

**COOPERATIVE SERVICE AGREEMENT**  
**between**  
**CHARLOTTE COUNTY, FL (COUNTY) (COOPERATOR)**  
**and**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)**  
**WILDLIFE SERVICES (WS)**

**ARTICLE 1 – PURPOSE**

The purpose of this Cooperative Service Agreement is to assist Charlotte County, Florida in reducing damage caused by the invasive black spiny-tailed iguanas (*Ctenosaura similis*) on Gasparilla Island.

**ARTICLE 2 – AUTHORITY**

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353, to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

**ARTICLE 3 - MUTUAL RESPONSIBILITIES**

The cooperating parties mutually understand and agree to/that:

1. APHIS-WS shall perform services set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this agreement, to amend, modify, add or delete services from the Work Plan.
2. The Cooperator certifies that APHIS-WS has advised the Cooperator there may be private sector service providers available to provide wildlife damage management (WDM) services that the Cooperator is seeking from APHIS-WS.
3. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use on this project. All other equipment purchased for the program is and will remain the property of APHIS-WS.

4. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

#### **ARTICLE 4 - COOPERATOR RESPONSIBILITIES**

Cooperator agrees:

1. To designate the following as the authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement.

County Contact

Tina Powell  
Park and Natural Resources Manager  
Park and Natural Resources Division  
Centennial Park  
1120 Centennial Blvd  
Port Charlotte, FL 33953  
Phone: 941-613-3224  
[tina.powell@charlottecountyfl.gov](mailto:tina.powell@charlottecountyfl.gov)

2. To authorize APHIS-WS to conduct direct control activities as defined in the Work Plan. APHIS-WS will be considered an invitee on the lands controlled by the Cooperator. Cooperator will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
3. To reimburse APHIS-WS for costs, not to exceed the annually approved amount specified in the Financial Plan. If costs are projected to exceed the amount reflected in the Financial Plan, the agreement with amended Work Plan and Financial Plan shall be formally revised and signed by both parties before services resulting in additional costs are performed. The Cooperator agrees to pay all costs of services submitted via an invoice from APHIS-WS within 30 days of the date of the submitted invoice(s). Late payments are subject to interest, penalties, and administrative charges and costs as set forth under the Debt Collection Improvement Act of 1996.
4. To provide a Tax Identification Number or Social Security Number in compliance with the Debt Collection Improvement Act of 1996.
5. As a condition of this agreement, the Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
6. To notify APHIS-WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
7. The Cooperator acknowledges that APHIS-WS shall be responsible for administration of APHIS-WS activities and supervision of APHIS-WS personnel.

8. The Cooperator will not be connected to the USDA APHIS computer network(s).

## **ARTICLE 5 – APHIS-WS RESPONSIBILITIES**

APHIS-WS Agrees:

1. To designate the following as the APHIS-WS authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement.

Parker T. Hall, State Director  
USDA, APHIS, WS  
2820 East University Ave  
Gainesville, FL 32641  
352-377-5556  
[Parker.t.hall@usda.gov](mailto:Parker.t.hall@usda.gov)

2. To conduct activities at sites designated by Cooperator as described in the Work and Financial Plans. APHIS-WS will provide qualified personnel and other resources necessary to implement the approved WDM activities delineated in the Work Plan and Financial Plan of this agreement.
3. That the performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
4. To invoice Cooperator quarterly for actual costs incurred by APHIS-WS during the performance of services agreed upon and specified in the Work Plan. Authorized auditing representatives of the Cooperator shall be accorded reasonable opportunity to inspect the accounts and records of APHIS-WS pertaining to such claims for reimbursement to the extent permitted by Federal law and regulations.

## **ARTICLE 6 – CONTINGENCY STATEMENT**

This agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS-WS upon failure of Congress to so appropriate. This agreement may also be reduced or terminated if Congress only provides APHIS-WS funds for a finite period under a Continuing Resolution.

## **ARTICLE 7 – NON-EXCLUSIVE SERVICE CLAUSE**

Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

## **ARTICLE 8 – CONGRESSIONAL RESTRICTIONS**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise therefrom.

## **ARTICLE 9 – LAWS AND REGULATIONS**

This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies.

## **ARTICLE 10 – LIABILITY**

APHIS-WS assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

## **ARTICLE 11 – NON-DISCRIMINATION CLAUSE**

The United States Department of Agriculture prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. Not all prohibited bases apply to all programs.

## **ARTICLE 12 - DURATION, REVISIONS, EXTENSIONS, AND TERMINATIONS**

This agreement shall become effective on October 1, 2025 and shall continue through September 30, 2026, not to exceed five years. This Cooperative Service Agreement may be amended by mutual agreement of the parties in writing. The Cooperator must submit a written request to extend the end date at least 10 days prior to expiration of the agreement. Also, this agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 60 days prior to effecting such action. Further, in the event the Cooperator does not provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a Taxpayer Identification Number for individuals or businesses conducting business with the agency.

Cooperator's Tax ID No.: 59-6000541  
APHIS-WS's Tax ID: 41-0696271

**CHARLOTTE COUNTY, FL:**

ATTEST:

Roger D. Eaton, Clerk of Circuit  
Court and Ex-officio Clerk to the  
Board of County Commissioners

By: \_\_\_\_\_  
Deputy Clerk

**BOARD OF COUNTY  
COMMISSIONERS OF CHARLOTTE  
COUNTY, FLORIDA**

By: \_\_\_\_\_  
Joseph M. Tiseo, Chairman

Date: \_\_\_\_\_

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By: Janette S. Knowlton  
Janette S. Knowlton, County Attorney

LR 25-0954 JJm

**UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
WILDLIFE SERVICES**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Parker T. Hall, State Director  
USDA, APHIS, WS  
2820 East University Ave.  
Gainesville, FL 32641

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Keith Wehner  
Director, Eastern Region  
USDA, APHIS, WS  
920 Main Campus Drive; Suite 200  
Raleigh, NC 27606

## **WORK PLAN**

**Cooperator: Charlotte County**

**Contact: Tina Powell**

**Location: Charlotte County, Florida**

**Dates: October 1, 2025 to September 30, 2026**

In accordance with the Cooperative Service Agreement between Charlotte County, FL (County) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of this agreement.

### **Program Objective**

The objective of this agreement is to assist the residents of the Charlotte County portion of Gasparilla Island in reducing damage caused by the black spiny-tailed iguana (*Ctenosaura similis*) otherwise known as ctenosaurs to an acceptable level.

### **Plan of Action**

WS will provide a full-time Wildlife Specialist to conduct ctenosaur management activities for 12 months (1 year) on the Charlotte County portion of Gasparilla Island. The WS employee will have appropriate training and professional expertise to conduct ctenosaur population reduction activities. The Wildlife Specialist will initiate and carry out or cooperate in the implementation of controlling ctenosaurs throughout the entirety of the project.

### **Technical Training and Scientific Advice**

The Wildlife Specialist shall be available to provide technical training for persons assigned responsibilities to monitor or supervise the monitoring of ctenosaur populations as time and budgetary constraints allow. "Monitoring" as used herein refers to observations of ctenosaurs or ctenosaur sign.

### **Data Collection and Monitoring**

The WS Wildlife Specialist shall collect data (i.e., number of animals trapped and removed, location, age, sex, length, etc.) accumulated in accordance with ongoing ctenosaur operational activities. The data will be provided to the County in a pre-determined format.

### **Operational Support**

At the request of Charlotte County, Florida, Wildlife Services shall provide direct operational assistance on the Charlotte County side of the Island. Wildlife Services uses an integrated wildlife damage management (IWDM) plan. This means a variety of methods may be used in order the appropriately solve the problem. These methods may include but are not limited to; cage traps, snares, foothold traps, funnel traps, colony traps, and shooting. WS frequently must custom design capture technologies for unique species or situations. Novel applications could be applied to ctenosaurs as well.

### Administrative and Financial Support

Charlotte County shall provide necessary administrative support and technical assistance to the WS Wildlife Specialist. Charlotte County will fund the costs associated with functions of the WS Wildlife Specialist not to exceed the amount listed in the financial plan.

### FINANCIAL PLAN

| Cost Element           |  | Full Cost   |
|------------------------|--|-------------|
| Personnel Compensation |  | \$77,807.79 |
| Travel                 |  | \$1,214.00  |
| Vehicles               |  | \$8,244.00  |
| Other Services         |  | \$100.00    |
| Supplies and Materials |  | \$2,750.00  |
| Equipment              |  | \$2,000.00  |

|                               |        |              |
|-------------------------------|--------|--------------|
| Subtotal (Direct Charges)     |        | \$92,115.79  |
|                               |        |              |
| Pooled Job Costs              | 11.00% | \$10,132.74  |
| Indirect Costs                | 16.15% | \$14,876.70  |
| Aviation Flat Rate Collection |        | \$ -         |
| Agreement Total               |        | \$117,125.23 |

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed:  
\$117,125.23

Financial Point of Contact/Billing Address:

Cooperator:

Kimberly A. Corbett  
18500 Murdock Circle  
Port Charlotte, FL  
[Kim.Corbett@charlottecountyfl.gov](mailto:Kim.Corbett@charlottecountyfl.gov)  
941.743.1372

APHIS-WS State Office

Vielka Dyer  
2820 E. University Ave  
Gainesville, FL 32641  
[vielka.g.dyer@usda.gov](mailto:vielka.g.dyer@usda.gov)  
352.448.2137