmental Protection Agency

Office of Brownfields and Land Revitalization (OBLR)

FY27 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS (ASSESSMENT COALITION GRANTS)

Multipurpose, Assessment, RLF, and Cleanup (MARC) Grant Application Resources

A. Executive Summary

This notice announces the availability of funds and solicits applications from eligible entities to prevent, inventory, assess, and plan for the cleanup and reuse of brownfield sites. Eligible entities include government organizations, Federally recognized Tribes, and 501(c)(3) nonprofit organizations.

Please see Section 2.A. for the complete list of eligible entities. Applications must meet all threshold eligibility criteria in Section 2.B. to be considered eligible to receive an Assessment Coalition Grant.

Assessment Grants provide funding for developing inventories of brownfield sites, prioritizing sites, conducting community involvement activities, conducting planning, conducting site assessments,[1] developing site-specific cleanup plans, and developing reuse plans related to brownfield sites. A portion of the Assessment Grant funding must be used to conduct site assessments. Assessment Grant funds may not be used to conduct cleanup activities.

B. Key Information

Opportunity Number:

EPA-OLEM-OBLR-26-03

Assistance Listing:

66.818

Announcement Type:

Initial

Funding Available:

$13,000,000

Number of Awards:

Approximately 13

Assessment Coalition Grants are designed for one "lead" eligible entity to partner with two to four eligible entities that do not have the capacity to apply for and manage their own EPA cooperative agreement and otherwise would not have access to Brownfields Grant resources.

The lead entity submits one application on behalf of the coalition members and may request funding up to $1,000,000 to address sites contaminated (or potentially contaminated) by hazardous substances,[2] pollutants, or contaminants, including hazardous substances comingled with petroleum, and/or petroleum.[3] To be eligible for Brownfield Grant funding, sites must meet the definition of a brownfield

[1] Environmental site assessments must be performed in accordance with EPA's All Appropriate Inquiries Final Rule (40 CFR Part 312).

[2] Hazardous substance sites eligible for funding are those sites with the presence or potential presence of hazardous substances, pollutants, contaminants, sites that are contaminated with controlled substances, or that are mine-scarred lands. For more information, please refer to the FY27 *Brownfields Frequently Asked Questions*.

[3] Petroleum sites eligible for funding are those sites that meet the definition set forth in CERCLA § 101(39)(D)(ii)(II), as further described in Section 1.3.2. in the *Information on Sites Eligible for Brownfields Funding under CERCLA § 104(k)*.

site under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) § 101(39) and site eligibility requirements as described in the Information on Sites Eligible for Brownfields Funding under CERCLA § 104(k). For the purposes of this funding opportunity, the cost of site-specific activities carried out at each approved, eligible site may not exceed $200,000 per site.[4] EPA will determine site eligibility after the grant award and prior to expending grant funds at any site. Assessment Coalitions will be required to assess at least two sites in each coalition member's geographic boundary.

Before expending or drawing down awarded funds, a Memorandum of Agreement (MOA) must document the coalition's site selection process. Coalition members should establish relationships and define roles to achieve the project goals. The purpose of the MOA is for coalition members to agree on the distribution of funds and the mechanisms for implementing the assessment work.

Please carefully review Section 4.D. of these guidelines, Section IV.E. "Coalitions, Contracts, and Subawards" of EPA Notice of Funding Opportunity (NOFO) Clauses, and Section D. in the FY27 Brownfields Frequently Asked Questions (FAQs) to ensure that contractors (including individual consultants) are procured in compliance with the fair and open competition requirements. Also, carefully review the EPA Subaward Policy and Subaward Frequent Questions for establishing and managing subawards.

A checklist of mandatory documents is in Section 4.A.

For the purposes of this NOFO, the term "grant" refers to the cooperative agreement that EPA will award to a successful applicant.

C. Key Dates

November 9, 2026 1:00 pm ET	National Outreach Webinar
January 21, 2027 11:59 pm ET	Application Submission Deadline
June 2027	Anticipated Notification of Selection
September 2027	Anticipated Award Notification

D. Funding Details

It is anticipated that up to **13 awards** will be made under this announcement. The amount of funding is expected to be **$13,000,000**, depending on Agency funding levels, the quality of applications received, agency priorities, and other applicable considerations. Awards funded under this opportunity are expected to have a **4-year** project period. Applicants may apply for up to $1,000,000 of EPA funds. (Note, applicants may also request an amount that is less than $1,000,000.) Funding estimates are approximations that are subject to change.

EPA reserves the right to:

- make additional awards under this funding announcement consistent with Agency policy and guidance if additional funding becomes available after the original selections are made. Any

[4] As provided in CERCLA § 104(k)(5)(A)(i)(II), EPA may approve a waiver that allows recipients to use up to $350,000 per site based on the anticipated level of contamination, size, or status of ownership of the site.

additional selections for awards will be made no later than 6 months after the original selection decisions.
- to make no awards under the funding opportunity.
- partially fund applications by funding discrete portions or phases of proposed projects. If a project is partially funded, it will be done in a manner that maintains the integrity of the competition and selection process.
- incrementally fund applications based on funding availability and/or satisfactory performance.
- adjust funding levels for priorities, set-asides, or other types of funding categories.
- increase or decrease (including decreasing to zero) the total number and amount of awards under each funding category or change the ratio of assistance agreements it awards among the funding categories.

The actual award amounts and number of projects awarded may differ from the estimated amounts.

E. Agency Contact Information

Further information, if needed, may be obtained from the EPA contact(s) indicated below.

Technical Contact:	**Elyse Salinas,** brownfields@epa.gov
Eligibility Contact:	**See Regional Contacts below**
Electronic Submissions Contact:	**Grants.gov, 1-800-518-4726, support@grants.gov**
Regional Contact(s):	**EPA Region 1 (CT, ME, MA, NH, RI, VT)** Meena Mortazavi, Mortazavi.Meena@epa.gov, (617) 918-1488 **EPA Region 2 (NJ, NY, PR, VI)** Esmeralda Vargas, Vargas.Esmeralda@epa.gov, (212) 637-4391 **EPA Region 3 (DE, DC, MD, PA, VA, WV)** Anthony Geiger, Geiger.Anthony@epa.gov, (215) 814-3367 **EPA Region 4 (AL, FL, GA, KY, MS, NC, SC, TN)** Aditi Chakravarty, Chakravarty.Aditi@epa.gov, (404) 562-9515 **EPA Region 5 (IL, IN, MI, MN, OH, WI)** Riley Jenkins, Jenkins.Riley@epa.gov, (312) 886-7178 **EPA Region 6 (AR, LA, NM, OK, TX)** Mike Kennedy, Kennedy.Michael@epa.gov, (214) 665-7125 **EPA Region 7 (IA, KS, MO, NE)** Bobbie Pennington, R7_Brownfields@epa.gov, (913) 551-7209 **EPA Region 8 (CO, MT, ND, SD, UT, WY)** Joann Jeplawy, Jeplawy.Joann@epa.gov, (303) 312-6715 **EPA Region 9 (AZ, CA, HI, NV, Pacific Island Territories)** Jennifer Tung, Tung.Jennifer@epa.gov, (415) 972-3698 **EPA Region 10 (AK, ID, OR, WA)** Meredith Lightbody, Lightbody.Meredith@epa.gov, (206) 553-6910

2. Eligibility

Applications must meet all requirements in this section, including the submission of responses to the Section 2.B. threshold eligibility criteria, to be considered eligible. Applicants should direct eligibility questions to the Regional Contact in Section 1.E. well in advance of the application deadline.

A. Eligible Applicants

Only these types of organizations may apply as a lead or non-lead member of an Assessment Coalition Grant. Organization types are consistent with definitions at CERCLA § 104(k)(1) and 2 CFR § 200.1:

- General Purpose Unit of Local Government. Local government means a county, borough, municipality, city, town, township, parish, local public authority (including any public housing agency under the United States Housing Act of 1937), school district, special district, intrastate district, council of governments (whether or not incorporated as a nonprofit corporation under State law), and any other agency or instrumentality of a multi-, regional, or intra-State or local government.
- Land Clearance Authority or another quasi-governmental entity that operates under the supervision and control of, or as an agent of, a General Purpose Unit of Local Government.
- Government Entity Created by State Legislature.
- Regional Council established under governmental authority or group of General Purpose Units of Local Government established under Federal, State, or local law (e.g., councils of governments) to function as a single legal entity with authority to enter into binding agreements with the Federal Government.
- Redevelopment Agency that is chartered or otherwise sanctioned by a State.
- State.[5]
- Federally recognized Indian Tribe[6] other than in Alaska. (The exclusion of Tribes from Alaska, with the exception of the Metlakatla Indian Community as noted below, from Brownfields Grant eligibility is statutory at CERCLA § 104(k)(1). Intertribal Consortia, comprised of eligible Indian Tribes, are eligible for funding in accordance with EPA's policy for funding intertribal consortia published in the *Federal Register* on November 4, 2002, at 67 Fed. Reg. 67181. This policy also may be obtained from your Regional Brownfields Contact listed in Section 1.E.)
- Alaska Native Regional Corporation and Alaska Native Village Corporation as those terms are defined in the Alaska Native Claims Settlement Act (43 U.S.C. 1601 and following) and the Metlakatla Indian Community. For more information, please refer to the FY27 FAQs.
- Nonprofit organization described in section 501(c)(3) of title 26 (the Internal Revenue Code (IRC)) and exempt from taxation under 501(a) of that title.
- Limited liability corporation in which all managing members are 501(c)(3) nonprofit organizations exempt from taxation under 501(a) of the IRC or limited liability corporations

[5] As defined in CERCLA § 101(27), the definition of State for purposes of the Brownfields Program "include[s] the several States of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the United States Virgin Islands, the Commonwealth of the Northern Marianas, and any other territory or possession over which the United States has jurisdiction."

[6] There are currently 575 federally recognized Tribes, and there are many names that these sovereign nations use to describe their culture, history, and geography, including Tribe, Village, Nation, Band, and Pueblo. For the purpose of these guidelines, the EPA Brownfields Program uses "Tribe" and "Tribal Nation" as all-encompassing terms.

whose sole members are 501(c)(3) nonprofit organizations exempt from taxation under 501(a) of the IRC.
- Limited partnership in which all general partners are 501(c)(3) nonprofit organizations exempt from taxation under 501(a) of the IRC or limited liability corporations whose sole members are 501(c)(3) nonprofit organizations exempt from taxation under 501(a) of the IRC.
- Qualified community development entity as defined in section 45D(c)(1) of the IRC.

Note, individuals, for-profit organizations, and nonprofit organizations that are **not** tax-exempt under section 501(c)(3) are ineligible to receive Brownfields Assessment Grants. Organizations exempt from taxation under section 501(c)(4) of the IRC may be eligible for a Brownfields Assessment Grant if they also qualify as an eligible entity type listed above and demonstrate that they do not lobby the Federal government.[7]

B. Threshold Eligibility Criteria

Applications must meet the following threshold eligibility criteria to be considered eligible to receive a Community-wide Assessment Grant under this NOFO. The information you submit will be used by EPA solely to make eligibility determinations for Brownfield Grants and is not legally binding for other purposes, including federal, State, or Tribal enforcement actions. Only those applications that pass all the threshold eligibility criteria will be evaluated against the review criteria in Section 6.B. of this announcement.

EPA staff will respond to questions regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about this announcement. For purposes of the threshold eligibility review, an EPA Brownfields and Land Revitalization Program representative, if necessary, may seek clarification of applicant information that is included in the application and/or consider information from other sources, including EPA files. Such communications shall not be used to correct application deficiencies or material omissions, materially alter the application or project proposed, or discuss changes to the applicant's responses to any review or selection criteria.

To maintain the integrity of the competition process, EPA staff cannot meet with individual applicants to discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to the Narrative Criteria Responses. EPA's limitations on staff involvement with grant applicants are described in EPA's Policy for Competition of Assistance Agreements.

i. Number of Applications EPA will Accept:

   a. Applicants can only apply for one Assessment Coalition Grant. Entities that are applying for, or are a non-lead member of, an FY27 Assessment Coalition Grant under this NOFO may not also be members of another FY27 Assessment Coalition, nor apply for an FY27 Community-wide Assessment Grant, or an FY27 Community-wide Assessment Grant for States and Tribes. Additionally, non-lead members of an FY27 Assessment Coalition Grant may not submit an application for an FY27 Revolving Loan Fund Grant or an FY27 Cleanup Grant.

[7] The Lobbying Disclosure Act (2 U.S.C. 1601 et. seq.) provides requirements for the disclosure of lobbying activities to influence the Federal Government.

b. Entities with an open award (or pending an award for) a Community-wide Assessment Grant for States and Tribes are not eligible to apply for Assessment Grant funding under this funding opportunity or be a non-lead member of an FY27 coalition.

c. Applicants may not submit multiple applications (i.e., submit applications for different projects) under this NOFO. EPA considers departments, agencies, or instrumentalities of the same State or city governments to be the same applicant if they are directly supervised or controlled by the same elected/appointed executive (even if they have different Unique Entity Identifier numbers). For example, a corporation formed under State or local law to perform redevelopment activities on behalf of or in support of a local government that is primarily staffed by employees of that local government will be considered an agency or instrumentality of that local government. These eligibility determinations are made on a case-by-case basis since State and local laws vary. For Tribes, EPA defers to the Tribe's interpretation of a department, agency, or instrumentality being the same or a separate entity.

If the same applicant exceeds the number or type of applications allowable, EPA will contact the applicant to determine which application(s) to withdraw from the competition. In the absence of application withdrawal, EPA will accept the first application received in Grants.gov and deem all other applications submitted by that applicant ineligible.

If an applicant submits the same application multiple times, unless told otherwise by the applicant, EPA will review the most recently received application in Grants.gov.

ii. Ineligible Activities: If an application is submitted that includes any ineligible tasks or activities, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding.

iii. Substantial Compliance: Applications must substantially comply with the submission instructions and requirements set forth in Section 4 of this announcement or they will be rejected. See Section 4.A. for the application submission checklist.

iv. Risk Review: Applications from entities that are excluded from participation in Federal Assistance programs at the time of selection will be deemed ineligible for funding. To determine this, EPA will check SAM.gov for suspended or debarred entities that apply for this funding opportunity as per 2 CFR § 200.206(d).

For applications from entities that are not suspended or debarred at the time of selection, EPA will conduct a risk review as per Section 6.D. of the NOFO after the selection process and before awards are made.

v. Assessment Coalition Grants:

Assessment Coalition Grants are designed for one "lead" eligible entity to partner with two to four eligible entities (i.e., non-lead members) that do not have the capacity to apply for and manage their own EPA cooperative agreement and otherwise would not have access to Brownfields Grant resources. The lead member submits an application on behalf of the coalition members.

If selected, the lead member will be the point of contact for coalition members and will receive and administer the grant. The lead member is accountable to EPA for effectively carrying out the scope of work and for financial management of the grant. After the application deadline, neither the lead entity nor the non-lead coalition members can be substituted or changed. If selected for funding, the lead member must partner with the coalition members named in the application.

Before expending or drawing down awarded funds, a Memorandum of Agreement (MOA) must document the coalition's site selection process. Coalition members should establish relationships and define roles to achieve the project goals. The purpose of the MOA is for coalition members to agree on the distribution of funds and the mechanisms for implementing the assessment work.

vi. **Required Eligibility Documentation: Responses to each item below are required and must be included in the application submitted to EPA. Threshold eligibility criteria responses and documentation do not have a page limit.**

1. **Eligibility of Lead and Non-Lead Coalition Members**

The applicant must have at least two, but not more than four, non-lead coalition members. Applications that include fewer than two eligible non-lead coalition members will be deemed ineligible for an FY27 Assessment Coalition Grant.

a. From the list of eligible entities in Section 2.A. *Eligible Applicants*, **indicate** the applicant type for the lead member and each non-lead member. **Provide** information that demonstrates how the lead member and each non-lead member are eligible entities for an Assessment Grant.

- For entities that are villages, towns, cities, counties, Tribes, or States, affirm that the organization is eligible for funding.
- For government entities other than villages, towns, cities, counties, Tribes, or States, attach documentation of your eligibility (e.g., resolutions, statutes, etc.).
- For Intertribal consortia, attach documentation that meets the requirements in 40 CFR § 35.504(a) and (c). All members of the Intertribal consortium must authorize the submission of an application.
- For nonprofit organizations, or organizations comprised of nonprofit organizations, provide documentation as an attachment to the Narrative Criteria Responses demonstrating tax-exempt status under section 501(c)(3) of the IRC.
- For qualified community development entities, provide documentation as an attachment to the Narrative Criteria Responses certifying the organization's status.

b. All applicants: **Indicate** if the lead member's organization or any of the non-lead members' organizations are exempt from Federal taxation under section 501(c)(4) of the IRC. *Note,*

villages, towns, cities, counties, Tribes, or States should respond N/A. All other entities must indicate yes or no.

- If yes, **indicate** if the organization(s) lobbies the Federal government. *Note, if a 501(c)(4) organization lobbies the Federal government, the organization is ineligible for an EPA Brownfields Grant.*

- If yes, but the organization(s) does not lobby the Federal government, **attach** a legal opinion that states that the organization does not engage in lobbying activities.[8] *Note, organizations with 501(c)(4) tax-exempt status that do not lobby the Federal government must also qualify as an entity type listed in Section 2.A. to be eligible as a lead or non-lead member of an Assessment Coalition Grant.*

The non-lead coalition members may not be an agency or instrumentality of or affiliated with **the lead member** (for example, a county and the redevelopment authority of the same county), except for coalitions in which the State is the lead and one of the members is a regional council or regional commission that is created by a State legislature through a charter or another official action.

A non-lead member may not be an agency or instrumentality of or affiliated with **another non-lead member** in the same coalition. The non-lead members must be separate legal entities. For example, the following may not be members of the same coalition:

1. Different departments within the same unit of government;
2. A unit of government and an affiliated nonprofit organization exempt from taxation under section 501(c)(3) of the IRC that the city controls; or
3. Affiliated 501(c)(3) nonprofit organizations (e.g., nonprofit organizations that have the same board of directors or staff). This does not preclude separately incorporated chapters of a national nonprofit organization from being non-lead members of coalitions in different geographic areas. For example, an organization that is a national nonprofit could have local chapters that are separately incorporated and have their own board of directors and staff. Local chapter "A" conducts programming in the State of "Y." Local chapter "B" conducts programming in the State of "Z." Both chapters may be non-lead members of different FY27 Assessment Coalition Grant applications.

2. Target Areas

In the Narrative Criteria Responses, the applicant must identify a target area for each coalition member (i.e., the lead and non-lead members). The target areas may not overlap, and the target areas must be in at least three distinct municipalities or jurisdictions (e.g., town, city, or Tribe).

Provide a response to Section 4.B.5. in the Application Information Sheet to address this threshold criterion. On the Application Information Sheet, **identify** the lead member's target area and the target area of each non-lead member.

[8] The Lobbying Disclosure Act (2 U.S.C. 1601 et. seq.) provides requirements for the disclosure of lobbying activities to influence the Federal Government.

3. **Non-lead Member(s) that Never Received an EPA MARC Grant or only Received EPA MARC Grant(s) that Closed[9] in 2015 or Earlier**
   The coalition must include at least one non-lead member that has never received an EPA Brownfields Multipurpose, Assessment, Revolving Loan Fund, or Cleanup (MARC) Grant, or at least one non-lead member whose most recent EPA Brownfields MARC Grant closed in 2015 or earlier.

   Indicate which non-lead coalition member(s) has never received an EPA Brownfields MARC Grant, or whose most recent EPA Brownfields MARC Grant closed in 2015 or earlier. Applicants may search the Brownfields Grant Fact Sheet Tool to obtain information on entities selected to receive an EPA Brownfields MARC Grant. Applicants may contact their Regional Brownfields Contact listed in Section 1.E. to confirm whether a non-lead coalition member received an EPA Brownfields MARC Grant that closed in 2015 or earlier.

4. **Legal Authority to Expend Grant Funds on Behalf of Non-Lead Coalition Members**
   The lead member must have legal authority to expend grant funds on behalf of the non-lead members to conduct the proposed grant activities.

   a. **Attest** that the lead member has legal authority to expend grant funds on behalf of the non-lead members to conduct the proposed grant activities.

   b. For an entity (i.e., a city, town, etc.) with a geographic boundary[10] that does not encompass the geographic boundaries of the non-lead members, **identify** the relevant law(s), ordinance(s), or other documentation to demonstrate the lead member has legal authority to expend grant funds outside of their geographic boundary.

5. **Coalition Agreement**
   Each non-lead coalition member must submit a signed letter to the grant applicant (the lead coalition member) in which they agree to be part of the coalition. An active Memorandum of Agreement that includes a description and role of each coalition member may serve in place of the individual coalition members' letters. Include the document(s), as an attachment, in your application. Documentation that is not included with the application will render that non-lead member ineligible from participating in the coalition, and potentially render the entire application ineligible if there are fewer than two non-lead members.

6. **Community Involvement**
   Provide information that demonstrates how you intend to inform and involve the community and other stakeholders in the planning, implementation, and other brownfield assessment activities described in your application.

7. **Expenditure of Existing Grant Funds**
   Indicate which, if any, of the coalition members (i.e., the lead and non-lead members) have an open[11] EPA Brownfields Assessment Grant or Multipurpose Grant.

[9] For the purposes of this requirement, the term "closed" refers to a grant period of performance that has ended.
[10] The geographic boundary may be the jurisdiction of a unit of government.
[11] For the purposes of this requirement, the term "open" refers to a grant period of performance that has not ended.

Current EPA Brownfields Assessment Grant recipients and Multipurpose Grant recipients must demonstrate that payment has been received from EPA (also known as "drawn down"), and drawn down funds have been disbursed for at least 70.00% of the funding for each Assessment and Multipurpose cooperative agreement they have with EPA by **October 1, 2026**, in order to apply for Assessment Grant funding under this funding opportunity.

To demonstrate this, applicants must **attach** a copy of a financial record displaying the amount of cooperative agreement funds drawn down and corresponding dates (e.g., a report from the Automated Standard Application for Payments (ASAP) or general ledger entries documenting receipts for funds drawn down from ASAP or the required State financial system). If necessary, applicants may contact the assigned EPA Project Officer for the cooperative agreement(s) or Elyse Salinas (brownfields@epa.gov) to obtain draw down information from EPA's grant financial database (Compass Data Warehouse). Non-State applicants should be aware that if they receive an award, they must comply with EPA's General Terms and Conditions, including the requirement that funds must be substantially disbursed within 5 business days of draw down.

8. **Contractors and Named Subrecipients**
Provide information about contractors and named subrecipient eligibility as described below.

Applicants that plan to use contractors and/or subrecipients in their application or the subsequent award should review Section 4.D. to ensure they comply with all applicable competitive procurement and/or subaward requirements.

- **Contractors.**
State, territory,[12] Tribal, and eligible Tribal entity applicants must **disclose** whether they have already selected/hired a contractor that will be compensated with EPA funds made available under this NOFO and whether they followed the same policies and procedures they use for procurements with non-federal funds.[13] If such policies and procedures do not exist, the applicant must also respond to the requirements below.

  Applicants (other than State, territory, Tribal, and eligible Tribal entity applicants that followed the same policies and procedures they use for procurements with non-federal funds) must **disclose** whether they have already selected a contractor that will be compensated with EPA funds made available under this NOFO and the procurement procedures that were followed to hire the contractor(s). If a contractor(s) has been selected prior to submitting the application to EPA (including when a contractor(s) has been selected

[12] As defined in 2 CFR § 200.1, the definition of State for purposes of federal procurement standards applicable to the Brownfields Program "means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any agency or instrumentality thereof exclusive of local governments."
[13] Consistent with 2 CFR § 200.317, State and Tribal applicants (including eligible Tribal entities) must follow the same policies and procedures they use for procurements with non-federal funds, as well as the requirements in 2 CFR §§200.321, 200.322, 200.323, and 200.327 and 40 CFR Part 33. If such policies and procedures do not exist, then the federal procurement standards at 2 CFR §§ 200.318 through 200.327 apply and must be followed.

under a "dual procurement process" for both grant proposal writing and grant implementation services), applicants must **describe**:

- information on **where and when** the solicitation document (e.g., Request for Proposals/Request for Qualifications) was posted;
- the length of time the RFP/RFQ was advertised;
- the number of firms solicited and the number of offers received and considered; and
- the name(s) of the firm(s) the applicant entered into contract(s) with.

Provide a copy of (or link to) the solicitation document(s) and the signed executed contract(s).

Alternatively, **state** 'n/a' or 'not applicable' if a contractor has not been procured at the time of application submission.

- **Named Subrecipients.**
  All applicants, **describe** how the named subrecipient is eligible for a subaward (e.g., is a nonprofit organization or unit of government). Alternatively, **state** 'n/a' or 'not applicable' if a subrecipient is not named at the time of application submission.

Failure to provide the requested information will result in rejection of the application. EPA staff may contact the applicant to clarify issues or obtain additional information before making a final eligibility determination.

Please see Section 6 for additional information on threshold eligibility review.

C. Cost Sharing

Consistent with CERCLA § 104(k)(10), cost sharing and matching funds are not required to be eligible to apply to this funding opportunity. As provided in 2 CFR § 200.1, voluntary committed cost sharing is when an applicant voluntarily proposes to legally commit to provide costs or contributions to support the project when a cost share is not required. Please note only Federal funds should be listed on the SF-424, SF-424A, and Budget Detail. **Voluntary cost share will not be accepted under this competition**.

3. Program Description

A. Purpose, Priorities, and Activities

1. Purpose

EPA's Brownfields and Land Revitalization Program provides funds to empower States, Tribal Nations, communities, and nonprofit organizations to prevent, inventory, assess, clean up, and reuse brownfield sites.

A **brownfield site is defined** in CERCLA § 101(39) as real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance,

pollutant, contaminant, controlled substance, petroleum, or petroleum product, or is mine-scarred land.[14]

A critical part of EPA's Brownfields and Land Revitalization Program is to ensure that residents living in communities historically affected by economic disinvestment, health disparities, and environmental contamination have an opportunity to benefit from brownfields redevelopment. EPA's Brownfields and Land Revitalization Program is committed to helping communities revitalize brownfield properties, mitigate potential health risks, and restore economic vitality.

As described in Section 6 of this announcement, applications will be evaluated based on the extent to which the applicant demonstrates: a vision for the reuse and redevelopment of brownfield sites and a strategy for leveraging resources to help accomplish the vision; the environmental, social, health, and economic needs and benefits of the target areas; strong community engagement; reasonable costs, eligible tasks, and appropriate use of grant funding; the capacity for managing and successfully implementing the cooperative agreement; and other factors.

2. Eligible Uses of Grant Funds

Assessment Coalition Grant funds can be used for the direct costs associated with the inventory, site prioritization, community involvement, site reuse planning, assessment, and cleanup planning for brownfield sites. A portion of the Assessment Grant funding must be used to conduct site assessments.[15] For examples of grant project accomplishments across the country, please see the EPA Brownfield Grant Recipients Success Stories.

Site Eligibility

The Assessment Coalition may address sites contaminated (or potentially contaminated) by hazardous substances,[16] pollutants, or contaminants, including hazardous substances comingled with petroleum, and/or petroleum.[17] To be eligible for Brownfield Grant funding, sites must meet the definition of a brownfield site under CERCLA § 101(39) and site eligibility requirements as described in the Information on Sites Eligible for Brownfields Funding under CERCLA § 104(k). For the purposes of this funding opportunity, the cost of site-specific activities carried out at each approved, eligible site may not exceed $200,000 per site.[18] EPA will determine site eligibility after the grant award and prior to expending grant funds at any site. Assessment Coalitions will be required to assess at least two sites in each coalition member's geographic boundary.

Conducting Brownfields Planning & Developing Site Reuse Plans

[14] The *Understanding Brownfields Fact Sheet Series* is available at www.epa.gov/brownfields/understanding-brownfields.

[15] Environmental site assessments must be performed in accordance with EPA's All Appropriate Inquiries Final Rule (40 CFR Part 312).

[16] Hazardous substance sites eligible for funding are those sites with the presence or potential presence of hazardous substances, pollutants, contaminants, sites that are contaminated with controlled substances, or that are mine-scarred lands. For more information, please refer to the FY27 FAQs.

[17] Petroleum sites eligible for funding are those sites that meet the definition set forth in CERCLA § 101(39)(D)(ii)(II), as further described in Section 1.3.2. in the *Information on Sites Eligible for Brownfields Funding under CERCLA § 104(k)*.

[18] As provided in CERCLA § 104(k)(5)(A)(i)(II), EPA may approve a waiver that allows recipients to use up to $350,000 per site based on the anticipated level of contamination, size, or status of ownership of the site.

Successful brownfields reuse and redevelopment often depend on early consideration of the range of potential future uses for each brownfield site. Local community priorities, market conditions, infrastructure availability, environmental contamination, public health issues, and local ordinances shape brownfield site reuse opportunities. Having a site reuse plan grounded in these local conditions will directly influence how that site is characterized, assessed, and cleaned up.

Where multiple sites are connected through location, infrastructure, economic, social, and environmental conditions, EPA encourages communities to take an area-wide approach to planning for the assessment, cleanup, and reuse of these brownfield sites. This focus on multiple brownfield sites will result in more coordinated strategies for cleanup and area revitalization versus a site-by-site focus. For more information on site reuse plans and examples of eligible planning activities, please refer to the FY27 FAQs and Planning Program Fact Sheets.

Participant Support Costs

Participant support costs, as defined in 2 CFR § 200.1, are allowable under Assessment Grants. Examples of potentially allowable participant support costs include stipends for attendees at community meetings, attendee travel to community meetings, or childcare expenses to encourage attendance at community meetings. Please refer to the FY27 FAQs for additional details on the use of participant support costs.

A community liaison can serve as a key resource to help ensure the community members' goals and interests are reflected in the planned reuse of individual brownfield sites as well as the revitalization of the areas in which they live, work, play, learn, and pray. In addition to the eligible uses of participant support costs described above, recipients may use a portion of the Assessment Grant for eligible participant support costs associated with a community liaison(s) who is not an employee of the grant recipient or an employee of a non-lead member's organization. This may include reasonable stipends to compensate an individual community member's time and travel costs for participating in project-related meetings (e.g., meetings with the community, meetings held by a brownfields advisory board, etc.) and time associated with other specific tasks that are directly tied to related community engagement efforts. Note that stipends may only be paid for actual time spent working on tasks associated with the project and must not duplicate support provided through other Federal, State, Tribal, or local programs.

In their project descriptions, applicants should describe the process they will follow for determining the amounts of allowable stipends, procedures for accounting for participant support cost payments (including receipts), and procedures for documenting that the costs are allowable and do not duplicate other support for the individual(s). Additional information on participant support costs is available in EPA's Guidance on Participant Support Costs.

In addition to direct costs associated with the inventory, site prioritization, community involvement, site reuse planning, assessment, and cleanup planning for brownfield sites, Assessment Grant funds may be used for:

i. Direct costs associated with programmatic management of the grant, such as required performance reporting and environmental oversight.

   All costs charged to Assessment Grants must be consistent with the requirements at 2 CFR Part 200, Subpart E.

ii. A local government (as defined in 2 CFR § 200.1, *Local Government*, and summarized in Section 2.A. of these guidelines and the Health Monitoring Fact Sheet) may use up to 10% of its grant funds for the following activities:
    a. health monitoring of populations exposed to hazardous substances from a brownfield site; and
    b. monitoring and enforcement of any institutional control used to prevent human exposure to any hazardous substance from a brownfield site.

iii. A portion of the Brownfields Grant may be used to purchase environmental insurance. (See the FY27 FAQs for additional information on purchasing environmental insurance.)

3. Ineligible Uses of Grant Funds
Grant funds cannot be used for the payment of:

i. Site cleanup activities;

ii. Direct costs for proposal preparation;

iii. a penalty or fine;

iv. a federal cost share requirement consistent with 2 CFR § 200.306(b)(5) (i.e., a cost share required by other federal funds unless there is authority in another Federal statute to use Federal funds for cost share);

v. administrative costs, including all indirect costs and direct costs for grant administration, in excess of five (5) percent of the total amount of EPA grant funding, with the exception of financial and performance reporting costs (which are considered allowable programmatic costs and not subject to the 5% limitation);

vi. a response cost at a brownfield site for which the recipient of the grant or a subaward is potentially liable under CERCLA § 107;

vii. a cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the cleanup; or

viii. unallowable costs (e.g., lobbying) under 2 CFR Part 200, Subpart E.

See the FY27 FAQs for additional information on ineligible grant activities and unallowable costs.

4. Measuring Environmental Results: Anticipated Outputs/Outcomes
EPA requires that applicants adequately describe environmental outputs (performance measures) and outcomes to be achieved under assistance agreements.[19] Applicants must include specific statements describing the environmental results of the proposed project in terms of well-defined outputs and, to

[19] *EPA Order 5700.7, EPA's Policy for Environmental Results under EPA Assistance Agreements* is available at www.epa.gov/grants/epa-order-57007a1-epas-policy-environmental-results-under-epa-assistance-agreements.

the maximum extent practicable, well-defined outcomes that will demonstrate how the project will contribute to EPA's goals and objectives described below in Section 3.B.

Applicants are required to describe how funding will help EPA achieve environmental outputs and outcomes in their Narrative Criteria Responses in Section 6.B. Outputs and outcomes specific to each project will be identified as deliverables in the negotiated workplan if the application is selected for award. Recipients will be expected to report progress toward the attainment of expected project outputs and outcomes during the project performance period. Outputs and outcomes are defined as follows:

i. Outputs

The term "outputs" refers to an environmental activity, effort, and/or associated work product(s) related to an environmental goal or objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period. The expected outputs for the grants awarded under these guidelines may include, but are not limited to, the number of brownfield sites identified in inventories, development of an area-wide plan, number of Phase I and Phase II environmental site assessments, number of community meetings held, and number of Analysis of Brownfields Cleanup Alternatives (ABCA) completed.

ii. Outcomes

The term "outcomes" refers to the result, effect, or consequence that will occur from carrying out the activities under the grant. Outcomes may be environmental, behavioral, health-related, or programmatic; must be qualitative or quantitative, and may not necessarily be achievable during the project period. Expected outcomes of Brownfield Grants include the number of jobs created and funding leveraged through the economic reuse of sites; the number of acres made ready for reuse; acres of greenspace created for communities; and the minimized exposure to hazardous substances and petroleum contamination.

EPA will evaluate whether recipients have made sufficient progress in implementing the environmental outputs outlined in the cooperative agreement 18 months from the date of award. Additional details on sufficient progress and Brownfield Programmatic Requirements are in Section 8.D.

5. Leveraging

Leveraging is generally when an applicant commits to contributing additional funds or resources, either from its own assets or from third-party sources, such as private organizations or other federal grants, to support or complement the project they are seeking to fund. This contribution goes above and beyond the financial support provided by the EPA grant funds awarded and is intended to amplify the project's impact. Leveraging demonstrates the applicant's ability to secure and utilize supplementary resources to achieve greater outcomes.

Leveraged resources are not the same as voluntary committed cost sharing under 2 CFR § 200.1. Leveraged resources are funds, services, or in-kind support that complement the project but are not a binding cost share commitment and are not part of the EPA assistance agreement budget. They may occur during the period of performance or after the grant ends. Applicants that wish to include leveraged resources should describe them and their sources in the Narrative Criteria Responses. Applicants must not include leveraged resources in the project budget - they are not part of the budget,

and the costs do not have to be eligible or allowable. By contrast, voluntary committed cost sharing, which is prohibited under this funding opportunity, is a binding commitment that becomes part of the award budget and must meet all eligibility and allowability requirements.

- **Leveraging that will materialize during the grant:** Leveraging that typically materializes during a Brownfields Grant period of performance includes an applicant's leveraged resources that are needed to support or complement the grant.[20] Examples include additional public or private funds or in-kind resources for assessment, remediation, and/or subsequent reuse of the site. If applicants propose to provide leveraged funds/resources, EPA expects them to make the effort to secure the leveraged resources described in their Narrative Criteria Responses. If the proposed leveraging does not materialize during grant performance, then EPA may reconsider the legitimacy of the award and/or take other appropriate action as authorized by CERCLA § 104(k)(8)(C) and 2 CFR § 200.339 and 2 CFR Part 1500. The grant workplan must include a statement indicating that the applicant is expected to produce the proposed leveraging consistent with the terms of the announcement and the applicant's Narrative Criteria Responses.

- **Leveraging that will materialize after the Brownfields Grant has ended:** Examples of leveraging that typically materialize after the Brownfields Grant has ended include resources for remediation, infrastructure updates, and reuse.[21]

B. Program Goals and Objectives

The activities to be funded under this funding announcement support Goal 1 of EPA's Strategic Plan and are aligned with all current executive orders, including Executive Order 14154 Unleashing American Energy and Executive Order 14332 Improving Oversight of Federal Grantmaking. The objectives of this funding opportunity are to advance EPA's mission to protect human health and the environment by supporting efforts to ensure access to clean air, land, and water; reduce toxic emissions; clean up hazardous sites; promote conservation; and improve emergency response capabilities to help communities recover quickly and safely. EPA expects funded activities to ensure the efficient and effective use of Federal resources in support of these mission-driven objectives.

The goal of the Brownfields and Land Revitalization Program is to provide grants to communities, States, Tribes, and others to assess and clean up contaminated properties with the aim of facilitating their sustainable reuse.

C. Statutory Authority

CERCLA was amended by the Small Business Liability Relief and Brownfields Revitalization Act in 2002 to include Section 104(k), which provides federal financial assistance authorities for brownfields revitalization, including grants for assessment, cleanup, and revolving loan funds. The Brownfields Utilization, Investment, and Local Development (BUILD) Act (Public Law 115-141) enacted in 2018 reauthorized EPA's Brownfields and Land Revitalization Program and made additional amendments to CERCLA that affect EPA's brownfield grant authorities, and ownership and liability provisions. (Note:

[20] If an applicant proposes to contribute leveraged resources to support or complement the grant, EPA will evaluate responses to the *3.a. Project Implementation* criterion.

[21] EPA will evaluate an applicant's responses to the criteria *1.g. Resources Needed for Site Reuse* and *1.h. Use of Existing Infrastructure*.

References to CERCLA in this funding opportunity refer to CERCLA as amended by the 2002 Small Business Liability Relief and Brownfields Revitalization Act and the 2018 BUILD Act.)

The statutory authority for assistance agreements expected to be awarded by EPA under this announcement is CERCLA § 104(k)(2).

D. Funding Type

It is anticipated that cooperative agreements will be funded under this funding opportunity.

Cooperative agreements provide for substantial involvement between the EPA Project Officer and the selected applicant(s) in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement for these projects may include, but is not limited to:

- Close monitoring of the successful applicant's performance to verify the results proposed by the applicant.
- Collaboration during performance of the scope of work, including participation in project activities, to the extent permissible under EPA policies. Examples of collaboration include:
    - Consultation between EPA staff and the recipients on effective methods of carrying out the scope of work provided the recipient makes the final decision on how to perform authorized activities.
    - Advice from EPA staff on how to access publicly available information on EPA or other federal agency websites.
    - With the consent of the recipient, EPA staff may provide technical advice to recipient contractors or subrecipients provided the recipient approves any expenditures of funds necessary to follow advice from EPA staff. (The recipient remains accountable for performing contract and subaward management as specified in 2 CFR §§ 200.317, 200.318, and 200.332, as well as the terms of the EPA cooperative agreement.)
    - EPA staff participation in meetings, webinars, and similar events upon the request of the recipient or in connection with a co-sponsorship agreement.
- Reviewing and approving Quality Assurance Project Plans and related documents or verifying that appropriate Quality Assurance requirements have been met where quality assurance activities are being conducted pursuant to an EPA-approved Quality Assurance Management Plan.
- In accordance with 2 CFR § 200.325, review of proposed procurements, as well as the substantive terms of proposed contracts or subawards as appropriate. This may include reviewing requests for proposals, invitations for bids, scopes of work, and/or plans and specifications for contracts over the simplified acquisition threshold prior to advertising for bids.
- Approving qualifications of key personnel (EPA does not have the authority to and will not select employees or contractors employed by the award recipient).
- Review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).
- Reviewing and approving that the Analysis of Brownfield Cleanup Alternatives (ABCA), or equivalent State Brownfields program document, meets the Brownfields and Land Revitalization Program's requirements for an ABCA.
- Verifying sites meet applicable site eligibility criteria and ensuring that sites are consistent with the selection criteria outlined in the workplan.

- Participation in periodic telephone conference calls to share ideas, project successes and challenges, etc., with EPA.

4. Application Contents and Format

All application materials must be in English. The Application Information Sheet and the Narrative Criteria Responses must be typed, single-spaced, on letter-sized (8.5 x 11-inch) paper, and should **use standard Times New Roman, Arial, or Calibri fonts with a 12-point font size**. The Application Submission Checklist below outlines the documents that must be submitted to complete the application package. Extraneous materials, including photos, graphics, and attachments not listed, will not be considered.

A. Application Forms (Submission Checklist)

The following forms and documents are required under this announcement:

Mandatory Documents:[22]

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF-424A)
3. EPA Key Contacts Form 5700-54
4. EPA Form 4700-4 Preaward Compliance Review Report [Guidance on how to complete this form is available at www.epa.gov/grants/tips-completing-epa-form-4700-4.]
5. Project Narrative Attachment Form: use this to submit the following as one file, if possible
   - **Application Information Sheet** (3-page limit, single-spaced)
   - **Application Information Sheet Attachment**: Letter from the State or Tribal environmental authority (see Section 4.B.10.)
   - **Narrative Criteria Responses** as described in Section 6.B. (12-page limit, single-spaced)
   - **Threshold Eligibility Criteria Responses and Documentation** as described in Section 2.B.:
     - A statement of applicant eligibility (i.e., lead and non-lead members, as applicable) if a village, town, city, county, State, or Tribe (see Section 2.B.1.)
     - Documentation of applicant eligibility (i.e., lead and non-lead members, as applicable) if other than a village, town, city, county, State, or Tribe; e.g., resolutions, statutes, Intertribal Consortium documentation, or documentation of 501(c)(3) tax-exempt status or qualified community development entity (see Section 2.B.1.)
     - A statement of the lead and non-lead members' 501(c)(4) tax-exempt status and, if applicable, legal opinion(s) regarding lobbying activities (see Section 2.B.1.)
     - A statement on the coalition lead and non-lead members' target areas (see Section 2.B.2.)
     - Indication of which non-lead member(s) has not received an EPA Brownfields MARC Grant that closed within the last 10 years (see Section 2.B.3.)
     - A statement that the lead member has legal authority to expend grant funds on behalf of the non-lead members to conduct the proposed grant activities (see Section 2.B.4.)
     - If applicable, identification of the law(s), ordinance(s), or other documentation to demonstrate the lead member has legal authority to expend grant funds outside of their geographic boundary (see Section 2.B.4.)

[22] FY27 sample federal forms are available on the MARC Grant Application Resources webpage under open solicitations.

- A signed letter of commitment from each coalition member or an active Memorandum of Agreement (see Section 2.B.5.)
- Description of community involvement (see Section 2.B.6.)
- Documentation of the available balance on each open Assessment Grant and Multipurpose Grant awarded to any of the lead and non-lead members, as applicable; or an affirmative statement that the lead and non-lead members do not have an open Assessment Grant or Multipurpose Grant, as applicable (see Section 2.B.7.)
- Discussion on contractors and named subrecipients; or an affirmative statement that a contractor has not been procured and/or a subrecipient has not been named (see Section 2.B.8.)
- A copy of (or link to) the solicitation documents and the signed executed contract, as applicable (see Section 2.B.8.)

Optional Documents:

6. Grants.gov Lobbying Form – To be submitted by applicants requesting **more than** $100,000 of EPA grant funding.
7. Other Attachments Form – Negotiated/Proposed Indirect Cost Rate Agreement – To be submitted using the Other Attachments Form by applicants proposing to charge indirect costs to the EPA grant. Please note that applicants may budget for indirect costs pending approval of their Indirect Cost Rate Agreement by the cognizant Federal agency or an exception granted by EPA under section 6.3 or 6.4 of EPA's Indirect Cost Policy for Recipients of EPA Assistance Agreements. However, recipients may not draw down indirect costs until their rate is approved or EPA approves an exception.

Recommended Resources:

Applicants are encouraged to refer to EPA's:

1. Pre-recorded video on the grant submission process, Application Information Sheet, and threshold eligibility requirements for FY27 Assessment Grants.
2. National Outreach Webinar on the FY27 Narrative Criteria Responses Assessment Coalition Grants.
3. Applicant Resources listed under General Program Resources and Open Solicitations
4. Technical Assistance to Brownfields Communities (TAB) Provider assistance with preparing a grant application.

B. Application Information Sheet

The Application Information Sheet should address the information below and shall not exceed three single-spaced pages. Do not include a summary or overview of your Narrative Criteria Responses/project. Any pages submitted over the page limit or information beyond what is requested below will not be considered and may be redacted. EPA does not consider information in the Application Information Sheet to be Narrative Criteria Responses. Provide the Application Information Sheet on the applicant's official letterhead. You will not be penalized if you provide this information to EPA in a different format.

1. Applicant Identification: Provide the name and full address of the entity applying for funds. This is the agency or organization that will receive the grant and be accountable to EPA for the proper expenditure of funds.

2. Website URL: Provide the website URL of your organization and for each non-lead coalition member. If selected for funding, EPA will include the link to your coalition members' websites on the Brownfields Grant Factsheet Tool.

3. Funding Requested:
   a. Assessment Grant Type: Indicate "Assessment Coalition."

   b. Federal Funds Requested:
      $_____ (Include the amount being requested from EPA; must not exceed $1,000,000.)

4. Location: Provide the a) city, b) county, and c) State or reservation, Tribally owned lands, Tribal fee lands, etc., of non-lead members and all geographic boundaries to be covered under the application.

5. Coalition Members' Target Areas and Priority Site Information:
   - List the coalition members (i.e., the lead and non-lead members) and each member's associated target area discussed in the Narrative Criteria Responses.
   - Provide the address of each priority site and the associated target area proposed in the Narrative Criteria Responses.
   - (Optional) As a separate one-page attachment, you may include a map to visually depict the target areas and/or priority sites. Do not include any additional information or data on the map. Maps will not be evaluated and will not count against the 3-page limit. Applicants that do not include a map will not be penalized.

6. Contacts:
   a. Project Director: Provide the name, phone number, email address, and mailing address of the Project Director assigned to this proposed project. This person should be the main point of contact for the project and should be the person responsible for the project's day-to-day operations. The Project Director may be contacted if other information is needed.

   b. Chief Executive/Highest-Ranking Elected Official: Provide the name, phone number, email address, and mailing address of the applicant's Chief Executive or highest-ranking elected official. For example, if your organization is a municipal form of government, provide this information for the Mayor or County Commissioner. Otherwise, provide this information for your organization's Executive Director or President. These individuals may be contacted if other information is needed.

7. Population:
   - If you are a city/town/village, provide the population of your jurisdiction.

   - If you are a county/parish/borough, State, or regional organization that covers a geographic area with more than one city/town, provide the population of the city(ies)/town(s) in which each priority site/target area is located.

   - If you are a nonprofit organization exempt from taxation under section 501(c)(3) or a qualified community development entity, provide the population of the city(ies)/town(s) in which each priority site/target area is located.

- If you are a Tribe, provide the number of Tribal/non-tribal members affected.

Population data can be found at www.census.gov.

8. Other Factors: Applicants claiming one or more of the other factors below must provide a summary in the Narrative Criteria Responses on the applicable other factor(s). Please identify which of the below items apply to your community/proposed project by noting the corresponding Narrative Criteria Responses page number. **If none of the Other Factors apply to your community/proposed project, please provide a statement to that effect**. EPA may verify this information prior to selection.

Sample Format for Providing Information on the Other Factors	**Page #**
Community population is 15,000 or less.	
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	
The priority site(s) is impacted by mine-scarred land.	
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	
The priority site(s) is in a federally designated flood plain.	
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	
The reuse of the priority site(s) will incorporate energy efficiency measures.	
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	
At least 30% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section 3.A.2., for priority sites within the target areas.	
The target area(s) is impacted by a coal-fired power plant that has recently closed (2016 or later) or is closing.	

9. Releasing Copies of Applications:
To support transparency, EPA may make copies of applications submitted under this NOFO publicly available on the Office of Brownfields and Land Revitalization website or another public website for approximately 3 months after selected applications are announced. EPA recommends that you do not include confidential business information (CBI) or trade secrets in your application. Additionally, do not include information that would invade someone's personal privacy (e.g., an individual's salary, personal email address, etc.).

If the application does not include CBI, state 'n/a' or 'not applicable.'

Applicants that include CBI in their application must make CBI claims at the time of application submission as follows:

- **Clearly mark the specific sections/pages you claim as CBI (e.g., with a cover sheet, a stamped or typed legend, or another appropriate notice) to help EPA identify and handle them.**
- **Use terms such as "trade secret," "proprietary," or "confidential" as per 40 CFR § 2.203(b).**

- **If confidentiality is needed only until a specific date or event, state that date or event.**

Information covered by a CBI claim will be treated in accordance with, and disclosed only to the extent, and by means of the procedures, set forth in 40 CFR Part 2, Subpart B. If information is not marked as CBI when EPA receives it, EPA may make it public without further notice. See 40 CFR § 2.203(a)(2), 41 Fed. Reg. 36,907.

10. Letter from the State or Tribal Environmental Authority (not included in the three-page limit):
For an applicant other than a State or Tribal environmental authority, attach a current letter from the appropriate State or Tribal environmental authority (or equivalent State or Tribal regulatory oversight authority) acknowledging that the applicant plans to conduct assessment activities and is planning to apply for FY27 EPA Brownfields Grant funds. Letters regarding applications from prior years will not be accepted.

    If you are applying for more than one type of grant, one acknowledgment letter from your State or Tribal environmental authority is sufficient, but you must attach a copy of that letter to each application. Please note that general correspondence and documents evidencing State involvement with the project (i.e., State enforcement orders or State notice letters) will not be accepted. Coordinate early with your State or Tribal environmental authority in order to allow adequate time for you to obtain the acknowledgment letter and include it in your application.

C. Narrative Criteria Outline

Section 6.B. provides detailed instructions for what to include in the Narrative Criteria Responses. These responses should address the Review Criteria that are also listed in Section 6.B. You may use the outline below to organize your responses. The Narrative Criteria Responses, including citations, must not exceed 12 single-spaced pages.

This section also includes sample format tables that applicants may use to present all or a portion of their response. Applicants that do not use the sample format tables will not be penalized.

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

Coalition Members, Target Areas, and Brownfields

a. Coalition Members
b. Overview of Brownfield Challenges and Description of Target Areas
c. Description of the Priority Brownfield Sites
d. Identification and Prioritization of Additional Sites

Revitalization of the Target Areas

e. Reuse Strategy and Alignment with Revitalization Plans
f. Outcomes and Benefits of Reuse Strategy

Strategy for Leveraging Resources

g. Resources Needed for Site Reuse
h. Use of Existing Infrastructure

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

Community Need

a. The Community's Need for Funding
b. Health or Welfare of Sensitive Populations
c. Greater Than Normal Incidence of Disease and Adverse Health Conditions
d. Disaster Preparedness

Community Engagement

To conserve space, you may present information for 2.e. – 2.f. in the same response and/or use the suggested table format below.

e. Project Involvement
f. Project Roles

Sample Format for List of Organizations/Entities/Groups & Roles

Name of organization/entity/group	Entity's mission	Point of contact (name & email)	Specific decision-making role or contribution to the project
Add rows as needed			

g. Incorporating Community Input

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

Description of Tasks/Activities and Outputs

To conserve space, you may present information for 3.a. – 3.d. in the same response and/or use the suggested table format below.

a. Project Implementation
b. Anticipated Project Schedule
c. Task/Activity Lead
d. Outputs

Sample Format for Tasks/Activities and Outputs

Task/Activity:
a. Project Implementation ▪ EPA-funded tasks/activities: ▪ Non-EPA grant resources needed to carry out tasks/activities, if applicable:
b. Anticipated Project Schedule:
c. Task/Activity Lead:
d. Outputs:

Cost Estimates and Plan to Measure and Evaluate

e. Cost Estimates

You may use the sample table format below to present how you plan to allocate grant funds for tasks/activities described in Section 6.B.3. by budget category. Replace the task number heading in the sample table with the actual title of the task.

Only include costs to be covered by EPA grant funds in this table. Leveraged resources should not be included in the budget table.

Sample Format for Budget (do not change Budget Categories)

Budget Categories		Project Tasks ($)				
		(Task 1)	(Task 2)	(Task 3)	Administrative Costs	**Total**
Direct Costs	Personnel					
	Fringe Benefits					
	Travel[1]					
	Equipment[2]					
	Supplies					
	Contractual					
	Construction[3]					
	Other (include subawards, conference registration fees, and specific participant support costs such as stipends) (specify type) _____					
Total Direct Costs[4]						
Indirect Costs[4]						
Total Budget (Total Direct Costs + Indirect Costs)						

[1] Travel to brownfields-related training conferences is an acceptable use of these grant funds.
[2] EPA defines equipment as items that cost $10,000 or more with a useful life of more than one year unless the applicant has a lower threshold for equipment costs. Items costing less than $10,000 (e.g., laptop computers) are considered supplies. Generally, equipment is not required for Brownfield Grants.
[3] Costs must be placed on the Construction budget line when at least 50% of the estimated amount of the contract(s) will be for the remediation of contamination at the brownfield site. Construction costs do not typically apply to assessment activities. See the FY27 FAQs for more information.
[4] Administrative costs (direct and/or indirect) for the Assessment Grant applicant itself cannot exceed 5% of the total EPA-requested funds. All indirect costs are considered administrative and are therefore subject to the 5% administrative limit.

f. Plan to Measure and Evaluate Environmental Progress and Results

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

Programmatic Capability

To conserve space, you may present information for 4.a. – 4.c. in the same response.

a. Organizational Capacity
b. Organizational Structure
c. Description of Key Staff
d. Acquiring Additional Resources

Past Performance and Accomplishments

e. Currently Has or Previously Received an EPA Brownfields Grant That Closed in 2016 or Later
   (1) Accomplishments
   (2) Compliance with Grant Requirements

– OR –

f. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Financial Assistance Agreements That Closed in 2016 or Later
   (1) Purpose and Accomplishments
   (2) Compliance with Grant Requirements

– OR –

g. No or Limited Financial Assistance Agreements

D. Applicants Using Contractors and/or Subrecipients

Contractors

EPA does not require or encourage applicants to procure contractors (including consultants) before the EPA cooperative agreement is awarded, but applicants may choose to do so.

Applicants, other than State (which includes territories)[23] or Tribal applicants,[24] that have procured a contractor(s) where the amount of the contract will be more than the micro-purchase threshold in 2 CFR § 200.320(a)(1) must demonstrate how the contractor (including consultants) was selected in compliance with the fair and open competition requirements in 2 CFR Part 200 and 2 CFR Part 1500. EPA provides guidance on complying with the competition requirements in the Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements and the Brownfields Grants: Guidance on Competitively Procuring a Contractor. For example:

- EPA will not accept sole source justifications for procurement contracts for services such as environmental consulting, engineering, and remediation that are available in the commercial marketplace.

- Firms or individual consultants that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements as provided in 2 CFR § 200.319(b).

[23] As defined in 2 CFR § 200.1, the definition of State for purposes of federal procurement standards applicable to the Brownfields Program "means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any agency or instrumentality thereof exclusive of local governments."

[24] Consistent with 2 CFR § 200.317, State and Tribal applicants (including eligible Tribal entities) must follow the same policies and procedures they use for procurements with non-federal funds, as well as the requirements in 2 CFR §§200.321, 200.322, 200.323, and 200.327 and 40 CFR Part 33. If such policies and procedures do not exist, then the federal procurement standards at 2 CFR §§ 200.318 through 200.327 apply and must be followed.

- Consistent with 2 CFR § 200.320(b)(2)(iii), when the value of a procurement transaction exceeds the simplified acquisition threshold, price generally must be an evaluation factor in the review of proposals or quotes.

Note, unless the exception discussed above applies, regardless of whether the solicitation is issued as a Request for Proposals or a Request for Qualifications, price reasonableness for the grant implementation work must be a selection factor in the evaluation of proposals or quotes for Brownfields Assessment Grants. See the Brownfields Grants: Guidance on Competitively Procuring a Contractor for additional guidance.

Successful applicants that procure a contractor(s) after being advised by EPA of selection, but prior to award, must describe how they complied with the procurement procedures described above when submitting the final workplan for the award.

Recipients of EPA funding that select a contractor(s) after award must fully comply with the procurement standards at 2 CFR Part 200, 2 CFR Part 1500, and 40 CFR Part 33.

If EPA determines that the process an applicant completed to select a contractor was not compliant with the federal regulations in 2 CFR Part 200, 2 CFR Part 1500, and 40 CFR Part 33, and the application is selected for funding, the applicant may need to prepare and issue a new RFP/RFQ that is compliant with federal procurement regulations. Additionally, EPA may review the new RFP/RFQ and selection process to ensure compliance with fair and open competition requirements. Please see the FY27 FAQs for additional guidance.

Subrecipients

EPA does not require or encourage applicants to name a specific subrecipient(s) in the application for Brownfields Grant funding. However, if an applicant chooses to identify a specific subrecipient(s) to conduct work proposed in this application, the applicant must comply with the following requirements even if the entity is referred to as a "partner" in the application.

Successful applicants that do not name a specific subrecipient(s) in their application but identify a subrecipient(s) after being advised of selection, must also comply with the requirements described below.

All applicants, including States, territories, and Tribes, that name a specific subrecipient in this application must demonstrate that the subrecipient is eligible for a subaward in compliance with Appendix A of EPA's Subaward Policy for EPA Assistance Agreement Recipients. This policy provides, among other things, that transactions between recipients and for-profit firms and individual consultants are procurement contracts rather than subawards when the transaction involves the acquisition of services from the firm or individual. For additional guidance, applicants should review EPA's Subaward Policy Frequent Questions.

Refer to EPA's NOFO Clause Section IV.E. "Coalitions, Contracts, and Subawards" for additional guidance on these requirements which must be met for all contractors (except for micro-purchases as described above) and/or subrecipients specifically named in the application.

5. Submission Requirements and Deadlines

A. Submission Dates and Times

January 21, 2027 11:59 pm ET Application Submission Deadline

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept the last on-time submission.

B. Unique Entity Identifier (UEI) and System for Award Management (SAM.gov)

SAM.gov

You must have an active account with SAM.gov. SAM.gov will provide a UEI for your organization, which is required to apply for grants using Grants.gov. To register, go to SAM.gov Entity Registration and click Get Started. From the same page, you can also click on the Entity Registration Checklist for the information you will need to register. Make sure you are current with SAM.gov and UEI requirements before applying for the award.

SAM.gov registration can take several weeks. Begin that process today.

Grants.gov

You must also have an active account with Grants.gov. You can see step-by-step instructions at the Grants.gov Quick Start Guide for Applicants.

Please visit How to Register to Apply for Grants for additional information.

C. Submission Instructions

You must submit your application through Grants.gov. See Section 5.B. above for information on getting registered. The registration process for all the above items **may take a month or more to complete.**

Important tips:

- To begin the application process under this grant announcement, go to Grants.gov and click the red “Apply” button at the top of the view grant opportunity page associated with this opportunity.
- See the Quick Start Guide for Applicants for instructions on how to submit.
- Make sure your application passes the Grants.gov validation checks.
- Do not encrypt, zip, or password protect any files.
- Your application must be submitted by an official representative of your organization who is registered with Grants.gov and is authorized to sign applications for Federal financial assistance.
- If you receive an error or the button is grayed out, it may be because you do not have the appropriate role to submit in your organization. Contact your organization’s EBiz point of contact or contact Grants.gov for assistance at 1-800-518-4726 or support@grants.gov.
- See Grants.gov Errors for information on other Grants.gov errors.
- The UEI listed on the application must be registered to the applicant organization's SAM.gov account. If not, the application may be deemed ineligible.

D. Technical Issues with Submission

Applicants that experience technical issues during the submission of an application and are unable to submit through Grants.gov must follow the below procedures **before** the application deadline for EPA to consider accepting the application outside of Grants.gov.

1. Contact the appropriate help desk before the deadline:
    - Grants.gov Support Center for Grants.gov issues
    - Federal Service Desk for SAM.gov registration issues

2. Before the deadline, send an email to brownfields@epa.gov with EPA-OLEM-OBLR-26-03 in the subject line. Include the following information:
    - Grants.gov ticket/case number(s)
    - Full copy of Federal Service Desk ticket(s), if applicable
    - Description of the issue
    - The entire application package as described in Section 4.A. in PDF format.

The EPA will decide whether to accept applications submitted via email on a **case by case basis** and will only consider exceptions for:

- **Grants.gov or SAM.gov system issues**
- **Unforeseen emergencies**, such as extreme weather affecting internet access

Not registering on time is **not** a valid reason to justify acceptance of an application outside of Grants.gov.

Important:

- If any of the above information is missing, the EPA may not review the request.
- Applications submitted after the deadline will be ineligible.
- Submitting through Grants.gov or email does not guarantee eligibility.

Limited Internet Access: Applicants with limited or no access to the internet may request an exception by following the procedures outlined here. The request must be received at least 15 calendar days before the application due date to allow enough time to negotiate alternative submission methods.

E. Intergovernmental Review

Intergovernmental review is applicable to this assistance listing when proposed Federal financial assistance involves land use planning or construction associated with demonstration projects.

If the application includes land use planning or construction, applicants may need to submit application information for Intergovernmental Review. Some States have adopted Single Points of Contact (SPOC) for coordinating the review.

See the FY27 FAQs for more information.

This requirement does not apply to American Indian and Alaska Native Tribes or Tribal organizations.

6. Application Review Information

A. Responsiveness Review

Applications must meet the eligibility requirements described in Section 2 to be evaluated. Applicants not meeting these requirements will be deemed ineligible and will be notified within 15 calendar days of the determination.

- Applications must adhere to the page limit requirements. Any pages over the limit(s) in Section 4 will not be reviewed.
- Initial applications must be submitted *on or before* the application deadline through Grants.gov or through limited circumstances as expressed in Section 5. EPA will not evaluate applications that are not submitted on time.
- *Technical difficulties applying:* Applicants having technical difficulties applying must contact the Grants.gov hotline at 1-800-518-4726 *and* then must email a PDF of the full application to the EPA contact listed in Section 1. The submission must be received prior to the application deadline for consideration.

B. Narrative Criteria Responses and Review Criteria

The Narrative Criteria Responses must provide clear, concise, and factually correct responses to all criteria and sub-criteria below, with sufficient detail to allow for an evaluation of the application's merits. **A response to a criterion/sub-criterion that is included in a different section of the Narrative Criteria Responses may not be scored as favorably**. If a criterion does not apply, clearly state this. **Any criterion left unanswered may result in zero points given for that criterion.** Responses should include the criteria number and title but need not restate the entire text of the criteria.

If selected for funding, the information in your Narrative Criteria Responses will be incorporated into the workplan, subject to any adjustments to clarify issues with carrying out the project's scope of work made during the post-selection negotiation process. The workplan is a legally binding document. Therefore, applicants should carefully consider and accurately respond to the criteria, including the identification of the geographic boundary(ies) (which will become the boundary(ies) in which work can be performed), target areas, criteria used to select additional sites, use of grant funds, and leveraged resources committed to the project that will materialize during the period of performance. EPA may not permit material changes to the workplan.

Applicants will be evaluated based on the extent and quality to which they demonstrate that they have the capability to successfully perform the project as described in Section 3 of this funding opportunity.

Only eligible entities whose applications meet the threshold eligibility criteria in Section 2 of this announcement will be evaluated. **Applicants should explicitly address these criteria as part of their application package submittal in the Narrative Criteria Responses.** Each application will be rated using a point system. Applications will be evaluated based on a total of 160 possible points.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

45 Points

Coalition Members, Target Areas, and Brownfields	
1.a. Coalition Members (5 points)	
Applicants should: • Identify the non-lead coalition members and indicate their organization types (e.g., local government, regional planning organization, community-based organization, etc.). • Describe the non-lead members' lack of capacity to apply for and manage their own Brownfields Grant and their lack of access to Brownfield Grant resources to address sites.	The extent to which the non-lead members lack capacity to apply for and manage their own Brownfields Grant and lack access to Brownfields Grant resources to address sites.
1.b. Overview of Brownfield Challenges and Description of Target Areas (5 points)	
Applicants should: • Identify the geographic boundary(ies) for the proposed grant activities and discuss the brownfield challenges and their impacts. Briefly explain how this grant may help address these challenges and impacts. • Within the geographic boundary(ies), identify and describe the target areas for the focused grant activities. Include the areas targeted by the lead and each non-lead member. *(Examples of a target area include a neighborhood, district, corridor, or census tract.)*	The degree to which the identified brownfield challenges impact the target areas within the geographic boundary(ies). The extent to which the proposed grant activities may help address these challenges and impacts. *(Note, a response that does not identify at least one target area in each coalition member's (i.e., the lead and non-lead members) geographic boundary will be evaluated less favorably.)*
1.c. Description of the Priority Brownfield Sites (10 points)	
Applicants should: • Provide an overview of the brownfield sites in the target areas with information such as the estimated number of sites, size, and environmental concerns. • Highlight at least one priority site in the lead member's target area and at least one priority site in each non-lead member's target area. Discuss why the sites are prioritized for assessment and reuse. Include information such as past and current land uses,	The degree to which it is clear why the priority sites were selected for assessment and reuse among the known brownfield sites in the target areas. *(Note, a response that does not discuss at least one priority site in each coalition member's (i.e., the lead and non-lead members) target area will be evaluated less favorably.)*

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
current site conditions (including structures), and potentially related environmental issues.	
1.d. Identification and Prioritization of Additional Sites (5 points)	
Applicants should: • Describe the process you will use to identify additional sites for eligible activities within the geographic boundary(ies) identified in *1.b. Overview of Brownfield Challenges and Description of Target Areas* if grant funds remain after addressing the target areas/priority sites. • Identify the criteria for prioritizing additional sites.	The extent to which the process to identify additional sites for eligible activities within the geographic boundary(ies), including the criteria for prioritizing additional sites, is well-defined and reasonable.
Revitalization of the Target Area	
1.e. Reuse Strategy and Alignment with Revitalization Plans (5 points)	
Applicants should: • Describe the reuse strategy, or projected reuse, for the priority sites and discuss how it aligns with and advances the local government's land use and revitalization plans, or related community priorities.	The extent to which a reuse strategy, or projected reuse, for the priority sites clearly aligns with and advances the local government's land use and revitalization plans, or related community priorities.
1.f. Outcomes and Benefits of Reuse Strategy (5 points)	
Applicants should: • Describe how the proposed project or revitalization plans may stimulate economic development in the target areas post-cleanup of the priority sites, and/or may facilitate the creation of, preservation of, or addition to a park, a greenway, undeveloped property, recreational property, or other property used for nonprofit purposes in the target areas. • If applicable, describe how the reuse of the priority sites will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy-efficient approaches. *(For more information on energy efficiency, please refer to the FY27 FAQs and Renewable Energy or Energy-Efficient Approaches in Brownfields Redevelopment Fact Sheet.)*	Given the type of community being served (e.g., urban, rural, Tribal, etc.), the degree to which the proposed project or revitalization plans may stimulate economic development in the target areas post-cleanup of the priority sites and/or may facilitate the creation of, preservation of, or addition to a park, a greenway, undeveloped property, recreational property, or other property used for nonprofit purposes in the target areas. The degree to which these outcomes clearly correlate with the applicant's reuse strategy/projected site reuse(s). When applicable, the extent to which the reuse of the priority sites will facilitate renewable energy from wind, solar, or geothermal energy, or will incorporate energy-efficient approaches.
Strategy for Leveraging Resources	

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
1.g. Resources Needed for Site Reuse (5 points)	
Applicants should: • Describe your eligibility for and likelihood to obtain funding from other resources (e.g., any other EPA Brownfields resources or public or private resources) and how the grant will stimulate the availability of additional funds to support the completion of the environmental site assessment or remediation, and subsequent reuse strategy at the priority sites. *(Do not duplicate sources discussed in 3.a.-3.d. under Description of Tasks/Activities and Outputs.)* Likelihood to obtain funding from other resources may be demonstrated by providing information such as the source of the funding, confirmation that the applicant's organization is eligible for the funding, whether the applicant's organization has accessed these funds previously, and/or how often the funding is offered, etc.	The extent to which the applicant is eligible for and likely to obtain funding from other resources (e.g., any other EPA Brownfields resources or public or private resources), and the extent to which the grant will stimulate the availability of additional funds to support the completion of the environmental site assessment or remediation, and subsequent reuse strategy at the priority sites. *(Note, a response may not earn full points if the applicant duplicates sources that are listed in 3.a.-3.d. under Description of Tasks/Activities and Outputs.)*
1.h. Use of Existing Infrastructure (5 points)	
Applicants should: • Describe the state of the existing infrastructure (e.g., utilities, roads, buildings, etc.) at the priority sites and/or within the target areas. • Describe how this grant will facilitate the use of this existing infrastructure. • If applicable, identify infrastructure needs or upgrades that are key to the reuse of the priority sites, describe these needs/upgrades and funding resources that will be sought to implement that work.	The extent to which this grant will facilitate the use of existing infrastructure at the priority sites and/or within the target areas. When additional infrastructure needs or upgrades are key to the reuse of the priority sites, the extent to which the identified funding resources that will be sought to implement that work are relevant.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

35 Points

Community Need

Applicants may use geospatial mapping tools to better understand the communities that may be adversely and disproportionately affected by environmental or human health harms and risks. Applicants should include data in their Narrative Criteria Responses to help characterize and describe the target areas and their community(ies). Data from other sources (e.g., studies, census, and third-party reports) can also be included to give a more complete picture of the impacted communities and populations. Applicants are not expected to generate new data. Applicants are encouraged to explain if supporting data is limited or unavailable and why the level of data provided is appropriate.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
2.a. The Community's Need for Funding (5 points)	
Applicants should: • Describe how this grant will meet the needs of the communities within the geographic boundary(ies) that have an inability to draw on other sources of funding to carry out environmental assessment or remediation, and subsequent reuse in the target areas **because of the small population[25] and/or low income of the community**.	The extent to which this grant will meet the needs of the communities within the geographic boundary(ies) that have an inability to draw on other sources of funding to carry out environmental assessment or remediation, and subsequent reuse in the target areas **because the community has a small population and/or is low income**. *(Note, if the response does not demonstrate why the community's small population or low income has resulted in an inability to draw on other sources of funding, then the response may only earn up to 2 points.)*
2.b. Health or Welfare of Sensitive Populations (5 points)	
Applicants should: • Identify sensitive populations[26] in the target areas and describe their health or welfare issues.[27] • Discuss how this grant and reuse strategy/projected site reuse(s) will address these issues and/or help identify and reduce related threats.	The extent to which this grant and reuse strategy/projected site reuse(s) will address, or help identify and reduce related threats to, the health or welfare issues among the sensitive populations in the target areas.
2.c. Greater Than Normal Incidence of Disease and Adverse Health Conditions (5 points)	
Applicants should: • Provide quantitative data to demonstrate that populations in the target areas suffer from a greater-than-normal[28] incidence of diseases or conditions (including cancer, asthma, or birth defects) that may be associated with exposure to hazardous substances,	The extent to which this grant and reuse strategy/projected site reuse(s) will address, or help identify and reduce, threats to populations in the target areas with a greater-than-normal incidence of diseases or conditions (including cancer, asthma, or birth defects) that may be associated with exposure to hazardous substances,

[25] There is no statutory definition of what constitutes a "small" population, so EPA leaves it to the applicant to make their case as to why the community is small. However, the Brownfields Program considers communities of 10,000 people and less as "micro" communities, 15,000 people and less as "small" communities, 50,000 people and less as "rural," and less than 100,000 people as "nonurban." Communities with less than 50,000 in population may be considered small.

[26] Sensitive populations are those populations that are likely to experience elevated health risks from pollution, including populations based on age (young children and the elderly), pregnant women, and serious disease burden (such as, high rates of cancer, asthma, chronic respiratory disease, coronary heart disease, low birth weights, etc.), as well as low-income populations. See CERCLA § 104(k)(6)(C)(x). The Brownfields Program will implement this provision in accordance with all applicable law.

[27] For more information on health and welfare issues, please refer to the FY27 FAQs.

[28] For the purposes of this criterion, "greater-than-normal" refers to when the incidence of disease or an adverse health condition exceeds what is typically expected or considered average. Applicants should provide information or data to establish a baseline for what is considered average and demonstrate how the incidence of disease or adverse health condition(s) among the populations in the target areas is greater.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria *Each application will be evaluated on the quality and extent to which it addresses the following:*
pollutants, contaminants, or petroleum. If applicable, explain why the level of data provided is appropriate. • Describe how this grant and reuse strategy/projected site reuse(s) will address, or help identify and reduce, threats to these populations.	pollutants, contaminants, or petroleum. *(Note, if the response does not quantitatively demonstrate that the populations in the target areas suffer from a greater-than-normal incidence of cancer, asthma, or birth defects, then the response may only earn up to 2 points.)*
2.d. Disaster Preparedness (5 points)	
Applicants should: • Provide a brief description of any extreme weather events and/or natural disasters[29] that have occurred and their impact on populations in the target area(s). • Describe how the proposed project will improve local resilience to the impacts of extreme weather events and/or natural disasters.	The extent to which the proposed project will improve local resilience to the impacts of extreme weather events and/or natural disasters.
Community Engagement Applicants may consolidate information for 2.e. – 2.f. into one response and/or use the suggested table format in Section 4.C.2.	
2.e. Project Involvement (5 points)	
Applicants should: • Identify the local organizations/entities/groups that will assist with this project. Project involvement may be provided by a broad variety of entities including, but not limited to, community-based organizations (e.g., neighborhood groups, citizen groups, business organizations, etc.), community liaisons representing residents directly affected by the project work, property owners, lenders, developers, cities/towns within a regional organization's target areas, entities that are a part of a formal partnership agreement (e.g., through an MOA), and the general public. *(See Section 3.A.2. for additional information on community liaisons, which may be supported by the grant through participant support costs.)*	The degree to which the applicant involves a variety of local organizations/entities/groups that are relevant to the proposed project.

[29] For more information on the impacts of extreme weather events and natural disasters, please refer to the FY27 FAQs.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
2.f. Project Roles (5 points)	
Applicants should: • Describe each identified local organization/entity/group's role in the project. • Include which organization(s)/entity(ies)/group(s) will be meaningfully involved in decision-making for site selection, cleanup, and future reuse of the brownfield sites, including the priority sites. • Discuss how each non-lead member will be engaged and informed throughout the project.	The degree to which each identified local organization/entity/group will have a meaningful role in the project and the extent to which there will be involvement in decision-making for site selection, cleanup, and future reuse of the brownfield sites, including the priority sites. The extent to which each non-lead member will be effectively engaged and informed throughout the project. *(Note: Responses that indicate there will be meaningful involvement in decision-making for site selection, cleanup, and reuse will be evaluated more favorably.)*
2.g. Incorporating Community Input (5 points)	
Applicants should: • Discuss your plan to communicate project progress to inform the local community, including residents directly affected by the project work, and the involved organizations/entities/groups. • Include the frequency and method(s) you will use (including an appropriate alternative(s) to in-person engagement) and how you will meaningfully solicit, consider, and respond to community input.	The extent to which the plan to communicate project progress will effectively inform the local community, including residents directly affected by the project work, and the involved organizations/entities/ groups. The extent to which the plan provides appropriate alternative(s) to in-person engagement, and meaningfully solicits, considers, and responds to community input.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

45 Points

Local government applicants may use up to 10% of the total grant award for health monitoring activities. The health monitoring activities must be associated with brownfield sites at which at least a Phase II environmental site assessment is conducted and that are contaminated with hazardous substances. Coordination with the local health agency is required. Please review the Health Monitoring Fact Sheet for more information.

Cooperative agreements with successful applicants under this funding opportunity will be subject to the administrative cost limitation described at CERCLA § 104(k)(5)(E). Successful applicants may only use up to 5% of the total amount of EPA funds for their own administrative costs (direct costs for grant administration and indirect costs). For example, if EPA awards $1,000,000 to an applicant, the 5% limit for administrative costs equals $50,000. Costs must be classified as direct or indirect consistently and applicants may not classify the same cost in both categories. The limitation on administrative costs does not apply to otherwise allowable programmatic costs (including indirect costs) charged by procurement contractors. Note that EPA considers costs for performance and financial reporting to be allowable programmatic costs that are not subject to the 5% limitation.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria *Each application will be evaluated on the quality and extent to which it addresses the following:*
For applications that include indirect costs in the budget and are selected for funding, an EPA Grants Specialist or Grants Management Officer may request a copy of the indirect cost rate agreement that was negotiated with the cognizant agency before the cooperative agreement is awarded. Cooperative agreements with successful Assessment Coalition Grant applicants under this funding opportunity will require the recipient to assess at least two sites in each coalition member's geographic boundary. Do not include activities that are ineligible uses of EPA Assessment Grant funds (e.g., land acquisition; building demolition that is not necessary to assess contamination at the site; building construction, site preparation, or remediation). Please refer to the FY27 FAQs for additional examples of eligible and ineligible uses of funds, including administrative costs and when demolition that is necessary to address site contamination may be justified as an eligible cost. For questions not covered by the FY27 FAQs, contact your Regional Brownfields Contact listed in Section 1.E.	
Description of Tasks/Activities and Outputs Applicants should provide a list and description of the tasks/activities required to implement the proposed project. Applicants may respond to 3.a. – 3.d. using the Sample Format for Tasks/Activities in Section 4.C.3.	
3.a. Project Implementation (10 points)	
Applicants should: • Discuss the proposed EPA-funded tasks/activities under this grant. • If you plan to issue a subaward(s), indicate what tasks/activities or services will be provided. • If you plan to include participant support costs in your project, describe the process you will follow for determining the allowable stipend(s) amounts, procedures for accounting for participant support cost payments (including receipts), and documenting that the costs are allowable. Do not duplicate other support provided through other Federal, State, Tribal, or local programs. • If applicable, identify tasks/activities needed to support or complement the grant that will be contributed by sources other than the EPA grant, such as leveraged resources or funding contributed by your organization. (For example, the applicant does not charge the EPA grant for salary dollars and therefore contributes its own resources to carry out programmatic oversight activities or grant administration.) *(Do not duplicate sources listed in 1.g. Resources Needed for Site Reuse.)* Typical eligible tasks/activities may include cooperative agreement oversight, procuring a Qualified	The degree to which the proposed EPA-funded tasks/activities under this grant are eligible, specific, and appropriate to the goals of the project, and the degree to which the response demonstrates a sound plan to address the priority sites in the target areas. When the project includes a subaward(s), the extent to which the tasks/activities or services to be provided by the subawardee(s) clearly support the project. When the project includes participant support costs, the extent to which the applicant's process and procedures are sound for determining the amounts of the allowable stipend(s), accounting for participant support cost payments (including receipts), and documenting that the costs do not duplicate support provided through other Federal, State, Tribal, or local programs. *(Notes: A response that includes ineligible tasks/activities will be evaluated less favorably.* *A response that includes a plan to subaward any aspects of the programmatic, administrative, and financial requirements of the grant will be reviewed less favorably.)* When applicable, the extent to which the tasks/activities that are needed to support or complement the grant that will be contributed by sources other than the EPA grant (e.g., leveraged resources) will help bring the grant to

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria *Each application will be evaluated on the quality and extent to which it addresses the following:*
Environmental Professional, inventory work, community engagement (including using participant support costs (see Section 3.A.2. for details)), site selection, securing site access, Phase I and Phase II environmental site assessments, cleanup planning at a specific site (including developing an Analysis of Brownfield Cleanup Alternatives (ABCA)), and coordination with the local health agency on health monitoring activities. Planning tasks/activities[30] may include reuse planning, the development of an area-wide plan, conducting market feasibility studies, evaluating infrastructure needs, etc.	successful completion. *(Note, a response may not earn full points if the applicant duplicates sources that are listed in 1.g. Resources Needed for Site Reuse.)*
3.b. Anticipated Project Schedule (5 points)	
Applicants should: • Discuss the anticipated schedule milestones and timeline for the EPA-funded activities outlined in *3.a. Project Implementation* during the 4-year period of performance. EPA may reimburse successful applicants for eligible programmatic pre-award costs incurred up to 90 days prior to award. Applicants may include pre-award costs for eligible activities in their proposed project. Travel expenses associated with brownfields-related training, such as the National Brownfields Training Conference, are eligible expenses. The budget/project period start date must be before the date that any proposed pre-award costs are incurred. For more information on pre-award costs, please see the FY27 FAQs.	The extent to which the anticipated project schedule milestones are achievable and the likelihood that the activities will be completed within the 4-year period of performance.
3.c. Task/Activity Lead (5 points)	
Applicants should: • Identify the lead entity(ies) overseeing each task/activity (i.e., the applicant, qualified environmental professional, or other identified entity). If not the applicant, explain why the lead entity(ies) is appropriate. *(Note, the local health agency must be involved in health monitoring activities.)*	The extent to which the lead entity(ies) for each task/activity is appropriate. When applicable, the degree to which the local health agency is appropriately involved in health monitoring activities.

[30] For more information on eligible planning activities, review the *Planning Program Fact Sheets* at www.epa.gov/brownfields/information-eligible-planning-activities.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
3.d. Outputs (5 points)	
Applicants should: • Identify and quantify the anticipated outputs/deliverables for each task/activity. Outputs may include, but are not limited to, quarterly reports, site inventories, Phase I and Phase II environmental site assessment reports, site cleanup plans, final Analysis of Brownfield Cleanup Alternatives (ABCA) documents, an area-wide plan, or community meetings. *(Refer to Section 3.A.4. for an explanation of outputs.)*	The extent to which the anticipated outputs/deliverables identified and quantified for each task/activity are reasonable and clearly correlate with the proposed project.
Cost Estimates and Plan to Measure and Evaluate	
3.e. Cost Estimates (15 points)	
Applicants should: • Describe how cost estimates for each task were developed per budget category, including direct and indirect administrative costs (if applicable). Present costs per unit where appropriate. *(Note, the total amount of direct and indirect administrative costs cannot exceed 5% of the total EPA-requested funds.)* Applicants may use the suggested Sample Format for Budget in Section 4.C.3. Examples of costs per unit may include: ***Task 2, Phase I Environmental Site Assessments*** – *Personnel Costs*: 20 hours at an average rate of $50/hr = $1,000 – *Contractual Costs*: 5 Phase I site assessments at an average cost of $3,500 = $17,500 For information on best practices for preparing budgets for EPA grant applications, refer to the General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance.	The degree of clarity on how each cost estimate was developed (including direct and/or indirect administrative costs, when applicable). The extent to which each proposed cost estimate and costs per unit are reasonable, realistic, and correlated to the proposed project/grant and tasks/activities. (*Notes: Projects that allocate at least 60% of the funds to tasks directly associated with site-specific work (i.e., Phase I and Phase II environmental site assessments and site-specific cleanup planning) will be evaluated more favorably.* *A response that includes administrative costs that exceed 5% of the total EPA-requested funds will be evaluated less favorably.* *A response that includes cost estimates that are not reasonable or realistic to implement the project/grant will be evaluated less favorably. For example, applicants that request more funding than is reasonably justified in the Narrative Criteria Responses to complete the proposed project/grant.)*
3.f. Plan to Measure and Evaluate Environmental Progress and Results (5 points)	
Applicants should: • Discuss your plan and the tool(s) you will use to track, measure, and evaluate progress in achieving expected	The extent to which the plan and tool(s) to track, measure, and evaluate progress in achieving expected project outputs, overall results, and eventual outcomes, including

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
project outputs, overall results, and eventual outcomes, including how you will implement corrective action measures if issues arise during the grant's period of performance. *(Definitions of outputs and outcomes are provided in Section 3.A.4.)*	how corrective action measures will be implemented if issues arise, are reasonable, appropriate, and clearly correlate with information previously presented in the Narrative Criteria Responses.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

35 Points

Provide responses for the organization that is applying for funding (i.e., the lead coalition member's organization only).

Programmatic Capability Applicants may consolidate information for 4.a. – 4.c. into one response. Reviewers must evaluate the response against the sub-criteria outlined below.	
4.a. Organizational Capacity (5 points)	
Applicants should: • Discuss the lead coalition member's/applicant's organizational capacity to oversee grant tasks/activities and carry out and manage the grant's programmatic, administrative, and financial requirements on the coalition's behalf.	The degree to which the applicant's organization (i.e., the lead coalition member's organization) has the capacity to oversee grant tasks/activities and successfully carry out and manage the grant's programmatic, administrative, and financial requirements on the coalition's behalf.
4.b. Organizational Structure (5 points)	
Applicants should: • Describe the organizational structure you will utilize to ensure the timely and successful expenditure of funds and completion of the grant's technical, administrative, and financial requirements. • Describe the proposed governance/decision-making structure among your coalition members and each member's meaningful involvement in determining how grant funds will benefit their communities.	The degree to which the organizational structure will lead to the timely and successful expenditure of funds and the completion of the grant's technical, administrative, and financial requirements. The extent to which the proposed governance/decision-making structure ensures meaningful involvement of coalition members in determining how grant funds will benefit each member's community.
4.c. Description of Key Staff (5 points)	
Applicants should: • Briefly describe the key staff who will successfully administer the grant, including their roles, expertise, qualifications, and experience.	The degree to which the key staff's expertise, qualifications, and experience will result in the successful administration of the grant.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
4.d. Acquiring Additional Resources (5 points)	
Applicants should: • Describe your system(s) and/or procedure(s) to appropriately acquire additional expertise and resources (e.g., contractors or subrecipients) necessary to complete the project. *(Refer to Section IV of EPA NOFO Clauses regarding the difference between contractors and subrecipients.)*	The degree to which the applicant's system(s) and/or procedure(s) to acquire additional expertise and resources (e.g., contractors or subrecipients) are appropriate to complete the project. *(Note, if an applicant has selected a contractor or subrecipient without complying with applicable requirements as described in Section 2.B.8., the response will be evaluated less favorably.)*

Past Performance and Accomplishments

Review the information on 4.e. – 4.g. below and only respond to the single criterion that pertains to your organization's circumstances.

4.e.: If your organization directly received an EPA Brownfields Multipurpose Grant, Assessment Grant, Revolving Loan Fund Grant, Cleanup (MARC) Grant, and/or 128(a) Grant that is currently open or closed[31] in 2016 or later, please respond to 4.e. below. (Do not include information on Targeted Brownfields Assessments, Area-Wide Planning Grants, Job Training Grants, subawards from another Brownfields Grant recipient, or experience as a non-lead member of an Assessment Coalition Grant or RLF Coalition Grant. Do not include information on Brownfields MARC or 128(a) Grants that closed in 2015 or earlier.)

4.f.: If your organization never directly received an EPA Brownfields MARC or 128(a) Grant but received other federal or non-federal financial assistance agreements that are currently open or closed in 2016 or later (including only receiving an Area-Wide Planning Grant or Job Training Grant), please respond to 4.f. below. (Do not include information on financial assistance agreements that closed in 2015 or earlier.)

4.g.: If your organization has never directly received any type of federal or non-federal financial assistance agreement, or the only financial assistance agreement(s) the organization has received closed in 2015 or earlier, or if your organization has recently received a financial assistance agreement (including a Brownfields Grant) but has not had an opportunity to demonstrate compliance with the award requirements, please indicate this in response to 4.g. below.

In evaluating an applicant's response to this criterion, in addition to the information provided by the applicant, EPA may consider relevant information from other sources, including information from EPA files and/or from other federal or non-federal grantors to verify or supplement information provided by the applicant. Applicants will only be evaluated using a single sub-criterion below that is appropriate to their situation.

4.e. Currently Has or Previously Received an EPA Brownfields Grant That Closed in 2016 or Later (15 points)

The period of performance for the organization's EPA Brownfields Grant(s) must have ended in 2016 or later to qualify for this category. Applicants should identify and provide information regarding each of their organization's current and/or most recent EPA Brownfields Grants. Demonstrate how the organization successfully managed the grant(s) and performed all phases of work by providing information on the items listed below.

[31] For the purposes of this criterion, the term "closed" refers to a grant period of performance that has ended.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria *Each application will be evaluated on the quality and extent to which it addresses the following:*
EPA will evaluate the degree to which the applicant demonstrates its ability to successfully manage the grant and perform all phases of work under the grant based on current/past EPA Brownfields Grant(s) (i.e., MARC Grant, or 128(a) Grant).	
(1) Accomplishments (5 points)	
Applicants should: • Describe the accomplishments (including specific outputs and outcomes) achieved under the current/most recent grant(s) (no more than three), including at a minimum, the number of sites assessed and/or cleaned up. • Discuss whether these outputs and outcomes were accurately reflected in the Assessment, Cleanup and Redevelopment Exchange System (ACRES) at the time of this application submission; if not, explain why.	The extent to which meaningful accomplishments (including specific outputs and outcomes) were achieved under the current/most recent grant(s), including at a minimum, the number of sites assessed and/or cleaned up, and the extent to which outputs and outcomes were accurately reflected in ACRES at the time of this application submission. If outputs and outcomes were not accurately reflected in ACRES at the time of this application submission, the extent to which the explanation is adequate.
(2) Compliance with Grant Requirements (10 points) EPA will not penalize the applicant for closure of a Revolving Loan Fund cooperative agreement per the FY23 RLF Policy Memo.	
Applicants should: • Discuss your organization's compliance with the workplan, schedule, and terms and conditions under the current/most recent grant(s) (no more than three), including your organization's history of timely and acceptable quarterly performance, grant deliverables, and ongoing ACRES reporting. Include whether your organization has made and has reported progress towards achieving the expected results of the grant in a timely manner. If not, discuss what corrective measures your organization took and how the corrective measures were effective, documented, and communicated. • For all open EPA Brownfields Grants, indicate the grant period (start and end date), if funds remain, and the plan to expend the funds on eligible activities by the end of the period of performance as defined in 2 CFR § 200.1. • For all closed EPA Brownfields Grants, indicate if there were funds remaining, the amount of remaining funds, and a brief explanation for why any remaining funds were not expended within the period of performance.	The extent of compliance with the workplan, schedule, and terms and conditions under the current/most recent grant(s), and the extent to which the history of quarterly performance, grant deliverables, and ongoing ACRES reporting demonstrates timely and acceptable reporting. The degree to which progress was made (and reported) towards achieving the expected results of the grant(s) in a timely manner. If expected results were not achieved and reported, the extent to which the measures taken to correct the situation were reasonable and appropriate, or the extent to which the explanation for the lack of reporting is adequate. (5 points) The extent to which funds from any open EPA Brownfields Grants (i.e., Multipurpose Grants, Assessment Grants, Revolving Loan Fund Grants, Cleanup Grants, and/or 128(a) Grants) are committed to eligible grant activities. The likelihood that all grant funds under the current grant(s) will be expended by the end of the period of performance as defined in 2 CFR § 200.1. For all closed EPA Brownfield Grants, if funds remained, the extent to which the explanation for why is reasonable, and the degree to which the applicant made every effort

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
	to spend the remaining funds within the period of performance. (5 points)
– OR –	
4.f. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Financial Assistance Agreements That Closed in 2016 or Later (15 points) The period of performance for the organization's financial assistance agreement(s) must have ended in 2016 or later to qualify for this category. Applicants should identify and describe each of their organization's current and/or most recent federally and non-federally funded financial assistance agreements (no more than three) *that are most similar in scope and relevance in terms of structure, community engagement, and/or deliverables to the proposed project*. Demonstrate how the organization successfully managed the agreement(s), and performed all phases of work by providing the following information. EPA will evaluate the degree to which the applicant demonstrates its ability to successfully manage the grant and perform all phases of work under the grant based on current/most recent federal or non-federal financial assistance agreements.	
(1) Purpose and Accomplishments (5 points)	
Applicants should: • Describe the awarding agency/organization, funding amount, and purpose of your organization's current/most recent assistance agreement(s). • Discuss the project accomplishments (including specific outputs, outcomes, and measures of success) achieved under the current/most recent assistance agreement(s).	The extent to which the current/most recent financial assistance agreement(s) is similar in terms of scope and relevance in terms of structure, community engagement, and/or deliverables to the proposed project. The extent to which meaningful project accomplishments (including specific outputs, outcomes, and measures of success) were achieved under the current/most recent financial assistance agreement(s).
(2) Compliance with Grant Requirements (10 points)	
Applicants should: • Describe your organization's compliance with the workplan, schedule, and terms and conditions under the current/most recent financial assistance agreement(s), including your organization's history of timely and acceptable reporting, as required by the awarding agency/organization. • Include whether your organization has made and has reported progress towards achieving the expected results of the agreement in a timely manner. If not, discuss what corrective measures your organization took and how the corrective measures were effective, documented, and communicated.	The extent of compliance with the workplan, schedule, and terms and conditions under the current/most recent financial assistance agreement(s), and the extent to which the history of reporting is timely and acceptable, as required by the awarding agency/organization. The degree to which progress was made (and reported) towards achieving the expected results of the agreement(s) in a timely manner. If expected results were not achieved, the extent to which the measures taken to correct the situation were reasonable and appropriate.

Narrative Criteria Responses *Instructions for Applicants*	Review Criteria ***Each application will be evaluated on the quality and extent to which it addresses the following:***
– OR –	
4.g. No or Limited Financial Assistance Agreements (8 points)	
Applicants should: • Affirm that your organization has not received any type of federal or non-federal financial assistance agreement (grant or cooperative agreement). • Or, affirm that the only financial assistance agreement(s) your organization has received closed over 10 years ago (i.e., the period of performance ended in 2015 or earlier). • Or, affirm that your organization has recently received a financial assistance agreement, but has not had an opportunity to demonstrate compliance with the award requirements.	Whether it is clearly affirmed that the organization has never received any type of federal or non-federal financial assistance agreement, or the only financial assistance agreement(s) the organization has received closed over 10 years ago (i.e., the period of performance ended in 2015 or earlier), or has recently received a financial assistance agreement, but has not had an opportunity to demonstrate compliance with the award requirements. *(These applicants will receive a "neutral" score of 8 points. Failure to indicate anything in response to this sub-criterion may result in zero points.)*

C. Review and Selection Process

Timely submitted applications will initially be reviewed by OBLR and the EPA Regional Office, which covers the location of the project, to determine compliance with the applicable threshold eligibility criteria for Assessment Grants (Section 2.B.). All applications that pass the threshold eligibility criteria review will be evaluated by national evaluation panels. The national evaluation panels will be comprised of EPA staff and potentially other federal agency representatives chosen for their expertise in the range of activities associated with the Brownfield Assessment Grants. Eligible applications will be evaluated based on the criteria described in Section 6.B. and a ranking list of applications will be developed.

OBLR will provide the list to the Headquarters Selection Official, who is responsible for further consideration of the applications and final selection of grant recipients. Applications will be selected for award based on their evaluated point scores, the availability of funds, and, as appropriate, the other factors and considerations described in Section 6.C.1. below.

1. Other Evaluation Factors

In making the final selections from among the most highly ranked applications, EPA's Headquarters Selection Official may consider the factors below as appropriate. Other factors include:

- whether the community population is 15,000 or less;
- whether the applicant is a federally recognized Indian Tribe or United States Territory or whether the project is assisting a Tribe or territory;
- whether the priority site(s) is impacted by mine-scarred land;
- whether 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);
- whether the priority site(s) is in a federally designated flood plain;
- whether reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy;
- whether reuse of the priority site(s) will incorporate energy efficiency measures;
- whether the proposed project will improve local resilience to the impacts of extreme weather events and natural disasters;
- whether 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 sites within the target areas; and
- whether a target area(s) is impacted by a coal-fired power plant that has recently closed (2016 or later) or is closing.

Additionally, EPA's Headquarters Selection Official may take the following considerations into account when making final selections:

- distribution of funds between urban and non-urban areas;
- whether the applicant's jurisdiction/geographic boundary(ies) is located within, or includes, a county experiencing "persistent poverty" where 20% or more of its population has lived in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates;
- distribution of funds among EPA's ten Regions;
- whether the applicant has not received any type of federal or non-federal financial assistance agreements or only had an assistance agreement(s) that closed in 2015 or earlier; and

- whether the applicant has not previously been awarded a Brownfields MARC Grant.

D. Risk Review

EPA will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov, when doing the risk review as required by 2 CFR § 200.206.

EPA will conduct a risk review of selected applications before making awards, as required by 2 CFR § 200.206. As part of this review, EPA may consider the following:

- Information available in the responsibility/qualification records in SAM.gov, including any comments made by the applicant.
- If the applicant is a new recipient, whether they have completed the mandatory training requirement outlined in RAIN-2024-G01 New Recipient Training Requirement.
- Any unresolved administrative findings in EPA records.
- Reported issues related to financial stability and/or management systems.
- Past performance or audit issues.

7. Award Notices

EPA anticipates notification to successful applicants will be made by OBLR's Director**.** The notification will be sent to the Project Director and Chief Executive/Highest-Ranking Elected Official listed in the Application Information Sheet in Section 4.B. This notification is not an authorization to begin work. The applicants that are selected for award will work with an EPA Project Officer to finalize the required federal application package, the proposed budget, and to negotiate the cooperative agreement workplan. The official notification of an award will be made by the Regional Award Official (EPA Grants Officer) assigned to the cooperative agreement. Selection does not guarantee an award will be made. Statutory authorization, funding, or other issues during the award process may affect the ability of EPA to make an award. The award notice, signed by an EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms, which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

8. Post-Award Requirements and Administration

A. Administrative and National Policy Requirements

The recipient and any sub-recipient must comply with the applicable General Terms and Conditions. These terms and conditions are in addition to the assurances and certifications made as part of the award, terms and conditions, and restrictions reflected on the official assistance award document.

Awards issued as a result of this funding opportunity are subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; Title 2 CFR Part 200 and 2 CFR Part 1500.

B. Reporting

EPA's General Terms and Conditions in the Notice of Award will have information on performance and financial reports, including:

- How often you will report.
- Any required form or formatting.
- How to submit them.

C. Subaward and Executive Compensation Reporting

The Federal Financial Accountability and Transparency Act (FFATA) requires:

- Data entry at SAM.gov for all subawards and subcontracts issued for $30,000 or more.
- Reporting executive compensation for both recipient and subaward organizations.

D. Brownfield Programmatic Requirements

Approved cooperative agreements will include terms and conditions (including any applicable Davis-Bacon labor standards and prevailing wage requirements for construction) that will be binding on the recipient. Brownfield Grant recipients must comply with all applicable federal and State laws to ensure that the assessment and cleanup protect human health and the environment. Brownfield Grant recipients also must comply with the program's technical requirements, which may include, but are not limited to, requirements for: reporting of progress and site-specific accomplishments, Quality Assurance requirements, historic properties or threatened and endangered species, all appropriate inquiries, sufficient progress, collection of post-grant information, and protections of nearby and sensitive populations. The assistance agreement will include terms and conditions implementing these requirements. For additional information, please review the Brownfield Programmatic Requirements.

E. Build America, Buy America

Certain projects under this competition are subject to the Buy America Sourcing requirements under the Build America, Buy America (BABA) provisions of the Infrastructure Investment and Jobs Act (IIJA) (P.L. 117-58, §§ 70911-70917) when using funds for the purchase of goods, products, and materials on any form of construction, alteration, maintenance, or repair of infrastructure in the United States. The Buy America preference requirement applies to all of the iron and steel, manufactured products, and construction materials used for an infrastructure project under an award identified in EPA's financial assistance funding programs subject to BABA report.

These sourcing requirements require that all iron, steel, manufactured products, and construction materials used in Federally funded infrastructure projects must be produced in the United States. The recipient must implement these requirements in its procurements, and this article must flow down to all subawards and contracts at any tier. For legal definitions and sourcing requirements, the recipient must consult the EPA's Build America, Buy America website.

Please consider this information when preparing budget information. EPA has and will continue to provide further guidance on which projects are subject to BABA provisions and will work with grant recipients to support implementation as necessary.

When supported by rationale provided in IIJA § 70914, the recipient may submit a waiver request to EPA. The recipient should request guidance on the submission instructions of an EPA waiver request from the EPA Point of Contact listed in Section 1.E. A list of approved EPA waivers is available on the Build America, Buy America website.

In addition to BABA requirements, all procurements under grants may be subject to the domestic preference provisions of 2 CFR § 200.322.

See "Build America, Buy America" clause in EPA NOFO Clauses.

9. Other Information

A. Additional Provisions for Applicants

Additional provisions that apply to this funding opportunity and/or awards made under this funding opportunity can be found at EPA NOFO Clauses. If you are unable to access these provisions electronically at the website above, please contact the EPA point of contact to obtain the provisions.

These provisions are important for applying to this funding opportunity and applicants must review them when preparing applications.

Why Lehigh Acres Municipal Services Improvement District (LAMSID) Should Participate in a

Brownfields Assessment Coalition

A strategic funding and partnership opportunity to assess underused properties, reduce redevelopment uncertainty, and advance community and environmental goals.

Prepared October 2026 • Current EPA Brownfields program guidance

The case in one slide

Participation can expand LA-MSID's capacity without requiring the District to carry the entire assessment program alone.

1. Bring outside funding

Assessment Coalition Grants can fund inventories, site prioritization, environmental assessments, community involvement, reuse planning and cleanup planning.

2. Reduce uncertainty

Environmental due diligence can clarify site conditions, identify next steps and make properties more investable for public or private reuse.

3. Leverage partnerships

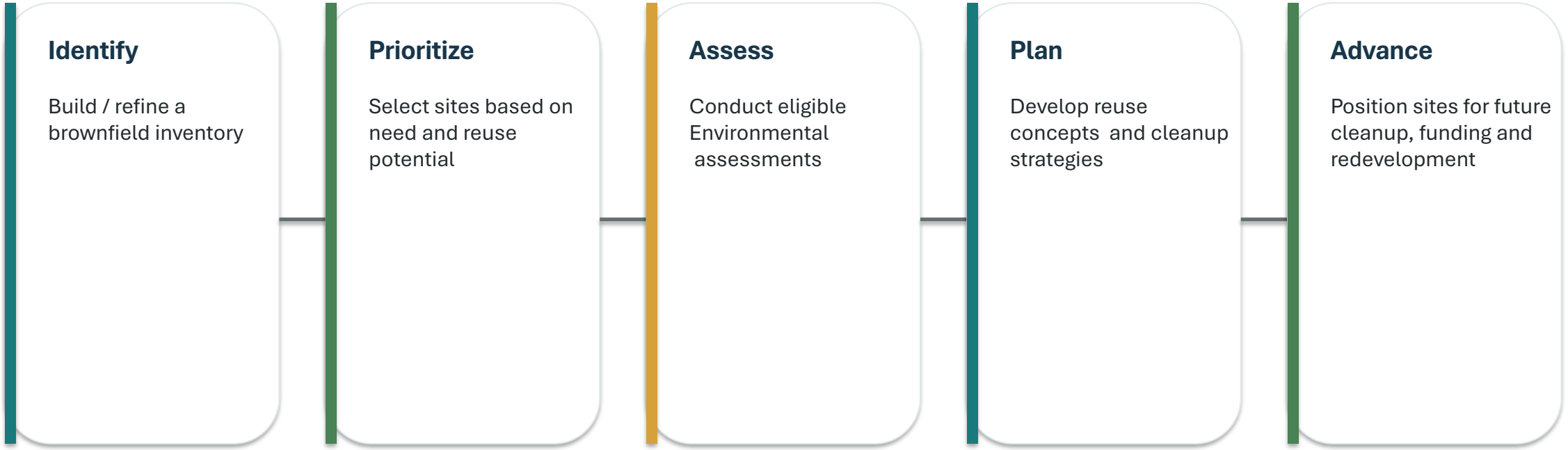
A coalition creates a structured vehicle to coordinate eligible local governments and other partners around shared brownfield priorities.

Recommended posture

Participation as a non-lead coalition member—subject to EPA eligibility, coalition structure, target-area requirements, and agreement on roles, sites and responsibilities.

What an EPA Assessment Coalition Grant does

The grant is an assessment-and-planning tool—not a construction grant.



EPA anticipates FY2027 Assessment Coalition Grants of up to $1 million with a project period of up to four years; amounts and requirements remain subject to the final solicitation.

Why this fits LA-MSID's mission

Brownfields work can complement—not compete with—the District's existing environmental and infrastructure responsibilities.

LA-MSID mission

Preserve and manage natural and community resources by providing safe, reliable and high-quality services in an environmentally and financially responsible manner.

- Drainage and flood control
- Conservation / mitigation
- Roads and bridges
- Parks and community resources

Environmental stewardship

Assessment can identify contamination risks and support informed reuse of disturbed or underused properties.

Infrastructure & water management

Reuse planning can be coordinated with drainage, stormwater, preservation, access and public-facility priorities.

Financial responsibility

Federal assessment dollars can reduce the need to fund early due diligence entirely from local resources.

Six practical benefits for the District

Access to capital

Bring federal resources into Lehigh Acres for eligible assessment and planning.

Better decisions

Replace uncertainty with data before committing local funds to acquisition, design or redevelopment.

Site readiness

Create environmental documentation and reuse plans that can support future cleanup or investment.

Leverage partnerships

Coordinate with Lee County, municipalities, agencies and community stakeholders.

Protect public resources

Identify potential environmental concerns earlier and incorporate them into project decisions.

Long-term revitalization

Turn underused properties into productive community, environmental or economic assets.

What LA-MSID could potentially use the assessment program for

Final eligibility is determined by EPA and the lead coalition entity.

Inventory & prioritization

Catalog potential sites; establish screening criteria; prioritize based on need and reuse potential.

Environmental assessment

Phase I / Phase II and related eligible assessment activities at approved sites.

Community engagement

Public outreach and stakeholder involvement around site selection and reuse priorities.

Reuse planning

Evaluate future uses based on market conditions, infrastructure, contamination and community priorities.

Cleanup planning

Develop strategies, cost information and next-step plans supporting future cleanup funding.

Data & coordination

Create consistent site information and a coordinated process across coalition members.

The coalition model: shared capacity, clear accountability

LA-MSID will participate as a non-lead member while Lee County Economic Development acts as the lead entity and manages the federal award.

FY2027 EPA guidance: coalitions require a lead plus 2–4 eligible non-lead members, with target areas in at least three distinct municipalities or jurisdictions.

Lead Entity

Lee County Economic Development

Grant administration • EPA interface • reporting

Lee County Economic Development

Target area + sites + local priorities

Community Redevelopment Agency

Distinct jurisdiction / target area

LA-MSID

Distinct jurisdiction / target area

How brownfields assessment can strengthen existing LAMSID work

LAMSID priority	Brownfields contribution	Potential outcome
Water & environmental management	Identify environmental conditions early; integrate reuse planning with stormwater / preservation goals	More informed site and project decisions
Capital planning	Use grant-funded due diligence before local capital commitments	Lower uncertainty and better sequencing
Public land / facilities	Assess underused or strategically located properties for future public uses	More reuse options and stronger project concepts
Community vitality	Reduce perceived environmental barriers to productive reuse	More attractive sites for investment and redevelopment

What success could look like after four years

01

A prioritized inventory

A repeatable list of potential brownfield sites and transparent screening criteria.

02

Assessments completed

Eligible Phase I / Phase II and related assessments on priority sites.

03

Reuse concepts

Site-specific reuse concepts grounded in environmental and infrastructure realities.

04

A pipeline for next funding

Projects positioned for cleanup grants, state programs, private investment or other capital.

Key considerations and safeguards

Eligibility

LA-MSID and its proposed target areas satisfy the final EPA solicitation and coalition requirements.

Administrative burden

Agree in writing on what LA-MSID will provide —staff time, data, meetings, site coordination and approvals.

Site eligibility

Not every property will qualify; EPA site-specific eligibility and funding rules apply.

Ownership / access

Assessment may require appropriate property access, owner cooperation or legal authority.

Expectations

Assessment is the beginning of a redevelopment pipeline—not a guarantee of cleanup funding or construction.

Procurement & reporting

The lead entity must manage federal compliance, reporting and progress; LA-MSID should understand its supporting role.

Sources & current program notes

Prepared using official LA-MSID and U.S. EPA materials accessed October 2026.

U.S. EPA — MARC Grant Application Resources	FY2027 Assessment Coalition parameters, eligibility and program updates.
U.S. EPA — Types of Funding	Assessment Coalition purpose, eligible activities, target areas and award framework.
LA-MSID — About	Mission, statutory powers and District responsibilities.
LA-MSID — Programs & Services	Canal, preserve, water-resource and stormwater-related responsibilities.
LA-MSID — District Manager	Coordination with Lee County, State, Federal and South Florida Water Management District partners.

Important: Grant amounts, eligibility rules and application requirements can change with the final EPA solicitation. This presentation is for strategic discussion, not legal or grant-compliance advice.

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Leeland Bottomless Lake Building and Park

Meeting Date: November 16, 2026

Agenda Item # 4A1

☐ **CONSENT** ☐ **ACTION** ☒ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **COMMISSIONER** _____ ☐ **ATTORNEY**

☐ **BOARD** ☒ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

1 Recommended motion: N/A

2 What the action accomplishes: Provides a forum to discuss the the Leeland Bottomless Lake project progress.

3 Fiscal Impact:

4 Staff comments:

5 Staff review and recommended approval:

☒ **MANAGER** ☒ **ASSISTANT DISTRICT MGR**

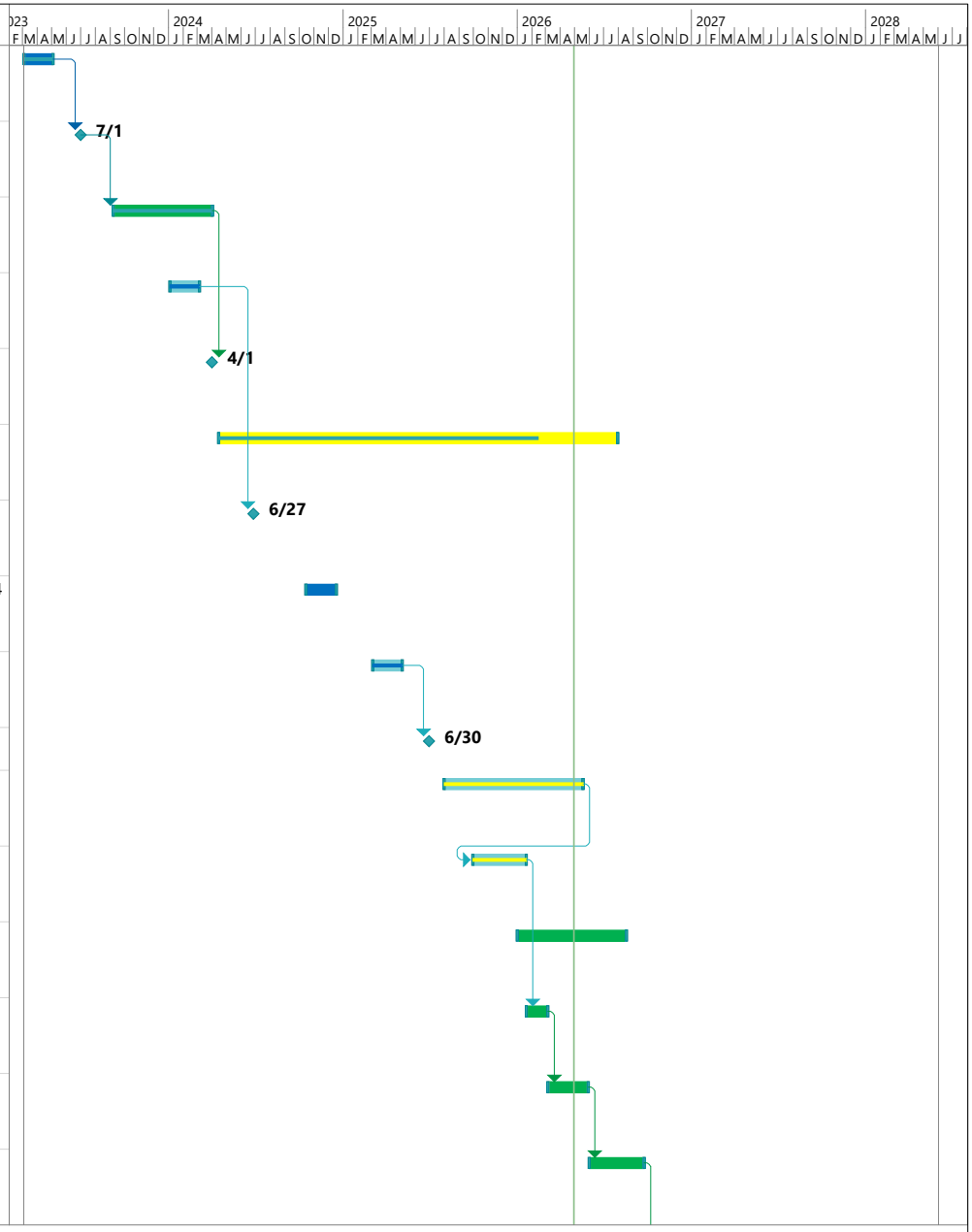
☒ **ATTORNEY** ☐ **FIELD DIRECTOR**

☐ **ENGINEER** ☐ **FINANCE DIRECTOR**

6 Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

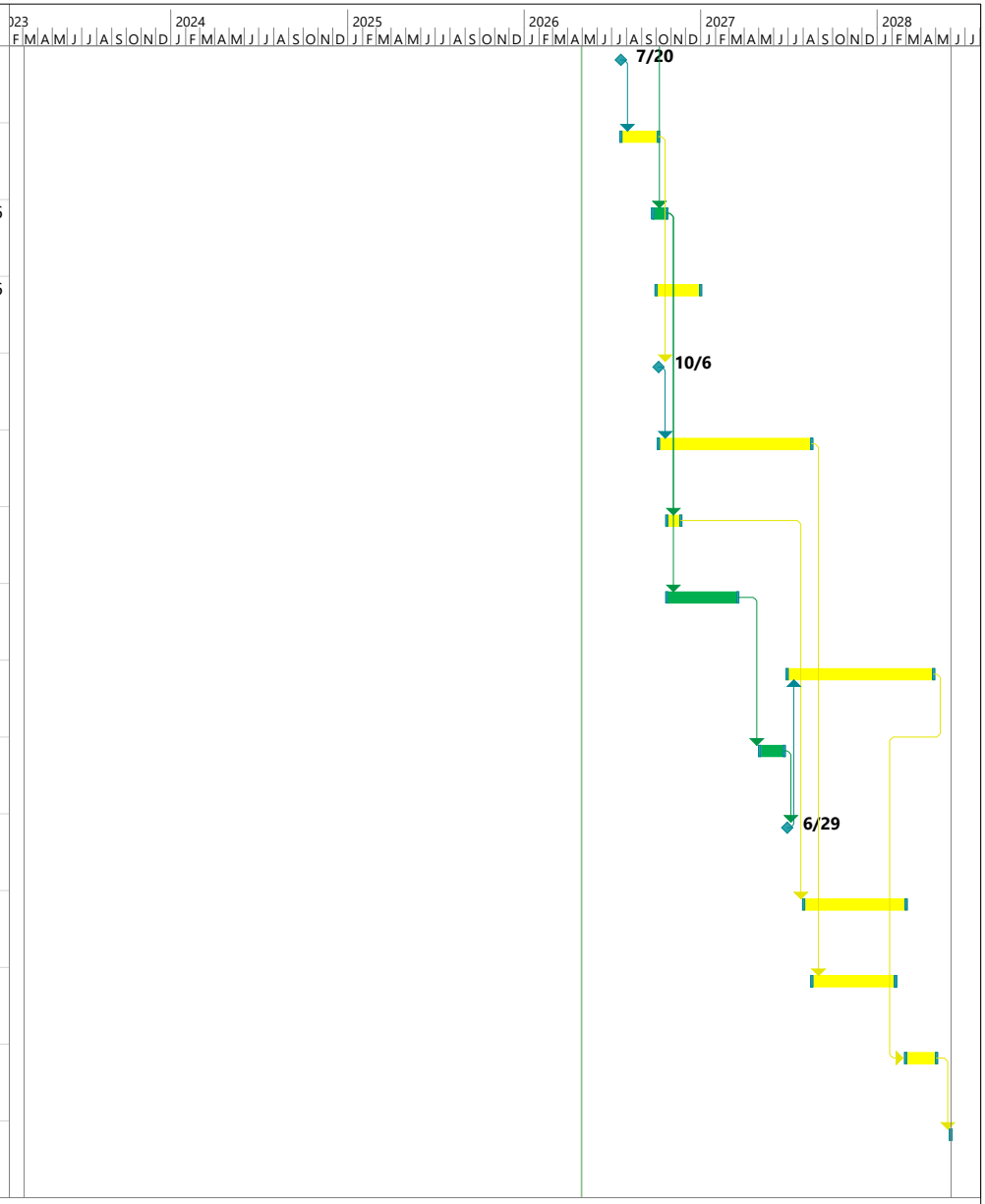
ID	Task Mode	LEELAND BOTTOMLESS LAKE DEVELOPMENT	Duration	Start	Finish
1		Sinkhole Legislative Appropriation to Purchase	44 days	Sat 3/4/23	Wed 5/3/23
2		Governor's Approval	0 days	Sat 7/1/23	Sat 7/1/23
3		FDEP Contract to Purchase 19 Acres	148 days	Thu 9/7/23	Mon 4/1/24
6		Sinkhole Legislative Appropriation for Interpretive Center & Dev. 1	44 days	Thu 1/4/24	Tue 3/5/24
4		Purchase of Sinkhole	0 days	Mon 4/1/24	Mon 4/1/24
5		Eradication of Non-native Vegetation	599 days	Mon 4/15/24	Thu 7/30/26
7		Governor's Veto	0 days	Thu 6/27/24	Thu 6/27/24
10		Gain Consent from Lee County	46 days	Tue 10/15/24	Tue 12/17/24
8		Sinkhole Legislative Appropriation for Interpretive Center & Dev. 2	45 days	Tue 3/4/25	Sun 5/4/25
9		Governor's Approval	0 days	Mon 6/30/25	Mon 6/30/25
29		Letter from FDEP Citing Potential Limitation of New Interpretive Center on Sinkhole Parcel	207 days	Fri 8/1/25	Mon 5/18/26
12		Board Discussion of Interpretive Center Options	80 days	Tue 9/30/25	Mon 1/19/26
13		Negotiation and Agreement with Condo Assn.	163 days	Thu 1/1/26	Mon 8/17/26
11		LLW Discussions with FDEP Attorneys	33 days	Tue 1/20/26	Thu 3/5/26
19		FDEP Attorney Determination Letter of approval for Interpretive Center on Sinkhole Parcel	61 days	Fri 3/6/26	Fri 5/29/26
14		Negotiation, Approval of Grant Agreement	83 days	Mon 6/1/26	Wed 9/23/26



Project: Leeland Lake Gantt Cha
Date: Thu 4/30/26

Task	Project Summary	Manual Task	Start-only	Deadline
Split	Inactive Task	Duration-only	Finish-only	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary	Inactive Summary	Manual Summary	External Milestone	

ID	Task Mode	LEELAND BOTTOMLESS LAKE DEVELOPMENT	Duration	Start	Finish
18		Hire Attorney to help formulate Friends of Leeland Bottomless Lake	0 days	Mon 7/20/26	Mon 7/20/26
20		Develop Documents for Friends Group and Approval	56 days	Mon 7/20/26	Mon 10/5/26
16		Hire Design, Build Contractor for Interpretive Center	21 days	Thu 9/24/26	Thu 10/22/26
17		Advertisement and Build Fence	66 days	Thu 10/1/26	Thu 12/31/26
15		Inaugural Meeting of the Friends of Leland Bottomless Lake	0 days	Tue 10/6/26	Tue 10/6/26
31		Application for Exploration Funding	227 days	Tue 10/6/26	Wed 8/18/27
21		AIM Contract & Design of Site Plan	21 days	Fri 10/23/26	Fri 11/20/26
22		Interpretive Center Planning and Final Design	105 days	Fri 10/23/26	Thu 3/18/27
26		Construction of Site	217 days	Tue 6/29/27	Wed 4/26/28
24		RFP and Hiring for Local Contractor to Build	37 days	Mon 5/3/27	Tue 6/22/27
25		Ribbon-cutting Ceremony	0 days	Tue 6/29/27	Tue 6/29/27
23		Construction of Interpretive Center	152 days	Mon 8/2/27	Tue 2/29/28
30		Initiation of Scientific Exploration	123 days	Thu 8/19/27	Mon 2/7/28
27		Equipment Purchase	46 days	Tue 2/29/28	Tue 5/2/28
28		Grand Opening of Interpretive Center	1 day	Thu 6/1/28	Thu 6/1/28



Project: Leeland Lake Gantt Cha
Date: Thu 4/30/26

Task	Project Summary	Manual Task	Start-only	Deadline
Split	Inactive Task	Duration-only	Finish-only	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary	Inactive Summary	Manual Summary	External Milestone

BOUNDARY SURVEY

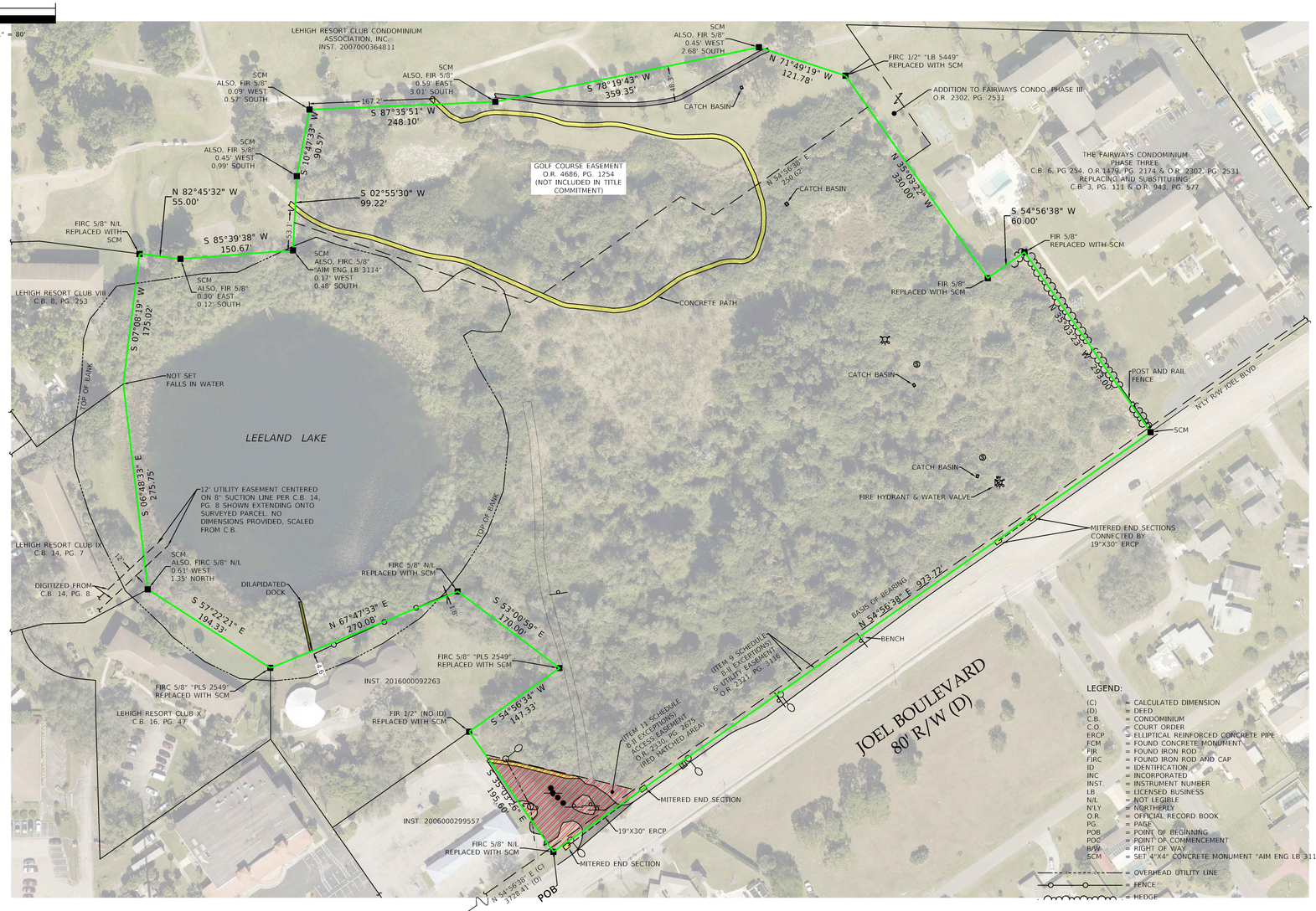
LEELAND LAKE PARCEL

SECTION 34, TOWNSHIP 44 SOUTH, RANGE 27 EAST

LEHIGH ACRES, FLORIDA

80 0 40 80 160

INTENDED DISPLAY SCALE: 1" = 80'



LEGEND:

(C)	= CALCULATED DIMENSION
(D)	= DEED
C.B.	= CONDOMINIUM
C.O.	= COURT ORDER
ERCP	= ELLIPTICAL REINFORCED CONCRETE PIPE
FCM	= FOUND CONCRETE MONUMENT
FIR	= FOUND IRON ROD
FIRC	= FOUND IRON ROD AND CAP
ID	= IDENTIFICATION
INC	= INCORPORATED
INST.	= INSTRUMENT NUMBER
LB	= LICENSED BUSINESS
N/L	= NOT LEGIBLE
N'LY	= NORTHERLY
O.R.	= OFFICIAL RECORD BOOK
PG.	= PAGE
POB	= POINT OF BEGINNING
POC	= POINT OF COMMENCEMENT
R/W	= RIGHT OF WAY
SCM	= SET 4"X4" CONCRETE MONUMENT "AIM ENG LB 3114"
	= OVERHEAD UTILITY LINE
	= FENCE
	= HEDGE
	= BOLLARD
	= FIRE HYDRANT
	= LIGHT POLE
	= SEWER MANHOLE
	= SINGLE SUPPORT SIGN
	= TELEPHONE SERVICE RISER
	= WATER VALVE COVER
	= UTILITY POLE
	= ASPHALT
	= CONCRETE
	= DIRT DRIVEWAY

DESCRIPTION PER TITLE COMMITMENT:

A TRACT OF LAND, LYING IN SECTION 34, TOWNSHIP 44 SOUTH, RANGE 27 EAST, LEE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 34; THENCE NORTH 00°06'48" WEST ALONG THE WEST LINE OF SAID SECTION (BEARINGS RELATE TO THIS LINE AND ARE BASED ON THE PLAT OF GOLFVIEW ESTATES UNIT ONE AS RECORDED IN PLAT BOOK 15, PAGE 50 OF THE PUBLIC RECORDS OF LEE COUNTY, FLORIDA) 1405.40 FEET; TO THE NORTHERLY RIGHT-OF-WAY LINE OF JOEL BOULEVARD (80' RIGHT-OF- WAY); THENCE NORTH 88°58'52"EAST, ALONG SAID RIGHT-OF-WAY LINE, 15.80 FEET, TO THE POINT OF CURVATURE OF A TANGENT CURVE TO THE LEFT; THENCE EASTERLY AND NORTHEASTERLY ALONG SAID RIGHT-OF-WAY LINE, BEING A CURVE CONCAVE TO THE NORTHWEST, AND HAVING A CENTRAL ANGLE OF 33°52'54", A RADIUS OF 676.78 FEET, ALONG AN ARC LENGTH OF 400.21 FEET TO THE POINT OF TANGENCY; THENCE NORTH 55°05'58" EAST, ALONG SAID RIGHT-OF-WAY, 3728.41 FEET TO THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED:

1. THENCE CONTINUE NORTH 55°05'58" EAST, ALONG SAID RIGHT-OF-WAY LINE, 973.72 FEET, TO THE SOUTHWESTERLY CORNER OF THE FAIRWAYS CONDOMINIUM, PHASE III;
2. THENCE NORTH 34°54'02" WEST, ALONG THE SOUTHWESTERLY PROPERTY LINE OF SAID FAIRWAYS CONDOMINIUM, 293.00 FEET;
3. THENCE SOUTH 55 °05'58" WEST, ALONG SAID PROPERTY LINE, 60.00 FEET;
4. THENCE NORTH 34°54'02" WEST, ALONG SAID PROPERTY LINE, 330.00 FEET;
5. THENCE NORTH 71°39'59" WEST, 121.78 FEET;
6. THENCE SOUTH 78°29'03" WEST, 359.35 FEET;
7. THENCE SOUTH 87°45'11" WEST, 248.10 FEET;
8. THENCE SOUTH 10°56'53" WEST, 90.57 FEET;
9. THENCE SOUTH 03°04'50" WEST, 99.22 FEET;
10. THENCE SOUTH 85°48'58" WEST, 150.67 FEET;
11. THENCE NORTH 82°36'12" WEST, 55.00 FEET, TO THE NORTHEAST CORNER OF LEHIGH RESORT CLUB VIII, A CONDOMINIUM, AS RECORDED IN CONDOMINIUM BOOK 8, PAGE 253-256, LEE COUNTY RECORDS;
12. THENCE SOUTH 07° 17'39" WEST, ALONG THE EAST LINE OF SAID LEHIGH RESORT CLUB VIII, 175.02 FEET, TO THE SOUTHEAST CORNER THEREOF;
13. THENCE SOUTH 06°39'13" EAST, ALONG THE EAST LINE OF LEHIGH RESORT CLUB IX, A CONDOMINIUM, AS RECORDED IN CONDOMINIUM BOOK 14, PAGE 7-10, LEE COUNTY RECORDS, 275.75 FEET, TO THE SOUTHEAST CORNER THEREOF;
14. THENCE SOUTH 57°13'01" EAST, ALONG THE NORTHEASTERLY LINE OF LEHIGH RESORT CLUB X, A CONDOMINIUM, AS RECORDED IN CONDOMINIUM BOOK 16, PAGE 47-51; LEE COUNTY RECORDS, 194.33 FEET, TO THE EASTERLY CORNER THEREOF;
15. THENCE NORTH 67°56'53" EAST, 270.08 FEET;
16. THENCE SOUTH 52°51'39" EAST, 170.00 FEET;
17. THENCE SOUTH 55°05'56" WEST, 147.33 FEET;
18. THENCE SOUTH 34°54'03" EAST, 195.60 FEET, TO THE POINT OF BEGINNING

NOTES:

1. THE SUBJECT PARCEL IS LOCATED AT 275 JOEL BOULEVARD, LEHIGH ACRES, FL.
2. BEARINGS BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983(2011). THE NORTHWESTERLY RIGHT OF WAY LINE OF JOEL BOULEVARD, IS THE BASIS OF BEARINGS WHICH BEARS N 54°56'38" E.
3. ALL DISTANCES SHOWN ARE IN U.S. SURVEY FEET.
4. ALL PHYSICAL FEATURES SHOWN HEREON WERE LOCATED IN THE FIELD, UNLESS OTHERWISE NOTED, BY THE SURVEY FIELD CREW AS RECORDED IN FIELD BOOK(S): 1942 PAGES 58-61, (TBD); THE LAST DAY OF FIELD WORK WAS JUNE 27th, 2024.
5. NO UNDERGROUND UTILITIES OR IMPROVEMENTS, IF ANY, WERE LOCATED OTHER THAN SHOWN HEREON.
6. UNDERGROUND ENCROACHMENTS INCLUDING FOUNDATIONS (IF ANY) WERE NOT LOCATED.
7. NO WETLAND AREAS OR JURISDICTIONAL WETLANDS (IF ANY) WERE LOCATED FOR THIS SURVEY.
8. NO SEARCH FOR VISIBLE EVIDENCE OF EXISTING OR FORMER AREAS OF FACILITIES WHICH MAY HAVE INVOLVED USE OR STORAGE OF HAZARDOUS OR TOXIC SUBSTANCES WAS MADE.
9. SUBJECT PROPERTY: 19.95 ACRES (SURVEYED), MORE OR LESS.
10. THERE ARE CURRENTLY NO BUILDINGS ON THE SURVEYED PARCEL.
11. THIS SURVEY WAS PREPARED WITH THE BENEFIT OF OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NUMBER: 1468003, HAVING AN EFFECTIVE DATE OF NOVEMBER 16, 2023 @ 11:00 P.M. PLEASE REFER TO SUMMARY OF SCHEDULE B - II EXCEPTIONS BELOW.
12. ALL RECORDING REFERENCES ARE TO THE PUBLIC RECORDS OF LEE COUNTY, FL.
13. AERIAL IMAGERY PROVIDED BY LEE COUNTY. SAID IMAGERY WAS FLOWN BETWEEN JANUARY 8th & MARCH 11th, 2024. IMAGERY IS SHOWN FOR INFORMATIONAL PURPOSES ONLY. NO VERIFICATION WAS MADE REGARDING THE HORIZONTAL ACCURACY OF SAID IMAGERY.

SCHEDULE B - II EXCEPTIONS:

THE FOLLOWING COMMENTS PERTAIN TO ITEMS 1 THROUGH 14, SCHEDULE B-II OF OLD REPUBLIC NATIONAL TITLE COMMITMENT (SEE NOTE 11):

1. ANY DEFECT, LIEN, ENCUMBRANCE, ADVERSE CLAIM, OR OTHER MATTER THAT APPEARS FOR THE FIRST TIME IN THE PUBLIC RECORDS OR IS CREATED, ATTACHES, OR IS DISCLOSED BETWEEN THE COMMITMENT DATE AND THE DATE ON WHICH ALL OF THE SCHEDULE B, PART I– REQUIREMENTS ARE MET.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
2.
   a. GENERAL OR SPECIAL TAXES AND ASSESSMENTS REQUIRED TO BE PAID IN THE YEAR 2023 AND SUBSEQUENT YEARS.
      - NOT A MATTER OF SURVEY. NOT MAPPED.
   b. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT RECORDED IN THE PUBLIC RECORDS.
      - VISIBLE EVIDENCE OF POSSESSION WAS LOCATED AS MAPPED HEREIN.
   c. ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE THAT WOULD BE DISCLOSED BY AN INSPECTION OR AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND AND INSPECTION OF THE LAND.
      - AFFECTS THE SUBJECT PARCEL AS MAPPED HEREIN.
   d. EASEMENTS OR CLAIMS OF EASEMENTS NOT RECORDED IN THE PUBLIC RECORDS.
      - ALL VISIBLE EVIDENCE OF UTILITIES AND USE ON TO AND OFF OF THE SUBJECT PARCEL IS MAPPED HEREIN
   e. ANY LIEN, OR RIGHT TO A LIEN, FOR SERVICES, LABOR OR MATERIAL FURNISHED, IMPOSED BY LAW AND NOT RECORDED IN THE PUBLIC RECORDS.
      - NOT A MATTER OF SURVEY. NOT MAPPED.
3. ANY OWNER'S POLICY ISSUED PURSUANT HERETO WILL CONTAIN UNDER SCHEDULE B THE FOLLOWING EXCEPTION: *ANY ADVERSE OWNERSHIP CLAIM BY THE STATE OF FLORIDA BY RIGHT OF SOVEREIGNTY TO ANY PORTION OF THE LAND INSURED HEREUNDER, INCLUDING SUBMERGED, FILLED AND ARTIFICIALLY EXPOSED LANDS, AND LANDS ACCRETED TO SUCH LANDS.*
   - NO KNOWLEDGE OF SOVEREIGN CLAIM OF LEELAND LAKE. NOT MAPPED.
4. ANY LIEN PROVIDED BY COUNTY ORDINANCE OR BY CHAPTER 159, F.S., IN FAVOR OF ANY CITY, TOWN, VILLAGE OR PORT AUTHORITY, FOR UNPAID SERVICE CHARGES FOR SERVICES BY ANY WATER SYSTEMS, SEWER SYSTEMS OR GAS SYSTEMS SERVING THE LAND DESCRIBED HEREIN; AND ANY LIEN FOR WASTE FEES IN FAVOR OF ANY COUNTY OR MUNICIPALITY.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
5. OIL, GAS, MINERAL, OR OTHER RESERVATIONS AS RECORDED IN DEED BOOK 149, PAGE 399, AND O.R. BOOK 4516, PAGE 2118, PUBLIC RECORDS OF LEE COUNTY, FLORIDA. NO DETERMINATION HAS BEEN MADE AS TO THE CURRENT RECORD OWNER FOR THE INTEREST EXCEPTED HEREIN.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
6. SEWER AND WATER COVENANTS IN MISCELLANEOUS BOOK 58, PAGE 266, O.R. BOOK 10, PAGE 695 AND O.R. BOOK 41, PAGE 264, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
7. EAST COUNTY WATER CONTROL DISTRICT AS RECORDED IN C.O. BOOK 38, PAGE 330, FINAL JUDGMENT VALIDATING BONDS IN O.R. BOOK 2173, PAGE 469, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
8. LEE COUNTY ORDINANCE NO. 86-14 RECORDED NOVEMBER 30, 1990, IN O.R. BOOK 2189, PAGE 3281 AND AMENDED BY ORDINANCE NO. 86-38 IN O.R. BOOK 2189, PAGE 3334, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
   - NOT A MATTER OF SURVEY. NOT MAPPED.
9. UTILITY RIGHT-OF-WAY EASEMENT RECORDED IN O.R. BOOK 2321, PAGE 3116, AS ASSIGNED IN O.R. BOOK 4150, PAGE 900, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
   - AFFECTS THE SUBJECT PARCEL AS MAPPED HEREIN.
10. EASEMENT RECORDED IN O.R. BOOK 2325, PAGE 4552, AND AGREEMENT IN INSTRUMENT NUMBER 2010-67458, INSTRUMENT NUMBER 2010-74570, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
    - DOES NOT AFFECT THE SUBJECT PARCEL. NOT MAPPED.
11. ACCESS EASEMENT AGREEMENTS RECORDED IN O.R. BOOK 2330, PAGE 2675, O.R. BOOK 2330, PAGE 2685, AND O.R. BOOK 2330, PAGE 2731, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
    - AFFECTS THE SUBJECT PARCEL AS MAPPED HEREIN.
12. DEVELOPER'S AGREEMENT RECORDED IN O.R. BOOK 2357, PAGE 2973, AS MODIFIED IN O.R. BOOK 2551, PAGE 833, PUBLIC RECORDS OF LEE COUNTY, FLORIDA.
    - NOT A MATTER OF SURVEY. NOT MAPPED.
13. RIGHTS OF THE LESSEES UNDER UNRECORDED LEASES.
    - NOT A MATTER OF SURVEY. NOT MAPPED.
14. RIPARIAN AND LITTORAL RIGHTS ARE NOT INSURED.
    - NOT MAPPED.

Digitally signed by Darren Townsend
Date: 2024.08.21 09:48:04 '-04'00'

DARREN K. TOWNSEND License Number 6476 STATE OF FLORIDA Professional Surveyor & Mapper

No.:	DATE:	BY:	REVISIONS:
1	08-21-24	RH	AERIAL IMAGERY ADDED
2			
3			
4			
5			

PREPARED BY: AIM ENGINEERING & SURVEYING, INC.

DARREN TOWNSEND
PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 6476

NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

AIM Engineering & Surveying, Inc.
CIVIL * SANITARY * TRANSPORTATION * DEVELOPMENT * PROJECT MANAGEMENT
2161 FOWLER STREET, SUITE 100
FORT MYERS, FLORIDA 33901
www.aimengr.com
TOLL FREE 800-226-4569
PHONE 239-332-4569
CERTIFICATE OF AUTHORIZATION No. 3114

CLIENT:			
LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT			
DRAWN: RH	DATE: 06-25-2024	PROJECT: 24-1911_LAMSID SINKHOLE PARCEL	
CHECKED: DT	DATE: 06-27-2024	FIELD BOOK: 1942	PAGE: 58-61, TBD

COUNTY:		
LEE		
SECTION: 34	TOWNSHIP: 44 S	RANGE: 27 E
FILE NAME: 24-1911_BND	PROJECT NO.: 24-1911	

BOUNDARY SURVEY
LEELAND LAKE PARCEL

ANY REVISIONS, ALTERATIONS, AND OR CHANGES TO DRAWING(S) WITHOUT WRITTEN CONSENT BY AIM ENGINEERING & SURVEYING, INC. IS PROHIBITED!

SHEET 1 OF 1













Legend

- Wind Phone
- Wayfinding Sings
- Park Entrance Sign
- Benches
- Picnic Tables
- Path Route No. 3
- Floating Boardwalk
- Gangway Ramp
- Boardwalk
- Road Vegetation Buffer
- Maintenance Path
- Floating Dock
- Outlook
- Lake
- Parking Lot
- Building
- Sidewalk
- Trail Sightline Vegetation
- Wetland Plants & Trees

Lee County, FL, State of Florida, Microsoft, Vantor, Esri Community Maps Contributors, University of South Florida, County of Lee, FL, FDEP, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

N

0 110
Feet

Rev. No. 00

AIM Project No. 25-2166

AIM Engineering & Surveying, Inc.
CIVIL ENGINEERING * LAND SURVEYING * S.U.E
TRANSPORTATION * UTILITIES * PROJECT MANAGEMENT
CONSTRUCTION ENGINEERING & MANAGEMENT
2161 Fowler Street. Suite 100. Fort Myers, Florida 33901
Web: aimengr.com Info: info@aimengr.com

Map Produced Jan. 15, 2026

CONCEPT PLAN

LA-MSID Sinkhole Future Vision Plan

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT
601 EAST COUNTY LANE
LEHIGH ACRES, FLORIDA 33936



CONCEPT PLAN

LA-MSID Sinkhole Trail Route No. 1

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

601 EAST COUNTY LANE
LEHIGH ACRES, FLORIDA 33936

AIM Engineering & Surveying, Inc.

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CONSTRUCTION ENGINEERING & MANAGEMENT

2161 Fowler Street. Suite 100. Fort Myers, Florida 33901
Web: aimengr.com Info: info@aimengr.com

Map Produced Jan. 15, 2026

0 100 Feet

N

AIM Project No.	Rev. No.
25-2166	00



CONCEPT PLAN

LA-MSID Sinkhole Trail Route No. 2

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

601 EAST COUNTY LANE
LEHIGH ACRES, FLORIDA 33936

AIM Engineering & Surveying, Inc.

CIVIL ENGINEERING * LAND SURVEYING * S.U.E.
TRANSPORTATION * UTILITIES * PROJECT MANAGEMENT
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Map Produced Jan. 15, 2026

0 100 Feet

N

AIM Project No.	Rev. No.
25-2166	00

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Manager Candidate Interviews

Meeting Date: November 16, 2026

Agenda Item # 4B1

☐ **CONSENT** ☐ **ACTION** ☐ **OLD BUSINESS** ☐ **NEW BUSINESS**

Request Initiated By: ☐ **COMMISSIONER** _____ ☐ **ATTORNEY**

☐ **BOARD** ☐ **MANAGER** ☐ **ENGINEER** ☐ **AUDITOR**

1 Recommended motion: N/A

2 What the action accomplishes: Provides a forum to interview the two District Manager candidates.

3 Fiscal Impact:

4 Staff comments:

5 Staff review and recommended approval:

☐ **MANAGER** ☐ **ASSISTANT DISTRICT MGR**

☐ **ATTORNEY** ☐ **FIELD SUPERINTENDENT**

☐ **ENGINEER** ☐ **CONTROLLER**

6 Board Action:

☐ **APPROVED** ☐ **DENIED** ☐ **DEFERRED**

MICHAEL SHANE COOK

Certified District Manager (CDM) | Associate Member ASCE | Associate Member APWA

4109 SW 25th Place, Cape Coral, FL 33914 • mikeandicook@gmail.com • Linkedin.com/in/michael-cook-6a54792b

• 239-292-7491 •

PROFESSIONAL SUMMARY

Certified District Manager and civil/construction engineering manager with more than 35 years in public infrastructure design, funding and construction management experience. Career spans municipal sanitary sewer, potable water and stormwater design, private land development, and nearly two decades in special district management with East County Water Control District (ECWCD) and its successor, the Lehigh Acres Municipal Services Improvement District (LA-MSID). Special District experience includes capital project management, permitting, government funding, construction administration, capital improvement planning, budgeting, contract negotiation, operation of the district's complicated stormwater system consisting of miles of canals, weirs, pumps, culverts, stormwater treatment areas, filter marshes and natural preserve areas. Other duties include managing the daily field maintenance operations, scheduling/timesheets, planning/budgeting capital equipment purchases and staff supervision.

PROFESSIONAL EXPERIENCE

Assistant District Manager **March 2007 – Present**

East County Water Control District / Lehigh Acres Municipal Services Improvement District *Lehigh Acres, Florida*

Independent special district providing drainage, water control and water management services across roughly 70,000 acres of Lehigh Acres and western Hendry County. ECWCD was dissolved and replaced by LA-MSID by special act of the Florida Legislature in June 2015; employment continued through the transition.

- Served as Assistant District Manager with both ECWCD and LA-MSID.
- Earned the Certified District Manager (CDM) designation from Florida State University and the Florida Association of Special Districts, June 2013 and have continuously maintained certification through annual CEU's.
- Represented the District at many statewide and national stormwater, special district, public works and climate change conferences between 2007–2026.
- Process, review and approve all District issued drainage, development and right of way permits.
- Coordinate with the District's consulting engineers, stormwater modelers, architects and other design professionals on all District capital improvement projects.
- Manage capital improvement project construction contracts, pay request, change orders, construction inspection and project completion acceptance.
- Evaluate the District's infrastructure for repair or capital replacement programs.
- Assist in the preparation of Board Meeting Packets and attending Board of Commissioners Meetings.

Project Manager **May 2003 – March 2007**

AIM Engineering & Surveying, Inc. *Lehigh Acres, Florida*

Project Manager/Engineer in charge of various private development and municipal infrastructure projects.

- Prepared proposals and engineering fee contracts; coordinated site surveying, site design and plan preparation.
- Completed permit applications, prepared engineer's estimates, assisted owners during bidding, and provided construction administration services.
- Coordinated and supervised the engineering department's AutoCAD technicians; scheduled projects and approved time sheets.
- Handled engineering department staff recruiting, hiring and annual reviews.

Project Manager **June 1994 – May 2003**

Worl & Associates, Inc. / Floyd Browne Associates, Inc. *Sidney, Ohio*

Project Manager/Engineer in charge of designing and building municipal sanitary sewer systems.

- Planned, surveyed, designed, funded, bid, oversaw construction of and tested sanitary sewer collection systems, pump stations, force mains, water storage towers and wastewater treatment plants.
- Coordinated and scheduled AutoCAD production and plan preparation.
- Coordinated survey crews for construction staking and set up inflow/infiltration (I/I) studies for various municipalities.

Draftsman / Engineering Technician **June 1989 – June 1994**
Worl & Associates, Inc. *Sidney, Ohio*

- Hand drafting, AutoCAD and land surveying on private and municipal projects throughout west central Ohio.
- Performed smoke/dye testing on municipal sanitary sewer systems for Inflow/Infiltration studies.

CERTIFICATIONS & PROFEESIONAL MEMBERSHIPS

- American Society of Civil Engineers (ASCE) – Member starting in 1994
- American Public Works Association (APWA) – Member starting in 2001
- Florida Stormwater Association (FSA) – Member starting in 2007
- Florida Association of Special Districts (FASD) – Member starting in 2007
- Lehigh Acres Architectural, Planning & Zoning Review Board - ECWCD/LA-MSID Representative since 2007
- Certified District Manager (CDM) – Florida State University & Florida Association of Special Districts, June 2013
- Certified Public Manager (CPM) Level I: Management of Individual Performance (28 hrs.) – Florida Institute of Government at FGCU / FSU, February 2008
- Florida Water and Pollution Control Operator's Association – Member starting in 2014
- Hazardous Materials Operations / OSHA Level II – Crop Production Services, June 2014
- Hazardous Materials Operations / OSHA Level II – Sigma Consulting and Training, Inc., June 2015
- FAA Part 107 Remote Pilot Exam Prep Course, Certificate of Completion – Drone Launch Academy – May 2024
- FAA Remote Pilot License #5018047 – June 2024

EDUCATION

Bachelor of Engineering Technology, Construction Engineering Technology – *University of Toledo, Toledo, Ohio* 1989–1994
Associate of Applied Science, Civil Engineering Technology – *University of Toledo, Toledo, Ohio* 1991–1993
Associate of Applied Science, Architectural Technology – *University of Toledo, Toledo, Ohio* 1989–1991

SKILLS

- Special District management and public agency administration
- Capital Improvement Plan (CIP) planning, budgeting and implementation
- Government funding application preparation (including Florida State Revolving Fund) and various SFWMD and FDEP grant programs
- Grant funding administration and report preparation
- Local / State Government Inter-Agency Agreement development and term negotiation
- Field operations staff management and scheduling
- Engineer's estimates, technical specifications and bid document preparation and contract administration
- Florida CCNA selection process experience (Private Industry, Lee County & LAMSID)
- Collective bargaining agreements (Teamsters Local 79)
- Proven leadership and management skills
- Proven emergency management leadership District Team "A" (multiple hurricanes and tropical storms)
- Special District permitting policy update, fees update, implementation, plan review and stormwater compliance enforcement
- In-House infrastructure replacement program planning, design, supervision and construction inspection
- Potable water, sanitary sewer, storm sewer and irrigation system design and design review
- Site development design, including grading and utility plans preparation and design standards review
- Pump station and force main design
- Potable water storage facility design
- Inflow/infiltration studies for sanitary sewer systems
- Construction bid process administration, construction inspection and concrete testing
- Interviewing, hiring, annual reviews and disciplinary action experience
- Microsoft Excel, Word, Outlook, PowerPoint and Project
- Drone Pilot
- AutoCAD, surveying, drafting and construction layout

PROFESSIONAL TRAINING

- Steel Water Tank Design Seminar
- Centrifugal Pump Design, Operation and Maintenance Seminar
- Manhole Reconstruction / Rehabilitation Seminar
- Municipal Supply Inflow / Infiltration Seminar
- Consulting Engineers Council of Ohio – Communication and Leadership Skills Seminar - Nov. 2000
- Engineers Leadership Institute – The Engineer As Leader Seminar - Oct. 2002

- Confined Space Entry Training for Managers and Supervisors
- ASCE – Geotechnical Aspects of Infrastructure Reconstruction Seminar
- Consulting Engineers Council of Ohio – Essentials of Project Management Seminar - Oct. 2000
- Coastal MRO, Supervisors Guide to Reasonable Suspicion Testing - Oct. 2013
- Think HR – Confronting Difficult EE Behavior - July 2019
- Multiple FEMA Incident Command System classes & certifications - 2019 & 2024
- Multiple "Streamery" on-line training classes in Trench Safety, Shoring and Soil identification to keep workers safe in construction industries - July 2022
- Shelby County Chamber of Commerce – Leadership Training Program for Community Leaders (2002-2003)
- AvaTech Solutions – Land Desktop Fundamentals Training - May 2004
- PGIT Preferred Academy - Management Basics - June 2013
- Lee County - Harassment Avoidance Training - Oct. 2013
- Strategic Leadership Development – Management Training Classes (Greg Buschman PH.D.) - July 2024 & Feb. 2025
- South Florida Water Management District (SFWMD) Flood Observation and High-Water Mark Recording Training - May 2026
- Compliance IQ Training – Moving from An Operational Manager to A Strategic Leader - July 2026

CONFERENCES & WORKSHOPS

2026 - Coastal & Heartland National Estuary Partnership (CHNEP) Southwest Florida Climate Summit
2026 - Florida Association of Special Districts - Annual Conference and Training Sessions
2025 - Florida Association of Special Districts - Annual Conference and Training Sessions
2025 - StormCon – National Conference and Training Sessions (Orlando, FL)
2023 - Florida Association of Special Districts - Annual Conference and Training Sessions
2023 - FASD – Special Districts Legislative Days - (Tallahassee, FL)
2022 - StormCon - National Conference (National Harbor, MD) Annual Conference
2022 - Florida Association of Special Districts - Annual Conference and Training Sessions
2020 - Florida Association of Special Districts - Annual Conference and Training Sessions
2019 - FASD – Special Districts Legislative Days – (Tallahassee, FL)
2018 - Florida Association of Special Districts - Annual Conference and Training Sessions
2016 - Florida Association of Special Districts - Annual Conference and Training Sessions
2013 - CHNEP – Conservation Lands Workshop & Training Program
2013 - FASD – Special Districts Legislative Days – (Tallahassee, FL)
2013 - Florida Association of Special Districts - Annual Conference and Training Sessions
2012 - Florida Stormwater Association (FSA) Annual Conference and Training Sessions
2011 - Florida Stormwater Association (FSA) Annual Conference and Training Sessions
2010 - Florida Stormwater Association (FSA) Annual Conference and Training Sessions
2008 - StormCon – North American Surface Water Quality Conference & Exposition (Orlando, FL)
2008 - Florida Engineering Society / FDEP – State Revolving Fund Conference
2007 - Florida Engineering Society / FDEP – State Revolving Fund Conference
2002 - American Public Works Association – Annual Conference and Training Sessions (Kansas City, MO)
2001 - American Public Works Association – Annual Conference and Training Sessions (Philadelphia, PA)

Lehigh Acres Municipal Services Improvement District

601 East County Lane
Lehigh Acres, FL 33936
(239) 368-0044

EMPLOYMENT APPLICATION

Lehigh Acres Municipal Services Improvement District is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, color, religion, sex, age, disability, marital status or national origin. In accordance with the Americans with Disabilities Act, Lehigh Acres Municipal Services Improvement District will provide reasonable accommodation upon request to applicants to facilitate the application process. This is a Drug-Free Workplace.

NAME (print) Cook (Last) Michael (First) Shane (Middle)

ADDRESS 4109 SW 25th Place (Street and number) Cape Coral (City) FL (State) 33914 (Zip Code)

TELEPHONE # 239-292-7491 2nd Phone # _____ SS# [redacted]

DO YOU HAVE A VALID FLORIDA DRIVER LICENSE? ☒ YES ☐ NO CDL ☐ YES ☒ NO CLASS E

DRIVER LICENSE #: [redacted] ARE YOU 18 YRS OLD OR OVER? ☐ YES ☐ NO
(If not, employment is subject to verification that you are of legal minimum age and can furnish any required work permit.)

Has your license ever been revoked or suspended? ☐ Yes ☒ No

If yes, please explain: _____

DO YOU HAVE RELATIVES/FRIENDS PRESENTLY WORKING FOR LEHIGH ACRES MSID ? ☒ YES ☐ NO
Relatives - No Friends - Yes

INDICATE POSITION FOR WHICH YOU ARE APPLYING District Manager

☒ Full Time ☐ Part Time ☐ Temporary

SALARY REQUIREMENTS: Negotiable EMAIL ADDRESS: mcook2727@gmail.com

EDUCATION AND TRAINING

Do you have High school diploma? ☒ Yes ☐ No GED? ☐ Yes ☐ No Date Received June 1989

SCHOOL	NAME/ADDRESS	COURSE OF STUDY	LEVEL COMPLETED	GRADUATED	DEGREE/YEAR
HIGH SCHOOL	Lehman Catholic HS Sidney, Ohio		4 years	1989	
COLLEGE/UNIVERSITY	University of Toledo Toledo, Ohio		4 years	1994	Bachelor of Eng. Tech in Construction Engineering
VOCATIONAL/TECHNICAL	University of Toledo Toledo, Ohio		2 years	1993	Assoc. in Civil Eng. Tech & Assoc. in Architectural Tech.
OTHER	University of Toledo Toledo, Ohio		2 years	1991	

EMPLOYMENT HISTORY

LIST ALL PLACES OF EMPLOYMENT FOR THE LAST 10 YEARS, INCLUDING MILITARY SERVICE. PLEASE ACCOUNT FOR ALL SELF-EMPLOYMENT AND GAPS IN EMPLOYMENT. IF YOU WERE EMPLOYED UNDER A DIFFERENT NAME, PLEASE PROVIDE THAT NAME (_____). IF YOU NEED MORE SPACE, PLEASE USE THE BACK OF THIS SHEET.

PRESENT OR LAST EMPLOYER ECWCD / LAMSID SUPERVISOR David E. Lindsay
MAILING ADDRESS 601 East County Lane
CITY/STATE/ZIP Lehigh Acres, FL 33936 PHONE # 239-368-0044
POSITION HELD Assistant District Manager
DATES OF EMPLOYMENT: FROM March 19th, 2007 TO Present
SALARY $168,000 /PER Annual
DUTIES Assistant District Manager working with Consultants & Capital projects
REASON FOR LEAVING N/A MAY WE CONTACT? X YES ____ NO

PRESENT OR LAST EMPLOYER Aim Engineering SUPERVISOR Jerron Hull, P.E.
MAILING ADDRESS 2161 Fowler Street
CITY/STATE/ZIP Fort Myers, FL 33901 PHONE # 239-332-4569
POSITION HELD Project Manager / Assistant Dept. Manager
DATES OF EMPLOYMENT: FROM May 2003 TO March 2007
SALARY $82,000 /PER Annual
DUTIES Manage Development & Municipal Utility Projects, Manage Eng. Dept. Staff
REASON FOR LEAVING New Position Created at Firm MAY WE CONTACT? X YES ____ NO

PRESENT OR LAST EMPLOYER WRL & Associates / Floyde Browne Group SUPERVISOR Stephen Wall, P.E., P.S.
MAILING ADDRESS 1065 Fairington Drive
CITY/STATE/ZIP Sidney, Ohio 45365 PHONE # 937-492-7636
POSITION HELD Project Manager
DATES OF EMPLOYMENT: FROM June 1989 TO May 2003
SALARY $57,000 /PER Annual
DUTIES Project Manager & on site Inspection for new Utility Systems, design new water lines & sewer lines
REASON FOR LEAVING Moved to Florida to be closer to Family MAY WE CONTACT? X YES ____ NO

PRESENT OR LAST EMPLOYER _____ SUPERVISOR _____
MAILING ADDRESS _____
CITY/STATE/ZIP _____ PHONE # _____
POSITION HELD _____
DATES OF EMPLOYMENT: FROM _____ TO _____
SALARY _____ /PER _____
DUTIES _____
REASON FOR LEAVING _____ MAY WE CONTACT? ____ YES ____ NO

PERSONAL REFERENCES (Include persons other than relatives and employers)

Name Lee Flynn, P.E. Occupation Civil Engineer Years Known 23

Address 1235 Cleburne Dr. Fort Myers, FL 33919 Day Phone 239-872-2613

Name Bill Walker Occupation Field Manager Years Known 19

Address 12201 Cannon Ln, Fm FL 33912 Day Phone 239-872-6420

GENERAL INFORMATION

Do you smoke? ☐ Yes ☒ No If yes, how much? _____

VETERANS PREFERENCE: Check the appropriate block if you are claiming Veterans' Preference. Documentation substantiating your claim must be furnished at the time of application.

☐ 1. A veteran with a service-connected disability who is eligible for or receiving compensation, disability retirement, or pension under public laws administered by the U. S. Veteran's Administration and the Department of Defense *or*

☐ 2. The spouse of a veteran who cannot qualify for employment because of a total and permanent disability, or the spouse of a veteran missing in action, captured or forcibly detained by a foreign power *or*

☐ 3. A veteran of any war who has served on active duty for 181 consecutive days or more or who has served 180 consecutive days or more since January 31, 1955 and who was honorably discharged from the Armed Forces of the United States of America if any part of such active duty was performed during a wartime era, excluding active duty for training *or*

☐ 4. The unremarried widow or widower of a veteran who died of a service-connected disability.

Have you claimed and been employed using veterans' preference since October 1, 1987 Yes ☐ No ☐

If "yes", please give the name of the employer: _____

BACKGROUND INFORMATION

Are you legally eligible for employment in the U.S.? ☒ Yes ☐ No
(You will be required to provide proof upon employment)

Have you ever committed or been convicted of a crime, entered a plea of nolo contendre (no contest) to a crime or received a suspended sentence (regardless of the ultimate adjudication) for a crime?

☐ Yes ☒ No If Yes, please explain _____

(A criminal record will not necessarily be a bar to employment)

Have you ever been sued for causing the death of, or injury to any person, or any property damage (e.g., for assault, battery, defamation, etc.)? ☐ Yes ☒ No If Yes: Date: _____
Please explain the nature of the claims in the lawsuit(s) and disposition(s) _____

Do you have any commitments, including non-compete agreements or any other restrictive covenants to any other entity, business or person that might affect your employment with Lehigh Acres Municipal Services Improvement District? ☐ Yes ☒ No If yes, please explain: _____

If you are applying for a position that requires state or national registration, certification or license, you must furnish current proof of registration, certification or license.

Registration, Certification or License No. and Type US Dept. of Transportation Federal Aviation Admin.

Year 2024 State(s) Remote Pilot License No. 5018047 All - USA.

Are there any other experiences, skills or qualifications which you feel especially qualify you for work with Lehigh Acres Municipal Services Improvement District?
Almost 20 years of experience as the Assist. Dist. Manager, worked on ECWCP projects while at Hall Engineering, taken many different management training classes over my 30 year work career.

APPLICANT'S STATEMENT:
PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING

My entire working career has been in municipal engineering and management of projects and people.

I understand that Lehigh Acres Municipal Services Improvement District will attempt to verify statements made on my application and made during my employment interview. I give permission for my former employers and personal references, as well as law enforcement officials, to answer any questions and to furnish information concerning me. I release Lehigh Acres Municipal Services Improvement District and all former employers and my references from any liability as a result of the furnishing and receiving of this reference and background information.

I understand that false, incomplete or misleading statements or omissions on this application or any other pre- or post-employment documents, or any verbal misrepresentations, may result in disqualification from further employment consideration or termination from employment.

I understand that if I am employed by Lehigh Acres Municipal Services Improvement District, I must conform to the policies and rules of Lehigh Acres Municipal Services Improvement District. I understand that my employment relationship will be at-will and that both Lehigh Acres Municipal Services Improvement District and I have the right to terminate my employment, with or without cause, and with or without notice. I understand my job duties and schedule may be changed at any time during my employment by Lehigh Acres Municipal Services Improvement District. I understand I may be required to work scheduled and unscheduled overtime and scheduled weekend and holiday work when requested by Lehigh Acres Municipal Services Improvement District.

I consent and agree to take any pre-employment physical examinations and such future physical examinations and any drug and alcohol tests as part of or separate from any such physical examinations, as may be required by federal or state law/regulation, as well as Lehigh Acres Municipal Services Improvement District's policy.

The Immigration Reform and Control Act of 1986 requires that, after employment, employers verify the legal work authorization and identity of all new employees. An offer of employment will depend on Lehigh Acres Municipal Services Improvement District's ability to verify this necessary information.

WAIVER OF JURY TRIAL. Should I become employed, as a condition of my employment, I agree to waive my right to trial by a jury in any action or proceeding involving any claim, whether statutory or common law, related to or arising out of my employment or termination of employment, including claims of discrimination. I understand that I am waiving my right to a jury trial voluntarily and knowingly and free from duress or coercion. I understand that I have the right to consult with a person of my choosing, including an attorney, before signing this document.

10/4/2026
Date

Michael S. Cook
Applicant's Signature

Thank you for completing this application form and for your interest in employment with us. Due to the volume of applications received, we may not interview every applicant. In the event you are selected for interview, we will contact you. Applications are considered inactive after 30 days from the date of application unless renewed, in writing, by the applicant at this location. INCOMPLETE APPLICATIONS OR APPLICATIONS CONTAINING ADDITIONAL NON-REQUESTED INFORMATION WILL NOT BE CONSIDERED.

SPECIAL SKILLS OR KNOWLEDGE

Please check the appropriate box to indicate the level of competency or experience you have in each area.

GENERAL OFFICE SKILLS

Bookkeeping	☐ none	☐ beginning	☐ intermediate	☒ advanced
Writing/Editing	☐ none	☐ beginning	☐ intermediate	☒ advanced
Calculator Use	☐ none	☐ beginning	☐ intermediate	☒ advanced
Filing	☐ none	☐ beginning	☐ intermediate	☒ advanced
Typing Skills	☐ none	☐ beginning	☒ intermediate	☐ advanced
Copier Use	☐ none	☐ beginning	☐ intermediate	☒ advanced

COMPUTER SKILLS

Computer Use	☐ none	☐ beginning	☐ intermediate	☒ advanced
Microsoft Office Proficient?	☒ Word	☒ Excel	☒ Outlook	☐ Access
Network Support	☐ none	☐ beginning	☒ intermediate	☐ advanced
PC/Hardw/Softw Support	☐ none	☐ beginning	☒ intermediate	☐ advanced

GENERAL SHOP SKILLS

Welding	☐ none	☒ beginning	☐ intermediate	☐ advanced
Plumbing	☐ none	☐ beginning	☒ intermediate	☐ advanced
Fence Building	☐ none	☐ beginning	☒ intermediate	☐ advanced
Concrete	☐ none	☐ beginning	☒ intermediate	☐ advanced
Framing	☐ none	☐ beginning	☒ intermediate	☐ advanced
Heavy Equipment	☐ none	☒ beginning	☐ intermediate	☐ advanced
Chemical spraying	☒ none	☐ beginning	☐ intermediate	☐ advanced

COMPUTER SOFTWARE

List applications with which you are familiar and indicate proficiency level. (i.e. Microsoft Word, Excel)

Word	☐ none	☐ beginning	☐ intermediate	☒ advanced
Excel	☐ none	☐ beginning	☐ intermediate	☒ advanced
Outlook	☐ none	☐ beginning	☐ intermediate	☒ advanced
AutoCad	☐ none	☐ beginning	☒ intermediate	☐ advanced
GIS	☐ none	☐ beginning	☒ intermediate	☐ advanced
Power Point				☒ Advanced

Wade Weatherford

3090 La Bianco Street | Fort Myers, FL 33967

(239) 910-7884 | leeswamp239@gmail.com

10/03/2026

Board of Commissioners

Lehigh Acres Municipal Services Improvement District

601 East County Lane

Lehigh Acres, FL 33936

RE: District Manager Position

Dear Members of the Board of Commissioners,

I was born and raised in Lehigh Acres. I have lived in Lee County my entire life — 45 years — and I have watched this District grow from a population of 8,500 to more than 150,000+. I have seen the canals, roads, culverts, and rights-of-way evolve in real time. I know this District not as an outsider studying its maps, but as someone who has spent his life in its landscape and the last 12 years protecting its infrastructure.

I am writing to express my strong interest in the District Manager position.

For the past nine years, I have served as the NPDES and Right-of-Way Coordinator for the Lehigh Acres Municipal Services Improvement District — and since 2019, I have run both programs entirely on my own, with no subordinate staff. In that time, I have:

- Administered compliance across the districts boundaries
- Achieved 100% voluntary compliance across more than 100 annual violation cases and up to 50 enforcement-driven permits per year — without a single escalation to small claims court.

- Recovered and prevented hundreds of thousands of dollars in District damages annually by compelling contractors to correct unauthorized work at their own expense.
- Authored and secured adoption of a revised right-of-way policy that reduced private-party tow authority from 30 days to 24 hours after notice.
- Oversaw an outside contractor in the repaving and repair of 8 District bridges. As well as hundreds of contractors correcting damages to District land.
- Led five joint task force operations with the Lee County Sheriff's Office targeting illegal ATV and off-road vehicle activity on District lands.
- Presented to this Board on task force operations and compliance outcomes.
- Represented the District monthly at county-wide NPDES meetings with other permit holders.
- Served as acting decision-maker on the Field Director's behalf since 2020.

What I am most proud of is not what I enforced — it is how I did it. The District has no rule book and no authority to fine. I have achieved 100% compliance through nothing more than presence, communication, and the ability to negotiate with residents and contractors. I have never had to take a single case to small claims court. I have resolved encroachments, recovered damages, and protected District land by earning cooperation, not by threatening punishment. That is the kind of leadership I would bring to the District Manager role.

I understand the responsibilities of this position extend beyond compliance. The District Manager must lead operations, direct the annual budget, coordinate with legislators and county partners, facilitate strategic and capital planning, manage contractual obligations, serve as Emergency Action Coordinator, and maintain effective labor relations. I bring to this role:

- Deep operational knowledge of every canal, culvert, bridge, and right-of-way in the District.
- Proven intergovernmental coordination with the Sheriff's Office, county permit holders, and state agencies.
- Experience training and developing supervisors in surveying, equipment, plat reading, and District policy.

- Working knowledge of collective bargaining unit rules, discipline procedures, and grievance protocols.
- FEMA Incident Command certifications and active service in the Florida State Guard, where I deliver real-time GIS intelligence and drone video feeds to state leadership in Tallahassee.
- Proficiency in Word, Excel, PowerPoint, Outlook, AutoCAD, ArcGIS, and GIS field data systems.

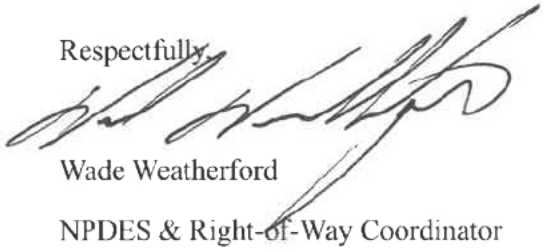
I am currently pursuing a Bachelor's in Business Management & Administration at Western Governors University, on track for completion in 2030, to strengthen the fiscal and administrative foundation this role requires.

I want to be direct about why I am applying. This is not a stepping-stone. This is my community. My family lives here. My friends live here. I have spent my career, and my life in this District. I am not looking to learn Lehigh Acres. I am looking to lead it.

I would welcome the opportunity to discuss my qualifications with the Board and to answer any questions about my experience, my vision for the District, and my readiness to serve in this capacity.

Thank you for your time and consideration.

Respectfully,



Wade Weatherford
NPDES & Right-of-Way Coordinator
Lehigh Acres Municipal Services Improvement District

Wade Weatherford

3090 La Bianco Street | Fort Myers, FL 33967

(239) 910-7884 | leeswamp239@gmail.com

DISTRICT MANAGER CANDIDATE

Stormwater Operations | Regulatory Compliance | Intergovernmental Leadership

PROFESSIONAL SUMMARY

Accomplished stormwater operations and right-of-way compliance professional with 20+ years of

field, regulatory, and supervisory experience — including 9 years as the sole administrator of

two District-wide programs at Lehigh Acres Municipal Services Improvement District (LA-MSID).

Responsible for compliance across 311 miles of canal right-of-way, 376 road culvert pipes, and

8 District bridges. Proven record of 100% voluntary compliance across 100+ annual violation

cases without a single escalation to small claims court, and documented cost recovery saving

the District hundreds of thousands of dollars annually. Experienced in Board presentations,

intergovernmental task force operations, contractor oversight, policy reform, and emergency

response. Lifelong Lee County resident — born and raised in Lehigh Acres — with deep community

ties and firsthand knowledge of the District's infrastructure, stakeholders, and 45 years of

area growth. Currently pursuing a Bachelor's in Business Management & Administration at

Western Governors University (on track for 2030). Seeking to leverage deep institutional

knowledge of LA-MSID operations into executive leadership.

CORE COMPETENCIES

- Stormwater Operations & NPDES Administration
- Right-of-Way Compliance & Enforcement
- Capital Project & Contractor Management
- Board Relations & Public Presentations
- Intergovernmental Coordination (Sheriff, County, State)
- Policy Development & Regulatory Reform
- Budgetary Stewardship & Cost Recovery
- Emergency Management & Incident Command
- GIS Mapping, Drone Intel & Real-Time Reporting
- Collective Bargaining & Discipline Procedures
- Public Communication & Conflict Resolution
- Team Training & Leadership Development

PROFESSIONAL EXPERIENCE

Lehigh Acres Municipal Services Improvement District — Lehigh Acres, FL

NPDES & Right-of-Way Coordinator | 2017 – Present

(Sole program administrator since 2019; delegated authority on behalf of Field Director since 2020)

- Independently administer the District's entire NPDES and right-of-way compliance programs across 311 miles of canal right-of-way, 376 road culvert pipes, and 8 District bridges — with no subordinate staff.
- Achieved 100% voluntary compliance across 100+ annual violation cases and up to 50 enforcement-driven permits per year — without a single escalation to small claims court — through negotiation, site presence, and effective communication with residents and contractors.
- Recovered and prevented hundreds of thousands of dollars in District damages annually by

compelling contractors to purchase temporary permits and correct unauthorized work at their own expense.

- Authored and secured adoption of a revised right-of-way policy reducing private-party tow authority from 30 days to 24 hours after notice — modernizing enforcement capability District-wide.
- Oversaw an outside bridge contractor (Ajax) in the repaving and repair of 8 District bridges, managing scope, scheduling, and field quality control.
- Lead joint task force operations with the Lee County Sheriff's Office (5 operations to date) targeting illegal ATV and off-road vehicle activity on District lands — preventing infrastructure damage, injury liability, and costly litigation.
- Present to the LA-MSID Board of Commissioners on task force operations and compliance outcomes.
- Train and develop supervisory personnel: instructed the Lead Construction/Heavy Equipment Operator on laser level use, and the newly appointed Mowing Supervisor on survey equipment,

plat reading, and District right-of-way policy.

- Handle more than 50% of all resident complaint calls; conduct on-site and telephonic dispute resolution to resolve encroachment, drainage, and compliance concerns.
- Patrol 311 miles of canal right-of-way year-round; inspect 25% (94) of the District's 376 road culvert pipes annually; document encroachments, non-compliance, damages, pollution concerns, invasive vegetation, and maintenance needs.
- Gather and present annual NPDES reporting data, including water quality data, outreach activities, budgets, and special projects.
- Participate in monthly NPDES meetings with other permit holders county-wide to discuss ongoing issues, regulatory changes, and coordinated compliance strategies — representing the District in a professional capacity.
- Analyze complex legal descriptions, right-of-way maps, and title records to identify

District property interests and impacts on adjacent businesses.

- Serve as acting decision-maker on the Field Director's behalf since 2020, including field calls, contractor direction, and operational prioritization.
- Maintain working knowledge of collective bargaining unit rules, discipline procedures, and grievance protocols.
- Represent the District at 3–4 community outreach events annually outside normal working hours.

Lehigh Acres Municipal Services Improvement District — Lehigh Acres, FL

Telemetry Technician | 2016 – 2017

- Collected and managed operational data from water control structures and wells.
- Inspected and supported maintenance of District facilities and infrastructure.
- Identified and documented maintenance concerns affecting field operations.

Lehigh Acres Municipal Services Improvement District — Lehigh Acres, FL

Spray Technician | 2014 – 2016

- Performed invasive vegetation control across canals, rights-of-way, and natural areas.
- Operated, maintained, and repaired herbicide application equipment.
- Maintained required licensure and training for safe, compliant herbicide application.

Edison & Ford Winter Estates — Fort Myers, FL

Assistant Security Manager | 2013 – 2014

- Assisted with staff coordination and daily operations in a public-facing environment.
- Supported safe and efficient operations through communication and problem-solving.

AIM Engineering & Surveying, Inc. — Lehigh Acres, FL

Rod Man / Instrument Man / Crew Chief | 2003 – 2012

- Led survey crews of up to four team members on land, construction, topographic, and underground utility location projects.
- Operated survey equipment and ensured accurate field measurements, layout, and recordkeeping.
- Read and interpreted plats, legal descriptions, and complex construction drawings and right-of-way maps to ensure accurate field layout and minimize project damages.
- Performed property research and title examination to support construction and topographic projects.

Florida State Guard — Aviation Response Squadron, S2 Intelligence Unit

PV2 | Currently Serving (2nd Year)

- Serve in a mission-focused emergency response environment requiring readiness, teamwork, communication, and accountability.
- Map and deliver geospatial intelligence in real time to state leadership in Tallahassee using GIS platforms.
- Transmit live video feed from drones and other applications in support of emergency response and situational awareness.

EDUCATION

Bachelor's in Business Management & Administration (In Progress)

Western Governors University | On track for completion 2030

CERTIFICATIONS & TRAINING

- Storm Water Operator Level 1 & 2
- Storm Water & Erosion Inspector
- Underground Utility Location
- Herbicide License: Natural Areas, Right of Way, Aquatic Applications
- Adult & Pediatric First Aid/CPR/AED
- TECC — Tactical Emergency Casualty Care for First Responders
- Master Class Management — Management Skills & Leadership Development
- Campbell Scientific Programming & Integration
- Hazardous Materials Operations / OSHA Level II
- Sunshine 811 ITE Training

FEMA CERTIFICATIONS

Multiple FEMA Incident Command System, emergency response, and disaster management certifications, including IS-100, IS-200, IS-700, and IS-800.

TECHNICAL SKILLS

- Microsoft: Word, Excel, PowerPoint, Outlook
- GIS & Mapping: ArcGIS, AutoCAD, GPS/GIS field data collection
- PDF modification and document management
- Database creation and report generation
- Drone video feed and real-time transmission systems

Lehigh Acres Municipal Services Improvement District

601 East County Lane
Lehigh Acres, FL 33936
(239) 368-0044

EMPLOYMENT APPLICATION

Lehigh Acres Municipal Services Improvement District is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, color, religion, sex, age, disability, marital status or national origin. In accordance with the Americans with Disabilities Act, Lehigh Acres Municipal Services Improvement District will provide reasonable accommodation upon request to applicants to facilitate the application process. This is a Drug-Free Workplace.

NAME (print) Weatherford Wade L
Last First Middle

ADDRESS 9309 La Bianco St Estero FL 33967
Street and number City State Zip Code

TELEPHONE # 239-910-7884 2nd Phone # _____ SS# [redacted]

DO YOU HAVE A VALID FLORIDA DRIVER LICENSE? ☑ YES ☐ NO CDL ☐ YES ☑ NO CLASS _____

DRIVER LICENSE #: _____ ARE YOU 18 YRS OLD OR OVER? ☐ YES ☐ NO
(If not, employment is subject to verification that you are of legal minimum age and can furnish any required work permit.)

Has your license ever been revoked or suspended? ☐ Yes ☑ No

If yes, please explain: _____

DO YOU HAVE RELATIVES/FRIENDS PRESENTLY WORKING FOR LEHIGH ACRES MSID ? ☐ YES ☑ NO

INDICATE POSITION FOR WHICH YOU ARE APPLYING District Manager

☑ Full Time ☐ Part Time ☐ Temporary

SALARY REQUIREMENTS: TBD EMAIL ADDRESS: Leeswamp239@gmail.com

EDUCATION AND TRAINING
Do you have High school diploma? ☐ Yes ☐ No GED? ☐ Yes ☐ No Date Received _____

SCHOOL	NAME/ADDRESS	COURSE OF STUDY	LEVEL COMPLETED	GRAD UATED	DEGREE/Y EAR
HIGH SCHOOL	Lehigh Senior		12	2000	
COLLEGE/UNIVERSITY	WGU	BM & ADMIN	In Progress		
VOCATIONAL/TECHNICAL	Lee VO TECH	Collision Repair	All	2002	
OTHER					

EMPLOYMENT HISTORY

LIST ALL PLACES OF EMPLOYMENT FOR THE LAST 10 YEARS, INCLUDING MILITARY SERVICE. PLEASE ACCOUNT FOR ALL SELF-EMPLOYMENT AND GAPS IN EMPLOYMENT. IF YOU WERE EMPLOYED UNDER A DIFFERENT NAME, PLEASE PROVIDE THAT NAME (_____). IF YOU NEED MORE SPACE, PLEASE USE THE BACK OF THIS SHEET.

PRESENT OR LAST EMPLOYER Lehigh Acres MSTD SUPERVISOR B. Walker
MAILING ADDRESS 601 East County Lane
CITY/STATE/ZIP Lehigh Acres, FL. 33936 PHONE # 239-368-0044
POSITION HELD NPDES / Right of Way
DATES OF EMPLOYMENT: FROM 2014 TO Present
SALARY _____ /PER 40.06
DUTIES Multiple
REASON FOR LEAVING Still employed MAY WE CONTACT? ✓ YES ____ NO

PRESENT OR LAST EMPLOYER _____ SUPERVISOR _____
MAILING ADDRESS _____
CITY/STATE/ZIP _____ PHONE # _____
POSITION HELD _____
DATES OF EMPLOYMENT: FROM _____ TO _____
SALARY _____ /PER _____
DUTIES _____
REASON FOR LEAVING _____ MAY WE CONTACT? ____ YES ____ NO

PRESENT OR LAST EMPLOYER _____ SUPERVISOR _____
MAILING ADDRESS _____
CITY/STATE/ZIP _____ PHONE # _____
POSITION HELD _____
DATES OF EMPLOYMENT: FROM _____ TO _____
SALARY _____ /PER _____
DUTIES _____
REASON FOR LEAVING _____ MAY WE CONTACT? ____ YES ____ NO

PRESENT OR LAST EMPLOYER _____ SUPERVISOR _____
MAILING ADDRESS _____
CITY/STATE/ZIP _____ PHONE # _____
POSITION HELD _____
DATES OF EMPLOYMENT: FROM _____ TO _____
SALARY _____ /PER _____
DUTIES _____
REASON FOR LEAVING _____ MAY WE CONTACT? ____ YES ____ NO

PERSONAL REFERENCES (Include persons other than relatives and employers)

Name Chris Tice Occupation Lt. LCSO Years Known 30

Address _____ Day Phone 239-839-5997

Name Grant Fichter Occupation Survey President AIM Eng Years Known 25

Address _____ Day Phone 239-872-2625

GENERAL INFORMATION

Do you smoke? ☐ Yes ☑ No If yes, how much? _____

VETERANS PREFERENCE: Check the appropriate block if you are claiming Veterans' Preference. Documentation substantiating your claim must be furnished at the time of application.

☐ 1. A veteran with a service-connected disability who is eligible for or receiving compensation, disability retirement, or pension under public laws administered by the U. S. Veteran's Administration and the Department of Defense *or*

☐ 2. The spouse of a veteran who cannot qualify for employment because of a total and permanent disability, or the spouse of a veteran missing in action, captured or forcibly detained by a foreign power *or*

☐ 3. A veteran of any war who has served on active duty for 181 consecutive days or more or who has served 180 consecutive days or more since January 31, 1955 and who was honorably discharged from the Armed Forces of the United States of America if any part of such active duty was performed during a wartime era, excluding active duty for training *or*

☐ 4. The unremarried widow or widower of a veteran who died of a service-connected disability.

Have you claimed and been employed using veterans' preference since October 1, 1987 Yes ☐ No ☑

If "yes", please give the name of the employer: _____

BACKGROUND INFORMATION

Are you legally eligible for employment in the U.S.? ☐ Yes ☒ No
(You will be required to provide proof upon employment)

Have you ever committed or been convicted of a crime, entered a plea of nolo contendre (no contest) to a crime or received a suspended sentence (regardless of the ultimate adjudication) for a crime?

☐ Yes ☒ No If Yes, please explain _____

_____

(A criminal record will not necessarily be a bar to employment)

Have you ever been sued for causing the death of, or injury to any person, or any property damage (e.g., for assault, battery, defamation, etc.)? ☐ Yes ☒ No If Yes: Date: _____
Please explain the nature of the claims in the lawsuit(s) and disposition(s) _____

_____

_____

Do you have any commitments, including non-compete agreements or any other restrictive covenants to any other entity, business or person that might affect your employment with Lehigh Acres Municipal Services Improvement District? ☐ Yes ☒ No If yes, please explain: _____

_____

If you are applying for a position that requires state or national registration, certification or license, you must furnish current proof of registration, certification or license.

Registration, Certification or License No. and Type _____

Year _____ State(s) _____

Are there any other experiences, skills or qualifications which you feel especially qualify you for work with Lehigh Acres Municipal Services Improvement District?

_____

_____

APPLICANT'S STATEMENT:
PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING

I understand that Lehigh Acres Municipal Services Improvement District will attempt to verify statements made on my application and made during my employment interview. I give permission for my former employers and personal references, as well as law enforcement officials, to answer any questions and to furnish information concerning me. I release Lehigh Acres Municipal Services Improvement District and all former employers and my references from any liability as a result of the furnishing and receiving of this reference and background information.

I understand that false, incomplete or misleading statements or omissions on this application or any other pre- or post-employment documents, or any verbal misrepresentations, may result in disqualification from further employment consideration or termination from employment.

SPECIAL SKILLS OR KNOWLEDGE

Please check the appropriate box to indicate the level of competency or experience you have in each area.

GENERAL OFFICE SKILLS

Bookkeeping	☐ none	☐ beginning	☐ intermediate	☑ advanced
Writing/Editing	☐ none	☐ beginning	☐ intermediate	☑ advanced
Calculator Use	☐ none	☐ beginning	☐ intermediate	☑ advanced
Filing	☐ none	☐ beginning	☐ intermediate	☑ advanced
Typing Skills	☐ none	☐ beginning	☑ intermediate	☐ advanced
Copier Use	☐ none	☐ beginning	☐ intermediate	☑ advanced

COMPUTER SKILLS

Computer Use	☐ none	☐ beginning	☐ intermediate	☑ advanced
Microsoft Office Proficient?	☑ Word	☑ Excel	☑ Outlook	☑ Access
Network Support	☐ none	☐ beginning	☐ intermediate	☑ advanced
PC/Hardw/Softw Support	☐ none	☐ beginning	☐ intermediate	☑ advanced

GENERAL SHOP SKILLS

Welding	☐ none	☑ beginning	☐ intermediate	☐ advanced
Plumbing	☐ none	☐ beginning	☑ intermediate	☐ advanced
Fence Building	☐ none	☐ beginning	☑ intermediate	☐ advanced
Concrete	☐ none	☐ beginning	☑ intermediate	☐ advanced
Framing	☐ none	☐ beginning	☑ intermediate	☐ advanced
Heavy Equipment	☐ none	☐ beginning	☑ intermediate	☐ advanced
Chemical spraying	☐ none	☐ beginning	☐ intermediate	☑ advanced

COMPUTER SOFTWARE

List applications with which you are familiar and indicate proficiency level. (i.e. Microsoft Word, Excel)

_____	☐ none	☐ beginning	☐ intermediate	☐ advanced
_____	☐ none	☐ beginning	☐ intermediate	☐ advanced
_____	☐ none	☐ beginning	☐ intermediate	☐ advanced
_____	☐ none	☐ beginning	☐ intermediate	☐ advanced
_____	☐ none	☐ beginning	☐ intermediate	☐ advanced

AIM Engineering & Surveying, Inc.

November 09, 2026

Board of Commissioners
Lehigh Acres Municipal Services Improvement District
601 East County Lane
Lehigh Acres, FL 33936

Re: Engineer's Report for the November 2026 Board Meeting

Dear Board Members:

The status of current projects and tasks involving the District Engineer is outlined as follows:

General Consulting

- Review the board agenda and prepare the monthly engineering report.
- Review and recommendations for permits within the report timeframe.
- Coordination and planning related to the Sinkhole parcel.
- Welcome sign coordination.

Recently Completed Projects

- Southwest Lehigh Groundwater Recharge and Aquifer Restoration (February 2018)
- Hendry Canal Extension Widening (February 2021)
- Halfway Pond – SR 82 Segment 3 (April 2019)
- JUSWMSA Agreement – FDOT (March 2021)
- West Marsh Design (May 2021)
- Weir S-VL-1 Replacement (August 2023)
- CREST Phase 2 (February 2024)
- CREST Phase 3 (August 2026)

Current Projects Progress

Frank Mann Preserve (Formerly GS-10): The Frank Mann Preserve property was purchased by Lee County Conservation 20/20. A March 2019 Memorandum of Understanding (MOU) between Lee County and LA-MSID allows LAMSID to construct and maintain a stormwater storage and water quality system within the parcel. LA-MSID issued a Purchase Order to AIM in March 2020 to prepare a Land Management Plan as one of the first step requirements of the MOU. Following a presentation to Lee County's Conservation Land Acquisition and Stewardship Advisory Committee (CLASAC) made in December 2020, the committee recommended approval. The LA-MSID Board approved the Land Management Plan in January 2021 for submission to the Lee County Board of County Commissioners. The Lee County Board approved the County Commissioners' plan on their March 2021 agenda. The LA-MSID Board approved a purchase order to AIM for an initial design scope at the August 2021 Board meeting. Lee County cleared a small park access area.

As a result of critical Hurricane Ian recovery efforts, progress on the Frank Mann Preserve project was delayed. LAMSID staff continued to complete exotic vegetation removal & maintenance berm/access work, which aided the design team in understanding the effort involved in re-establishing the berm in the NW corner of the project. The design team recommended additional survey data to be collected along the northwest berm to aid in the

completion of the 90% plans and permit application. Additional topographic survey data was completed in January 2024.

The project was selected to receive $15M in grant funding. LAMSID signed the agreement with SFWMD/FDEP to receive the funds. The purchase order for Phase 1 Post-Design & Construction-Phase services and Phase 2 Surveying, Modeling, Design, Permitting, Post-Design, and Construction Phase services was approved during the June board meeting.

LA-MSID staff finalized exotic vegetation removal activities, and the final existing conditions were surveyed in late December 2025, as well as new drone aerials.

AIM and LA-MSID staff worked to amend the grant agreement to adjust the schedule and incorporate the filter marsh envisioned for Phase 2 to be permitted and constructed in Phase 1. Conceptual filter marsh design was developed and incorporated in Phase 1 using the new survey data from late December 2025. New survey data was also collected in late April 2026 and incorporated into the filter-marsh design in progress in May 2026. Phase 1 Design was submitted for permit application in late July 2026, which incorporates the new survey, drone aerials, and survey data to support the filter marsh design. LA-MSID and AIM had a meeting with SFWMD staff on August 12th to review the project. The first round of permitting comments were received in September. The design and environmental staff are working to provide comment responses. Also, the Electrical and Structural Engineering are underway, as well as the development of the project quantities/EOPC/bid documents to be ready for construction once permits are received.

Additional survey is being collected to support a new eastern berm alignment. As a result of the SFWMD environmental field review with AIM's environmental staff, it was determined that adjusting portions of the berm further to the east would avoid about 75% of the wetland impacts of the project. The design team will work to adjust the berm geometry once the survey is received, as well as address the district staff's comments on the 100% plans. Although these efforts delay permitting comment responses and resubmission, the edits will result in a better project and reduced long-term maintenance/monitoring requirements for LA-MSID.

Rehydration of Bedman (Creek) Utilizing Storage & Treatment (ROBUST)
LA-MSID gained legislative funds to purchase and improve two parcels within Lehigh Acres: A Sinkhole Parcel (34-44-27-00-00001.0140) and the ROBUST Parcels (36-43-27-01-00000.A000 & 36-43-27-00-00004.0020). AIM conducted Phase I Environmental Reports for the Sinkhole and Robust parcels. The purpose of these assessments was to characterize the environmental conditions based on readily available information & site observations and to identify recognized environmental conditions. To assist with water quality grant funding applications, AIM prepared a conceptual ROBUST nutrient removal analysis.

ROBUST Phase 1
Grant funding for Phase 1 was achieved to purchase the triangular parcel (36-43-27-01-00000.A000), which is a 15-acre site envisioned to provide additional stormwater storage volume, flood mitigation, and water quality benefits to the Bedman Creek Drainage Basin.

ROBUST Phase 2
LA-MSID also received grant funding for Phase 2 of the ROBUST project, which includes the design and construction of the triangular stormwater storage and water quality facility to store flows from Dog Canal, as well as an emergency overflow connection to the Carlow Waterway during extreme storm events. With the grant agreement finalized, LAMSID approved a design

scope of services during the January board meeting. The Notice to Proceed is March 10, 2025. The design team and LA-MSID conducted a kick-off meeting to strategize a project approach that best suits LA-MSID.

ROBUST Phase 3
Subsequently, a $1.705M grant was awarded for the ROBUST Phase 3 project, which expands the stormwater storage capacity and bypass benefits by utilizing the floodplain within Bedman Creek (storage) and adding a water control structure with berming to better direct flows from Bedman Creek to the Carlos Waterway (bypass). A grant amendment to the ROBUST project combines the phases into a single ROBUST project. LAMSID approved a scope of work that includes the additional design, bidding, and construction-phase services related to the now combined Phase 2 & 3 ROBUST project in the form of a change order to Robust Phase 2.

ROBUST Phase 4
Another $1.6M grant was awarded for ROBUST Phase 4, which will allow for the design and construction of a more sophisticated structure for the Bedman to Carlos bypass that includes electrically actuated gates. LA-MSID staff are working to formalize the grant agreement with FDEP and will likely complete another amendment to have Phase 4 funds combined with a singular ROBUST project.

ROBUST (Combined project into a single phase)
AIM's environmental team has completed the environmental survey required for the permit application. Survey data collection is complete.

The modeling report was completed in March 2026, which includes the evaluation of a new S-CW-6 structure that governs flows from Carlos Waterway to Bedman Creek.

ROBUST Design is ongoing, with permit application anticipated to be submitted as soon as the needed modeling information from Apex/WSA is received.

AIM met with LA-MSID staff to review the design plan for concurrence on the design before permit application submittals. The design team is currently analyzing the feasibility of moving the western berm of the triangle stormwater storage area to the west of Dog Canal to gain approximately 14 acres of storage within the triangle area. Adjustments to the neighborhood canal to the west of the triangle parcel are also being analyzed with additional survey data collection of Mike Canal. Although these design tweaks delay permit submission, the edits will result in increased storage capacity and better project performance for flood mitigation and water quality.

Bottomless Lake (Sinkhole Parcel)
AIM provided LAMSID staff with a conceptual scope, fee, and construction cost to be utilized toward the grant application submittal. AIM completed a high-level Due Diligence report for the parcel to identify current and/or needed permits and buffering requirements. LAMSID gained a Limited Development Order (LDO) permit to construct security fencing along the parcel's frontage adjacent to the roadway.

LA-MSID was awarded $2.2M for the Sinkhole project to move forward. AIM will work with LA-MSID staff on a Grant Work Plan and provide a scope of services for authorization so that the project's design can commence as soon as the grant agreement is finalized. A workshop was held on September 30 with LA-MSID board members and the public.

An architectural review (including their mechanical, electrical, plumbing, and general contractor team members) was conducted on October 2nd to review the building conditions and advise on expected renovation costs.

AIM trail route concepts were developed and reviewed by the LA-MSID board at the January board meeting. The planning team is exploring a turnkey new building solution, such as Romtec, which could provide a cost-effective new construction alternative to an existing building retrofit.

Clarification has been obtained that the grant agreement likely does not require modification, as construction of a new cultural facility building is within the intent of the current grant agreement. AIM and LA-MSID provided a narrative and exhibits of the new building site to allow FDEP to provide a letter of agreement stating that constructing a new cultural facility is acceptable within the intent of the current grant agreement. AIM staff worked to itemize the site improvement cost to provide clarity on the anticipated remaining grant funds that can be utilized for the construction of the new cultural facility building.

The grant funding appropriation passed voting and was not vetoed by the governor, so funding for the sinkhole project has been secured. The Grant Initiation Form is currently in for FDEP review to finalize the grant agreement to initiate the project.

A sinkhole exploration Zoom kickoff meeting was held on October 15 to discuss scientific and archaeological research opportunities, identify expertise and equipment, establish preliminary priorities, and explore funding. LA-MSID will continue coordinating with participating researchers, evaluate equipment and partnership opportunities, and develop a phased investigation approach. Another coordination meeting will be scheduled after additional information is available.

Alico Road Extension Analysis for Sunshine Boulevard
LAMSID was contacted by the Lee County Department of Transportation (Lee DOT) to determine water management requirements for a proposed new road connecting Alico Road to SR 80. The proposed road will connect to Sunshine Blvd at its junction with SR 82. The interchange with SR 82 will be enhanced to facilitate improved flow patterns, and the impervious area of that interchange will be significantly greater than the existing interchange. Sunshine Boulevard will be widened up to and through the junction with Able Canal north of Lee Blvd. The widened road will generate additional runoff, which will need to be managed so that peak water elevations do not increase in Able Canal as it passes under Sunshine Blvd. During a meeting on July 27, 2024, with Lee County DOT and Johnson Engineering, Inc., it was explained that the section of the Sunshine Blvd widening between SR 82 and 23rd Street SW is on a critical path schedule.

During said meeting, Water Science Associates (WSA) was requested to provide an accelerated analysis of the impact of the road widening on water levels and flows in Sailfish Canal, as well as impacts on canal water levels at the junction of Sailfish Canal and Able Canal. A more comprehensive analysis of the impacts of the proposed roadway changes is being negotiated between LA-MSID and Lee County DOT. WSA & AIM completed a draft report of the findings and provided draft recommendations for LAMSID staff and the board to consider to mitigate impacts to the LAMSID drainage system.

A follow-up meeting was conducted in September 2025 to further discuss the ROW capacity topic. The roadway improvements require LC to acquire canal ROW from LAMSID. AIM and WSA worked with LC DOT and Johnson Engineering to agree upon the volume of lost

stormwater storage impact to mitigate due to LAMSID's lost canal ROW. A monthly meeting has been established between the stakeholders to keep coordination efforts moving forward. However, the October meeting was postponed to a date to be determined due to Hurricane Milton. During the November meeting, WSA, AIM, and LAMSID staff worked to clarify the acceptable lower and upper limits to calculate the lost ROW storage volume. However, LCDOT expressed a desire to develop an agreement for the entire stretch of the project from SR 82 to SR 80. LAMSID staff met with key LCDOT staff to discuss large-scale improvements that work for both LAMSID and LCDOT in February 2025.

LA-MSID and LCDOT are currently working on finalizing an agreement and means of fund transfer to allow initial modeling and other projects to commence, which will include required timelines for the projects to be completed that correspond to the given roadway phases. Funding for the District-wide modeling effort was on the Lee County Commissioner Board Meeting agenda for January 2026.

Funding for the District-wide modeling effort was approved, and APEX (formerly known as WSA) has started modeling. Potential conflicts of interest between internal APEX companies have been resolved. Lee County also selected an engineering firm to design and construction of three weirs within Spratt, Moonfish, and Trout Canals, as well as the replacement of S-SF-1 (AIM was considered a conflict of interest).

APEX/WSA worked with LA-MISD staff to clarify a few data topics. The model is now ready for alternative analysis for S-SF-1 where the model calibration is acceptable for design guidance. Calibration will continue in the northern portion of the District. Roger Copp presented initial calibration findings at the October 2026 board meeting.

RISE (LA-MSID CIP Grant Appropriation Project for Weir Replacement & Retrofitting)
AIM prepared cost estimates for the water control structures S-O-1, S-BP-1, S-BL-2, S-R-1, and S-SF-3, which were presented for a grant funding appropriation request during the 2026 legislative session as reviewed at the October board meeting.

S-BP-1 involves full replacement, S-O-1 is being replaced and relocated, whereas S-R-2 and S-SF-3 are slated for modernization upgrades, including electric actuation and remote-control integration. S-BL-2 has been observed to float/tilt, so this structure's improvement includes repairs and modifications to mitigate the potential for floating/tilting, allowing the gates to be safely operated again.

LA-MSID's requested grant appropriations passed and were not vetoed by the governor, so these weir replacement projects will move forward and be paid for through grant funds.

The LA-MSID Board approved AIM's scope of work for the design of these structures. With the FDEP grant agreement finalized, the survey for the 5 weir locations is being scheduled.

If you have any questions or inquiries, please call my cell at (239) 823-8171.

Sincerely,
AIM Engineering & Surveying, Inc.
Daniel Schroeder, PE, MSE, PMP
Vice President & Civil Group Manager

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

MANAGER'S REPORT

November 16, 2026

NEW BUSINESS

- **Potential CHNEP Grant –** We have received a verbal understanding that we should receive a Research and Restoration Grant, backed by the EPA, for $200,000, to pay for Landscaping and signage at the Leeland Bottomless Lake project. That gives the District a total of $2,400,000 in total to spend on its development. Items that are not funded in the project are trail design, trail building, the wind phone, furnishings and irrigation (if necessary).

OLD BUSINESS

- **Interpretive Center – The** FDEP process of approving our interpretive center and appurtenances on the 19-acre Leeland Bottomless Lake has concluded with an approval! We are awaiting a final grant agreement from FDEP, prior to continuing on the project.

  The next step will be to draft and execute the FDEP Grant agreement for the project. Staff has provided all information necessary.

- **Frank Mann Preserve-Greenbriar Connector Parcels**– Staff has bid, won and purchased tax certificates for five larger parcels that lie between and enroute from Frank Mann Preserve to Greenbriar Swamp. Our long-term goal is to call them to sale and purchase them. The parcels either contain District facilities or are deep storage areas that we can use, or both. We should be able to call them to sale after April 1, 2027.

- **Buckingham Trails Preserve Reservoir Project –** Since the rainfall event in June 2024, the possibility of this project has gained steam. It was discussed at the Lee County/SFWMD meeting and was discussed at the Lehigh Watershed Initiative meeting in July '24. I will be discussing this with LDOT, in relation to the Sunshine widening. We have signed the County's Phase 1 comprehensive agreement that does not include this project. It will be part of Phase II. The latest discussions have centered on adding this project to CDBG federal funding.

- **CREST –** Phase II is complete**.** The third phase – construction has begun on May 6th, 2024. We are signing the substantial completion letter soon. Final completion should be in one or two months. We can expect that we will have a ribbon cutting in the fall of '26. The project is finished and the ribbon-cutting is complete. We are operational!

- **2025 Culvert Replacement** – Staff has completed the sixth culvert crossing for 2026. LA-MSID has completed 130 of 360 culvert replacements.

- **Parking at West Marsh** – Lee County does have a construction schedule for the West Marsh. Design and permitting has $262,500 allotted in 2024-25 and construction has been allotted

$1,750,000 in 2025-26. The design of the project has been made public.

- **ROBUST -** With the award of 2025 $1.6-million appropriation, the project now is funded at a total of $4.805-million. The project is in early design. This project will need a federal permit.

- **Alico Connector Road and Sunshine Widening–** Lee County is currently drawing up plans to connect Alico Road to Sunshine Blvd. In order to complete this project, they have to determine what they are going to do with in additional stormwater that the project generates. Lee County also wants to widen Sunshine to the north and ultimately connect it to State Road 80. They will need up to 50-acres of District land to accomplish these tasks. LA-MSID is performing a modelling study with Lee County's $250,000, to clarify stormwater discharge issues from the project. The additional run-off is approximately 12 acre-feet, we will lose 304 acre-feet of storage due to the loss of land to the project and also the lost amount of storage, based on the Lee County road land acquisition of LA-MSID canal right of way on Sailfish Canal. Staff has submitted a LA-MSID needs assessment to the County in February. We have signed the Phase I agreement and are turning over 3 bridges to Lee County DOT and have transferred land and easement to the county.

- The County and LA-MSID have tentatively on our modelling, build three new structures in the southwest, rebuild structure S-SF-1 and add on to Structure S-P-2. The schedule to begin construction on Phase III Sunshine widening from SR 82 to 23rd St is set for 2029. Mike Cook has been selected to be a non-voting member on the design engineering selection committees for the three new LA-MSID weirs and the rebuild of our Sailfish 1 structure. We are to meet with County attorneys on May 21, 2026, to finalize the agreement for the Commissions to consider. With the help of Seth Behn of Lewis, Longman and Walker, we are very close to a final draft of an agreement that will release the many projects listed in the agreement! We have signed the Phase I agreement and are turning over 3 bridges to Lee County DOT and have transferred land and easements to the county.

- **Potential Lawsuits –** I am not aware of any currently active lawsuits.

- **District Manager Enters Drop –** As of November 1st 2019, I officially entered into the drop program. The Legislature and the Governor have passed a law that will allow all participants to add 3 full years to their DROP for a total of eight. I have a new contract that will give me the opportunity to continue my employment up to October 31, 2027.

- **GS-10, Frank Mann Preserve** –The MOU with Lee County is fully executed. It explains the separation of duties between the two agencies LA-MSID must complete the Land Management Plan before we can move on to design. Our commissioners approved the Land Management Plan on January 25th, 2021. AIM Engineering has started the final design of the project as of September 1st, 2021. Our staff is mobilized and are doing a fantastic clearing job in GS 10. In 2024, Governor DeSantis awarded LA-MSID a $15.5 million grant, thanks to recommendations from Lee County and SFWMD. The grant will be administered through SFWMD. We are currently developing a contract that will govern how the money will be spent. The final documents with SFWMD for funding have been signed, as of July 31, 2025, let's get to work! The additional design for Phase I is under way. This project will not need a Federal permit, which will help move this project more quickly. It appears that there will be some non-consequential changes in our agreement with SFWMD. The permits have been applied for.

- **Greenway Agreement –**The agreement has been signed by all parties. The project is currently under design with Lee County Parks. We have sent staff and AIM design comments to the County. They are at 90% design as of May 2022. Construction is slated to start in FY 25-26. The construction contract was signed in June 2025. Construction has begun.

- **Contract Renewals –** Renewal dates for the Board's consultants:

  AIM Engineering – March 1st of each year

  Hultman and Joshi Law Firm – February 24th of each year.

  David E. Lindsay – October 31, 2027

  Lewis, Longman & Walker – Potential Increase in December

COMMUNITY OUTREACH

Community Outreach Education LA-MSID is continually researching community outreach, NPDES and other relevant grants that could benefit the District. The administration staff continues to build relationships with other governmental, media and community groups in order to enhance LA-MSID's image and raise awareness.

The District has been getting great media coverage this year. Staff is continually working with staff to identify newsworthy items and has secured great coverage.

- Staff is reviewing policies to stay on top of our goals and keep the public up to date on our projects.
- We are continuing with our consistent social media posts. Staff has implemented a LA-MSID In Action & Water Quality Wednesday series of social media posts to showcase the work the District does. It has received great feedback and increased community involvement. Our reach has increased exponentially over the last few months.
- The Wings Over Water Festival date for 2027 is January 23rd!
- The CREST Phase III ribbon cutting was held October 19th at the CREST project site. It included a tour of the project site and was well attended.

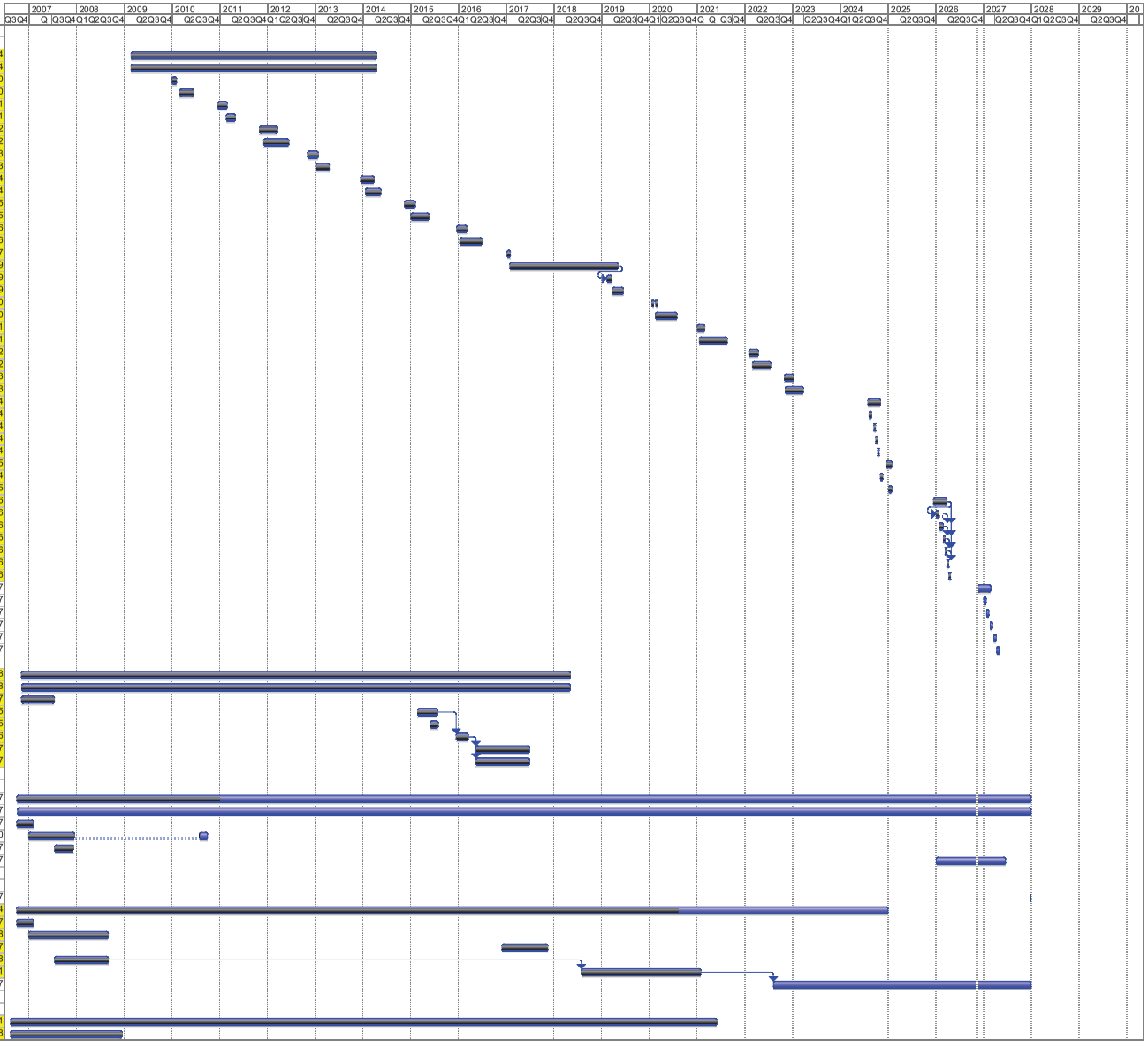
EMPLOYEES

- **Employee of the Month for November '26 is Nathan Bowlin.** Nathan is a Water Level Monitoring Tech II and has been with LA-MSID for several years. Nathan has grown leaps and bounds in his position and now can replace most components in our telemetry system. He knows our system well and completes his daily tasks, with ease. Thank you Nathan for your hard work!

- **Upcoming Events:**

  None at this time.

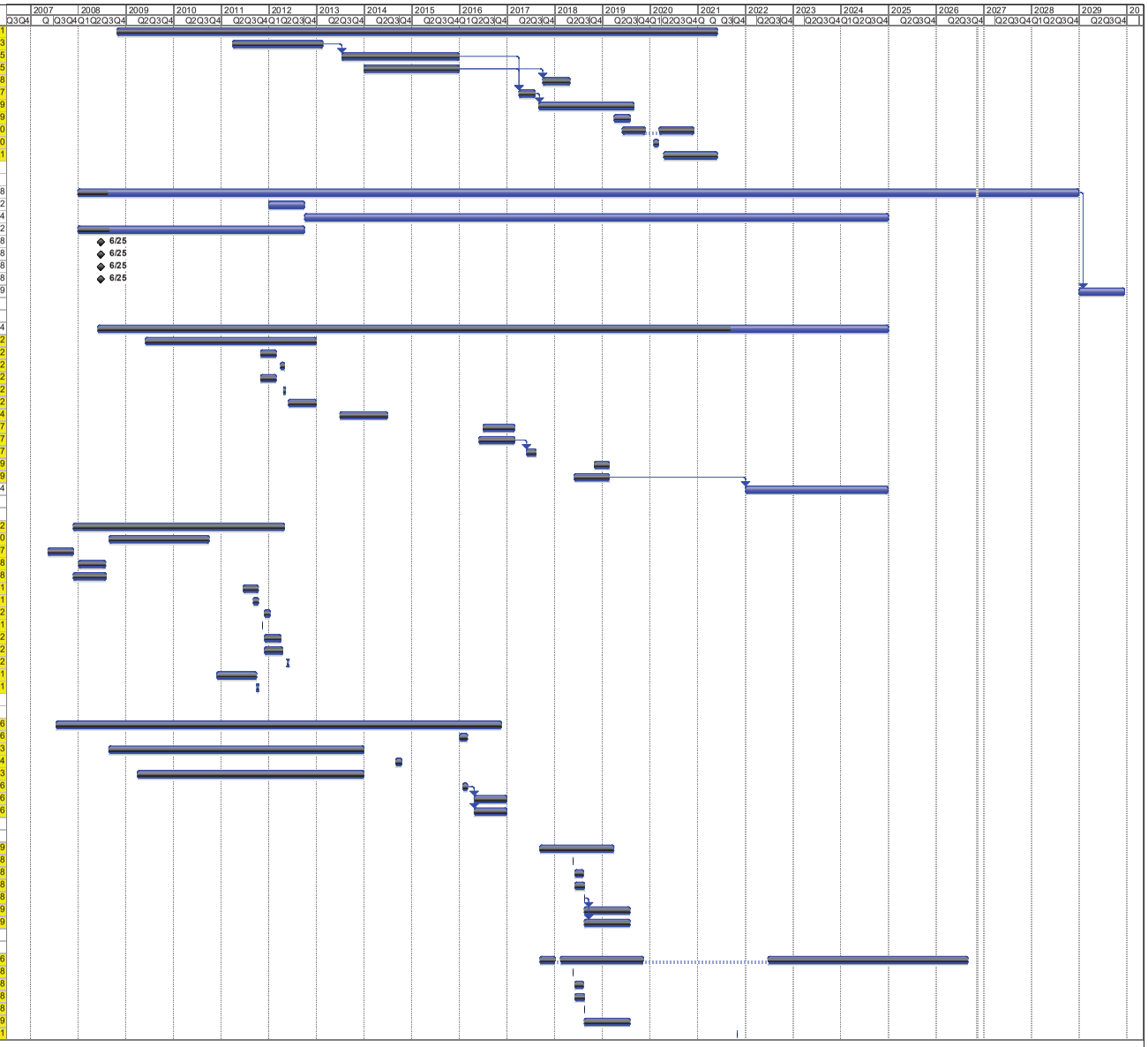
ID	ID	ID	Priori	Task Name	Duration	Start	Finish
1	1	1					
2	2	2					
3	3	3	0	2007 Facility Review Critical Culverts (25 Culverts)	1345 days?	Tue 2/24/09	Fri 4/18/14
4	4	4	29	Funding (25 Culverts)	1348 days?	Tue 2/24/09	Fri 4/18/14
5	5	5	30	Design (5 Culverts In-House - 2010)	25 days	Mon 1/4/10	Fri 2/5/10
6	6	6	31	Construction (5 Culverts In-House - 2010)	79 days	Mon 3/1/10	Thu 6/17/10
7	7	7	32	Design (5 Culverts In-House - 2011)	51 days?	Mon 12/20/10	Mon 2/28/11
8	8	8	33	Construction (5 Culverts In-House 2011)	50 days	Tue 2/22/11	Mon 5/2/11
9	9	9	34	Design (5 Culverts In-House 2012)	100 days	Thu 11/3/11	Tue 3/20/12
10	10	10	35	Construction (5 Culverts In-House 2012)	139 days	Mon 12/5/11	Thu 6/14/12
11	11	11	36	Design (5 Culverts In-House 2013)	60 days	Mon 11/5/12	Thu 1/24/13
12	12	12	37	Construction (5 Culverts In-House 2013)	75 days	Mon 1/7/13	Fri 4/19/13
13	13	13	38	Design (6 Culverts In-House 2014)	75 days	Mon 12/16/13	Fri 3/28/14
14	14	14	39	Construction (6 Culverts In-House 2014)	85 days	Tue 1/21/14	Mon 5/19/14
15	15	15	40	Design (4 Culverts In-House 2015)	60 days	Mon 11/17/14	Fri 2/6/15
16	16	16	41	Construction (4 Culverts In-House 2015)	99 days	Mon 1/5/15	Thu 5/21/15
17	17	17	42	Design (5 Culverts In-House 2016)	56 days?	Mon 12/21/15	Mon 3/7/16
18	18	18	43	Construction (5 Culverts In-House 2016)	122 days	Wed 1/13/16	Thu 6/30/16
19	19	19	100	Design (5 Culverts In-House 2017)	19 days?	Mon 1/9/17	Thu 2/2/17
20	20	20	101	Construcion (5 Culverts In-House 2017)	591 days?	Mon 1/30/17	Mon 5/6/19
21	21	21	200	Design (6 Culverts In-House 2019)	30 days?	Mon 2/11/19	Fri 3/22/19
22	22	22	201	Construction (6 Culverts In-House 2019)	60 days	Tue 3/26/19	Mon 6/17/19
23	23	23	202	Design (6 Culverts In-House 2020)	21 days	Tue 1/21/20	Mon 3/2/20
24	24	24	203	Construcion (6 Culverts In-House 2020)	118 days	Tue 2/18/20	Thu 7/30/20
25	25	25	500	Design (6 Culverts In-House 2021)	41 days?	Mon 1/4/21	Mon 3/1/21
26	26	26	500	Construcion (6 Culverts In-House 2021)	153 days?	Tue 1/19/21	Thu 8/19/21
27	27	27	500	Design (5 Culverts In-House 2022)	53 days	Tue 2/1/22	Thu 4/14/22
28	28	28	500	Construction (5 Culverts In-House 2022)	100 days	Tue 3/1/22	Mon 7/18/22
29	29	29	500	Design (1 Culverts In-House 2023)	54 days?	Mon 10/31/22	Thu 1/12/23
30	30	30	500	Construction (1 Culverts In-House 2023)	100 days	Mon 11/7/22	Fri 3/24/23
31	31	31	500	Design (4 Culverts In-House 2024)	68 days	Thu 8/1/24	Mon 11/4/24
32	32	32	500	Construction (59th St. W. Culvert In-House 2024)	15 days?	Fri 8/9/24	Thu 8/29/24
33	33	33	500	Construction (51st St. W. Culvert In-House 2024)	9 days?	Mon 9/16/24	Thu 9/26/24
34	34	34	500	Construction (Centennial Blvd. @ Champion Canal In-House 2024)	9 days?	Mon 9/30/24	Thu 10/10/24
35	35	35	500	Construction (Billings St. Outfall @ Adaline Canal In-House 2024)	8 days?	Tue 10/15/24	Thu 10/24/24
36	36	36	500	Design (2 Culverts In House 2025)	34 days	Mon 12/16/24	Thu 1/30/25
37	37	37	500	Construction (Ridgemont Drive @ Webworm Canal)	14 days?	Mon 11/4/24	Thu 11/21/24
38	38	38	500	Construction (Magenta Ave @ Longwing Canal (47-4-2)	19 days?	Mon 1/6/25	Thu 1/30/25
39	39	39	500	Design (5 Culverts In-House 2026)	75 days	Mon 12/15/25	Fri 3/27/26
40	40	40	500	Construction (Culvert #1) Greenbriar Blvd. (W. of Richmond Ave.)	12.35 days	Mon 1/5/26	Thu 2/26/26
41	41	41	500	Construction (Culvert #2) Roderick Ln. (N. of Windermere Dr)	24 days	Mon 1/26/26	Thu 2/26/26
42	42	42	500	Construction (Culvert #3) Butler St. E. (E. of McArthur)	9 days	Mon 3/2/26	Thu 3/12/26
43	43	43	500	Construction (Culvert #4) Butler St. E. (W. of McArthur)	9 days?	Mon 3/16/26	Thu 3/26/26
44	44	44	500	Construction (Culvert #5) Butler Ave. S. (N. of Grant)	9 days	Mon 3/30/26	Thu 4/9/26
45	45	45	500	Cinstruction (Culvert #6) Bonefish Canal (57-5-3) 11 Homestead Rd S.	9 days?	Mon 4/13/26	Thu 4/23/26
46	46	46	500	Design (5 Culverts In-House 2027)	74 days?	Mon 11/16/26	Thu 2/25/27
47	47	47	500	Construction (Culvert #1)	14 days?	Mon 1/4/27	Thu 1/21/27
48	48	48	500	Construction (Culvert #2)	14 days?	Mon 1/25/27	Thu 2/11/27
49	49	49	500	Construction (Culvert #3)	14 days?	Mon 2/22/27	Thu 3/11/27
50	50	50	500	Construction (Culvert #4)	14 days?	Mon 3/22/27	Thu 4/8/27
51	51	51	500	Construction (Culvert #5)	14 days?	Mon 4/12/27	Thu 4/29/27
52	52	52					
53	53	53	0	SW Lehigh New Structures (SW Structures)	3001 days	Tue 11/7/06	Mon 5/7/18
54	54	54	46	Funding (SW Structures)	3001 days	Thu 11/9/06	Mon 5/7/18
55	55	55	47	Pre Engineering (SW Structures)	181 days?	Tue 11/7/06	Tue 7/17/07
56	56	56	48	Revise Design (SW Structures)	110 days	Tue 2/24/15	Mon 7/27/15
57	57	57	49	Revise SFWMD Permit (SW Structures)	45 days	Mon 6/1/15	Fri 7/31/15
58	58	58	50	Bidding (SW Structures)	66 days	Thu 12/17/15	Thu 3/17/16
59	59	59	51	Electric (SW Structures)	295 days	Mon 5/16/16	Fri 6/30/17
60	60	60	51	Construction (SW Structures)	295 days	Mon 5/16/16	Fri 6/30/17
61	61	61					
62	62	62					
63	63	63	0	Hickey's Creek Canal Widening (H.C. Widening)	5544 days?	Wed 10/4/06	Fri 12/31/27
64	64	64	55	Funding (H.C. Widening)	5544 days?	Mon 10/9/06	Fri 12/31/27
65	65	65	56	Pre Engineering (H.C. Widening)	93 days?	Wed 10/4/06	Fri 2/9/07
66	66	66	57	Design (H.C. Widening)	297 days?	Tue 1/2/07	Thu 9/30/10
67	67	67	58	Permit (H.C. Widening)	104 days	Fri 7/20/07	Wed 12/19/07
68	68	68	59	Construction (H.C. Widening)	380 days	Mon 1/5/26	Fri 6/18/27
69	69	69					
70	70	70					
71	71	71	0	Hendry Extension Canal Widening (H. Ext. Widening Phase I & II)	1 day?	Fri 12/31/27	Fri 12/31/27
72	72	72	62	Funding (H. Ext. Widening - Phase I)	4764 days?	Wed 10/4/06	Tue 12/31/24
73	73	73	63	Pre Engineering (H. Ext. Widening - Phase I & II)	93 days?	Wed 10/4/06	Fri 2/9/07
74	74	74	64	Design (H. Ext. Widening - Phase I & II)	435 days?	Tue 1/2/07	Mon 9/1/08
75	75	75	65	Revised Design to FDOT Standard - Phase I	250 days	Thu 12/1/16	Wed 11/15/17
76	76	76	66	Permit (H. Ext. Widening Phase I & II)	292 days?	Fri 7/20/07	Mon 9/1/08
77	77	77	67	Construction (H. Ext. Widening - Phase I)	653 days	Wed 8/1/18	Fri 1/29/21
78	78	78	500	Construction (Phase II) North of Milwaukee Blvd.	1409 days	Tue 8/9/22	Fri 12/31/27
79	79	79					
80	80	80					
81	81	81	0	West Marsh (W. Marsh) Phase I, II, & III	3859 days?	Thu 8/17/06	Mon 5/31/21
82	82	82	70	Land Purchase (W. Marsh)	609 days	Thu 8/17/06	Mon 12/15/08



Project: Construction Project Schedule
Date: Mon 11/9/26

Task | Split | Progress | Milestone | Summary | Project Summary | External Tasks | External Milestone | Deadline

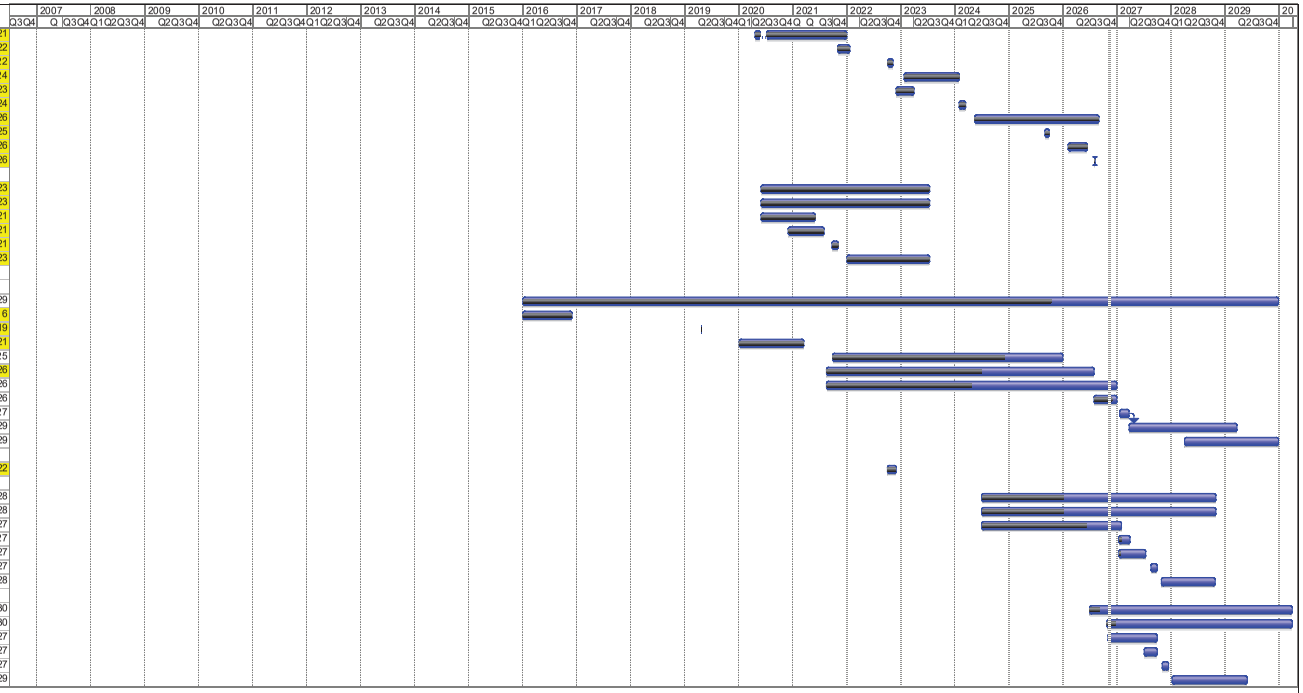
ID	ID	ID	Priori	Task Name	Duration	Start	Finish
83	83	83	71	Funding (W. Marsh)	3287 days	Mon 10/27/08	Mon 5/31/21
84	84	84	72	Pre Engineering (W. Marsh Land Stewardship Plan)	496 days	Fri 4/1/11	Tue 2/19/13
85	85	85	73	Design (W. Marsh)	643 days	Tue 7/16/13	Thu 12/31/15
86	86	86	74	Permit (W. Marsh)	522 days	Wed 1/1/14	Thu 12/31/15
87	87	87	79	Electric (W. Marsh)	150 days	Mon 10/2/17	Fri 4/27/18
88	88	88	77	Bidding (W. Marsh Phase I) FDOT Seg. #1	90 days	Mon 4/3/17	Fri 8/4/17
89	89	89	79	Construction (W. Marsh Phase I) FDOT Seg. #1	521 days	Fri 9/1/17	Fri 8/30/19
90	90	90	82	Bidding (W. Marsh Phase II) FDOT Seg. #2	90 days	Mon 4/1/19	Fri 8/2/19
91	91	91	83	Construction (W. Marsh Phase II) FDOT Seg. #2	317 days	Mon 6/3/19	Tue 12/1/20
92	92	92	82	Bidding (W. Marsh Phase III) LA-MSID Structures	26 days	Thu 1/30/20	Thu 3/5/20
93	93	93	85	Construction (W. Marsh Phase III) LA-MSID Structures	294 days	Wed 4/15/20	Mon 5/31/21
94	94	94					
95	95	95					
96	96	96	0	Hendry Storage Reservoir (H.S. Reservoir)	5479 days?	Tue 1/1/08	Fri 12/29/28
97	97	97	80	Land Purchase (H.S. Reservoir)	197 days?	Mon 1/2/12	Tue 10/2/12
98	98	98	81	Funding (H.S. Reservoir)	3196 days?	Wed 10/3/12	Tue 12/31/24
99	99	99	82	Pre Engineering (H.S. Reservoir)	1241 days	Tue 1/1/08	Tue 10/2/12
100	100	100	83	Design (H.S. Reservoir)	0 days	Wed 6/25/08	Wed 6/25/08
101	101	101	84	Permit (H.S. Reservoir)	0 days	Wed 6/25/08	Wed 6/25/08
102	102	102	87	Electric (H.S. Reservoir)	0 days	Wed 6/25/08	Wed 6/25/08
103	103	103	85	Bidding (H.S. Reservoir)	0 days	Wed 6/25/08	Wed 6/25/08
104	104	104	87	Constriction (H.S. Reservoir)	250 days	Mon 1/1/29	Fri 12/14/29
105	105	105					
106	106	106					
107	107	107	0	Moving Water South (M. Water S.) Phase I, II, & III	4328 days	Mon 6/2/08	Tue 12/31/24
108	108	108	90	Funding (Halfway Pond Phase I)	940 days	Mon 6/1/09	Mon 12/31/12
109	109	109	91	Pre Engineering (Halfway Pond Phase I)	87 days	Tue 11/1/11	Tue 2/28/12
110	110	110	92	Design (Halfway Pond Phase I)	22 days?	Mon 4/2/12	Tue 5/1/12
111	111	111	93	Permit (Halfway Pond Phase I)	87 days?	Tue 11/1/11	Tue 2/28/12
112	112	112	94	Bidding (Halfway Pond Phase I)	11 days?	Wed 4/25/12	Wed 5/9/12
113	113	113	95	Construction (Halfway Pond Phase I)	153 days	Fri 6/1/12	Mon 12/31/12
114	114	114	96	Pre Engineering (Phase II) "Blackstone Preserve"	261 days	Mon 7/1/13	Mon 6/30/14
115	115	115	96	Design (Halfway Pond Phase II) "Blackstone Prserve"	173 days	Fri 7/1/16	Tue 2/28/17
116	116	116	98	Permit (Halfway Pond Phase II) "Blackstone Preserve"	195 days	Wed 6/1/16	Tue 2/28/17
117	117	117	99	Bidding (Halfway Pond Phase II) "Blackstone Preserve"	52 days	Wed 5/31/17	Thu 8/10/17
118	118	118	500	Construction of Pump Station - (JP Murphy Inc.) Phase II	82 days?	Thu 11/1/18	Fri 2/22/19
119	119	119	100	Construction of Berm - (LA-MSID) Phase II	191 days	Thu 5/31/18	Thu 2/21/19
120	120	120	500	Pre Engineering (Phase III) S. of the District	780 days?	Mon 1/3/22	Fri 12/27/24
121	121	121					
122	122	122					
123	123	123	0	New District Headquarters (H.Q.)	1157 days?	Tue 11/27/07	Tue 5/1/12
124	124	124	110	Funding (H.Q.)	548 days	Thu 8/28/08	Fri 10/1/10
125	125	125	111	Pre Engineering Site (H.Q.)	139 days?	Thu 5/17/07	Tue 11/27/07
126	126	126	112	Rezoning Site (H.Q.)	148 days?	Mon 1/7/08	Wed 7/30/08
127	127	127	113	Design Site (H.Q.)	180 days?	Tue 11/27/07	Mon 8/4/08
128	128	128	114	Design Building (Office Bldg.)	85 days	Mon 6/20/11	Thu 10/13/11
129	129	129	115	Permit Phase II Site (Office Bldg.)	30 days	Tue 9/6/11	Fri 10/14/11
130	130	130	116	Permit Building (Office Bldg.)	30 days	Thu 12/1/11	Thu 1/12/12
131	131	131	117	Establish Phase II Project GMP (Office Bldg.)	1 day?	Mon 11/14/11	Mon 11/14/11
132	132	132	118	Phase II Electric Service (Office Bldg.)	90 days	Thu 12/1/11	Wed 4/4/12
133	133	133	118	Phase II Construction (Office Bldg.)	100 days	Thu 12/1/11	Wed 4/18/12
134	134	134	120	Phase II Office Building Move-In (Office Bldg.)	6 days	Thu 5/24/12	Thu 5/31/12
135	135	135	114	Maintenance Bldg. Construction (Maint. Bldg.)	218 days	Wed 12/1/10	Fri 9/30/11
136	136	136	122	Maintenance Building Move-In (Maint. Bldg.)	10 days	Mon 10/3/11	Fri 10/14/11
137	137	137					
138	138	138					
139	139	139	0	Homestead Road Widening Weir (S-57-4-6)	2440 days?	Tue 7/17/07	Fri 11/18/16
140	140	140	125	Funding (Weir) 100% Lee Co. DOT	44 days	Mon 1/4/16	Thu 3/3/16
141	141	141	126	Pre Engineering (Weir)	1401 days?	Mon 8/25/08	Tue 12/31/13
142	142	142	127	Revise Design (H.D.R. Plans)	35 days	Mon 9/1/14	Fri 10/17/14
143	143	143	128	Permit (H.D.R. Plans)	1244 days?	Wed 4/1/09	Tue 12/31/13
144	144	144	129	Bidding (Weir)	26 days	Thu 1/28/16	Thu 3/3/16
145	145	145	130	Electric (Weir)	180 days	Mon 4/25/16	Fri 12/30/16
146	146	146	130	Construction (Weir 57-4-6)	180 days	Mon 4/25/16	Fri 12/30/16
147	147	147					
148	148	148					
149	149	149	500	Hendry 2 Weir Replacement (S-H-2) Hurricane Irma Damage	405 days?	Mon 9/11/17	Fri 3/29/19
150	150	150	134	Funding (90% NRCS) (10% LA-MSID)	1 day?	Tue 5/22/18	Tue 5/22/18
151	151	151	135	Design (AIM Engineering)	48 days?	Tue 6/5/18	Thu 8/9/18
152	152	152	136	Permit (SFWMD)	54 days?	Tue 6/5/18	Fri 8/17/18
153	153	153	137	Bidding (Emergency Declaration)	1 day?	Thu 8/16/18	Thu 8/16/18
154	154	154	137	Electric Service (Weir)	250 days?	Thu 8/16/18	Wed 7/31/19
155	155	155	137	Constrcution (J.P. Murphy, Inc.)	250 days	Thu 8/16/18	Wed 7/31/19
156	156	156					
157	157	157					
158	158	158	500	CREST Storage (Dog/Hendry Connection)	1632 days?	Mon 9/11/17	Tue 9/1/26
159	159	159	500	Funding (Phase I Construction) S-H-2 Weir	1 day?	Tue 5/22/18	Tue 5/22/18
160	160	160	500	Design (Phase I)	48 days?	Tue 6/5/18	Thu 8/9/18
161	161	161	500	Permit (Phase I) SFWMD	54 days?	Tue 6/5/18	Fri 8/17/18
162	162	162	500	Bidding (Phase I)	1 day?	Thu 8/16/18	Thu 8/16/18
163	163	163	500	Construction (Phase I) S-H-2 Weir	250 days?	Thu 8/16/18	Wed 7/31/19
164	164	164	500	Funding (Phase II Construction) Structures/Filter Marsh	1 day	Mon 11/1/21	Mon 11/1/21



Project: Construction Project Schedule
Date: Mon 11/9/26

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ID	ID	ID	Priori	Task Name	Duration	Start	Finish
165	165	165	500	Design (Phase II)	415 days?	Tue 4/21/20	Fri 12/31/21
166	166	166	500	Permit (Phase II) SFWMD	60 days	Mon 11/1/21	Fri 1/21/22
167	167	167	500	Bidding (Phase II)	25 days	Thu 10/6/22	Wed 11/9/22
168	168	168	500	Construction (Phase II) Structures/Filter Marsh	267 days	Tue 1/24/23	Wed 1/31/24
169	169	169	500	Permit (Phase III) SFWMD	87 days?	Thu 12/1/22	Fri 3/31/23
170	170	170	160	Bidding (Phase III)	32 days	Wed 1/31/24	Thu 3/14/24
171	171	171	161	Construction (Phase III - Lake Excavation)	600 days	Wed 5/15/24	Tue 9/1/26
172	172	172	500	Plantings (South Storage Cell)	21 days	Tue 9/2/25	Tue 9/30/25
173	173	173	500	Plantings (North Storage Cell)	92 days	Fri 2/6/26	Mon 6/15/26
174	174	174	500	Plantings (Restored Area)	3 days?	Wed 8/5/26	Fri 8/7/26
175	175	175					
176	176	176	500	S-VL-1 Weir Replacement	815 days?	Mon 6/1/20	Sat 7/15/23
177	177	177	500	Funding	815 days?	Mon 6/1/20	Sat 7/15/23
178	178	178	500	Design	262 days?	Mon 6/1/20	Tue 6/1/21
179	179	179	500	Permit (SFWMD)	174 days	Tue 12/1/20	Sat 7/31/21
180	180	180	500	Bidding	31 days	Thu 9/23/21	Thu 11/4/21
181	181	181	500	Construction	400 days	Mon 1/3/22	Sat 7/15/23
182	182	182					
183	183	183					
184	184	184	500	Frank Mann Preserve "GS-10"	3650 days?	Mon 1/4/16	Fri 12/28/29
185	185	185	500	Concept Plan	238 days?	Mon 1/4/16	Wed 11/30/16
186	186	186	500	Land Purchase	1 day?	Thu 4/25/19	Thu 4/25/19
187	187	187	500	Land Stewardship Plan	312 days?	Mon 1/6/20	Tue 3/16/21
188	188	188	500	Start Exotic Vegetation Removal	1113 days?	Mon 9/27/21	Wed 12/31/25
189	189	189	500	Phase I - Plans	1294 days?	Tue 8/17/21	Fri 7/31/26
190	190	190	500	Phase II - Plans	1403 days	Tue 8/17/21	Thu 12/31/26
191	191	191	500	Permitting (SFWMD)	110 days	Fri 7/31/26	Thu 12/31/26
192	192	192	500	Bidding (Phase I)	45 days	Thu 1/21/27	Wed 3/24/27
193	193	193	500	Construction (Phase I)	522 days	Thu 3/25/27	Fri 3/23/29
194	194	194	500	Construction (Phase II)	455 days?	Mon 4/3/28	Fri 12/28/29
195	195	195					
196	196	196	500	South Marsh Berm Repairs (Hurricane Ian)	44 days	Mon 10/3/22	Thu 12/1/22
197	197	197					
198	198	198	500	ROBUST Project	1132 days?	Mon 7/1/24	Tue 10/31/28
199	199	199	500	Funding	1132 days?	Mon 7/1/24	Tue 10/31/28
200	200	200	500	Design	676 days?	Mon 7/1/24	Mon 2/1/27
201	201	201	500	Permitting (SFWMD)	54 days?	Fri 1/15/27	Wed 3/31/27
202	202	202	500	Permitting (CORPS)	130 days?	Fri 1/15/27	Thu 7/15/27
203	203	203	500	Bidding	31 days?	Thu 8/19/27	Thu 9/30/27
204	204	204	500	Construction	261 days?	Fri 10/29/27	Fri 10/27/28
205	205	205					
206	206	206	500	RISE Project (Resilient Infrastructure for Stormwater & Environment)	978 days?	Wed 7/1/26	Sun 3/31/30
207	207	207	500	Funding (FDEP L0492)	895 days?	Mon 10/26/26	Sun 3/31/30
208	208	208	500	Design	239 days?	Mon 11/2/26	Thu 9/30/27
209	209	209	500	Permitting	64 days?	Mon 7/5/27	Thu 9/30/27
210	210	210	500	Bidding	31 days?	Thu 11/4/27	Thu 12/16/27
211	211	211	500	Construction	364 days?	Mon 1/10/28	Thu 5/31/29



Project: Construction Project Schedule
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LEHIGH ACRES MSID

LEHIGH ACRES

MUNICIPAL SERVICES IMPROVEMENT DISTRICT

Memo

To: Board of Commissioners

From: Bill Walker

Date: 11/3/2026

Re: Field Report

The following Field Report details the field activities completed during the month of October 2026. Staff is hereby requesting that the Board of Commissioners accept this report.

1) **Canals Sprayed:**
   Spray crews have been treating the Districts Canals and Right-of-ways. Preserve maintenance will be conducted on days when the weather is not conducive to treating canals.

2) **Canal Cleanout:**
   Canal clean out is on schedule for the year.

3) **Canal Mowing:**
   Both mowing crews have started the mowing circuit. Flat mowers completed 90% and the Slope mowers have completed 100% of the third cycle. Both crews will continue mowing on a forth cycle until growing season slows.

4) **Canal Grading and Clearing:**
   Crews are working on washouts and grading behind the canal cleanout crews.

5) **Right of Way Program:**
   Staff worked on clearing ROW obstructions ahead of the clean out and mowing crews, inspecting the District's road crossing culverts and the NDPES Annual Report. The new ROW policy updates regarding the removal of non-permanent encroachments (cars, boats, equipment, ect.) has been working well. Approximately 55 violations have been issued. Most were resolved immediately and 3 vehicles have been towed.

6) **Preserves:**
   Spray crews worked on preserve maintenance and special projects when weather was not conducive for canal treatments.

7) **Water Quality:**

Staff has not received the Water Quality sampling results from the City of Cape Coral for the month of September.

8) Facilities:

No notable changes have occurred with the Districts facilities over the last month. Staff has continued to maintain the parks with mowing, mulching and trash removal.

9) Fleet Maintenance:

Normal fleet maintenance has occurred during the last month.

10) Education/ Meetings:

None to Report.

11) Vandalism:

None to Report.

12) Rainfall Data: Average Annual Rainfall as of 10/13/2026

Year	Average	No of Gauges
2022	64.05	32
2023	43.65	33
2024	57.83	33
2025	49.04	33
2026	42.10	33