

RESOLUTION AUTHORIZING THE ASHTABULA COUNTY BOARD OF COMMISSIONERS THROUGH ITS DEPARTMENT OF ENVIRONMENTAL SERVICES TO RE-NOMINATE FOUR (4) PROJECTS FOR A WATER SUPPLY REVOLVING LOAN ACCOUNT (WRSLA) AWARD FOR THE WATER DEPARTMENT

WHEREAS, the Board of Commissioners of Ashtabula County through its Department of Environmental Services seek to re-nominate for WRSLA consideration the projects listed in section 1, for the purpose of growth, repair and operations of the water distribution system:

Section 1: Projects for re-nomination

Project	Estimated Design Loan Date	Estimated Construction Loan Date	Estimated Design Loan Amount	Estimated Construction Loan Amount
Austinburg to Harpersfield Interconnect		Aug-26		\$ 4,300,000.00
Northeast Regional Waterline Extension		Jan-27		\$ 21,000,000.00
Lake Rd Waterline Replacement		Nov-26		\$ 1,240,000.00
Jefferson Booster Station Replacement		Jul-26		\$1,240,000.00

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of the County of Ashtabula, Ohio, that the above projects be approved for re-nomination in accordance with a copy now on file in this office.

BE IT FURTHER RESOLVED that President of the Board, Casey Kozlowski, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2026-154

March 17, 2026

RESOLUTION AUTHORIZING THE ASHTABULA COUNTY BOARD OF COMMISSIONERS THROUGH ITS DEPARTMENT OF ENVIRONMENTAL SERVICES TO RE-NOMINATE FOUR (4) PROJECTS FOR A WATER SUPPLY REVOLVING LOAN ACCOUNT (WRSLA) AWARD FOR THE WATER DEPARTMENT

Upon the motion of Kathryn L. Whittington, seconded by J.P. Ducro IV.

VOTE:

Casey R. Kozlowski
Kathryn L. Whittington
J.P. Ducro IV

Aye
Aye
Aye

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____

Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project. If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Incentives and Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs. Nominations may be submitted throughout the program year.**

Est EC Cost _____

Drinking Water Discounts:

- Regionalization **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding up to \$10M for projects that address (EC) Emerging Contaminants. Nominations may be submitted throughout the program year.**
- Harmful Algal Bloom (HAB) **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**

Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose an alternate source(s) of loan repayment, with the user rates remaining as the security.

Please indicate the intended user charge revenue to be pledged as security for the loan:

- User charges collected by the borrower
- User charges collected by another entity - identify the entity _____
- New system - indicate timeframe for establishment of a user rate structure and schedule for collection of fees. Also, identify the entity responsible for collection: _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____

Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____
Other funding source:	_____	

9.0 WSRLA Project Information

What does the project entail? (Check the applicable boxes)

Type of Work:

- New Repair Rehabilitation Replacement Upgrade
 Other (specify): _____

Component Type:

Source: Well(s) Intake Structure **Treatment:** Water Plant Structure / Building

Treatment Process(es) (specify): _____

- Distribution:** Waterline Metering Water Storage Pump station
 Other (specify): _____

Project Description:

Briefly describe the work planned for component type checked. **NOTE: 500 character limit**

The capacity of the existing booster station is 350 gallons per minute. The proposed booster station will have the same capacity. The number of pumps is not yet known. The project scope also includes replacing the existing water main under one creek crossing, which is necessary because the new booster station location will put higher pressures on the existing water main. The new water main will have 12-inch inside diameter.

What problem(s) does the project address? (Check the applicable boxes, if any)

- | | | |
|---|---|--|
| <input type="checkbox"/> Public health issue(s) | <input type="checkbox"/> Waterline breakage | <input type="checkbox"/> Inadequate storage |
| <input type="checkbox"/> MCL violation(s) | <input type="checkbox"/> Waterline undersized | <input checked="" type="checkbox"/> Tie-in of other PWS(s) |
| <input type="checkbox"/> Bacterial contamination | <input type="checkbox"/> Regionalization | <input type="checkbox"/> No Meters |
| <input type="checkbox"/> Chemical contamination | <input type="checkbox"/> Deteriorated intake | <input type="checkbox"/> Deteriorated meters |
| <input type="checkbox"/> Well contamination | <input type="checkbox"/> Insufficient plant capacity | <input type="checkbox"/> Unaccounted for water loss |
| <input type="checkbox"/> Insufficient source quantity | <input type="checkbox"/> Plant deterioration | <input type="checkbox"/> Distribution deterioration |
| <input type="checkbox"/> Insufficient pressure | <input type="checkbox"/> Disinfection residual violations | |
| <input type="checkbox"/> Other (specify): _____ | | |

Attach project planning information that describes in detail all of the checked boxes for all design and/or construction projects.

10.0 Water Rate Information

Is public drinking water currently provided to residents in the proposed project's service area? _____ No

If Yes, attach a copy of the Water and Wastewater Rate Ordinances or Resolutions and current rate structure (e.g., flat rate, base rate or step rate) as well as the billing period (i.e., monthly or quarterly).

If No, explain how residents will be charged or provide documentation:

All services will be metered. Residents will be billed standard County rates based on consumption.

11.0 General Plan / Detailed Plan Submittal Information

Has the general plan been submitted to DDAGW? Yes _____

If Yes, Date: Feb-2022 _____

Has DDAGW approved the general plan? _____

If Yes, Date: _____

Have detailed plans been submitted to DDAGW? _____

If Yes, Date: _____

Has DDAGW approved detailed plans? _____

If Yes, Date: _____

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) _____

6/15/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) _____

7/15/2026

2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) _____

6/5/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) _____

8/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8) _____

11/2/2026

- 5. Open construction bids (no later than 30 days prior to #8) **Be sure to allow for a minimum of 60 days to award contracts** _____

12/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) _____

12/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) _____

12/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) _____

1/1/2027

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

1/28/2027

13.0 Preparer Information

This Nomination was prepared by (Name & Title): _____

Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature: _____

Date: March _____, 2026
Nomination Form Date

WPCLF/WSRLA Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
 - Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
 - A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
 - Project planning information
 - [WPCLF Project Planning Guidance](#)
 - A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project**
 - [WSRLA Project Planning Guidance](#)
 - An Ohio EPA approved General Plan is required with the nomination of design or construction loans for new or replacement water treatment plants, new type of treatment, and major rehabilitation.**
 - [DDAGW's Engineering and Plan Approval website for more information on General Plan submission process.](#)
 - A scope of services and/or an agreement for planning, design or construction engineering services.
 - For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
 - Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
 - Estimated construction cost for Emerging Contaminant or Lead Service Line work.
 - Readiness-to-Proceed documentation
- ★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:
- defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
- Drinking Water** **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
- HSTS** **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services

County: Ashtabula PWS ID: **OH** 400803 Population served by the Project: _____ System Population: 14,200

3.0 Project Name and Description

Project Name: Jefferson Booster Station Replacement

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

The existing booster station is located on SR 307, just east of Hickok Road. The replacement booster station will be located further on SR 307, just east of the SR 307 and SR 45 intersection in Austinburg. It is necessary to relocate the booster station because elevation of the existing parcel is too low to meet EPA requirements.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. ***No loans are awarded in November. For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.***

	<u>Estimated Loan Award Date</u> (month/year)	<u>Estimated Loan Amount</u>
<input type="checkbox"/> Planning Loan	_____	_____
<input type="checkbox"/> Design Loan	_____	_____
<input checked="" type="checkbox"/> Construction Loan	Jul-26	\$1,240,000.00
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name Casey R. Kozlowski Title President, Board of Commissioners

Telephone 440-576-3750 Mobile _____

Email CRKozlowski@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name Douglas Starkey Title Director, Dept. of Environmental Services

Telephone 440-576-3725 Mobile 440-789-5721

Email dgstarkey@ashtabulacounty.us

System Operator

Name Bob Church Title Lead Project Coordinator - Water

Telephone _____ Mobile _____

Email dgstarkey@ashtabulacounty.us

Consulting Engineer

Name Ryan Schuster Title Project Manager

Firm Verdantas

Telephone 330-247-37368 Mobile _____

Email rschuster@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____

Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project. If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Incentives and Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs. Nominations may be submitted throughout the program year.**

Est EC Cost _____

Drinking Water Discounts:

- Regionalization **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding up to \$10M for projects that address (EC) Emerging Contaminants. Nominations may be submitted throughout the program year.**
- Harmful Algal Bloom (HAB) **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**

Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose an alternate source(s) of loan repayment, with the user rates remaining as the security.

Please indicate the intended user charge revenue to be pledged as security for the loan:

- User charges collected by the borrower
- User charges collected by another entity - identify the entity _____
- New system - indicate timeframe for establishment of a user rate structure and schedule for collection of fees. Also, identify the entity responsible for collection: _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	7/1/2026	\$300,000.00
Community Development Block Grant (CDBG)	_____	_____

Community Directed Spending (Federal)		
ODOD Water & Wastewater Infrastructure Grant		
Ohio Public Works Commission	7/1/2024	\$500,000.00
Revenue Bonds		
USDA-Rural Development Loans		
Other (Specify Other Funding Source below)		
Other funding source:		

9.0 WSRLA Project Information

What does the project entail? (Check the applicable boxes)

Type of Work:

- New Repair Rehabilitation Replacement Upgrade
- Other (specify): _____

Component Type:

- Source:** Well(s) Intake Structure **Treatment:** Water Plant Structure / Building

Treatment Process(es) (specify): _____

- Distribution:** Waterline Metering Water Storage Pump station
- Other (specify): _____

Project Description:

Briefly describe the work planned for component type checked. **NOTE: 500 character limit**

The capacity of the existing booster station is 350 gallons per minute. The proposed booster station will have the same capacity. The number of pumps is not yet known. The project scope also includes replacing the existing water main under one creek crossing, which is necessary because the new booster station location will put higher pressures on the existing water main. The new water main will have 12-inch inside diameter.

What problem(s) does the project address? (Check the applicable boxes, if any)

- Public health issue(s)
- MCL violation(s)
- Bacterial contamination
- Chemical contamination
- Well contamination
- Insufficient source quantity
- Insufficient pressure
- Other (specify): _____
- Waterline breakage
- Waterline undersized
- Regionalization
- Deteriorated intake
- Insufficient plant capacity
- Plant deterioration
- Disinfection residual violations
- Inadequate storage
- Tie-in of other PWS(s)
- No Meters
- Deteriorated meters
- Unaccounted for water loss
- Distribution deterioration

Attach project planning information that describes in detail all of the checked boxes for all design and/or construction projects.

10.0 Water Rate Information

Is public drinking water currently provided to residents in the proposed project’s service area? _____ Yes

If Yes, attach a copy of the Water and Wastewater Rate Ordinances or Resolutions and current rate structure (e.g., flat rate, base rate or step rate) as well as the billing period (i.e., monthly or quarterly).

If No, explain how residents will be charged or provide documentation:

The capacity of the existing booster station is 350 gallons per minute. The proposed booster station will have the same capacity. The number of pumps is not yet known. The project scope also includes replacing the existing water main under one creek crossing, which is necessary because the new booster station location will put higher pressures on the existing water main. The new water main will have 12-inch inside diameter.

11.0 General Plan / Detailed Plan Submittal Information

- Has the general plan been submitted to DDAGW? _____ If Yes, Date: _____
- Has DDAGW approved the general plan? _____ If Yes, Date: _____
- Have detailed plans been submitted to DDAGW? _____ If Yes, Date: _____
- Has DDAGW approved detailed plans? _____ If Yes, Date: _____

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) 12/13/2025 _____

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) 1/12/2026 _____

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) 12/3/2025 _____

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) 2/1/2026 _____

- 4. Advertise for construction bids (no later than 60 days prior to #8) 5/2/2026 _____

- 5. Open construction bids (no later than 30 days prior to #8) **Be sure to allow for a minimum of 60 days to award contracts** 6/1/2026 _____

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) 6/10/2026 _____

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) 6/24/2026 _____

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) 7/1/2026 _____

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) 7/30/2026 _____

13.0 Preparer Information

This Nomination was prepared by (Name & Title): _____ Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: _____ Casey R. Kozlowski

Title: _____ President, Board of Ashtabula County Commissioners

Signature: _____

Date: March _____, 2026
Nomination Form Date

WPCLF/WSRLA Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
 - Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
 - A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
 - Project planning information
 - [WPCLF Project Planning Guidance](#)
 - A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project**
 - [WSRLA Project Planning Guidance](#)
 - An Ohio EPA approved General Plan is required with the nomination of design or construction loans for new or replacement water treatment plants, new type of treatment, and major rehabilitation.**
 - [DDAGW's Engineering and Plan Approval website for more information on General Plan submission process.](#)
 - A scope of services and/or an agreement for planning, design or construction engineering services.
 - For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
 - Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
 - Estimated construction cost for Emerging Contaminant or Lead Service Line work.
 - Readiness-to-Proceed documentation
- ★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:
- defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
- Drinking Water** **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
- HSTS** **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services

County: Ashtabula PWS ID: **OH** 400803 Population served by the Project: _____ System Population: 14,200

3.0 Project Name and Description

Project Name: Lake Road Waterline Replacement

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

This project involves replacing an existing waterline from North County Line Road to the State Park Beach entrance.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. ***No loans are awarded in November. For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.***

	<u>Estimated Loan Award Date</u> (month/year)	<u>Estimated Loan Amount</u>
<input type="checkbox"/> Planning Loan	_____	_____
<input type="checkbox"/> Design Loan	_____	_____
<input checked="" type="checkbox"/> Construction Loan	Nov-26	\$1,240,000.00
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name Casey R. Kozlowski Title President, Board of Commissioners

Telephone 440-576-3750 Mobile _____

Email CRKozlowsli@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name Douglas Starkey Title Director, Dept. of Environmental Services

Telephone 440-576-3725 Mobile 440-789-5721

Email dgstarkey@ashtabulacounty.us

System Operator

Name Bob Church Title Lead Project Coordinator - Water

Telephone _____ Mobile _____

Email dgstarkey@ashtabulacounty.us

Consulting Engineer

Name Ryan Schuster Title Project Manager

Firm Verdantas

Telephone 330-247-3738 Mobile _____

Email rschuster@verdanta.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____

Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project. If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Incentives and Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs. Nominations may be submitted throughout the program year.**

Est EC Cost _____

Drinking Water Discounts:

- Regionalization **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding up to \$10M for projects that address (EC) Emerging Contaminants. Nominations may be submitted throughout the program year.**
- Harmful Algal Bloom (HAB) **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**

Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose an alternate source(s) of loan repayment, with the user rates remaining as the security.

Please indicate the intended user charge revenue to be pledged as security for the loan:

- User charges collected by the borrower
- User charges collected by another entity - identify the entity _____
- New system - indicate timeframe for establishment of a user rate structure and schedule for collection of fees. Also, identify the entity responsible for collection: _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	7/1/2026	\$250,000.00
Community Development Block Grant (CDBG)	_____	_____

Community Directed Spending (Federal)		
ODOD Water & Wastewater Infrastructure Grant		
Ohio Public Works Commission	7/1/2026	\$545,000.00
Revenue Bonds		
USDA-Rural Development Loans		
Other (Specify Other Funding Source below)		
Other funding source:		

9.0 WSRLA Project Information

What does the project entail? (Check the applicable boxes)

Type of Work:

- New Repair Rehabilitation Replacement Upgrade
 Other (specify): _____

Component Type:

Source: Well(s) Intake Structure **Treatment:** Water Plant Structure / Building

Treatment Process(es) (specify): _____

- Distribution:** Waterline Metering Water Storage Pump station
 Other (specify): _____

Project Description:

Briefly describe the work planned for component type checked. **NOTE: 500 character limit**

This project involves replacing an existing waterline from North County Line Road to the State Park Beach entrance.

What problem(s) does the project address? (Check the applicable boxes, if any)

- | | | |
|--|---|--|
| <input type="checkbox"/> Public health issue(s) | <input type="checkbox"/> Waterline breakage | <input type="checkbox"/> Inadequate storage |
| <input type="checkbox"/> MCL violation(s) | <input type="checkbox"/> Waterline undersized | <input type="checkbox"/> Tie-in of other PWS(s) |
| <input type="checkbox"/> Bacterial contamination | <input type="checkbox"/> Regionalization | <input type="checkbox"/> No Meters |
| <input type="checkbox"/> Chemical contamination | <input type="checkbox"/> Deteriorated intake | <input type="checkbox"/> Deteriorated meters |
| <input type="checkbox"/> Well contamination | <input type="checkbox"/> Insufficient plant capacity | <input type="checkbox"/> Unaccounted for water loss |
| <input checked="" type="checkbox"/> Insufficient source quantity | <input type="checkbox"/> Plant deterioration | <input checked="" type="checkbox"/> Distribution deterioration |
| <input type="checkbox"/> Insufficient pressure | <input type="checkbox"/> Disinfection residual violations | |
| <input type="checkbox"/> Other (specify): _____ | | |

Attach project planning information that describes in detail all of the checked boxes for all design and/or construction projects.

10.0 Water Rate Information

Is public drinking water currently provided to residents in the proposed project's service area? _____ Yes

If Yes, attach a copy of the Water and Wastewater Rate Ordinances or Resolutions and current rate structure (e.g., flat rate, base rate or step rate) as well as the billing period (i.e., monthly or quarterly).

If No, explain how residents will be charged or provide documentation:

11.0 General Plan / Detailed Plan Submittal Information

Has the general plan been submitted to DDAGW? _____

If Yes, Date: _____

Has DDAGW approved the general plan? _____

If Yes, Date: _____

Have detailed plans been submitted to DDAGW? _____

If Yes, Date: _____

Has DDAGW approved detailed plans? _____

If Yes, Date: _____

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) 4/15/2026 _____

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) 5/15/2026 _____

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) 4/5/2026 _____

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) 6/4/2026 _____

- 4. Advertise for construction bids (no later than 60 days prior to #8) 9/2/2026 _____

- 5. Open construction bids (no later than 30 days prior to #8) **Be sure to allow for a minimum of 60 days to award contracts** 10/2/2026 _____

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) 10/11/2026 _____

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) 10/25/2026 _____

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) 11/1/2026 _____

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) 11/26/2026 _____

13.0 Preparer Information

This Nomination was prepared by (Name & Title): _____ Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026 Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature: _____ Date: March, 2026
Nomination Form Date

WPCLF/WSRLA Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
 - Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
 - A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
 - Project planning information
 - [WPCLF Project Planning Guidance](#)
 - A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project**
 - [WSRLA Project Planning Guidance](#)
 - An Ohio EPA approved General Plan is required with the nomination of design or construction loans for new or replacement water treatment plants, new type of treatment, and major rehabilitation.**
 - [DDAGW's Engineering and Plan Approval website for more information on General Plan submission process.](#)
 - A scope of services and/or an agreement for planning, design or construction engineering services.
 - For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
 - Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
 - Estimated construction cost for Emerging Contaminant or Lead Service Line work.
 - Readiness-to-Proceed documentation
- ★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:
- defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
- Drinking Water** **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
- HSTS** **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services

County: Ashtabula PWS ID: **OH** 400803 Population served by the Project: _____ System Population: 14,200

3.0 Project Name and Description

Project Name: Austinburg to Harpersfield Interconnect

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

This project involves extending a waterline 22,100 feet along State Route 307 from Harpersfield Township/Austinburg Township line east to the intersection of SR 307 and College Street. This project also includes the extension of water service to Ravinewood Drive, Silver Fox Lane, Pelton Road and Hidden Hemlock Drive. This extension will allow for residents within the Ravinewood subdivision area to connect to a PWS, an area currently served by underperforming wells.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. ***No loans are awarded in November. For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.***

	<u>Estimated Loan Award Date</u> (month/year)	<u>Estimated Loan Amount</u>
<input type="checkbox"/> Planning Loan	_____	_____
<input type="checkbox"/> Design Loan	_____	_____
<input checked="" type="checkbox"/> Construction Loan	Aug-26	\$4,300,000.00
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name Casey R. Kozlowski Title President, Board of Commissioners

Telephone 440-576-3750 Mobile _____

Email CRKozlowsli@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name Douglas Starkey Title Director, Dept. of Envionmental Services

Telephone 440-576-3725 Mobile 440-789-5721

Email dgstarkey@ashtabulacounty.us

System Operator

Name Bob Church Title Lead Project Coordinator - Water

Telephone _____ Mobile _____

Email dgstarkey@ashtabulacounty.us

Consulting Engineer

Name Patrick Blake Title Project Manager

Firm Verdantas

Telephone 440-530-2341 Mobile _____

Email pblake@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____

Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project. If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Incentives and Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs. Nominations may be submitted throughout the program year.**

Est EC Cost _____

Drinking Water Discounts:

- Regionalization **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding up to \$10M for projects that address (EC) Emerging Contaminants. Nominations may be submitted throughout the program year.**
- Harmful Algal Bloom (HAB) **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**

Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose an alternate source(s) of loan repayment, with the user rates remaining as the security.

Please indicate the intended user charge revenue to be pledged as security for the loan:

- User charges collected by the borrower
- User charges collected by another entity - identify the entity _____
- New system - indicate timeframe for establishment of a user rate structure and schedule for collection of fees. Also, identify the entity responsible for collection: _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____

Community Directed Spending (Federal)	9/1/2026	\$1,488,000.00
ODOD Water & Wastewater Infrastructure Grant		
Ohio Public Works Commission		
Revenue Bonds		
USDA-Rural Development Loans		
Other (Specify Other Funding Source below)		
Other funding source:		

9.0 WSRLA Project Information

What does the project entail? (Check the applicable boxes)

Type of Work:

- New Repair Rehabilitation Replacement Upgrade
- Other (specify): _____

Component Type:

- Source:** Well(s) Intake Structure **Treatment:** Water Plant Structure / Building

Treatment Process(es) (specify): _____

- Distribution:** Waterline Metering Water Storage Pump station
- Other (specify): _____

Project Description:

Briefly describe the work planned for component type checked. **NOTE: 500 character limit**

This project involves extending a waterline infrastructure 10,300 feet along State Route 307 from Harpersfield Township/Austinburg Township line east to the intersection of SR 307 and College Street. The project will eliminate a dead-end in the distribution system, thus improving both water quality and system resiliency. The watermain will also tie into the following roads off of SR 307: Ravinewood, Silver Fox Drive and Pelton Road. These waterlines will be designed to maximize looping allowing for better water quality.

What problem(s) does the project address? (Check the applicable boxes, if any)

- | | | |
|--|---|---|
| <input type="checkbox"/> Public health issue(s) | <input type="checkbox"/> Waterline breakage | <input type="checkbox"/> Inadequate storage |
| <input type="checkbox"/> MCL violation(s) | <input type="checkbox"/> Waterline undersized | <input type="checkbox"/> Tie-in of other PWS(s) |
| <input type="checkbox"/> Bacterial contamination | <input type="checkbox"/> Regionalization | <input type="checkbox"/> No Meters |
| <input type="checkbox"/> Chemical contamination | <input type="checkbox"/> Deteriorated intake | <input type="checkbox"/> Deteriorated meters |
| <input type="checkbox"/> Well contamination | <input type="checkbox"/> Insufficient plant capacity | <input type="checkbox"/> Unaccounted for water loss |
| <input checked="" type="checkbox"/> Insufficient source quantity | <input type="checkbox"/> Plant deterioration | <input type="checkbox"/> Distribution deterioration |
| <input type="checkbox"/> Insufficient pressure | <input type="checkbox"/> Disinfection residual violations | |
| <input type="checkbox"/> Other (specify): _____ | | |

Attach project planning information that describes in detail all of the checked boxes for all design and/or construction projects.

10.0 Water Rate Information

Is public drinking water currently provided to residents in the proposed project’s service area? _____ No

If Yes, attach a copy of the Water and Wastewater Rate Ordinances or Resolutions and current rate structure (e.g., flat rate, base rate or step rate) as well as the billing period (i.e., monthly or quarterly).

If No, explain how residents will be charged or provide documentation:

All services will be metered. Residents / businesses will be billed standard county rates based on consumption.

11.0 General Plan / Detailed Plan Submittal Information

- | | |
|--|-------------------------------|
| Has the general plan been submitted to DDAGW? <u>Yes</u> | If Yes, Date: <u>May-2024</u> |
| Has DDAGW approved the general plan? _____ | If Yes, Date: _____ |
| Have detailed plans been submitted to DDAGW? _____ | If Yes, Date: _____ |
| Has DDAGW approved detailed plans? _____ | If Yes, Date: _____ |

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) _____

1/13/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) _____

2/12/2026

2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) _____

1/3/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) _____

3/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8) _____

6/2/2026

- 5. Open construction bids (no later than 30 days prior to #8) **Be sure to allow for a minimum of 60 days to award contracts** _____

7/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) _____

7/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) _____

7/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) _____

8/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

8/27/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title): _____ Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: _____ Casey R. Kozlowski

Title: _____ President, Board of Ashtabula County Commissioners

Signature: _____

Date: March _____, 2026
Nomination Form Date

WPCLF/WSRLA Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
 - Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
 - A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
 - Project planning information
 - [WPCLF Project Planning Guidance](#)
 - A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project**
 - [WSRLA Project Planning Guidance](#)
 - An Ohio EPA approved General Plan is required with the nomination of design or construction loans for new or replacement water treatment plants, new type of treatment, and major rehabilitation.**
 - [DDAGW's Engineering and Plan Approval website for more information on General Plan submission process.](#)
 - A scope of services and/or an agreement for planning, design or construction engineering services.
 - For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
 - Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
 - Estimated construction cost for Emerging Contaminant or Lead Service Line work.
 - Readiness-to-Proceed documentation
- ★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:
- defamail@epa.ohio.gov

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)
2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)
3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)
4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)
3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)
4. We request a Design Loan by (1st of Month in which Loan is Awarded)
5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)

6/15/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)

7/15/2026

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)

6/5/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)

8/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8)

11/2/2026

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts

12/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8)

12/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)

12/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded)

1/1/2027

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

1/28/2027

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature:

Date: March 17, 2026

Nomination Form Date

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) 12/13/2025 _____

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) 1/12/2026 _____

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) 12/3/2025 _____

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) 2/1/2026 _____

- 4. Advertise for construction bids (no later than 60 days prior to #8) 5/2/2026 _____

- 5. Open construction bids (no later than 30 days prior to #8) **Be sure to allow for a minimum of 60 days to award contracts** 6/1/2026 _____

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) 6/10/2026 _____

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) 6/24/2026 _____

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) 7/1/2026 _____

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) 7/30/2026 _____

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: 

Date: March 13, 2026 Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature:  Date: March 17, 2026
Nomination Form Date

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)
2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)
3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)
4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)
3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)
4. We request a Design Loan by (1st of Month in which Loan is Awarded)
5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)

4/15/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)

5/15/2026

2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)

4/5/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)

6/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8)

9/2/2026

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts

10/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8)

10/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)

10/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded)

11/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

11/26/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature: [Handwritten Signature]

Date: March 17, 2026

Nomination Form Date

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)
2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)
3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)
4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)
3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)
4. We request a Design Loan by (1st of Month in which Loan is Awarded)
5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)

1/13/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

WPCLF construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects must include a Regionalization Evaluation as part of project planning.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)

2/12/2026

2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)

1/3/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)

3/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8)

6/2/2026

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts

7/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8)

7/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)

7/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded)

8/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards)

8/27/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: Phyllis Dunlap

Date: March 13, 2026

Email: pdunlap@verdantas.com

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Casey R. Kozlowski

Title: President, Board of Ashtabula County Commissioners

Signature:

[Handwritten signature of Casey R. Kozlowski]

Date: March 17, 2026

Nomination Form Date