

**Northwest Florida Water Management District
Governing Board Meeting Minutes
May 28, 2020**

1. Opening Ceremonies

Called to order at 1:03 p.m.

Brett Cyphers called the roll and a quorum was declared present.

Present: George Roberts, Chair; Jerry Pate, Vice Chair; Jon Costello; Ted Everett; Bo Spring

2. Special Thanks and Recognition

None.

3. Changes to the Agenda

Removed: Agenda item 14.

4. Approval of the Minutes for April 23, 2020

MOTIONED BY TED EVERETT, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE APRIL 23, 2020, GOVERNING BOARD MEETING MINUTES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Approval of the Financial Reports for the Month of March 2020

MOTIONED BY BO SPRING, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF MARCH 2020. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Acceptance of the Audited Financial Statements for Fiscal Year 2018-2019

MOTIONED BY JERRY PATE, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR 2018-2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Amendment No. 13 to the Fiscal Year 2019-2020 Budget Adjusting Beginning Fund Balances

MOTIONED BY JON COSTELLO, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD APPROVE AMENDMENT NO. 13 TO THE FISCAL YEAR 2019-2020 BUDGET ADJUSTING FUND BALANCES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Annual Work Plan and Budget for the Sand Hill Lakes Mitigation Bank Cooperative Management Agreement

MOTIONED BY BO SPRING, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION FISCAL YEAR 2020-2021 ANNUAL WORK PLAN AND BUDGET FOR THE SAND HILL LAKES MITIGATION BANK COOPERATIVE MANAGEMENT AGREEMENT, SUBJECT TO APPROVAL OF THE DISTRICT'S FISCAL YEAR 2020-2021 BUDGET IN SEPTEMBER 2020. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Grant Funding for Construction of the Santa Rosa County Regional Reuse System

MOTIONED BY TED EVERETT, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE SUBMITTAL OF THE SANTA ROSA COUNTY REGIONAL REUSE SYSTEM PROJECT TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR \$2.5 MILLION IN FUNDING CONSIDERATION AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH DEP AND COOPERATORS TO RECEIVE THE REQUESTED FUNDS AND PROVIDE GRANT FUNDING UP TO THE AMOUNT REQUESTED TO SUPPORT PROJECT IMPLEMENTATION, SUBJECT TO BUDGET AUTHORITY AND LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of Grant Funding for Construction of the Panama City Beach Parkway Reuse Transmission Extension

MOTIONED BY TED EVERETT, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE SUBMITTAL OF THE PANAMA CITY BEACH PARKWAY REUSE TRANSMISSION EXTENSION PROJECT TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR \$494,900 IN FUNDING CONSIDERATION AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH DEP AND THE CITY OF PANAMA CITY BEACH TO RECEIVE THE REQUESTED FUNDS AND PROVIDE GRANT FUNDING UP TO THE AMOUNT LISTED TO SUPPORT PROJECT IMPLEMENTATION, SUBJECT TO BUDGET AUTHORITY AND LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Consideration of Grant Funding for the City of Gretna Ground Storage Tank

MOTIONED BY BO SPRING, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENT WITH THE CITY OF GRETNA TO PROVIDE UP TO \$50,000 IN GRANT FUNDING TOWARD CONSTRUCTION OF A NEW GROUND STORAGE TANK. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Consideration of Rule Language - Chapter 40A-7, F.A.C.

MOTIONED BY TED EVERETT, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE PROPOSED RULE LANGUAGE FOR ESTABLISHING CHAPTER 40A-7, FLORIDA ADMINISTRATIVE CODE, CONTRACTOR SUSPENSION. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

13. Overview of Fiscal Year 2020-21 Tentative Budget

Informational purposes only.

14. ~~Update to the District's Policies and Procedures Manual~~

15. Legal Counsel Report

Breck Brannen provided a status report on the case referenced below.

Carmen Diaz, Petitioner, vs. Northwest Florida Water Management District, and Palafox, LLC, Respondents, State of Florida Division of Administrative Hearings (DOAH), Case No. 19-5831

Mr. Brannen introduced attorney Bill Horgan, who has had no involvement in the case. Mr. Horgan will provide advice and counsel to the Governing Board relating to issuance of the Final Order.

Meeting was adjourned at 1:55.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending April 30, 2020

Balance Forward - Operating Funds		\$47,018,481.49	
Operating Funds Received in current month:			
Revenue Receipts, Current	\$291,654.29		
Contracts Receivable	2,864,069.59		
Other Deposits/Refunds/Adjustments	8,832.42		
Transfers from Lands Accounts	0.00		
Total Deposits during month		<u>3,164,556.30</u>	
Total Deposits and Balance Forward			\$ 50,183,037.79
Disbursements:			
Employee Salaries	426,409.56		
Employee Benefits	257,517.91		
Employee Flexible Spending Account	0.00		
Contractual Services (Professional)	435,976.25		
Operating Expenses - Services	62,155.43		
Operating Expenses - Commodities	38,804.16		
Operating Capital Outlay	136,103.82		
Grants and Aids	70,115.05		
Total Operating Expenses during month		<u>1,427,082.18</u>	
Payables, Prior Year	0.00		
Other Disbursements or (Credits)	23,172.23		
Total Funds Disbursed by check during month		<u>1,450,254.41</u>	
Bank Debits (Fees, Deposit Slips, etc.)	0.00		
Transfer to Land Acquisition Account	0.00		
Total Funds Disbursed			<u>1,450,254.41</u>
Cash Balance Operating Funds at month end			\$ 48,732,783.38
Operating Depositories:			
Petty Cash Fund	250.25		
General Fund Checking	1,639,412.38		
Payroll Account	6,325.76		
Investment Accounts @ 0.95%			
General Fund	23,000,257.92		
Lands Fee Fund	5,604,032.20		
SWIM Fund	91,309.61		
Springs Protection	58.07		
Okaloosa Regional Reuse	2,500,065.11		
Mitigation Fund	15,891,072.08		
Total Operating Depositories at month end		\$ 48,732,783.38	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending April 30, 2020

Land Acquisition Funds @ 0.95%	\$	299,252.49	
Total Land Acquisition Funds			299,252.49
Restricted Land Management Funds:			
Phipps Land Mgmt @ 0.95%		56,821.92	
Total Land Management Funds			
Fla. Board of Administraton Cypress Springs R&M Account @ 0.95%		<u>842,696.48</u>	
Total Restricted Land Management Funds			<u>899,518.40</u>
Total Land Acquisition, and Restricted Management Funds			<u>1,198,770.89</u>
TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u>\$ 49,931,554.27</u>

Approved: _____
Chairman or Executive Director

Date: June 27, 2019

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending April 30, 2020
(Unaudited)

	Current Budget	Actuals Through 4/30/2020	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,529,580	\$ 3,184,204	\$ (345,376)	90%
Intergovernmental Revenues	64,016,918	11,717,032	(52,299,886)	18%
Interest on Invested Funds	265,000	388,431	123,431	147%
License and Permit Fees	355,642	334,475	(21,167)	94%
Other	5,416,697	346,387	(5,070,310)	6%
Fund Balance	25,504,703		(25,504,703)	0%
Total Sources	\$ 99,088,540	\$ 15,970,529	\$ (83,118,011)	16%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 7,168,011	\$ 1,916,999	\$ 1,919,939	\$ 3,331,073	27%	54%
Acquisition, Restoration and Public Works	61,474,260	2,274,586	16,902,985	42,296,689	4%	31%
Operation and Maintenance of Lands and Works	4,412,766	1,879,986	1,084,773	1,448,007	43%	67%
Regulation	3,928,337	1,895,342	145,243	1,887,751	48%	52%
Outreach	132,619	71,539	590	60,490	54%	54%
Management and Administration	2,025,816	1,105,710	84,216	835,890	55%	59%
Total Uses	\$ 79,141,809	\$ 9,144,163	\$ 20,137,746	\$ 49,859,900	12%	37%
Reserves	19,946,731			19,946,731	0%	0%
Total Uses and Reserves	\$ 99,088,540	\$ 9,144,163	\$ 20,137,746	\$ 69,806,631	9%	30%

¹ Encumbrances represent unexpended balances of open purchase orders.

² Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of April 30, 2020, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

APRIL 2020

CHECKS	4/2/2020	\$	230,449.66
AP EFT CHECKS	4/3/2020		37,097.01
CHECKS	4/9/2020		125,584.32
AP EFT CHECKS	4/10/2020		9,689.50
CHECKS	4/15/2020		118,384.50
CHECKS	4/22/2020		112,191.26
AP EFT CHECKS	4/24/2020		1,333.61
CHECKS	4/29/2020		290,884.21
AP EFT CHECKS	4/30/2020		25,975.25
RETIREMENT	4/30/2020		58,189.53
		\$	<u><u>1,009,778.85</u></u>

Chairman or Executive Director

June 25, 2020

Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2992	BANK OF AMERICA	04/02/2020	339.28	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	04/02/2020	50.67	ACCOUNT ANALYSIS
5499	BCC WASTE SOLUTIONS, LLC	04/02/2020	224.00	DUMPSTER FOR ECONFINA OFFICE A
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/02/2020	658.94	MEDICARE INSURANCE
3904	DADE PAPER & BAG COMPANY	04/02/2020	231.99	GENERAL SUPPLIES
409	DAVIS SAFE & LOCK, INC	04/02/2020	310.00	LOCK REPAIRS ON THE MAINT. SHO
3126	DEWBERRY ENGINEERS, INC	04/02/2020	4,000.00	ENCUMBER CONTRACT # 16-056 TO#
3126	DEWBERRY ENGINEERS, INC	04/02/2020	2,500.00	ENCUMBER CONTRACT # 16-056 TO#
3126	DEWBERRY ENGINEERS, INC	04/02/2020	15,000.00	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	04/02/2020	10,000.00	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	04/02/2020	7,500.00	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	04/02/2020	34,118.56	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	04/02/2020	8,343.68	RISK MAP PROGRAM SUPPORT
1292	FISHER SCIENTIFIC	04/02/2020	93.62	Field equipment cleaning suppl
4807	WEX BANK	04/02/2020	5,653.28	FUEL/REPAIR
4807	WEX BANK	04/02/2020	575.00	ENCUMBER CONTRACT # 14-057 - G
4807	WEX BANK	04/02/2020	375.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	04/02/2020	25.00	ENCUMBER CONTRACT # 16-014 - G
4807	WEX BANK	04/02/2020	50.00	WEX TELEMATICS FLEET MANAGEMEN
2702	FISH AND WILDLIFE	04/02/2020	5,420.12	LAW ENFORCEMENT-CONTRACT NO. 1
2702	FISH AND WILDLIFE	04/02/2020	3,481.63	LAW ENFORCEMENT-CONTRACT NO. 1
839	FORESTRY SUPPLIERS, INC.	04/02/2020	953.82	GENERAL OPERATION AND SAEFTY S
391	GADSDEN COUNTY TAX COLLECTOR	04/02/2020	119.55	TAG AND REGISTRATION 2020 FORD
916	GULF POWER COMPANY	04/02/2020	465.25	ELECTRIC-DEFUNIAK OFFICE
247	HOLMES COUNTY TAX COLLECTOR	04/02/2020	3.15	PARCEL REFUND
4033	JOHNSTON TRUCKING, LLC	04/02/2020	1,080.00	FILL DIRT
76	LEON COUNTY PROPERTY APPRAISER	04/02/2020	2,277.44	3RD QTR FY19-20
5146	MICHAEL CORRIE MANNION	04/02/2020	13,290.20	STAFF AUGMENTATION FOR CUSTOM
5070	MICHAEL ANDERSON, INC	04/02/2020	4,000.00	ITB 20B-002 BID BOND REFUND
5641	MUNROE FOREST & WILDLIFE MANAGEMENT, INC	04/02/2020	25,220.00	PRESCRIBED BURNING
63	NORTHWEST FLORIDA DAILY NEWS	04/02/2020	128.79	WATER USE PERMIT LEGAL AD
1205	OFFICE DEPOT, INC.	04/02/2020	27.26	DRY ERASE BOARD
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	04/02/2020	75.00	DEFUNIAK SECURITY SYSTEM

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

5651	SGS TECHNOLOGIE, LLC	04/02/2020	373.33	HOSTINA AND MAINTAINING DISTRI
4091	THE SHOE BOX	04/02/2020	73.50	UNIFORM ORDER FOR LANDS FIELD
3213	SHI INTERNATIONAL CORP	04/02/2020	16,991.00	(50) ADDITIONAL CITRIX LICENSE
4832	SUN LIFE FINANCIAL	04/02/2020	77.20	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	04/02/2020	5,418.27	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	04/02/2020	938.28	AD&D ACCT 1
4833	SUN LIFE FINANCIAL	04/02/2020	812.99	VOL LTD ACCT 3
105	TALLAHASSEE DEMOCRAT	04/02/2020	91.04	WATER USE PERMIT LEGAL AD
5336	TETRA TECH, INC	04/02/2020	17,698.25	AS NEEDED HYDROLOGICAL SERVICE
5336	TETRA TECH, INC	04/02/2020	7,438.75	ENCUMBER CONTRACT # 18-078
5218	WAGeworks, INC.	04/02/2020	153.00	FLEXIBLE SPENDING ACCOUNT ADMI
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	04/02/2020	12,684.40	LAW ENFORCEMENT-CONTRACT NO. 1
4626	WASTE PRO OF FLORIDA, INC	04/02/2020	161.04	SOLID WASTE - HQ
3790	WILDLANDS SERVICE, INC.	04/02/2020	20,947.38	PRESCRIBED BURNING AND VEGETAT
TOTAL CHECKS			<u>230,449.66</u>	
3293	ANGUS G. ANDREWS, JR.	04/03/2020	8,125.00	ENCUMBER LEASE AGREEMENT - CON
4845	CALHOUN COUNTY SHERIFF'S OFFICE	04/03/2020	1,024.00	LAW ENFORCEMENT - CONTRACT NO
3942	A & W VENTURES, L.C.	04/03/2020	156.34	PORTABLE TOILET FOR PHIPPS PAR
3813	PENNINGTON, P.A.	04/03/2020	27,791.67	LEGAL COUNSEL
TOTAL ACH TRANSFER			<u>37,097.01</u>	
TOTAL AP			<u><u>267,546.67</u></u>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5131	CITY OF DEFUNIAK SPRINGS	04/09/2020	197.52	WATER/SEWER DEFUNIAK SPRINGS
5708	DIMENSIONAL INNOVATIONS, INC.	04/09/2020	2,050.30	SIGNS
1836	DUVAL FORD	04/09/2020	29,488.00	2020 FORD EXPLORER REPLACEMENT
4748	EAST MILTON WATER SYSTEM	04/09/2020	10.00	WATER - MILTON OFFICE
5068	FIRST DATA CORPORATION	04/09/2020	55.70	EPERMITTING FEES - TELECHECK
5068	FIRST DATA CORPORATION	04/09/2020	57.36	EPERMITTING FEES - TELECHECK
5068	FIRST DATA CORPORATION	04/09/2020	64.19	EPERMITTING FEES - TELECHECK
5068	FIRST DATA CORPORATION	04/09/2020	65.53	EPERMITTING FEES - TELECHECK
3379	FL. DEPT. OF AGRICULTURE & CONSUMER SERVICES	04/09/2020	17,781.25	ENCUMBER CONTRACT # 18-019
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	04/09/2020	129.36	RULEMAKING NOTICES
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	04/09/2020	256.06	RULEMAKING NOTICES
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	04/09/2020	28.98	FAR AD FOR WEST REGION LAND MA
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	04/09/2020	35.56	FAR ADS FOR GB MEETINGS
3759	FORD FARMS	04/09/2020	1,720.30	ENCUMBER CONTRACT # 18-047
839	FORESTRY SUPPLIERS, INC.	04/09/2020	264.44	GENERAL OPERATION AND SAEFTY S
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	04/09/2020	1,365.00	MAINTENANCE AND MONITORING ALA
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	04/09/2020	720.28	DESICCANT TUBES FOR TRANSDUCER
4317	HHH CONSTRUCTION OF NWF, INC.	04/09/2020	1,225.00	DIRT DELIVERED TO FRANK REEDER
3193	INSURANCE INFORMATION EXCHANGE	04/09/2020	50.80	BACKGROUND SCREENING
2299	LIBERTY COUNTY SOLID WASTE	04/09/2020	32.00	SOLID WASTE DUMPSTER-FL RIVER
1205	OFFICE DEPOT, INC.	04/09/2020	153.45	OFFICE DEPOT ORDER DEFUNIAK SP
3482	SANTA ROSA COUNTY LANDFILL	04/09/2020	89.00	SOLID WASTE
110	TALQUIN ELECTRIC COOPERATIVE, INC.	04/09/2020	271.78	WATER/SEWER - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	04/09/2020	89.20	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	04/09/2020	2,931.19	ELECTRIC - HQ
4298	WAKULLA CO TAX COLLECTOR	04/09/2020	1,486.27	FY 19-20 3RD QTR
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	04/09/2020	13,300.80	LAW ENFORCEMENT-CONTRACT NO. 1
4774	JOHN T WILLIAMSON	04/09/2020	190.00	JANITORIAL SERVICES FOR MILTON
5071	GASTON TREE DEBRIS RECYCLING, LLC	04/09/2020	49,400.00	HURRICANE DEBRIS MANAGEMENT-EF
5060	EXTREME LOGISTICS GULF COAST, LLC	04/09/2020	300.00	3 REGULAR PORTABLE UNITS AND H
5060	EXTREME LOGISTICS GULF COAST, LLC	04/09/2020	1,775.00	RENTAL & SERVICE OF PORTABLE T

TOTAL CHECKS

125,584.32

2268	INNOVATIVE OFFICE SOLUTIONS, INC	04/10/2020	837.00	ENCUMBRANCE PO FOR PHONE SYSTE
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**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

5368	KOUNTRY RENTAL NWF, INC.	04/10/2020	8,065.00	PORTABLE & COMPOST TOILET SERV
5614	ZACHARY J. SELLERS	04/10/2020	787.50	DEFUNIAK OFFICE JANITORIAL

TOTAL ACH TRANSFER	<u>9,689.50</u>
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TOTAL AP	<u><u>135,273.82</u></u>
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**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	04/15/2020	2,055.26	P-CARD CHARGES
2967	BANK OF AMERICA	04/15/2020	50.00	REG SUNPASS
2967	BANK OF AMERICA	04/15/2020	198.12	MICR TONER FOR CHECK PRINTER
2967	BANK OF AMERICA	04/15/2020	155.50	STAINLESS FENCE STAPLES FOR RE
2967	BANK OF AMERICA	04/15/2020	393.64	FIELD SUPPLIES-AMAZON
325	BAY CO. PROPERTY APPRAISER	04/15/2020	2,340.25	3RD QTR FY 19-20
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/15/2020	749.77	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/15/2020	55,362.36	MEDICAL INSURANCE
3126	DEWBERRY ENGINEERS, INC	04/15/2020	2,384.00	ENCUMB CONTRACT #16-056 TO#15
4855	ENVIRON SERVICES INCORPORATED	04/15/2020	2,583.34	JANITORIAL SERVICES, HEADQUART
5701	GRICE & SON PORT A POTTI, LLC	04/15/2020	380.00	PORTABLE TOILETS
916	GULF POWER COMPANY	04/15/2020	542.91	ELECTRIC - MILTON OFFICE
1090	HR DIRECT	04/15/2020	79.99	REQUIRED FEDERAL AND STATE POS
1090	HR DIRECT	04/15/2020	79.99	REQUIRED FEDERAL AND STATE POS
1090	HR DIRECT	04/15/2020	79.99	REQUIRED FEDERAL AND STATE POS
1090	HR DIRECT	04/15/2020	79.99	REQUIRED FEDERAL AND STATE POS
1090	HR DIRECT	04/15/2020	79.99	REQUIRED FEDERAL AND STATE POS
1717	JACKSON COUNTY PROPERTY APPRAISER	04/15/2020	591.22	2ND QTR FY 19-20
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	256.99	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	366.70	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	260.80	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	106.16	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	230.43	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	255.51	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	208.81	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	04/15/2020	124.97	KONICA MINOLTA COPIER LEASE RE
5146	MICHAEL CORRIE MANNION	04/15/2020	6,498.80	STAFF AUGMENTATION FOR CUSTOM
5641	MUNROE FOREST & WILDLIFE MANAGEMENT, INC	04/15/2020	27,001.00	PRESCRIBED BURNING
5641	MUNROE FOREST & WILDLIFE MANAGEMENT, INC	04/15/2020	7,681.20	ENCUMBER T.O. # 6 FOR CONTRACT
288	OKALOOSA CO. PROPERTY APPRAISER	04/15/2020	1,854.06	3RD QTR FY 19-20
4091	THE SHOE BOX	04/15/2020	134.10	RMD UNIFORM
105	TALLAHASSEE DEMOCRAT	04/15/2020	75.14	WATER USE PERMIT LEGAL AD
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	04/15/2020	3,401.90	RECREATION SITE CLEANUP-CONTRA

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

2808	THAT BOOT STORE	04/15/2020	196.19	FIRE SAFETY BOOTS
5218	WAGEWORKS, INC.	04/15/2020	59.15	COBRA ADMINISTRATION
75	WALTON COUNTY PROPERTY APPRAISER	04/15/2020	1,486.27	3RD QTR FY 19-20
TOTAL CHECKS			<u>118,384.50</u>	
TOTAL AP			<u>118,384.50</u>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4180	BA MERCHANT SERVICES	04/22/2020	633.04	TRANSACTION FEES FOR E-PERMIT
2507	CALHOUN LIBERTY JOURNAL	04/22/2020	25.88	WATER USE PERMIT LEGAL AD
2507	CALHOUN LIBERTY JOURNAL	04/22/2020	28.75	WATER USE PERMIT LEGAL AD
4676	CITY OF MILTON FLORIDA	04/22/2020	70.96	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	04/22/2020	20.33	SEWER MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	04/22/2020	40.52	ELECTRIC DATA COLLECTION-LAKES
5068	FIRST DATA CORPORATION	04/22/2020	69.63	EPERMITTING FEES - TELECHECK
3662	FL DEPT OF ENVIRONMENTAL PROTECTION	04/22/2020	5,000.00	ERP PERMIT FEE (LIVE OAK POINT
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	04/22/2020	25.62	FAR AD TELECONFERENCE CALL - L
2291	GULF COAST ELECTRIC COOPERATIVE,INC	04/22/2020	357.39	ELECTRIC SERVICE EFO
1695	JAMES MOORE & COMPANY	04/22/2020	7,290.80	ENCUMBER FINANCIAL AUDITORS CO
5294	KRONOS, INCORPORATED	04/22/2020	10.50	TIMESHEET PROGRAM
5653	L & R CONTRACTING, LLC	04/22/2020	80,370.82	ENCUMBER CONTRACT # 19-032
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	04/22/2020	98.00	LABORATORY TESTING
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	23.08	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	23.08	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	23.08	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	23.08	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	30.48	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	38.76	PORTABLE TOILETS FOR WEST REGI
4081	POT-O-GOLD RENTALS, LLC	04/22/2020	15.24	PORTABLE TOILETS FOR WEST REGI
4834	SUN LIFE FINANCIAL	04/22/2020	81.60	EMPLOYEE ASSISTANCE PROGRAM
5336	TETRA TECH, INC	04/22/2020	17,837.50	ENCUMBER CONTRACT # 18-078
TOTAL CHECKS			<u>112,191.26</u>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	04/24/2020	896.00	LAW ENFORCEMENT - CONTRACT NO
3942	A & W VENTURES, L.C.	04/24/2020	367.74	FOUR REGULAR PORTABLE UNITS WI
5124	CHRISTOPHER MICHAEL KENT	04/24/2020	69.87	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>1,333.61</u>	
TOTAL AP			<u><u>113,524.87</u></u>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP
COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
95	AT&T	04/29/2020	269.36	PHONE SERVICE - EFO
2992	BANK OF AMERICA	04/29/2020	308.76	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	04/29/2020	1,144.81	ACCOUNT ANALYSIS
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/29/2020	658.94	MEDICARE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/29/2020	749.77	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	04/29/2020	55,362.36	MEDICAL INSURANCE
5717	BOWDEN PLUMBING AND ELECTRICAL, INC	04/29/2020	715.00	REPAIRS FOR PLUMBING @ EFO
1617	CAPITAL HEALTH PLAN	04/29/2020	81,570.32	MEDICAL INSURANCE
5554	COMCAST	04/29/2020	290.83	INTERNET-MARIANNA FIELD OFFICE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	04/29/2020	390.51	QUARTERLY INTEREST
45	DMS	04/29/2020	624.11	DEFUNIAK LOCAL
45	DMS	04/29/2020	1,413.97	DEFUNIAK ETHERNET & LONG DISTANCE
45	DMS	04/29/2020	495.95	CONFERENCE CALLS
45	DMS	04/29/2020	1,355.10	HQ LOCAL
45	DMS	04/29/2020	135.35	HQ LONG DISTANCE
45	DMS	04/29/2020	73.92	MILTON LOCAL
45	DMS	04/29/2020	3.31	MILTON LONG DISTANCE
45	DMS	04/29/2020	59.03	AIR CARDS & HOTSPOTS
45	DMS	04/29/2020	6,910.67	HQ ETHERNET
45	DMS	04/29/2020	0.08	LAN PORTS & INTRANET/INTERNET
45	DMS	04/29/2020	17.67	LAN PORTS & INTRANET/INTERNET
1836	DUVAL FORD	04/29/2020	26,245.00	2020 FORD F150 4X2 MAINTENANCE
4538	FASTENAL COMPANY	04/29/2020	113.00	CHAIN TO SECURE TOILETS
4807	WEX BANK	04/29/2020	6,642.44	FUEL/REPAIR
4807	WEX BANK	04/29/2020	675.00	ENCUMBER CONTRACT # 14-057 - G
4807	WEX BANK	04/29/2020	475.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	04/29/2020	25.00	ENCUMBER CONTRACT # 16-014 - G
4807	WEX BANK	04/29/2020	50.00	WEX TELEMATICS FLEET MANAGEMEN
2702	FISH AND WILDLIFE	04/29/2020	19,461.88	ENCUMBER CONTRACT 14-070
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	04/29/2020	75.00	DEFUNIAK SECURITY SYSTEM
3104	SOUTHERN WATER SERVICES, LLC	04/29/2020	300.00	CARTER CHECK STATION WATER TES
5336	TETRA TECH, INC	04/29/2020	11,548.75	ENCUMBER CONTRACT # 18-078
5336	TETRA TECH, INC	04/29/2020	18,568.50	AS NEEDED HYDROLOGICAL SERVICE

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECKS

3696	URS CORPORATION	04/29/2020	1,633.00	ENCUMBER CONTRACT #07-029 TO#8
4557	VERIZON WIRELESS	04/29/2020	320.83	CELL PHONES
4557	VERIZON WIRELESS	04/29/2020	1,211.18	JETPACKS
5218	WAGeworks, INC.	04/29/2020	163.20	FLEXIBLE SPENDING ACCOUNT ADMI
4618	WAKULLA COUNTY BOCC	04/29/2020	50,613.50	MAGNOLIA GARDEN SEWER SYSTEM E
4626	WASTE PRO OF FLORIDA, INC	04/29/2020	161.04	SOLID WASTE - HQ
4038	WINDSTREAM COMMUNICATIONS	04/29/2020	52.07	800 NUMBERS & EFO LONG DISTANCE

TOTAL CHECKS

290,884.21

3337	FORESTECH CONSULTING	04/30/2020	1,643.75	SUPPORT AND HOSTING FOR LAND M
5368	KOUNTRY RENTAL NWF, INC.	04/30/2020	243.50	CLEANING OF ECONFINA OFFICE AN
5368	KOUNTRY RENTAL NWF, INC.	04/30/2020	200.00	5 PORTABLE TOILETS FOR EFO STA
3813	PENNINGTON, P.A.	04/30/2020	23,888.00	LEGAL COUNSEL

TOTAL ACH TRANSFER

25,975.25

TOTAL AP

316,859.46

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

APRIL 2020

DIRECT DEPOSIT	4/10/2020	\$	215,725.37
CHECKS	4/10/2020		2,392.75
FLEX SPENDING EFT	4/20/2020		1,769.16
DIRECT DEPOSIT	4/24/2020		216,412.43
CHECKS	4/24/2020		2,406.69
FLEX SPENDING EFT	4/24/2020		1,769.16
			<u><u>440,475.56</u></u>

APPROVED:

Chairman or Executive Director

June 25, 2020

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Wendy Dugan, Director, Division of Administration

DATE: June 10, 2020

SUBJECT: Consideration of Fiscal Year 2020-2021 Tentative Budget, Millage Rate and Dates, Times, and Locations of Public Hearings on the Budget

Recommendation

Staff recommends the Governing Board:

1. Set the ad valorem tax millage for Fiscal Year 2020-2021 at the current year aggregate rolled-back rate to be determined upon receipt of the certifications of taxable value from all 16 counties and is in the interim 0.0327 as presented.
2. Approve the Fiscal Year 2020-2021 Tentative Budget as presented, allow staff to make recommended adjustments and corrections, and submit the Standard Format Tentative Budget to the Governor's Office and Legislature by August 1, 2020.
3. Schedule the public hearings on the budget for Thursday, September 10, 2020, at 5:05 p.m. CT in Panama City and Thursday, September 24, 2020, at 5:05 p.m. ET at District headquarters in Havana.

Background

Pursuant to Chapter 373, Florida Statutes, the District is to submit the upcoming fiscal year's tentative budget by July 15 to the Governing Board for consideration followed by submittal to the Governor and Legislature by August 1. The Fiscal Year (FY) 2020-2021 Tentative Budget is based on the FY 2020-2021 Preliminary Budget, which was approved by the Governing Board on December 12, 2019. The attached spreadsheets provide budget summaries by revenues, expenditures, program, and fund.

Compared to the Preliminary Budget, if the Tentative Budget increases more than 25 percent in any Program, or the sum of expenditures for outreach, district management, and administration is more than 15 percent of the District's total annual budget, the Legislature has authority to object to the portion(s) that exceeds the thresholds.

The District is below the 15 percent threshold, whereby the sum of Program 5 “Outreach” and Program 6 “District Management and Administration” is at 2.5 percent of the total budget.

The District is below the 25 percent threshold for each Program having either increased or decreased from the Preliminary Budget, except for Program 3, “Operation and Maintenance of Lands and Works.” Program 3’s Tentative Budget increased by \$1.7 million or 43.4 percent over the Preliminary Budget. This increase is due to \$4.0 million in potential new state funding for Hurricane Michael recovery efforts offset by reduction in use of Fund Balance Reserves and non-mission critical operating budget.

The Tentative Budget for FY 2020-2021 is \$88,160,676, an increase of \$7,546,015 (9.4 percent) from the FY 2019-2020 Current-Amended Budget. Included is an estimated \$10.0 million in new springs restoration and protection funding from the Florida Department of Environmental Protection. Without this funding, the proposed budget is \$2.5 million lower or 3.0 percent less than the current fiscal year’s amended budget. The Tentative Budget prioritizes funding for water quality projects that will help maximize nutrient reductions, consistent with Executive Order 19-12. Additionally, this budget continues funding priority projects and activities that are vital to support the District’s core mission functions, including:

- \$51.6 million for Springs Projects. This funding will enable the District to implement restoration projects for Wakulla Spring, Jackson Blue Spring, and springs associated with the St. Marks River, Chipola River, Econfinia Creek, and Holmes Creek.
- \$8.1 million for Watershed Restoration. This funding will facilitate continued efforts to protect and restore water quality and aquatic habitats through implementation of cooperative water quality improvement projects and best management practices. This funding will support stormwater retrofits benefitting St. Joseph Bay, Apalachicola Bay, and the St. Marks River watershed; implementation of innovative technology to address harmful algal blooms and nutrient enrichment in Lake Munson and the Wakulla Spring contribution area; and a dedicated assessment of water quality and freshwater inflow in St. Joseph Bay, Lake Wimico, and East Bay.
- \$7.7 million for Water Supply Development Assistance and Water Resource Development to continue support for cooperative projects across northwest Florida. This includes alternative water supply development funding to support cooperative, multijurisdictional efforts to expand the reuse of reclaimed water. Planned water resource development includes an evaluation of groundwater resource alternatives in Gulf County.
- \$4.0 million for Hurricane Michael recovery efforts. This funding will be used for debris clean-up on District lands with a focus on those areas deemed catastrophically or severely damaged, reforestation, and repairs and maintenance efforts for public access and recreational amenities on District lands.
- \$2.1 million for data collection and MFL technical assessments for Wakulla Spring; Sally Ward Spring; Jackson Blue Spring; the Floridan aquifer in coastal Okaloosa, Santa Rosa, and Walton counties; the Gainer Spring Group; Sylvan Spring Group; and Williford Spring Group.

Under Florida law and the state’s constitution, the District is authorized to assess a millage rate of 0.0500 or less. The District will assess the current year aggregate rolled-back rate, which is the millage rate that would produce the same tax revenue as in the prior year, excluding some adjustments such as new construction. A millage rate higher than this rolled-back rate would

constitute a tax increase. On or about July 1, each of the 16 property appraisers is to provide the county's certified taxable value to the District from which the current year aggregate rolled-back rate is calculated. Until that time, the District has prepared the FY 2020-2021 Tentative Budget using the same rolled-back rate of 0.0327 assessed in the FY 2019-2020 Adopted Budget, which is 34.6 percent below the maximum authorized. Once the certifications of taxable value are received, any corrections will be made to ensure the District uses the current year aggregate rolled-back rate in the budget submitted by August 1, 2020.

Proposed dates for the public hearings on the budget are Thursday, September 10, 2020, at 5:05 p.m., CT in Panama City, Florida, and Thursday, September 24, 2020, at 5:05 p.m. ET at District headquarters in Havana, Florida.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2020-2021 TENTATIVE BUDGET COMPARISON
REVENUE CATEGORIES**

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
Ad Valorem Tax	3,455,534	3,529,580	3,529,580	3,529,580	0	0.0%	0	0.0%
Federal Revenue	1,502,088	3,834,012	2,541,250	2,508,105	(1,325,907)	-34.6%	(33,145)	-1.3%
State Revenue	16,119,465	61,310,691	61,112,623	74,026,761	12,716,070	20.7%	12,914,138	21.1%
Local Revenue	109,086	160,961	152,971	149,403	(11,558)	-7.2%	(3,568)	-2.3%
Permit Fees	506,480	355,642	437,500	437,500	81,858	23.0%	0	0.0%
Timber Sales	199,238	0	0	0	0	0.0%	0	0.0%
Miscellaneous	1,558,853	5,681,697	4,885,326	4,885,476	(796,221)	-14.0%	150	0.0%
w/o Fund Balance	23,450,744	74,872,583	72,659,250	85,536,825	10,664,242	14.2%	12,877,575	17.7%
Fund Balance	(919,331)	5,742,078	4,612,543	2,623,851	(3,118,227)	-54.3%	(1,988,692)	-43.1%
w/Fund Balance	22,531,413	80,614,661	77,271,793	88,160,676	7,546,015	9.4%	10,888,883	14.1%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2020-2021 TENTATIVE BUDGET COMPARISON
EXPENSE CATEGORIES**

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
Salaries & Benefits	8,101,686	8,703,025	8,786,123	8,697,526	(5,499)	-0.1%	(88,597)	-1.0%
Other Personal Services	248,978	366,778	345,567	353,203	(13,575)	-3.7%	7,636	2.2%
Contracted Services	3,430,746	12,001,403	8,139,411	12,508,104	506,701	4.2%	4,368,693	53.7%
Operating Expense	2,173,884	3,131,207	2,645,986	3,089,600	(41,607)	-1.3%	443,614	16.8%
Operating Capital Outlay	572,608	754,189	618,552	692,554	(61,635)	-8.2%	74,002	12.0%
Operating Categories	14,527,902	24,956,602	20,535,639	25,340,987	384,385	1.5%	4,805,348	23.4%
Fixed Capital Outlay	1,192,916	15,176,578	13,698,845	13,838,846	(1,337,732)	-8.8%	140,001	1.0%
Grants	6,810,595	40,481,481	43,037,309	48,980,843	8,499,362	21.0%	5,943,534	13.8%
Non-Operating Categories	8,003,511	55,658,059	56,736,154	62,819,689	7,161,630	12.9%	6,083,535	10.7%
GRAND TOTAL	22,531,413	80,614,661	77,271,793	88,160,676	7,546,015	9.4%	10,888,883	14.1%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2020-2021 TENTATIVE BUDGET COMPARISON
PROGRAM LEVEL**

Program	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary Budget ¹	
1 Water Resource Plan/Monitoring	4,221,297	7,168,011	6,668,346	7,203,940	35,929	0.5%	535,594	8.0%
2 Land Acq/Restoration/Public Works	9,622,355	61,474,260	60,545,810	69,205,557	7,731,297	12.6%	8,659,747	14.3%
3 Operations & Maint Land & Works	3,523,610	5,885,618	3,974,090	5,700,679	(184,939)	-3.1%	1,726,589	43.4%
4 Regulation	3,145,179	3,928,337	3,892,880	3,845,702	(82,635)	-2.1%	(47,178)	-1.2%
5 Outreach	127,574	132,619	136,040	134,523	1,904	1.4%	(1,517)	-1.1%
6 District Management & Admin	1,891,398	2,025,816	2,054,627	2,070,275	44,459	2.2%	15,648	0.8%
GRAND TOTAL	22,531,413	80,614,661	77,271,793	88,160,676	7,546,015	9.4%	10,888,883	14.1%

Combined Outreach and Management & Administration as a Percent of Total Budget ²	2,204,798 2.5%
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The Legislative Budget Commission may reject the District's budget proposals:

¹In any individual variance in the Tentative Budget that exceeds 25% of the Preliminary Budget

²In these two programs that exceed 15% of the total Tentative Budget

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2020-2021 TENTATIVE BUDGET COMPARISON
BY FUND**

DESCRIPTION	General Fund	Capital Improv & Lands Acq	Special Projects	Lands Management	Regulation	Mitigation	TOTAL
Cash Balances Brought Forward	14,357,942	307,364	3,434,563	3,293,338	2,922,404	2,426,204	26,741,815
<u>ESTIMATED REVENUES:</u>							
Ad Valorem Taxes (rolled back rate) .0327 mills	1,045,496		531,113		1,952,971		3,529,580
DEP - WML Trust Fund			1,118,440				1,118,440
DEP - Land Acquisition Trust Fund		12,804,528	39,049,008	1,650,263			53,503,799
Water Protection and Sustain. Pgm. Trust Fund			280,000				280,000
Florida Forever Trust Fund		264,135					264,135
Permitting and Licensing					437,500		437,500
Federal Grants			2,493,745		14,360		2,508,105
State Funds	347,985	146,049	11,524,490	3,840,356	1,914,367	1,087,140	18,860,387
Local Government Units			149,125	278			149,403
Timber Sales							0
Miscellaneous Revenues		813,798	3,662,488	64,190	45,000	300,000	4,885,476
Interfund Transfers	1,695,417	175,000	1,061,425				2,931,842
Total Estimated Revenues, Transfers and Balances	<u>17,446,840</u>	<u>14,510,874</u>	<u>63,304,397</u>	<u>8,848,425</u>	<u>7,286,602</u>	<u>3,813,344</u>	<u>115,210,482</u>
<u>ESTIMATED EXPENDITURES:</u>							
Salaries & Benefits	1,915,430	56,761	2,373,283	1,304,494	2,755,526	292,032	8,697,526
Other Personal Services	236	0	43,216	37,583	270,173	1,995	353,203
Contractual Services	183,308	310,991	8,273,572	2,619,203	144,595	976,435	12,508,104
Operating Expenses	501,284	1,300	515,435	1,416,833	606,338	48,410	3,089,600
Capital Outlay	58,591	13,822,346	214,345	361,520	69,070	5,528	14,531,400
Grants and Aids	628,800		48,352,043				48,980,843
Reserves	12,924,867	307,364	3,016,863	2,647,413	2,795,253	2,426,204	24,117,964
Interfund Transfers	1,234,324	12,112	515,640	461,379	645,647	62,740	2,931,842
Total Operating Expenditures, Transfers and Reserves	<u>17,446,840</u>	<u>14,510,874</u>	<u>63,304,397</u>	<u>8,848,425</u>	<u>7,286,602</u>	<u>3,813,344</u>	<u>115,210,482</u>

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: June 10, 2020

SUBJECT: Consideration of Amendment No. 14 to the Fiscal Year 2019-2020 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 869 amending the Fiscal Year 2019-2020 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

Amendment No. 14 requests budgeting unanticipated revenue and unbudgeted fund balance reserves. Per s. 373.536(4)(c), F.S., the amendment requires approval from the Executive Office of the Governor (EOG), which was requested on June 4, 2020, and approved by EOG on June 9, 2020.

The Federal Emergency Management Agency (FEMA) has obligated \$1,472,852 under FEMA's Section 428 Alternative Public Assistance Program for damages sustained to permanent works during Hurricane Michael. This amount is funded with the following revenues:

- \$1,104,640 (75 percent) Federal revenue through FEMA;
- \$184,106 (12.5 percent) State revenue through the Florida Division of Emergency Management; and
- \$184,106 (12.5 percent) District match with Lands Management Fund Balance Reserves.

Estimated expenses by budget category are \$1,200,000 in Contracted Services, \$172,852 in Operating Expenses, and \$100,000 in Operating Capital Outlay. Due to the uncertainty of which category will be applicable for each expense at this time, EOG's approval allows for the District to amend the estimated expense category amounts through cost neutral transfers, contingent on Governing Board approval.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
Lands Management Fund	1,472,852	0	1,472,852



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712
(U.S. Highway 90, 10 miles west of Tallahassee)

Phone: (850) 539-5999 • Fax: (850) 539-2777

RESOLUTION NO. 869 AMENDMENT NUMBER 14 TO FISCAL YEAR 2019-2020 BUDGET

WHEREAS, chapters 200 and 373, Florida Statutes, require the Governing Board of the Northwest Florida Water Management District (District) to adopt a final budget for each fiscal year; and

WHEREAS, by Resolution No. 858, after a public hearing on September 26, 2019, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2019 through September 30, 2020; and

WHEREAS, in accordance with section 189.016(7), Florida Statutes, the District will post the adopted amendment on its official website within five days after its adoption; and

WHEREAS, a budget amendment involves an action that transfers, increases, or decreases to total appropriated Fund amounts in the budget; and

WHEREAS, pursuant to section 120.525, Florida Statutes, the District has provided notice of its intention to amend the Budget in the published notification of the Governing Board meeting at which the amendment will be considered; and

NOW THEREFORE BE IT RESOLVED by the Governing Board of the Northwest Florida Water Management District, that:

The budget is hereby amended as summarized in the memorandum dated June 10, 2020, requesting Amendment No. 14 to the Fiscal Year 2019-2020 budget. Amendment No. 14 increases revenues by \$1,472,852 from Federal (\$1,104,640), State (\$184,106), and District Land Management Fund Balance Reserves (\$184,106), and expense budget by the same total amount.

ADOPTED AND APPROVED this 25th day of June 2020, A.D.

ATTEST:

George Roberts, Chair

Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

BO SPRING
Port St. Joe

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: June 12, 2020

SUBJECT: Consideration of Amendment No. 15 to the Fiscal Year 2019-2020 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 870 amending the Fiscal Year 2019-2020 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund, pending approval of line item 1608 in the FY 2020-2021 General Appropriations Act and of the amendment by the Executive Office of the Governor.

Background

Amendment No. 15 requests to increase the District's budget by \$2,134,480 from the State General Revenue Fund, pending approval of line item 1608 for hurricane recovery efforts in the FY 2020-2021 General Appropriations Act. The expense budget is in Contracted Services for the same amount so that the District can expedite contract work related to hurricane recovery. Because this request is for unanticipated revenue, approval for the amendment is required by the Executive Office of the Governor, per s. 373.536(4)(c), F.S.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
Lands Management Fund	2,134,480	0	2,134,480



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712
(U.S. Highway 90, 10 miles west of Tallahassee)

Phone: (850) 539-5999 • Fax: (850) 539-2777

RESOLUTION NO. 870 AMENDMENT NUMBER 15 TO FISCAL YEAR 2019-2020 BUDGET

WHEREAS, chapters 200 and 373, Florida Statutes, require the Governing Board of the Northwest Florida Water Management District (District) to adopt a final budget for each fiscal year; and

WHEREAS, by Resolution No. 858, after a public hearing on September 26, 2019, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2019 through September 30, 2020; and

WHEREAS, in accordance with section 189.016(7), Florida Statutes, the District will post the adopted amendment on its official website within five days after its adoption; and

WHEREAS, a budget amendment involves an action that transfers, increases, or decreases to total appropriated Fund amounts in the budget; and

WHEREAS, pursuant to section 120.525, Florida Statutes, the District has provided notice of its intention to amend the Budget in the published notification of the Governing Board meeting at which the amendment will be considered; and

NOW THEREFORE BE IT RESOLVED by the Governing Board of the Northwest Florida Water Management District, that:

Pending approval of line item 1608 in the FY 2020-2021 General Appropriations Act and of the amendment by the Executive Office of the Governor, the budget is hereby amended as summarized in the memorandum dated June 12, 2020, requesting Amendment No. 15 to the Fiscal Year 2019-2020 budget. Amendment No. 15 increases revenue by \$2,134,480 in State General Revenue for hurricane recovery efforts and expense budget by the same amount.

ADOPTED AND APPROVED this 25th day of June 2020, A.D.

ATTEST:

George Roberts, Chair

Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

BO SPRING
Port St. Joe

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: June 12, 2020

SUBJECT: Request for Release of Fiscal Year 2020-2021 State Appropriation

Recommendation

Staff recommends the Governing Board adopt Resolution No. 871 to request the Secretary of the Florida Department of Environmental Protection to release funds from the General Revenue Fund in the amount of \$2,134,480 for hurricane recovery efforts, pending approval of line item 1608 in the FY 2020-2021 General Appropriations Act.

Background

Resolution No. 871 requests the release of funds from the Florida Department of Environmental Protection provided in line item 1608 for hurricane recovery efforts in the State of Florida's 2020-2021 General Appropriations Act. The funds must be requested from the department through a resolution adopted by the Governing Board. The amount requested is \$2,134,480 of the \$4,000,000 in line item 1608, reflecting the amount of contract work ready to assign for hurricane recovery efforts. This Board item is consistent with Amendment No. 15 for the same amount and purpose.



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

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Phone: (850) 539-5999 • Fax: (850) 539-2777

RESOLUTION NO. 871

Request for Fiscal Year 2020-2021 Monies for Northwest Florida Water Management District from the General Fund, Line Item 1608 of the FY 2020-2021 General Appropriations Act

WHEREAS, the Legislature provided funds to the Northwest Florida Water Management District in the Fiscal Year 2020-2021 General Appropriations Act from the General Revenue Fund of \$3,902,647 and from the Land Acquisition Trust Fund of \$97,353 in specific line item No. 1608 for hurricane recovery; and

WHEREAS, the monies available to the District in this line item and from the Florida Department of Environmental Protection have been added to the District's Fiscal Year 2019-2020 Amended Budget in the amount of \$2,134,480 for hurricane recovery; and

WHEREAS, the District understands that funds in line item 1608 are pending Governor approval, and if the funds become available, the District will invoice the Florida Department of Environmental Protection to obtain these funds in a manner agreed to by the Department; and

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District hereby requests that the Secretary of the Florida Department of Environmental Protection release from the General Revenue Fund the amount of \$2,134,480; and

BE IT FURTHER RESOLVED that this resolution be transmitted to the Secretary of the Florida Department of Environmental Protection; and

BE IT FURTHER RESOLVED that the Chairman of the Governing Board is authorized to affix his signature to this resolution on behalf of the Board and attested by its Secretary-Treasurer or Acting Secretary-Treasurer.

PASSED AND ADOPTED this 25th day of June 2020, A.D.

The Governing Board of the
**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

ATTEST:

Chair

Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

BO SPRING
Port St. Joe

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: June 2, 2020

SUBJECT: Approval of Resolution No. 872 to the Department of Environmental Protection for Acquisition of the Revell Acquisition; Wakulla County

Recommendation:

Staff recommends approval and adoption of Resolution No. 872 to Department of Environmental Protection (DEP) for the Revell acquisition in the Wakulla Springs and Upper Wakulla River Basin Management Action Plan (BMAP), Primary Focus Area II.

Background:

Resolution 872, if approved, will assist the District in requesting funding from DEP for the purchase of the northern tract in fee simple and a conservation easement on the southern tract from Mr. E. Guy Revell, Jr. A Purchase and Sale Agreement was approved by the Governing Board on April 23, 2020. The purchase will be made with funds from the Land Acquisition Trust Fund and will also have additional acquisition related costs. These costs include, but are not limited to, appraisals, review appraisal, survey, environmental site assessment, baseline documentation report, title insurance, document preparation, and legal fees.

LZ/cb



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712
(U.S. Highway 90, 10 miles west of Tallahassee)

Phone: (850) 539-5999 • Fax: (850) 539-2777

RESOLUTION NO. 872

TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE REVELL ACQUISITION; WAKULLA SPRINGS AND UPPER WAKULLA RIVER BASIN MANAGEMENT ACTION PLAN (BMAP), PRIMARY FOCUS AREA II

WHEREAS, the Governing Board of the Northwest Florida Water Management District (hereinafter referred to as the "District") has the duty and responsibility under Chapter 373, Florida Statutes, for the management of water and related land resources and for preservation of natural resources, fish and wildlife; and

WHEREAS, the Legislature provided funds to the Department of Environmental Protection for distribution to Northwest Florida Water Management District in the Fiscal Year 2015-16 General Appropriations Act, line item 1639, Fiscal Year 2017-2018 General Appropriations Act, line item 1606 and FY 2019-20 General Appropriations Act, Section 61, all from the Land Acquisition Trust Fund, created pursuant to Ch. 375.041, Florida Statutes, for land acquisition of properties for spring restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the Revell Property (fee simple purchase of the northern tract and conservation easement purchase on the southern tract) for the purposes of water management, water supply, and the conservation and protection of water resources consistent with Section 373.59, Florida Statutes, and with the District's Five Year Plan of Acquisition as filed with the Secretary of the Department of Environmental Protection and the Florida Legislature; and

WHEREAS, the Revell Property is within the Wakulla Springs and Upper Wakulla River Basin Management Action Plan (BMAP) Primary Focus Area II; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated April 23, 2020, for the District's acquisition of the Revell Property (northern tract purchased in fee simple and a conservation easement purchase on the southern tract); and

WHEREAS, closing on the Revell Property is scheduled for July 31, 2020, or before; and

WHEREAS, a general location map and preliminary legal description depicting the location of the Revell Property is attached hereto as Exhibit A and made a part hereof by reference. Final legal description and acreage will be determined by survey; and

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JON COSTELLO
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Port St. Joe

WHEREAS, the per acre purchase price for the fee simple purchase of the northern tract of the Revell Property is \$4,243.197 and the per acre purchase price for the conservation easement on the southern tract is \$3,102.357. Additional associated costs will be requested under this resolution at a later date with the submission of a District invoice and appropriate documentation; and

WHEREAS, the legal interest to be acquired is fee simple for the northern tract and less than fee simple title (conservation easement) for the southern tract; and

WHEREAS, the District certifies as to the following:

- (1) That the Revell Property is within the Wakulla Springs and Upper Wakulla River Basin Management Action Plan (BMAP), Primary Focus Area II;
- (2) That the lands acquired are consistent with the District's updated Five Year Plan of Acquisition as filed on or before January 23, 2020, pursuant to Section 373.199, Florida Statutes, and are identified for acquisition using funding from the Land Acquisition Trust Fund;
- (3) That a public meeting (as a telephone conference call due to COVID-19) was held on April 16, 2020, pursuant to DEP Guidelines for Florida's Water Management District to discuss acquisition of this land;
- (4) That funds are to be used only for acquisition costs and fees associated with such acquisition;
- (5) That a copy of the certified appraisals which have been approved by this Governing Board is transmitted herewith;
- (6) That the purchase price is less than 90 percent of the appraised value of the best supported certified appraisal used to determine the value of the property; and
- (7) That lands or interests being acquired have been reviewed for the presence of state sovereignty submerged lands.

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District does hereby request payment from the Land Acquisition Trust Fund of the State of Florida for the fee simple acquisition of the northern tract and purchase of a conservation easement on the southern tract (collectively known as the Revell Property) above-described lands and that the warrant be issued by the Department of Financial Services of the State of Florida to Northwest Florida Water Management District. Additional associated costs are not being requested under this resolution at this time, but will be requested at a later date under this same resolution with a District invoice and supporting documentation.

ADOPTED AND APPROVED this 25th day of June A.D., 2020.

The Governing Board of the
**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

George Roberts, Chair

ATTEST:

Brett Cyphers, Assistant Secretary/Treasurer

EXHIBIT A

The land referred to herein below is situated in the County of WAKULLA, State of Florida, and described as follows:

PARCEL 1 (NORTHERN PARCEL):

LOT 54 THE HARTSFIELD SURVEY OF LANDS OF WAKULLA COUNTY, FLORIDA DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF LOT 54 OF HARTSFIELD SURVEY IN WAKULLA COUNTY, FLORIDA; THENCE NORTH 18 DEGREES WEST 1755.50 FEET TO A STAKE, THENCE EAST 72 DEGREES NORTH 1980 FEET TO A STAKE, THENCE NORTH 18 DEGREES WEST 78.52 FEET TO A STAKE, THENCE EAST 72 DEGREES NORTH 1980 FEET TO THE EAST BOUNDARY LINE OF SAID LOT 54, THENCE SOUTH 18 DEGREES EAST 1834.02 FEET TO THE SOUTHEAST CORNER OF SAID LOT 54, THENCE WEST 72 DEGREES SOUTH 3960 FEET TO THE SOUTHWEST CORNER OF SAID LOT 54, THE POINT OF BEGINNING.

ALSO DESCRIBED AS LOTS 7, 8, 9, 10, 11, 12, 13, AND 14 OF THE JOHN PIPLACK'S SUBDIVISION OF LOT 54 OF HARTSFIELD SURVEY AS PER PLAT DATED SEPTEMBER 1, 1930 AND RECORDED IN PLAT BOOK 1, PAGE 9 OF THE PUBLIC RECORDS IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF WAKULLA COUNTY, FLORIDA.

LESS AND EXCEPT ANY PORTION OF THE BELOW DESCRIBED PROPERTY LYING WITHIN THE ABOVE DESCRIBED PROPERTY:

BEGIN AT A RE-ROD MARKING THE SOUTHEAST CORNER OF LOT 59 (ALSO BEING THE SOUTHWEST CORNER OF LOT 54) OF THE HARTSFIELD SURVEY OF LANDS IN WAKULLA COUNTY, FLORIDA AND THENCE RUN SOUTH 72 DEGREES 08 MINUTES 00 SECONDS WEST ALONG THE SOUTH BOUNDARY OF SAID LOT 59, A DISTANCE OF 838.82 FEET TO A RE-ROD, THENCE RUN SOUTH 16 DEGREES 32 MINUTES 33 SECONDS EAST 1259.00 FEET TO A RE-ROD ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF LOWER BRIDGE, THENCE RUN NORTH 62 DEGREES 15 MINUTES 05 SECONDS WEST ALONG SAID RIGHT-OF-WAY BOUNDARY 911.47 FEET TO A RE-ROD MARKING A POINT OF CURVE TO THE LEFT, THENCE RUN NORTHWESTERLY ALONG SAID RIGHT-OF-WAY BOUNDARY AND ALONG SAID CURVE WITH A RADIUS OF 2914.79 FEET THRU A CENTRAL ANGLE OF 15 DEGREES 48 MINUTES 49 SECONDS FOR AN ARC DISTANCE OF 804.48 FEET, THE CHORD OF SAID ARC BEING NORTH 70 DEGREES 09 MINUTES 35 SECONDS WEST 801.93 FEET, THENCE RUN NORTH 11 DEGREES 56 MINUTES 00 SECONDS EAST 361.72 FEET TO A POINT ON A CURVE CONCAVE TO THE SOUTHERLY, THENCE RUN SOUTHEASTERLY ALONG SAID CURVE WITH A RADIUS OF 470.00 FEET THRU A CENTRAL ANGLE OF 42 DEGREES 44 MINUTES 04 SECONDS FOR AN ARC DISTANCE OF 350.55 FEET, THE CHORD OF SAID ARC BEING SOUTH 80 DEGREES 38 MINUTES 44 SECONDS EAST 342.48 FEET, THENCE RUN SOUTH 59 DEGREES 16 MINUTES 42 SECONDS EAST 46.51 FEET TO A POINT OF

CURVE TO THE LEFT, THENCE RUN SOUTHEASTERLY ALONG SAID CURVE WITH A RADIUS OF 530.00 FEET THRU A CENTRAL ANGLE OF 17 DEGREES 52 MINUTES 19 SECONDS FOR AN ARC DISTANCE OF 165.32 FEET, THE CHORD OF SAID ARC BEING SOUTH 68 DEGREES 12 MINUTES 51 SECONDS EAST 164.65 FEET, THENCE RUN NORTH 09 DEGREES 36 MINUTES 17 SECONDS EAST 388.00 FEET TO A POINT OF CURVE TO THE LEFT, THENCE RUN NORTHWESTERLY ALONG SAID CURVE WITH A RADIUS OF 500.00 FEET THRU A CENTRAL ANGLE OF 27 DEGREES 04 MINUTES 01 SECONDS FOR AN ARC DISTANCE OF 236.20 FEET, THE CHORD OF SAID ARC BEING NORTH 03 DEGREES 55 MINUTES 43 SECONDS WEST 234.01 FEET, THENCE RUN NORTH 17 DEGREES 27 MINUTES 43 SECONDS WEST 30.63 FEET TO A POINT OF CURVE TO THE LEFT, THENCE RUN NORTHWESTERLY ALONG SAID CURVE WITH A RADIUS OF 220.00 FEET THRU A CENTRAL ANGLE OF 50 DEGREES 12 MINUTES 47 SECONDS FOR AN ARC DISTANCE OF 192.80 FEET, THE CHORD OF SAID ARC BEING NORTH 42 DEGREES 34 MINUTES 07 SECONDS WEST 186.69 FEET TO A POINT OF REVERSE CURVE, THENCE RUN NORTHWESTERLY ALONG SAID REVERSE CURVE WITH A RADIUS OF 540.00 FEET THRU A CENTRAL ANGLE OF 07 DEGREES 58 MINUTES 54 SECONDS FOR AN ARC DISTANCE OF 75.22 FEET, THE CHORD OF SAID ARC BEING NORTH 63 DEGREES 41 MINUTES 04 SECONDS WEST 75.16 FEET, THENCE RUN SOUTH 30 DEGREES 18 MINUTES 23 SECONDS WEST 175.00 FEET, THENCE RUN SOUTH 88 DEGREES 52 MINUTES 13 SECONDS WEST 91.21 FEET, THENCE RUN NORTH 87 DEGREES 39 MINUTES 02 SECONDS WEST 149.31 FEET, THENCE RUN NORTH 64 DEGREES 46 MINUTES 18 SECONDS WEST 164.38 FEET, THENCE RUN NORTH 37 DEGREES 59 MINUTES 53 SECONDS WEST 164.38 FEET, THENCE RUN NORTH 18 DEGREES 46 MINUTES 07 SECONDS WEST 171.21 FEET TO THE EASTERLY RIGHT-OF-WAY BOUNDARY OF CAJER POSEY ROAD, THENCE RUN NORTH 10 DEGREES 48 MINUTES 28 SECONDS EAST ALONG SAID RIGHT-OF-WAY BOUNDARY 403.87 FEET TO A RE-ROD, THENCE RUN NORTH 15 DEGREES 12 MINUTES 04 SECONDS EAST ALONG SAID RIGHT-OF-WAY BOUNDARY 594.87 FEET TO A RE-ROD, THENCE RUN NORTH 73 DEGREES 04 MINUTES 21 SECONDS EAST 1445.98 FEET TO A ST. JOE PAPER COMPANY CONCRETE MONUMENT, THENCE RUN SOUTH 17 DEGREES 34 MINUTES 29 SECONDS EAST 223.93 FEET TO A ST. JOE PAPER COMPANY CONCRETE MONUMENT, THENCE RUN NORTH 72 DEGREES 22 MINUTES 59 SECONDS EAST 736.49 FEET TO A RE-ROD, THENCE RUN SOUTH 17 DEGREES 39 MINUTES 29 SECONDS EAST 1753.48 FEET TO A RE-ROD ON THE SOUTHERLY BOUNDARY OF SAID LOT 54, THENCE RUN SOUTH 72 DEGREES 08 MINUTES 00 SECONDS WEST ALONG SAID SOUTHERLY BOUNDARY 736.50 FEET TO THE POINT OF BEGINNING.

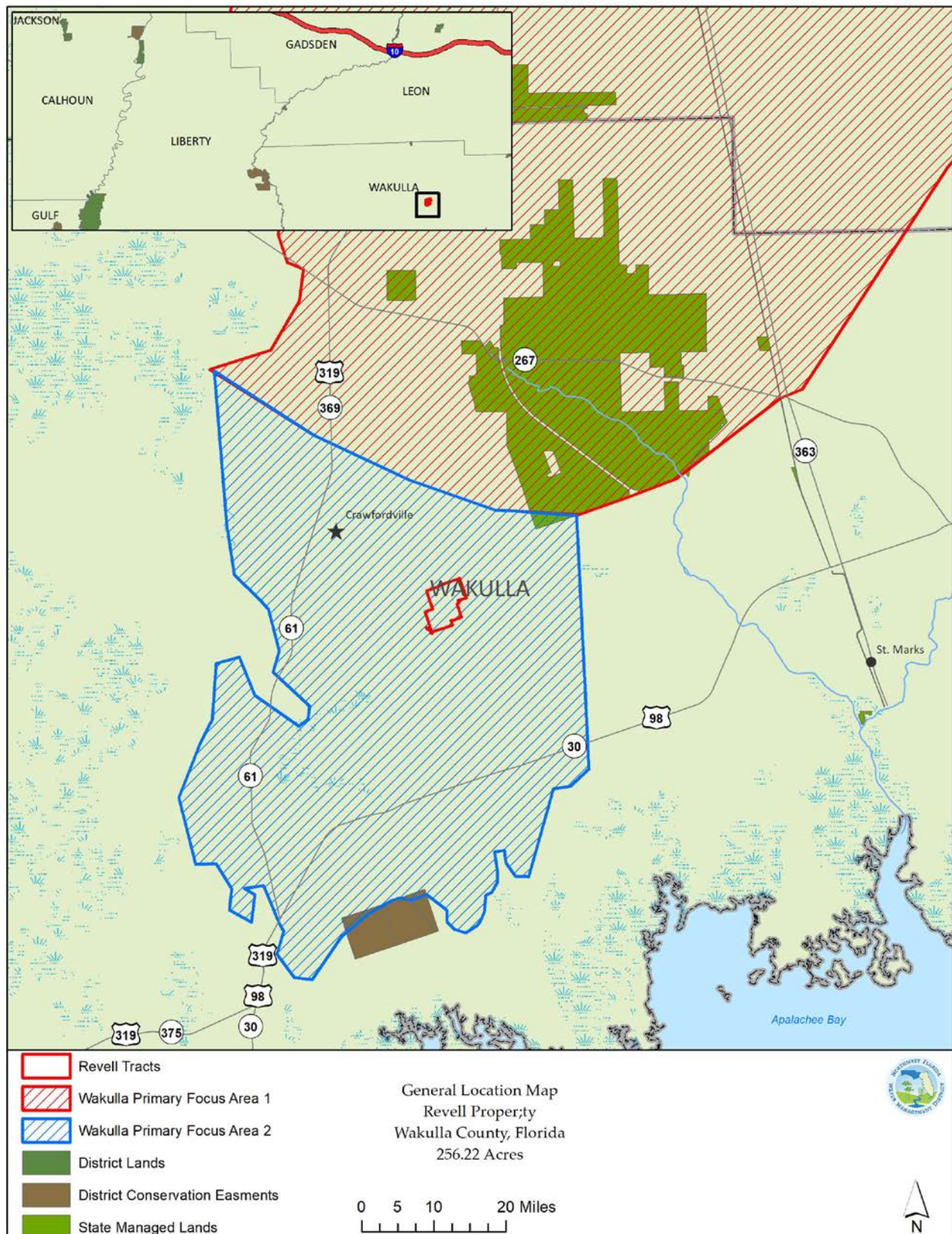
ALSO KNOWN AS THE FARM SUBDIVISION, PHASE 1 ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGES 93 THRU 98 OF THE PUBLIC RECORDS OF WAKULLA COUNTY, FLORIDA.

PARCEL 2 (SOUTHERN PARCEL):

THE NORTHWEST QUARTER AND THE WEST HALF OF THE NORTHEAST QUARTER (NW 1/4 AND W 1/2 OF NE 1/4) LESS 10 ACRES ACROSS THE SOUTH SIDE THEREOF, OF LOT 53 HARTSFIELD SURVEY OF LANDS IN WAKULLA COUNTY, FLORIDA.

AND:

COMMENTING AT THE NORTHEAST CORNER OF LOT 60 OF THE HARTSFIELD SURVEY OF LANDS IN WAKULLA COUNTY, FLORIDA, AND RUN THENCE SOUTH 17 DEGREES 04 MINUTES 45 SECONDS EAST ALONG EASTERLY LINE OF SAID LOT A DISTANCE OF 2117.32 FEET TO A POINT INTERSECTING THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF STATE ROAD S - 368 (OLD CRAWFORDVILLE TO ST. MARKS ROAD) AND THE EASTERLY BOUNDARY OF SAID LOT 60 OF HARTSFIELD SURVEY FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING, RUN NORTH 62 DEGREES 15 MINUTES 25 SECONDS WEST (BEARING BASE) ALONG THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF SAID ROAD 210.0 FEET, THENCE RUN DUE NORTH 210.0 FEET, THENCE RUN NORTH 62 DEGREES 15 MINUTES 25 SECONDS WEST AND PARALLEL TO NORTHERLY RIGHT-OF-WAY BOUNDARY OF SAID ROAD 378.63 FEET, THEN RUN NORTH 16 DEGREES 17 MINUTES 13 SECONDS WEST 107.08 FEET TO A POINT ON THE SOUTHERLY BOUNDARY OF A 25.0 FOOT ROAD, THENCE RUN SOUTH 62 DEGREES 15 MINUTES 25 SECONDS EAST ALONG SOUTHERLY BOUNDARY OF SAID ROAD 262.79 FEET, THEN RUN NORTH 17 DEGREES 04 MINUTES 45 SECONDS WEST 35.24 FEET, THEN RUN SOUTH 62 DEGREES 15 MINUTES 25 SECONDS EAST 237.4 FEET AND TO THE EASTERLY BOUNDARY OF SAID LOT 60 OF THE HARTSFIELD SURVEY, THEN RUN SOUTH 17 DEGREES 04 MINUTES 45 SECONDS EAST ALONG EAST LINE OF SAID LOT THE DISTANCE OF 405.25 FEET TO THE POINT OF BEGINNING. IN THE EAST HALF OF LOT 60 OF THE HARTSFIELD SURVEY OF LAND IN WAKULLA COUNTY, FLORIDA.





NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: June 2, 2020

SUBJECT: Consideration of RFP 20-001 for Contractual Services for Pre-Qualified Vendor List for Recovery Efforts and Debris Reduction Clearance Services

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute agreements with all firms that submitted proposals deemed responsive (listed below) to RFP 20-001 and also authorize the Executive Director to issue individual or cumulative Task Orders that exceed the delegated spending authority to any contractor deemed responsive to RFP 20-001 to facilitate hurricane debris cleanup on District lands up to an amount not to exceed \$5,472,852.

Background

On April 15, 2020, the District issued RFP 20-001 - "Request for Proposals (RFP) for contractual services for pre-qualified vendor list for recovery efforts and debris reduction clearance services." The RFP specified the scope of services for the required work and included the evaluation criteria and the proposed draft contract.

The District received 24 proposals by the 3:00 p.m. deadline on May 22, 2020.

Each proposal received was deemed responsive.

The selection committee comprised of three district staff reviewed and who independently scored each proposal received. The results of their evaluations were disclosed at a noticed conference call on Friday, May 29, 2020 at 2:00 P.M. The total score for each proposal is provided in the chart below. The maximum total score each company could receive was 300 points, the sum of each selection committee score - 100 points (maximum) per committee member.

Agreements will be for a five-year period beginning August 1, 2020 and ending July 31, 2025. Work will be competitively assigned via task orders during the contract period.

Respondent	Ranking Score
DRC Emergency Services	249
CERES Environmental Services	247
Aftermath Disaster Recovery	246
State Tree Service	241
CrowderGulf	238
Merit First, LLC	236
Gaston Tree Debris Recycling, LLC	226
Graham County Land Company	226
Chipola Forestry Services, LLC	217
Mohawk Valley Materials, Inc.	217
Southern Disaster Recovery, LLC	216
Custom Tree Care, Inc.	211
North Florida Contracting, Inc.	209
Wildlands Service, Inc.	206
KDF Enterprises LLC	200
F4 Tech	195
Coastline Solutions, Inc.	190
Promise Habitat Services	185
Collins Land Services, Inc.	185
RFI-Robotics Fabrication, Inc.	178
Break-N-Ground LLC	176
Main Street Construction Services LLC	176
Brizo Construction LLC	170
Gordon and Porter Services, LLC	158

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: June 5, 2020

SUBJECT: Adoption of the District's Land Management Plan - West Region

Recommendation:

Staff recommends the Governing Board adopt the land management plan for the west region.

Background:

On September 13, 2018, the Governing Board was presented an overview of the development of land management plans and land management review teams. On October 12, 2018, the Governing Board approved the award of RFP 18-007 Contractual Services – District Owned Land Management Plans to Forestech Consulting, Inc. (DBA F4 TECH) to develop three land management plans for an amount not to exceed \$280,000.00 and a contract period ending September 30, 2021, subject to approval of the Fiscal Year 2018-2019, 2019-20, and 2020-21 budgets. F4 Tech completed the land management plan for the east region and the Governing Board approved it in September 2019.

The land management plan for the west region has been drafted by F4 Tech. The west region includes the Perdido River, Escambia River, Blackwater River, Yellow River, and Garcon Point.

The completed land management plan established a baseline that enables the Governing Board, District, and Land Management Review Teams to:

- 1) Conduct an evaluation of the extent to which the land is being managed for the purposes for which it was acquired and the degree to which actual management practices, including public access, are in compliance with the adopted management plan.
- 2) Conduct an evaluation of the extent to which the existing management plans provide sufficient protection to:
 - a. Threatened or endangered species;
 - b. Unique or important natural or physical features;
 - c. Geological or hydrological functions; or
 - d. Archaeological features.

- 3) Provide an annual report of properties reviewed and the findings of the Land Management Review Team.

Three public hearings were conducted – two on March 4 in Pensacola and Milton and one via conference call on April 7 and the plan has been posted on the District’s website since February 28 for public comment. No public comments were received. In addition, state agencies and soil and water conservation districts were also notified. Comments received from the Florida Fish and Wildlife Conservation were incorporated into the final plan.

lz

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff
Lennie Zeiler, Director, Division of Asset Management

FROM: Tyler L. Macmillan, Chief, Bureau of Land Management Operations

DATE: June 9, 2020

SUBJECT: Consideration of ITB 20B-006 for Purchase of Longleaf Pine Tubelings

Recommendation

Staff recommends the Governing Board:

- 1) Approve the bid submitted by PRT USA, Inc. for longleaf pine tubelings at the price of \$159.00 per thousand and delivery services at the price of \$500 per delivered load and \$55.00 per day for refrigerated trailer rental to be applied to longleaf pine tubelings and delivery services ordered in FY 2020-2021, FY 2021-2022 and FY 2022-2023; and
- 2) Authorize the Executive Director to execute a three-year agreement with PRT USA, Inc. for the purchase and delivery of 699,864 longleaf pine tubelings at a total estimated cost of \$114,153.38, and the purchase and delivery (at the District's option and subject to Executive Director approval) of additional longleaf tubelings at the same price per thousand and delivery services unit costs, subject to approval of funds for the longleaf tubelings in the District's FY 2020-2021 budget in September.

Background

In FY 2020-2021, staff anticipates reforestation approximately 964 to 1,265 acres of cutover and/or disturbed longleaf pine forest within the Econfina Creek and Chipola River water management areas. To meet the planting needs for the 2020-2021 season, we will need to purchase approximately 700,000 to 920,000 longleaf pine tubelings. The precise final acreage and longleaf pine tubeling quantity figures will be determined in future months as timber harvests are completed. Seventy percent of the FY 2020-2021 longleaf pine reforestation will occur on sites previously clearcut under standard timber sales, while approximately thirty percent of the reforestation work will occur on acreage that was impacted by Hurricane Michael and subsequently cleared through salvage timber harvests and other site restoration projects.

Under the proposed multi-year agreement, the District will annually amend the agreement to place the longleaf pine tubeling and delivery order for the upcoming planting season.

On May 18, 2020, the District issued an Invitation to Bid for prospective nursery vendors to grow, extract, and deliver to the District an estimated 900,000 longleaf pine tubelings for the 2020-2021 fiscal year and to grow, extract, and deliver an undetermined amount of tubelings for the following two fiscal years at the same unit pricing cost.

On June 8, 2020, at 2:00 p.m. EDT, the District received the following sealed bids for purchase and delivery of longleaf pine tubelings.

COMPANY NAME	PRICE PER THOUSAND TUBELINGS FY 2020-2023	FY 2020-2021 TOTAL BID* (Includes Delivery and Refrigerated Trailer Rental)
Meeks' Farms & Nursery, Inc.	\$ 190.00	\$ 178,457.18
Blanton's Longleaf Container Nursery	\$ 180.00	\$ 171,814.00
PRT Growing Services	\$ 159.00	\$ 146,430.00

** An estimated purchase and delivery of 900,000 longleaf pine tubelings to the District's Econfinia Field Office in January 2021, including delivery and refrigerated trailer rental was used for bid comparison purposes. Actual longleaf tubeling quantities and delivery services ordered will differ from this quantity and all compensation will be based on the unit costs bid.*

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff
Carlos Herd, Director, Division of Resource Management

FROM: Kathleen Coates, Chief, Resource Evaluation Bureau

DATE: June 10, 2020

SUBJECT: Consideration of Contracted Services for Gulf County Hydrogeologic Evaluation

Recommendation

Staff recommends the Governing Board authorize the Executive Director to enter into agreements and execute contracts not to exceed \$500,000 for contractual services during Fiscal Years (FY) 2019-2020 and 2020-2021 to perform a hydrogeologic evaluation of groundwater availability in Gulf County, subject to legal counsel review and Governing Board approval of the FY 2020-2021 budget.

Background

The District's FY 2019-2020 and FY 2020-21 tentative budgets include funding for contracted services to perform a hydrogeologic evaluation of groundwater availability in Gulf County. The study will evaluate whether Floridan aquifer withdrawals can be shifted from Cape San Blas to locations further inland to minimize the long-term risk of saltwater intrusion. The study will also assess the availability of groundwater from the surficial and intermediate aquifer systems to offset current withdrawals and meet future needs.

Planned work includes review of prior investigations and aquifer properties, identification of potential sites for aquifer testing; obtaining easements and access agreements; design of the aquifer test(s) and associated monitor and production wells; well construction and testing; water quality sampling; and evaluation of the results. The work will be performed by one of the firms previously approved by the Governing Board to provide as-needed hydrogeologic services. Approval of the lowest-cost qualified bidder for well construction will be brought to the Governing Board at a future date. The work is anticipated to take twelve months and span two fiscal years: FY 2019-2020 and FY 2020-2021.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Lyle Seigler, Chief of Staff
Carlos Herd, Director, Division of Resource Management
Kathleen Coates, Chief, Bureau of Resource Evaluation

FROM: Edward Chelette, Program Manager, Hydrologic Data Services

DATE: June 10, 2020

SUBJECT: Consideration of Approval of Purchase Orders for Hydrologic and Water Quality Database Modernization

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute an agreement or Purchase Order with Aquatic Informatics in an amount not to exceed \$41,000 in the current fiscal year in order to determine requirements and develop a plan for modernization of legacy hydrologic and water quality databases to facilitate the transfer of data onto the Aquarius Cloud Platform.

Background

The hydrologic and water quality databases store data collected by the District, contractors, and other agencies. To modernize these databases and integrate them with the District's existing Aquarius Time Series database for continuous data, Aquarius WorkStation, Aquarius Connect, and Aquarius WebPortal, they will be migrated from seven legacy Oracle databases to the Aquarius Platform over the next 12 months. The total cost of this effort is anticipated to exceed \$65,000. Work being performed in the current fiscal year includes an analysis of workflow overviews, data source identification, system configuration, data migration and storage requirements, and database migration schema mapping. Aquatic Informatics, the company that makes and manages the family of Aquarius hydrologic data applications, was procured single source as they are the sole provider of Aquarius software, Aquarius Service Maintenance Agreements (SMA), Aquarius Cloud, and professional services related to those products.

Northwest Florida Water Management District
Danny Layfield
81 Water Management Drive
Havana, FL 32333-4721, USA

8 June, 2020

Dear Danny,

Aquatic Informatics is the sole developer and sole distributor of AQUARIUS Time-Series, AQUARIUS Hydrometric Workstation, AQUARIUS Workstation, AQUARIUS Server, AQUARIUS WebPortal, AQUARIUS Connect, AQUARIUS Cloud, AQUARIUS Forecast, AQUARIUS Samples and AQUARIUS EnviroSCADA. Aquatic Informatics is also the sole provider of AQUARIUS Support and Maintenance Agreements (SMA) which include access to our 360° Support Portal, AQUARIUS software updates/upgrades and technical support. Aquatic Informatics is also the sole provider of professional services related to our products.

AQUARIUS software, AQUARIUS SMA and AQUARIUS professional services are sold directly through Aquatic Informatics.

Please contact me if you have any questions or comments.

Sincerely,



Christopher J. Heyer
Director of Sales

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Lyle Seigler, Chief of Staff
Carlos Herd, Director, Division of Resource Management
Kathleen Coates, Chief, Bureau of Resource Evaluation

FROM: Edward Chelette, Program Manager, Hydrologic Data Services Section

DATE: June 10, 2020

SUBJECT: Consideration of Amendment to extend the Revenue Contract with the Florida Department of Environmental Protection for Water Resource Monitoring

Recommendation

Staff recommend the Governing Board approve continued participation in the Integrated Water Resources Monitoring program and authorize the Executive Director to execute an amendment to extend the revenue contract 19-070 for the contract period of July 1, 2020, through June 30, 2021.

Background

The Florida Department of Environmental Protection (DEP) created the Integrated Water Resources Monitoring program in 1996: a multi-resource, comprehensive, integrated program to monitor surface water and groundwater quality. The District has participated in the program since its inception. The large volume of water quality data produced has supported timely, accurate assessment of the quality of the District's water resources. This data is available to the public through DEP's water quality databases.

This contract consists of two projects for the collection of surface water and groundwater quality data from sites across the District.

- The Water Quality Status Project consists of the annual collection of 85 samples from five resource types: confined aquifers, rivers, large lakes, streams, and unconfined aquifers. A new set of random sample sites are selected for each resource every year.
- The Groundwater Quality Temporal Variability Project involves monthly sampling of seven wells and one first magnitude spring at five fixed monitoring locations and is designed to track water quality changes over time.

The Florida Department of Environmental Protection will compensate the District up to \$142,492 for this data collection on a fee schedule/cost reimbursement basis.

**AMENDMENT NO. 3
TO AGREEMENT NO. MN004
BETWEEN
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

This Amendment to Agreement No. MN004, as previously amended, (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and Northwest Florida Water Management District, 81 Water Management Drive, Havana, Florida 32333 (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for collection of water quality data within the boundaries of the water management district, effective August 7, 2017; and

WHEREAS, the parties wish to amend the Agreement as set forth herein in to add the new 2019-2020 Revised Grant Work Plan (Attachment 3-C).

NOW THEREFORE, the parties agree as follows:

- 1) Attachment 3, Grant Work Plan, is hereby amended to add Attachment 3-B, Second Revised Grant Work Plan, as attached to this Amendment. All references in the Agreement to Attachments 3 and 3-A shall hereinafter refer to Attachment 3, Attachment 3-A, Attachment 3-B, and Attachment 3-C collectively referred to as the "Grant Work Plan."
- 2) The total amount of funding of the Agreement is increased to \$544,534.73.
- 3) All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

Northwest Florida Water Management District

**Florida Department of
Environmental Protection**

By: _____
Title: _____

By: _____
Secretary or Designee

Date: _____

Date: _____

LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS AMENDMENT:

<u>Specify Type</u>	<u>Letter/Number</u>	<u>Description</u>
Attachment	3-C	Second Revised Grant Work Plan (8 pages)

ATTACHMENT 3-C REVISED GRANT WORK PLAN

Second Service Period: July 1, 2020 through June 30, 2021
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

The Department of Environmental Protection (DEP) has requested the assistance of the Northwest Florida Water Management District (NFWMD or Grantee) in collecting and interpreting water quality data from rivers, streams, and lakes within the boundaries of the NFWMD, as part of the statewide Integrated Water Resources Monitoring (IWRM) Program. The IWRM program consists of the Status Monitoring Network (Status) and Groundwater Trend Monitoring Network (GWTN). A description of the work to be performed is outlined below.

QUALITY ASSURANCE

The Grantee who will be conducting water quality sampling under this agreement shall follow procedures specified in the Department's *Status and Trend Monitoring Networks Sampling Manual, January 2016, with October 2017 revisions* (http://publicfiles.dep.state.fl.us/dear/DEARweb/WMS/Reports_Docs_SOPs/Standard Operating Procedures/Sampling Manuals/WMS-SamplingManual.pdf). The Grantee and approved subcontracting agencies and entities who will be conducting Habitat Assessments under this Agreement shall follow procedures specified in the Department SOPs FT3001, FT3100, FS7130 and FS7320 found on the Department website (<http://www.dep.state.fl.us/water/sas/sop/sops.htm>). For purposes of this Agreement, all sample analysis will be performed by the Department Central Laboratory under separate agreement with the Department's Watershed Monitoring Section (WMS). Data from DEP Central Laboratory will be sent to the Grantee within a reasonable timeframe (1-3 months). The Grantee will perform QA/QC on both lab and field data, and send an approval to DEP for data loading into WIN and other databases.

The Grantee will submit an updated Quality Assurance Project Plan (QAPP) to the DEP Quality Control officer within 15 calendar days of the execution of the grant amendment.

WATERSHED INFORMATION NETWORK (WIN)

All water quality data collected under this Agreement shall be submitted to the Department Watershed Monitoring Program in the approved standardized electronic format, available through the WMS Field Data Entry online application: <https://fldeploc.dep.state.fl.us/ambient/field/>. This format will assist the Department in the preparation of data collected under this Agreement for entry into the Watershed Information Network (WIN) electronic data system. The Department will be responsible for ensuring that data collected under this Agreement is entered into the WIN system. In addition to the above, a printed or legible, scanned copy of the project field data, along with supporting QA data, shall be kept and maintained by the Grantee for the duration of this Agreement, and provided to the Department upon request. This includes results from any calibrations, blanks, samples, and standards.

QUALIFIED SAMPLER

The Grantee shall ensure that at least one (two if possible) *qualified sampler* is present during all sample collection. For the purposes of this Agreement, a *qualified sampler* shall be one who has attended the DEP Watershed Monitoring Section (WMS) Sampling Training Course within the past five (5) years. This workshop is offered by the WMS Quality Assurance Officer at least once a year.

AGREEMENT TASKS FOR SERVICE PERIOD

The Grantee shall collect surface and groundwater quality samples for the Watershed Monitoring Program within the boundaries of the NFWMD. This Grant Work Plan will cover the sampling period from July 1, 2020 to June 30, 2021. Each related activity to be performed is identified below and must be completed within the designated time identified for the task.

TASK I SAMPLE COLLECTION

The Grantee will continue sample collection for the 2020 cycle (July–December) and will start the 2021 cycle (January – March) of the Status Network. Thus, the annual cycle is covered by two separate service periods. The Grantee shall collect an estimated forty-five (45) surface water and seventy-six (76) groundwater quality samples for the Status Network and Groundwater Trend Network, as well as an estimated thirty-three (33) Quality Assurance samples and forward all samples to the Department's Central Laboratory for analysis.

The Grantee shall measure field analytes only for approximately forty-eight (48) monthly GWTV Network samples. As part of the Status Network sampling in rivers and streams, Habitat Assessment (HA) surveys will be performed, and sediment samples will be collected from Large and Small lakes. Samples should be collected during the Index and Overflow Periods. The analyte indicator list is found at:

http://publicfiles.dep.state.fl.us/dear/watershed_monitoring/documents/WMS-status-indicators.pdf

For this service period (Cycle 14 and Cycle 15), the Status Network sampling includes:

- Approximately fifteen (15) samples from Streams within the boundaries of the NFWFMD during the established Index Sampling and Overflow Period (July - September 2020 – Cycle 14), includes the performance of HA surveys;
- Approximately twenty (20) samples from wells in Unconfined Aquifers within the boundaries of the NFWFMD within the established Index Period (November – December 2020 – Cycle 14);
- Approximately twenty (20) samples from wells in Confined Aquifers within the boundaries of the NFWFMD within the established Index Period (February – March 2021 – Cycle 15);
- Approximately fifteen (15) samples from Rivers within the boundaries of the NFWFMD during the established Sampling Period (April – May 2021 – Cycle 15), includes the performance of HA surveys;
- Approximately fifteen (15) samples from Large Lakes within the boundaries of the NFWFMD during the established Sampling Period (May – June 2021 – Cycle 15) of the 2020-2021 grant cycle;
- Approximately twenty (17) Quality Assurance samples (approximately 20% of 85 total samples,) collected as close as possible to every fifth resource sample, using the same equipment used to collect resource samples and submitted with the resource samples as they are collected.

For this service period (Cycle 14 and Cycle 15), the Groundwater Trend Network sampling includes:

- Approximately twenty (20) GWTV samples (sampled quarterly) from designated Unconfined Aquifer wells within the boundaries of the NFWFMD, collected from July 1, 2020 – June 30, 2021. Field measurements will be collected monthly at Unconfined Aquifer Trend wells.
- Approximately twelve (12) GWTV samples (sampled quarterly) from designated Confined Aquifer wells and Jackson Blue Spring within the boundaries of the NFWFMD, collected from July 1, 2020 – June 30, 2020. Field measurements will be collected monthly at Jackson Blue Spring.
- Approximately sixteen (16) Quality Assurance samples (16 equipment blanks), consisting of one Quality Assurance sample for each piece of equipment used to collect resource samples and one field blank, submitted with the resource samples as they are collected.

Measurement of sample location using Global Positioning System (GPS) technology. GPS units will be provided by the Department. All GPS data must meet Department protocols for accuracy and be provided in Department-specified electronic format. Recording of physical site data, in electronic format, will be performed using Department-specified software. Required information includes land ownership, digital photographs, and any additional pertinent information that may potentially affect water quality. Information depicting site location and directions can be submitted to clarify location of site. Sketch maps can be submitted on paper or scanned electronically in JPEG format. All water sample collection including on-site analysis of field analytes shall be performed per the current indicator list in Table 2, Section 17 of the *Sampling Manual*. Grantee will submit required information including field sheets, Biological Assessment, Physical/Chemical Characterization forms and Stream/River Habitat forms and maps.

Samples should be collected during the appropriate sampling period for the Status Network as depicted in Table 1 Section 17 of the *Sampling Manual*. All samples shall be shipped in accordance with Section 13 *Sample Custody and Shipment* instructions in the *Sampling Manual*. The Department will provide the air bills and account number for shipping by the current State vendor.

Field audits shall be performed using the format and guidance in the *Sampling Manual* Section 14. An annual Internal and External audit of Status Network surface water sampling is required. An audit per quarter is recommended.

DELIVERABLES

Sample collection will be evidenced by samples, collected in accordance with the Department's Standard Operating Procedures, and then delivered to the Department's Laboratory Reception. Copies of sample field sheets and chain of custody forms are to be submitted with the quarterly progress report. Deliverables will be due within the resource primary or overflow sampling period, as determined by the Department, and prior to or at the time of submittal of a payment request.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed \$139,492.08 for an estimated 198 sampling events at \$704.505 per sampling event.

TASK II STATUS NETWORK SITE RECONNAISSANCE

Reconnoiter proposed IWRM Status Network surface water sampling sites for present year and next year's cycles (Cycle 14 and 15) within the boundaries of the NFWMD to determine suitability and access. The Department will annually provide site selection lists (100 plus potential sites for reconnaissance, per resource type) to the Grantee, via the Oracle Generalized Water Information System (OGWIS) web-based tool. The OGWIS website can be used to show features pertaining to the site on both United States Geological Survey (USGS) topography maps, aerial photography or satellite photography.

Office reconnaissance using the OGWIS database and other tools should be performed prior to actual field reconnaissance or sampling and should be employed to eliminate sites that are the wrong resource type, or otherwise can be properly excluded from sample collection prior to a site visit. Surface water and groundwater sites that are known to be accessible do not need to be field reconnoitered prior to sampling. Other potential sites can be reconnoitered prior to or at the time of sampling, if sampling occurs within the prescribed Index or Overflow Period.

Payment is based on reconnaissance of 15 sampleable sites per three surface water and two groundwater resources per year, and reported to OGWIS web-accessible venue by the end of the Agreement year. Regardless of resource, any proposed surface or groundwater site rejected during reconnaissance or sampling must be documented in OGWIS and reasons for rejection stated. Rejection of a site shall reference one of the exclusionary criteria listed in *Sampling Manual*, or be mutually agreed to by the Grantee, the Department Grant Manager and Watershed Monitoring Program Manager.

RESOURCE TYPES TO BE EVALUATED

- 1) Streams
- 2) Large Rivers
- 3) Large Lakes (greater than 10.0 hectares)
- 4) Confined Aquifer wells
- 5) Unconfined Aquifer wells

The list frames for surface water sites comes from the Re-Leveled National Hydrographic Dataset (RNHD), maintained in the Department's Watershed Monitoring Section in Tallahassee. Candidate rivers are selected from defined linear features existing in the RNHD. The stream subset is the balance of remaining RNHD segments minus those reaches existing seaward of a "head of salt" line, as defined by GIS staff. Additionally, stream segments that represent flow-paths through wetlands and lakes have been removed from the population.

INCLUSION CRITERIA FOR SURFACE WATER SITES

- 1) Site accessible either by foot, boat, or vehicle.
- 2) Water is present within the water body at the targeted sampling location.
- 3) Site is a stream, river, canal, natural lake or historic named impoundment (i.e., Lake Ocklawaha). Stream or river has contained flowing water for three consecutive months prior to sampling; or if flooded, has recovered to in-bank flow for at least one week.
- 4) The lake meets the criteria for the area associated with the resource type, has at least 1,000 square meters of open water (= 0.25 acres) and is at least 1 meter deep at its deepest point. "Open water" is defined as water free of emergent vegetation and woody trees.

GROUNDWATER SELECTION CRITERIA

The DEP Watershed Monitoring Section list frame for groundwater sites includes:

- 1) Department Ambient Monitoring Background Network wells
- 2) Department Ambient Monitoring Very Intense Study Area (VISA) Network wells
- 3) Department of Health Private Well Survey wells
- 4) Upgradient background wells at Department permitted facilities
- 5) Wells constructed under permit from the WMD

The Department will supply a list of randomly selected candidate wells annually from random locations within the NFWFMD. Only wells within the existing Department list frame may be considered as candidate sites. Department staff will assist WMDs, and if needed, contact Department District staff to obtain facility information. Although many different aquifers exist in the state, representing different geological situations, two groups, the confined and the unconfined aquifers, will be sampled. For purposes of this definition, a semi-confined aquifer is considered as unconfined.

INCLUSION CRITERIA FOR GROUNDWATER SITES

- 1) Site accessible either by foot, boat, or vehicle.
- 2) Well construction information known: total depth, casing depth, casing material, well owner, screen/open hole interval.
- 3) Well completed into groundwater resource type (confined / unconfined).
- 4) Well or facility with an upgradient background well present in current list frame.
- 5) Well may have pre-sample pressure tank. However, add qualifier to comments that the well and tank are purged before sampling.

Regardless of resource, any proposed surface water or groundwater site excluded during reconnaissance must be documented in OGWIS, reasons for rejection must be stated, and the exclusion must be mutually agreed to by the Grantee and the Department Project Manager. Exclusion of a site shall reference one of the exclusionary criteria listed as Table 8, Exclusion Criteria for Groundwater, or Table 9, Exclusion Criteria for Surface Water. Both tables are in Section 17 in the *Sampling Manual*.

NUMBER OF SITES

From July 1, 2020, through June 30, 2021, within the boundaries of the SJRWMD, the optimal number of sites for each resource type is fifteen (15) for surface water. If the optimal number of sites are not available due to a lack or absence of resources, then available resources should be sampled. Department-provided sites should be reconnoitered in the order provided after 15, until at least 20 (15 primary, 5 alternate) sampleable sites are documented. Should fewer than 20 sampleable sites be located within the 100 plus potential sites provided, contact the Department Grant Manager. If 15 sites are not available due to absence of resources, then whatever resources available to be sampled should be sampled with no deduction of funding.

RECONNAISSANCE PROCEDURES

Office reconnaissance should be performed prior to actual field reconnaissance or sampling and should be employed to eliminate from sampling consideration sites which are determined to be not sampleable. A list of remaining potentially sampleable proposed sites must be provided to the Department (via OGWIS web site) at least 30 days prior to the beginning of the appropriate Index Period, so that sample container and field sheet tags can be generated and delivered to the Grantee in a timely manner.

- 1) Review sites supplied by the Department using the OGWIS internet application.
- 2) Obtain landowner permission to reconnoiter and sample site (if necessary, i.e., no public access).
- 3) Utilize maps or sketches of site using OGWIS or other methods to accurately locate site.

- 4) If necessary, visit site to determine whether it is the correct resource type, has sufficient water, and verify access to allow sample collection.
- 5) Document sampleability of site in OGWIS using inclusion/exclusion criteria (Table 9, Section 17 of the *Sampling Manual*). List local water body name if known.
- 6) Keep records on all sites, including owner information (name, address, phone number) to use when sampling, and for backup quality assurance of the OGWIS Recon Tracking program.
- 7) Record Global Position System (GPS) data on the site only if necessary for relocation during subsequent sampling. Actual official location should be GPS located and recorded at the time of sampling. It is suggested to use flagging tape or other non-destructive markers where appropriate to identify recon sites for subsequent sampling.
- 8) Large Lakes: Reconnoiter at least 15 acceptable primary and 5 acceptable alternate sites – locate accessible boat ramp(s). Lake sites known to be both accessible and sampleable need not be physically visited during reconnaissance.
- 9) Streams and Rivers: Reconnoiter at least 15 acceptable primary and 5 acceptable alternate sites per resource. The sites known to be both accessible and sampleable need not be physically visited during reconnaissance. Stream gauge levels may be monitored, wherever possible, to determine high and/or low water level for habitat/biological evaluation and sampling per Department SOPs.
- 10) Confined and Unconfined Aquifers: Reconnoiter at least 20 acceptable primary and 10 acceptable alternate sites per resource. The groundwater sites known to be sampleable, based on contact with well owner, or based on prior knowledge, need not be physically visited during reconnaissance.

DELIVERABLES

Completion of network characterization as evidenced by entries in the OGWIS for each Random Sample Location through the last Random Sample Location sampled for each resource. Those Random Sample Locations in the system with ID numbers greater than the last sampled location for any given resource will not be updated.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

TASK III NETWORK REFINEMENT

Grantee staff will assist the Department in refinement and design of surface and groundwater sampling networks. Grantee staff will acquire sampling easements as needed and communicate with large landowners about issues regarding site access. The Department will procure additional gauging stations as needed. Changes to the network shall be mutually agreed upon in writing prior to implementation. To maintain an up-to-date database on groundwater wells that are potential candidates to be added to the Department database (list frame), the Grantee is encouraged to submit a list of new confined and unconfined wells that have been permitted by the Grantee (or other responsible authority) on an annual basis. Wells should be submitted for the following year's list frame inclusion. Grantee staff will assist Department staff correcting errors in the station databases.

Candidate wells should meet the following minimum requirements:

- 1) Well accessible for sampling
- 2) Well location and owner contact information known
- 3) Casing material and casing depth known
- 4) Total depth known
- 5) Screened or open-holed interval known
- 6) Well taps only one aquifer

DELIVERABLES

Network refinement as evidenced by; an electronic file in a format determined as acceptable by the Department, which shall include all required information for any new, qualified candidate wells for which the minimum information is available.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

TASK IV DATA MANAGEMENT AND DATA INTERPRETATION

Grantee staff will use OGWIS to identify sites for Status network sampling. Sites that can be sampled should be documented and updated in the OGWIS database following the conclusion of reconnaissance and sampling. Data entry and review will comply with standard operating procedures and timetables presented and discussed at Department sanctioned IWRM meetings. Field data will be submitted to the Department in approved electronic format within thirty (30) days of the end of the sampling event. A sampling project within the Status Network is defined as the complete sampling of a resource within one reporting unit or basin. GWTV field data should be submitted with quarterly progress reports. The Department reserves the right to require the use of Department-supplied field data entry software if data are not submitted in Department-approved format. The Grantee will edit provisional data supplied by the Department to the Grantee and approve final release and distribution to the public. Grantee staff will also review and edit data interpretations regarding Watershed Monitoring Program data.

DELIVERABLES

Data management and data interpretation as evidenced by the Department Grant Manager's verified receipt of electronic Trimble GPS field data files, corrected electronic field data and provisional laboratory data files or an electronic mail confirming the accuracy of the data files provided for review by the Department, electronic communications including reviewed interpretation documents containing corrections or suggestions or a statement as to the absence of such.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

TASK V ATTEND PROGRAM MEETINGS AND TRAINING

One or more Grantee staff will participate in Watershed Monitoring Program meetings. Appropriate Grantee staff will participate in conference calls, and attend other meetings scheduled by the Department such as sampling courses, training workshops, or other meetings as required. All program meetings and/or trainings are scheduled by the Department on an as-needed basis.

DELIVERABLES

Attendance will be evidenced by appropriate Grantee staff signatures on meeting and/or training sign-in sheets.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the meetings and/or training(s) attended during the quarter. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

TASK VI REPORTS

Progress Reports are to be submitted every three (3) months by the Grantee to the Department Grant Manager. Quarterly QA Reports and field data sheets should be included with the Quarterly Progress Reports. A Final Comprehensive Report that summarizes all tasks associated with this Agreement, including sampling site updates shall be submitted no later than June 30, 2020. A Quality Assurance Project Plan is on file with the Watershed Monitoring Section, but will be updated annually to reflect changes in staff and equipment.

REPORTING REQUIREMENTS

Each Progress Report shall indicate work performed during the reporting period, number of project samples completed, work scheduled for the next reporting period, include quarterly quality assurance reports, and note problems encountered and planned solutions.

DELIVERABLES

Report completion as evidenced by notice of receipt of electronic or printed progress report and QA report by the Department's Grant Manager.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

TASK VII – PURCHASE EQUIPMENT

The Grantee will itemize proposed equipment purchases under this Agreement costing \$1,000 or more below, and complete **Exhibit C, DEP Property Reporting Form**. The subsequent purchase of non-expendable equipment not listed below, costing \$1,000 or more is not authorized under this Agreement. However, the Department reserves the right to amend this Agreement to provide for equipment purchases in the event it is deemed necessary.

- One (1) groundwater sampling pump, estimated at \$3,000.

DELIVERABLES

Purchase of the equipment as evidenced by purchase order(s); vendor invoice(s) for delivery, installation and start up; proof of payment to vendor; Bills of Lading; pictures of equipment purchased; and a completed **DEP Property Reporting Form** with invoice copy.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment upon delivery of the purchased equipment. The outlined Deliverable(s) and a completed **DEP Property Reporting Form**, must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed \$3,000 for authorized equipment purchases.

TASK VIII - MAINTENANCE OF THE GROUNDWATER TREND NETWORK

Repair and maintenance of wells to ensure security of stations and to prevent contamination of samples or groundwater, including replacement of Florida Unique Well Identification tags as needed.

DELIVERABLES

Maintenance of wells as evidenced by Purchase order(s); vendor invoice(s); proof of payment to vendor; Bills of Lading; and pictures if applicable.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and reconnaissance performed, in conjunction with progress reports as required herein. If maintenance of wells is necessary, the Grantee will submit documentation of the maintenance as described in the Deliverables above. A final request must be submitted no later than July 15, 2021 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs shall not exceed the amount described under Task 1, Budget.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING FOR REGULATORY MATTERS
A G E N D A

Call-in Number: 1 (888) 585-9008
Participant Passcode: 778-688-267

Thursday
June 25, 2020
1:05 p.m., ET

Note: Appeal from any NFWFMD Final Agency Action requires a record of the proceedings. Although Governing Board meetings are normally recorded, affected persons are advised that it may be necessary for them to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based. Persons with disabilities or handicaps who need assistance or reasonable accommodation in order to participate in these meetings should contact the District at least 72 hours in advance of these meetings to make appropriate arrangements.

PART I — CONSENT AGENDA

• WATER USE PERMITS

A. Permit Renewal

A-1 Applicant: Florida A&M University
App. No.: 2B-073-6453-3
Use: Industrial/Commercial

Authorization Statement: This Permit authorizes the Permittee to make an average annual withdrawal of 19.4 million gallons per day (725 million gallons per month maximum) of groundwater from the Floridan aquifer for industrial/commercial use.

Duration Recommended: 20 Years
Staff Recommendation: Approval
Public Comment Received: No

WATER USE TECHNICAL STAFF REPORT
18-May-2020
Application No.: 2B-073-6453-3

Owner: Kendall Jones
Florida A & M University
2400 Wahnish Way
P.O.M. Building A, Suite 102
Tallahassee, FL 32307
(850) 599-8042

Applicant: Kendall Jones
Florida A & M University
2400 Wahnish Way
P.O.M. Building A, Suite 102
Tallahassee, FL 32307
(850) 599-8042

Agent: Christopher Ballard
Jim Stidham & Associates, Inc
547 North Monroe Street, Suite 201
Tallahassee, FL 32301
(850) 222-3975

Compliance Contact: John Kimberl
Florida A & M University
2400 Wahnish Way
P.O.M. Building A, Suite 102
Tallahassee, FL 32307
(850) 412-7148

Project Name: Florida A & M University

County: Leon

WRCA: N/A

ARC: N/A

Objectors: No

This Permit authorizes the Permittee to make an average annual withdrawal of 19.4 million gallons per day (725 million gallons per month maximum) of groundwater from the Floridan aquifer for industrial/commercial use.

Recommendation: Approval

Reviewers: Craig Freeman; Lindsay Furr; Kristine Locke

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be July 1, 2040. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	19,400,000	19,400,000	19,400,000
Maximum Month (GAL)	725,000,000	725,000,000	725,000,000

DESCRIPTION:

Florida Agricultural & Mechanical University (FAMU) requests renewal of Individual Water Use Permit (IWUP) No. 2B-073-6453-2 for groundwater withdrawals from the Floridan aquifer for heating and cooling uses without changes to the currently permitted withdrawal amounts and for the continued authorization of proposed return well FAMU R#CR2. The Permittee has complied with the conditions of the existing IWUP.

The FAMU campus utilizes a steam and chilled water distribution system to meet the heating and cooling demands of approximately 1.6 million square feet of area. The return wells are gravity fed with no pumps in them. The recommended quantities are consistent with the previously authorized amounts and are considered reasonable and adequate to meet the applicant's water use demands for the recommended permit duration.

The system is a single pass closed loop system and, therefore, 100% of withdrawn groundwater is returned to the same aquifer system. FAMU noted that there has not been any known losses beyond what is normal or expected during the last approved permit duration. This use has been without any observed or reported significant impacts to the resource and is not anticipated to interfere with existing legal uses.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not interfere with any presently existing legal use of water. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for an annual average daily withdrawal of 19.4 million gallons; and a maximum monthly withdrawal of 725 million gallons. Staff also recommends that the expiration date of the permit be July 1, 2040, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: Florida A & M University

Supply Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
15345	FAMU S#01	8	138	245	140	Floridan Aquifer (Undiff)	Inactive	Industrial/ Commercial
15521	FAMU S#05	6	114	250	350	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
14511	FAMU S#CS1	24	250	380	5,000	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
14512	FAMU S#CS2	24	250	380	5,000	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
15417	FAMU S#CS3	24	251	380	5,000	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
14513	FAMU S#CS4	24	250	400	5,000	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial

Return Well Details							
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Source Name	Status	Use Type
15337	FAMU R#06	12	300	600	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
15343	FAMU R#CR1	24	144	250	Floridan Aquifer (Undiff)	Active	Industrial/ Commercial
15344	FAMU R#CR2	24	175	320	Floridan Aquifer (Undiff)	Proposed	Industrial/ Commercial

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-073-6453-3
Florida A & M University
DATED _____

Specific Conditions

1. This permit shall expire on July 1, 2040.
2. This Permit authorizes the Permittee to make an average annual withdrawal of 19.4 million gallons per day (725 million gallons per month maximum) of groundwater from the Floridan aquifer for industrial/commercial use. The individual facilities authorized to make this combined withdrawal are shown in the table below in the following condition. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.
3. Supply Wells:

Facility ID #	FLUWID	Location SEC,TWN,RNG
FAMU S#01	AAD1800	Sec. 1, T1S, R1W
FAMU S#05	AAD1797	Sec. 1, T1S, R1W
FAMU S#CS1	AAB1307	Sec. 1, T1S, R1W
FAMU S#CS2	AAB1308	Sec. 1, T1S, R1W
FAMU S#CS3	AAD9915	Sec. 1, T1S, R1W
FAMU S#CS4	---	Sec. 1, T1S, R1W

Return Wells:

Facility ID #	FLUWID	Location SEC,TWN,RNG
FAMU R#06	AAD1796	Sec. 1, T1S, R1W
FAMU R#CR1	AAD1787	Sec. 1, T1S, R1W
FAMU R#CR2	TBD	Sec. 1, T1S, R1W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAD1800 for FAMU S#01) when submitting reports or otherwise corresponding with the District.
5. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.
6. The Permittee shall maximize the use of reclaimed water if it is available and its use is environmentally, economically and technically feasible.
7. Heat Pump Supply Uses – The Permittee shall return nominally 100% of water withdrawn for Heat Pump Supply to the same portion of the aquifer from which it was withdrawn.

Standard Conditions

8. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.
9. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
10. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
11. The Permittee shall notify the District in writing within 45 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
12. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage, the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
13. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
14. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.
15. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.
16. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
17. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.

18. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: June 15, 2020

Carmen Diaz, Petitioner, vs. Northwest Florida Water Management District, and Palafox, LLC, Respondents, State of Florida Division of Administrative Hearings (DOAH), Case No. 19-5831

This is a challenge brought by Petitioner Diaz, a homeowner within the Tallahassee subdivision known as Palafox, to an environmental resource permit issued by the District to Palafox, LLC, whose principal is Gary Zins. The permit authorizes Palafox, LLC, to construct a surface water management system to serve an approximately 2.68-acre development (multi-family housing) at the intersection of Palafox Lane and Martin Hurst Road in Tallahassee.

The Petitioner alleged, primarily, that the development will violate District statutes and rules by causing increased amounts of stormwater/flooding on Petitioner's property. The District's position was that Palafox, LLC, has met the conditions for issuance of the permit and the engineering provided by Palafox, LLC, demonstrates that no such impacts to Petitioner's property will occur.

The final hearing, i.e. trial, was held in this case on February 19 and 20, 2020. The administrative law judge issued her Recommended Order (RO) on May 18, 2020. The Petitioner submitted exceptions to the RO on June 1, 2020. On June 11, 2020, the Petitioner and the District entered into a Settlement Agreement whereby the Petitioner agreed to withdraw her exceptions and waived her right to appeal the Final Order (FO), and the District agreed not to pursue further claims it may have in this matter against the Petitioner and expressed its intention to issue a FO adopting the RO *in toto*.

Attorney Bill Horgan, who has had no involvement in the case, will provide advice and counsel to the Governing Board relating to issuance of the FO.