

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, September 9, 2021
81 Water Management Drive
Havana, Florida 32333**

1. Opening Ceremonies

Called to order at 4:16 p.m.

Savannah Shell called the roll and a quorum was declared present.

Present: George Roberts, Chair; Jerry Pate, Vice Chair; Nick Patronis, Secretary-Treasurer; John Alter; Gus Andrews; Ted Everett; Kellie Ralston; Anna Upton

2. Special Thanks and Recognition

None.

3. Changes to the Agenda

None.

4. Consideration of the following Items Collectively by Consent:

MOTIONED BY TED EVERETT, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE ITEMS A, B, C, D, E, F, G, H, AND I IN THE CONSENT AGENDA CONTINGENT UPON LEGAL REVIEW AND OTHER ACTIONS AS REQUIRED BY FLORIDA STATUTES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A. Approval of the Minutes for August 12, 2021

Approve the Minutes for August 12, 2021, Governing Board meeting

B. Approval of the Financial Reports for the Month of July 2021

Approve the Financial Reports for the Month of July 2021

C. Consideration of Joint Funding Agreement with the USGS for Districtwide Monitoring in FY 2021-2022

Authorize the Executive Director to execute a Joint Funding Agreement with the U.S. Geological Survey for continued monitoring at five surface water stations and the Spring Creek Spring Group at a cost of \$88,500 for FY 2021-2022, subject to legal review and approval of the FY 2021-2022 budget.

D. Consideration of RFP 21-003 for Hydrological, Ecological, Hydrogeological, Water Supply Planning, and Economic Analysis Services

Approve the selection committees' results and authorize the Executive Director to execute agreements with the highest-ranked firms to provide as-needed contractual services in each of the following categories: (1) hydrologic and water quality data collection, (2) ecological services, (3) analysis of freshwater and estuarine systems, (4) hydrogeologic and groundwater modeling services, (5) water supply planning services, and (6) economic analyses.

E. Consideration of FY 2021-2022 Information Technology Purchases

Approve the following procurements for FY 2021-2022, contingent upon approval of the District's FY 2021-2022 budget.

- Department of Management Services competitively procured purchase of Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to partner water management districts for DMS in the amount not to exceed \$185,000.
- Sole source purchase of annual support and licensing for Munis in an amount not to exceed \$145,000.
- Sole source purchase of Geographic Information Systems ARC GIS and ARC Online licensing, training, support, and consulting from Environmental Systems Research Institute in an amount not to exceed \$165,000.
- State of Florida contract purchase of Microsoft licensing for Microsoft Server and Workstation operating systems and software, SQL Database Server, SharePoint Server, Office 365 to Microsoft through an approved partner in an amount not to exceed \$165,000.
- Sole Source purchase of Aquarius Time-Series, Hydrometric Workstation, Server, WebPortal, Connect, Samples, Database Migration, Cloud Hosting and Support and Maintenance from Aquatic Informatics Inc. in an amount not to exceed \$120,000.

F. Consideration of Extension No. 2 to Agreement 19-046; Devils Swamp North 2019 Thinning Timber Sale

Authorize the Executive Director to execute a second extension to Agreement 19-046, allowing an additional 180 days to complete the timber harvest.

G. Consideration of ITB 21B-010 for Rental and Service of Portable and Compost Toilets on District Lands

Approve the bid received for ITB 21B-010 and authorize the Executive Director to execute a three-year agreement with Kountry Rental NWF, Inc. in the amount of \$324,180 to facilitate the work for ITB 21B-010 in the Central Region, subject to approval of the FY 2021-2022 budget.

H. Consideration of ITB 21B-011 for Janitorial Services for District's Headquarters Facilities

Approve the bid for Janitorial Services for District's Headquarters Facility and authorize the Executive Director to execute a three-year agreement with Environ Services, in the amount of \$74,850.00, to facilitate this service subject to approval of the District's FY 2021-2022 budget.

I. Consideration of ITB 21B-012 for Recreation Site Cleanup and Maintenance for West Region

Approve the bids received for ITB 21B-012 and authorize the Executive Director to execute a three-year agreement with Terry's Home and Lawn Maintenance, Inc., subject to approval of the FY 2021-2022 budget.

5. Consideration of Amendment No. 2 to Funding Agreement with Florida Department of Environmental Protection for Water Management District Hurricane Recovery Efforts and General Land Management Activities

MOTIONED BY JERRY PATE, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 2 WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TO ACCEPT FUNDING IN THE AMOUNT OF \$4,000,000 FOR HURRICANE RECOVERY EFFORTS AND GENERAL LAND MANAGEMENT ACTIVITIES IN FY 2021-2022, SUBJECT TO BUDGET APPROVAL AND LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Approval of Resolution No. 895 to the Department of Environmental Protection for Acquisition of the Anderson Tract; Bay County

MOTIONED BY NICK PATRONIS, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE AND ADOPT RESOLUTION NO. 895 TO DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE ANDERSON TRACT ACQUISITION IN THE ECONFINA SPRINGS GROUNDWATER CONTRIBUTION AREA. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of RFP 21-002 for District Insurance Coverage

MOTIONED BY GUS ANDREWS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD AWARD A FIVE-YEAR CONTRACT TO FOUNDATION RISK PARTNERS CORP., DBA ACENTRIA PUBLIC RISK, USING PAT THOMAS AND ASSOCIATES AS THE AGENT TO PROVIDE THE DISTRICT'S PROPERTY, CASUALTY, LIABILITY, AUTOMOBILE, WATERCRAFT, WORKERS COMPENSATION, AND PERFORMANCE BOND INSURANCE COVERAGE BEGINNING OCTOBER 1, 2021. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Amendment No. 1 for FY 2021-2022 Tree Planting Services

MOTIONED BY TED EVERETT, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO AGREEMENT NO. 21-019 WITH AMIGO FORESTRY SERVICES, INC., TO RENEW THE AGREEMENT AND PLANT 1,533,872 LONGLEAF AND SLASH PINE TUBELINGS AND 403,004 WIREGRASS TUBELINGS, AT A COST OF \$113,888.31, SUBJECT TO APPROVAL OF THE DISTRICT'S FY 2021-2022 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of FY 2021-2022 Strategic Water Management Plan

MOTIONED BY KELLIE RALSTON, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE FY 2021-2022 UPDATE TO THE DISTRICT STRATEGIC WATER MANAGEMENT PLAN AND AUTHORIZE THE EXECUTIVE DIRECTOR TO FINALIZE THE PLAN PENDING ANY COMMENTS FROM THE PUBLIC AND THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of Executing Agreement with Water Service Utility Providers Setting Forth Procedure in Instances of Alleged Water Well Interference

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO DEVELOP A MEMORANDUM OF UNDERSTANDING, SUBJECT TO LEGAL COUNSEL REVIEW, SETTING FORTH THE STANDARD RESPONSE PROCEDURE IN INSTANCES OF ALLEGED WATER WELL INTERFERENCE. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Legal Counsel Report

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

Northwest Florida Water Management District, Petitioner, vs. GHD Construction Services, Inc., Defendant, Walton County Circuit Court Case No. 21CA137

12. Public Hearing on Consideration of FY 2021-2022 Tentative Millage Rate and Tentative Budget

Called to order at 5:21 p.m.

MOTIONED BY NICK PATRONIS, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD ADOPT THE PROPOSED MILLAGE RATE OF .0294 OF A MILL FOR FY 2021-2022 AND AUTHORIZE STAFF TO PRESENT IT FOR FINAL ADOPTION AT THE PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 23, 2021, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY KELLIE RALSTON, SECONDED BY NICK PARONIS, THAT THE GOVERNING BOARD ADOPT THE DISTRICT'S TENTATIVE BUDGET FOR FY 2021-2022 AND AUTHORIZE STAFF TO PRESENT THIS BUDGET FOR FINAL ADOPTION AT THE SECOND PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 23, 2021, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Meeting was adjourned at 5:31 p.m.

**Northwest Florida Water Management District
Public Hearing on Adoption of the Millage Rate and Budget for Fiscal Year 2021-2022
September 23, 2021
Gulf Coast State College
5230 West Highway 98
Panama City, Florida 32401**

1. Opening Ceremonies

Called to order at 5:06 p.m.

Savannah Shell called the roll and a quorum was declared present.

Present: George Roberts, Chair; Nick Patronis, Secretary-Treasurer; John Alter; Gus Andrews; Kellie Ralston; Anna Upton

Absent: Jerry Pate, Vice Chair

2. Changes to the Agenda

None.

3. Adoption of the Millage Rate and Budget for Fiscal Year 2021-2022

MOTIONED BY NICK PARONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE THE AD VALOREM TAX MILLAGE RATE OF 0.0294 OF A MILL FOR FISCAL YEAR 2021-2022 BY ADOPTION OF RESOLUTION NUMBER 896. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY GUS ANDREWS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD ADOPT RESOLUTION NUMBER 897 ADOPTING THE FISCAL YEAR 2021-2022 BUDGET AS PRESENTED HEREIN. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Meeting was adjourned at 5:12 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending August 31, 2021

Balance Forward - Operating Funds \$46,208,012.61

Operating Funds Received in current month:

Revenue Receipts, Current	\$209,424.92	
Contracts Receivable	2,628,675.64	
Other Deposits/Refunds/Adjustments	15,000.00	
Transfers from Lands Accounts	0.00	
Total Deposits during month	2,853,100.56	

Total Deposits and Balance Forward \$ 49,061,113.17

Disbursements:

Employee Salaries	429,501.08	
Employee Benefits	153,550.10	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	410,095.05	
Operating Expenses - Services	59,107.78	
Operating Expenses - Commodities	35,685.64	
Operating Capital Outlay	164,181.54	
Grants and Aids	261,822.38	
Total Operating Expenses during month	1,513,943.57	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	18,054.27	

Total Funds Disbursed by check during month	1,531,997.84	
Bank Debits (Fees, Deposit Slips, AMEX fees, etc.)	66.30	
Transfer to Land Acquisition Account	0.00	

Total Funds Disbursed 1,532,064.14

Cash Balance Operating Funds at month end \$ 47,529,049.03

Operating Depositories:

Petty Cash Fund	250.25	
General Fund Checking	2,062,883.20	
Payroll Account	6,000.00	
Passthrough (EFT) Account	548.00	
Investment Accounts @ 0.10%		
General Fund	22,103,401.90	
Lands Fee Fund	4,708,479.16	
Ecosystem TF	90,255.21	
Water Prot. & Sust. Program TF	100,245.61	
Okaloosa Regional Reuse	2,509,016.48	
Mitigation Fund	15,947,969.22	

Total Operating Depositories at month end \$ 47,529,049.03

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending August 31, 2021

Land Acquisition Funds:

Fla. Board of Administration @ 0.10%	\$ 300,324.01	
Total Land Acquisition Funds		300,324.01

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 0.10%	45,185.59	
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Fla. Board of Administration Cypress Springs R&M Account @ 0.10%	<u>841,301.30</u>	
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Total Restricted Land Management Funds		<u>886,486.89</u>
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Total Land Acquisition, and Restricted Management Funds		<u>1,186,810.90</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 1,186,810.90</u></u>
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Approved: _____
Chairman or Executive Director

Date: October 14, 2021

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending August 31, 2021
(Unaudited)

	Current Budget	Actuals Through 8/31/2021	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,587,899	\$ 3,585,995	\$ (1,904)	100%
Intergovernmental Revenues	82,643,788	14,819,059	(67,824,729)	18%
Interest on Invested Funds	382,820	51,586	(331,234)	13%
License and Permit Fees	437,500	694,295	256,795	159%
Other	955,088	1,039,835	84,747	109%
Fund Balance	30,285,695		(30,285,695)	0%
Total Sources	\$ 118,292,790	\$ 20,190,770	\$ (98,102,020)	17%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 7,037,785	\$ 3,209,165	\$ 308,761	\$ 3,519,859	46%	50%
Acquisition, Restoration and Public Works	70,531,910	4,129,765	30,552,735	35,849,410	6%	49%
Operation and Maintenance of Lands and Works	7,509,019	5,207,472	1,273,906	1,027,641	69%	86%
Regulation	3,999,268	3,003,704	76,788	918,776	75%	77%
Outreach	136,457	114,074	298	22,085	84%	84%
Management and Administration	2,070,156	1,702,361	32,043	335,752	82%	84%
Total Uses	\$ 91,284,595	\$ 17,366,541	\$ 32,244,531	\$ 41,673,524	19%	54%
Reserves	27,008,195			27,008,195	0%	0%
Total Uses and Reserves	\$ 118,292,790	\$ 17,366,541	\$ 32,244,531	\$ 68,681,719	15%	42%

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 August 31, 2021, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

AUGUST 2021

CHECKS	8/6/2021	\$	157,327.78
AP EFT CHECKS	8/6/2021		206,466.74
DIRECT DISBURSEMENT	8/6/2021		59,445.55
CHECKS	8/12/2021		355,626.14
AP EFT CHECKS	8/12/2021		98,619.74
CHECKS	8/19/2021		25,068.37
AP EFT CHECKS	8/20/2021		85,261.42
DIRECT DISBURSEMENT	8/20/2021		43,273.29
CHECKS	8/26/2021		38,425.50
AP EFT CHECKS	8/27/2021		57,142.13
VOIDED CHECKS	8/30/2021		-36,000.00

\$ 1,090,656.66

Chairman or Executive Director

October 14, 2021

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
95	AT&T	08/05/2021	349.20	PHONE SERVICE - EFO
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	08/05/2021	630.20	MEDICARE INSURANCE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/05/2021	944.00	LABORATORY ANALYSIS - ECONFINA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/05/2021	4,646.10	LABORATORY ANALYSIS - GROUNDWA
2241	DEPT. OF THE INTERIOR - USGS	08/05/2021	23,431.66	JOINT FUNDING AGREEMENT JFA002
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	08/05/2021	15,250.00	MOVE STAIRS FROM BLUE SPRING T
2679	EXPRESS FORESTRY SERVICE, LLC	08/05/2021	86,774.00	2021 SAND PINE ERADICATION SER
2679	EXPRESS FORESTRY SERVICE, LLC	08/05/2021	4,338.70	RETURN PERFORMANCE BOND
391	GADSDEN COUNTY TAX COLLECTOR	08/05/2021	139.55	TAG AND TITLE FOR 2020 LANDS F
259	LEON COUNTY TAX COLLECTOR	08/05/2021	80.03	POSTAGE
5794	LUCAS KILLAM	08/05/2021	2,200.00	MULCH DAM AT FRANK REEDER LOOP
5550	NORTHSTAR CONTRACTING GROUP, INC.	08/05/2021	2,800.00	PHASE I ESA FOR PETTY TRACT
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	08/05/2021	75.00	DFS SECURITY
4832	SUN LIFE FINANCIAL	08/05/2021	80.10	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	08/05/2021	5,593.97	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	08/05/2021	79.13	EAP ACCT 7
4834	SUN LIFE FINANCIAL	08/05/2021	927.78	AD&D ACCT 1
4834	SUN LIFE FINANCIAL	08/05/2021	2,818.09	VOL LIFE ACCT 2
4833	SUN LIFE FINANCIAL	08/05/2021	963.87	VOL LTD ACCT 3
5250	SUN LIFE FINANCIAL - VISION	08/05/2021	568.86	VISION ACCT 6
5737	TELECHECK SERVICES, INC.	08/05/2021	50.13	FEES FOR ONLINE PAYMENTS
4968	WANTMAN GROUP, INC.	08/05/2021	4,387.41	AS NEEDED PROFESSIONAL SURVEYI
4626	WASTE PRO OF FLORIDA, INC	08/05/2021	200.00	DUMPSTER FOR ECONFINA OFFICE A
TOTAL CHECKS			<u>157,327.78</u>	
3293	ANGUS G. ANDREWS, JR.	08/06/2021	8,125.00	ENCUMBER LEASE AGREEMENT - CON
5028	AQUATIC INFORMATICS INC	08/06/2021	18,000.00	AQUARIUS SAMPLES - 1 YEAR SUBS
4845	CALHOUN COUNTY SHERIFF'S OFFICE	08/06/2021	1,937.32	LAW ENFORCEMENT - CONTRACT NO
1617	CAPITAL HEALTH PLAN	08/06/2021	82,809.38	MEDICAL INSURANCE
5729	CHIPOLA FORESTRY SERVICES LLC	08/06/2021	15,750.00	HURRICANE DEBRIS SERVICES
1948	DELL MARKETING L.P.	08/06/2021	2,612.83	(11) WD19TBS DELL LAPTOP THUND
3126	DEWBERRY ENGINEERS, INC	08/06/2021	15,500.00	WATER RESOURCES PROJECT SUPPOR

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECKS

3126	DEWBERRY ENGINEERS, INC	08/06/2021	15,374.50	RISK MAP PROGRAM SUPPORT
45	DMS	08/06/2021	662.93	DEFUNIAK LOCAL
45	DMS	08/06/2021	1,966.81	DEFUNIAK ETHERNET & LONG DISTANCE
45	DMS	08/06/2021	26.04	CONFERENCE CALLS
45	DMS	08/06/2021	1,605.63	HQ LOCAL
45	DMS	08/06/2021	45.71	HQ LONG DISTANCE
45	DMS	08/06/2021	93.08	MILTON LOCAL
45	DMS	08/06/2021	1.94	MILTON LONG DISTANCE
45	DMS	08/06/2021	53.56	AIR CARDS & HOTSPOTS
45	DMS	08/06/2021	8,709.94	HQ ETHERNET
45	DMS	08/06/2021	0.07	LAN PORTS & INTRANET/INTERNET
45	DMS	08/06/2021	31.49	LAN PORTS & INTRANET/INTERNET
2702	FISH AND WILDLIFE	08/06/2021	20,330.23	COOPERATIVE MANAGEMENT SAND HI
5368	KOUNTRY RENTAL NWF, INC.	08/06/2021	10,560.00	PORTABLE & COMPOST TOILET SERV
5368	KOUNTRY RENTAL NWF, INC.	08/06/2021	207.50	CLEANING OF ECONFINA OFFICE AN
5651	SGS TECHNOLOGIE, LLC	08/06/2021	373.33	HOSTINA AND MAINTAINING DISTRI
4091	THE SHOE BOX	08/06/2021	187.25	UNIFORM FOR GOVERNING BOARD ME
3104	SOUTHERN WATER SERVICES, LLC	08/06/2021	250.00	QUARTERLY SAMPLING FOR ECONFIN
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/06/2021	21.57	OFFICE SUPPLIES
5656	JASON STORRS	08/06/2021	90.00	TRAVEL REIMBURSEMENT
5675	TONY KELLY HEATING & A/C	08/06/2021	475.00	UPSIZING TO 8INCH LINE AND RED
3454	USDA, APHIS, WILDLIFE SERVICES	08/06/2021	665.63	COOPERATIVE SERVICE FOR BEAVER

TOTAL ACH TRANSFER

206,466.74

1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	08/06/2021	57,045.49	MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	08/06/2021	2,400.06	RETIREE INSURANCE

TOTAL DIRECT DISBURSEMENTS

59,445.55

TOTAL AP

423,240.07

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5028	AQUATIC INFORMATICS INC	08/12/2021	18,000.00	AQUARIUS SAMPLES - 1 YEAR SUBS
4748	EAST MILTON WATER SYSTEM	08/12/2021	10.00	WATER - MILTON OFFICE
916	GULF POWER COMPANY	08/12/2021	566.38	ELECTRIC - MILTON FIELD OFFICE
4033	JOHNSTON TRUCKING, LLC	08/12/2021	15,347.17	REVEL TRACT ROAD MATERIALS
277	LIBERTY CO. PROPERTY APPRAISER	08/12/2021	226.51	4TH QTR FY 20-21
2299	LIBERTY COUNTY SOLID WASTE	08/12/2021	32.00	SOLID WASTE DUMPSTER-FL RIVER
5613	LYLE MACHINERY CO.	08/12/2021	931.47	BOBCAT PARTS
5338	CLYDE R MONEYHAM, JR.	08/12/2021	12,375.00	AG COST SHARE AGREEMENT
5802	MURPHY CASSIDY DIESEL REPAIRS	08/12/2021	1,216.53	REPAIRS VEHICLE 2413
4876	NORTH AMERICAN FARMS, INC.	08/12/2021	249,447.38	AG COST SHARE AGREEMENT
5764	SOUTHERN CLEANING SUPPLY LLC	08/12/2021	1,078.10	SUPPLIES
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/12/2021	89.20	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/12/2021	265.00	WATER/SEWER - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/12/2021	3,539.36	ELECTRIC - HQ
5801	TALQUIN PORTABLE RESTROOMS, INC	08/12/2021	250.00	PORTABLE TOILETS FOR HQ DUE TO
5161	TEN-8 FIRE EQUIPMENT, INC.	08/12/2021	13,894.10	SKID UNIT FOR RX BURN/FIRE SUP
5786	TRUCK AND AUTO CLINIC LLC	08/12/2021	109.99	RUNNING PURCHASE ORDER-VEHICLE
5337	VANASSEE HANGEN BRUSTLIN, INC.	08/12/2021	5,920.00	AS NEEDED HYDROLOGICAL SERVICE
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	200.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	370.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	115.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	200.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	115.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	230.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	230.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	115.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	200.00	RENTAL & SERVICE OF PORTABLE T
5060	EXTREME LOGISTICS GULF COAST, LLC	08/12/2021	115.00	RENTAL & SERVICE OF PORTABLE T
2320	YSI INCORPORATED	08/12/2021	30,437.95	METERING/GAGING EQUIPMENT - AD
TOTAL CHECKS			<u>355,626.14</u>	
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	08/13/2021	22,359.47	AS NEEDED HYDROLOGICAL AND ECO

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECKS

2702	FISH AND WILDLIFE	08/13/2021	6,095.85	LAW ENFORCEMENT-CONTRACT NO. 1
2702	FISH AND WILDLIFE	08/13/2021	3,007.19	LAW ENFORCEMENT-CONTRACT NO. 1
4961	PETER FOLLAND	08/13/2021	90.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	08/13/2021	750.00	SUPPORT, TRAINING AND HOSTING
5701	GRICE & SON PORT A POTTI, LLC	08/13/2021	380.00	PORTABLE TOILETS
3942	A & W VENTURES, L.C.	08/13/2021	156.34	PORTABLE TOILET FOR PHIPPS PAR
5328	HSW CONSULTING LLC	08/13/2021	2,835.00	AS NEEDED HYDROLOGICAL, ECOLOG
5328	HSW CONSULTING LLC	08/13/2021	1,652.50	AS NEEDED HYDROLOGICAL, ECOLOG
5368	KOUNTRY RENTAL NWF, INC.	08/13/2021	180.00	PORTABLE & COMPOST TOILET SERV
5146	MICHAEL CORRIE MANNION	08/13/2021	2,725.80	STAFF AUGMENTATION FOR CUSTOM
3813	PENNINGTON, P.A.	08/13/2021	5,160.00	LEGAL COUNSEL
5614	ZACHARY J. SELLERS	08/13/2021	826.87	DEFUNIAK OFFICE JANITORIAL
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	08/13/2021	3,526.90	RECREATION SITE CLEANUP-CONTRA
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	08/13/2021	200.00	JANITORIAL SERVICES FOR MILTON
3696	URS CORPORATION	08/13/2021	9,815.20	110 ENHANCED COASTAL FLOOD RIS
3696	URS CORPORATION	08/13/2021	2,965.00	75 SANTA ROSA CO DFIRM UPDATE
5218	WAGEWORKS, INC.	08/13/2021	56.55	COBRA ADMINISTRATION
4968	WANTMAN GROUP, INC.	08/13/2021	17,295.07	AS NEEDED PROFESSIONAL SURVEYI
4968	WANTMAN GROUP, INC.	08/13/2021	18,542.00	ANDERSON BOUNDRY SURVEY - ENCU

TOTAL ACH TRANSFER

98,619.74

TOTAL AP

454,245.88

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3269	CDW GOVERNMENT, INC.	08/19/2021	13,782.00	DELL NETWORKING SWITCH PURCHAS
4676	CITY OF MILTON FLORIDA	08/19/2021	20.70	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	08/19/2021	72.73	DUMPSTER SERVICE
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	24.22	RFP 21-003 HYDROLOGICAL SERVIC
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	29.54	FAR AD - RFP 21-002 - PROPERTY
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	32.62	FAR AD - ITB - 21B-009 - SAW P
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	27.58	FAR AD - ITB - 21B-010 - RENTA
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	26.88	FAR AD - ITB - 21B-011 - JANIT
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/19/2021	26.60	FAR AD - ITB - 21B-012 - REC S
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	201.38	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	100.82	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	250.85	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	374.84	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	109.68	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	216.85	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	204.38	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/19/2021	241.95	KONICA MINOLTA COPIER LEASE RE
5076	NORTHLAND MANUFACTURING, INC.	08/19/2021	506.80	MASKS AND HAND SANITIZER FOR H
5251	RANDSTAD NORTH AMERICA, INC.	08/19/2021	5,180.00	RANDSTAD PROFESSIONAL STAFF AU
5251	RANDSTAD NORTH AMERICA, INC.	08/19/2021	1,665.00	RANDSTAD PROFESSIONAL STAFF AU
5801	TALQUIN PORTABLE RESTROOMS, INC	08/19/2021	23.75	ADA PORTABLE TOILETS FOR REVEL
5737	TELECHECK SERVICES, INC.	08/19/2021	66.40	EPERMITTING FEES - TELECHECK
5798	UNISOURCE SIGN CONNECTION	08/19/2021	1,882.80	SIGN FABRICATION SERVICES AGRE

TOTAL CHECKS

25,068.37

5028	AQUATIC INFORMATICS INC	08/20/2021	2,400.00	AQUARIUS DATA MIGRATION
5089	ATKINS NORTH AMERICA, INC.	08/20/2021	29,966.48	RISK MAP PROGRAM SUPPORT
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	08/20/2021	34,750.00	BOGGY BRANCH EROSION
4855	ENVIRON SERVICES INCORPORATED	08/20/2021	2,583.34	JANITORIAL SERVICES, HEADQUART
2268	INNOVATIVE OFFICE SOLUTIONS, INC	08/20/2021	837.00	EMCUMBRANCE PO FOR PHONE SYSTE
4952	LAW, REDD, CRONA & MUNROE, P.A.	08/20/2021	7,425.00	INSPECTOR GENERAL SERVICES AGR
5146	MICHAEL CORRIE MANNION	08/20/2021	7,299.60	STAFF AUGMENTATION FOR CUSTOM

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

TOTAL ACH TRANSFER

85,261.42

4605	PENNINGTON LAW FIRM TRUST ACCOUNT	08/20/2021	36,067.05	CLOSING FUNDS FOR PETTY ACQUISITION
2967	BANK OF AMERICA	08/20/2021	5,720.93	P-CARD CHARGES
2967	BANK OF AMERICA	08/20/2021	50.00	REG SUNPASS
2967	BANK OF AMERICA	08/20/2021	9.99	DIGITAL SUBSCRIPTION TO TALLAH
2967	BANK OF AMERICA	08/20/2021	9.99	DIGITAL SUBSCRIPTION TO THE GA
2967	BANK OF AMERICA	08/20/2021	15.96	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	08/20/2021	9.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	08/20/2021	15.96	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	08/20/2021	9.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	08/20/2021	25.97	AMAZON - 3 M TAPE PRIMER FOR S
2967	BANK OF AMERICA	08/20/2021	49.60	WIRELESS KEYBOARD/MOUSE FROM A
2967	BANK OF AMERICA	08/20/2021	1,078.00	IPADS FOR BOARD MEMBERS - AMAZ
2967	BANK OF AMERICA	08/20/2021	39.98	LOGITECH MK270 MOUSE AND KEYBO
2967	BANK OF AMERICA	08/20/2021	169.88	HDMI EXTENDER FOR BOARD ROOM

TOTAL DIRECT DISBURSEMENTS

43,273.29

TOTAL AP

153,603.08

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4379	AG SPRAY EQUIPMENT, INC.	08/26/2021	330.85	HERBICIDE SPRAYER AND PARTS
95	AT&T	08/26/2021	349.40	PHONE SERVICE - EFO
2992	BANK OF AMERICA	08/26/2021	1,047.90	ACCOUNT ANALYSIS
2992	BANK OF AMERICA	08/26/2021	445.14	ONLINE ACCESS TO BANK ACCOUNT
3113	RAY GLASS' BATTERIES, INC.	08/26/2021	282.98	WMD1256 REPLACEMENT BATTERIES
4778	BENSON'S HEATING AND AIR CONDITIONING, INC.	08/26/2021	375.00	RUNNING PO FOR MAINTENANCE ON
3289	CITY OF TALLAHASSEE	08/26/2021	41.13	ELECTRIC DATA COLLECTION-LAKES
4888	ESPOSITO GARDEN CENTER	08/26/2021	220.93	REPAIRING FERRIS ZERO TURN AT
2291	GULF COAST ELECTRIC COOPERATIVE, INC	08/26/2021	292.60	ELECTRIC SERVICE - EFO
5804	HILLARY SKOWRONSKI	08/26/2021	20.41	REIMBURSEMENT
1717	JACKSON COUNTY PROPERTY APPRAISER	08/26/2021	604.72	4TH QTR FY 20-21
62	PENSACOLA NEWS-JOURNAL	08/26/2021	124.18	WATER USE PERMIT LEGAL AD
5436	QUADIENT, INC.	08/26/2021	58.00	SUPPLIES FOR HEADQUARTERS IH 7
4797	REBOL - BATTLE & ASSOCIATES, LLC	08/26/2021	250.00	REBOL BATTLE TELECHECK REFUND
523	SANTA ROSA PRESS GAZETTE	08/26/2021	203.80	WATER USE PERMIT LEGAL AD
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/26/2021	61.94	OFFICE SUPPLIES
5590	KENNETH N STOUTAMIRE	08/26/2021	30,887.68	AG COST SHARE AGREEMENT
3593	UNIVERSAL ENGINEERING SCIENCES, INC	08/26/2021	2,600.00	PHASE I ESA OF ANDERSON TRACT
4626	WASTE PRO OF FLORIDA, INC	08/26/2021	164.10	SOLID WASTE - HQ
4038	WINDSTREAM COMMUNICATIONS	08/26/2021	64.74	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			<u>38,425.50</u>	
5702	AUTO ALLEY INC	08/27/2021	105.37	RUNNING PO FOR MINOR SERVICE O
5450	CAITLIN BRONGEL	08/27/2021	540.00	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	08/27/2021	2,144.00	LAW ENFORCEMENT - CONTRACT NO
4807	WEX BANK	08/27/2021	11,673.25	FUEL/REPAIRS
4807	WEX BANK	08/27/2021	1,125.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	08/27/2021	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WEX BANK	08/27/2021	50.00	WEX TELEMATICS FLEET MANAGEMEN
2702	FISH AND WILDLIFE	08/27/2021	2,523.54	LAW ENFORCEMENT-CONTRACT NO. 1
4479	FONDRIEST ENVIRONMENTAL	08/27/2021	8,362.76	PRODSS MULTIPARAMETER WATER QU
65	GADSDEN COUNTY TIMES	08/27/2021	63.00	WATER USE PERMIT LEGAL AD

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

5489	CARLOS HERD	08/27/2021	578.90	TRAVEL REIMBURSEMENT
61	JACKSON COUNTY FLORIDAN	08/27/2021	78.25	WATER USE PERMIT LEGAL AD
3603	JIM STIDHAM & ASSOCIATES, INC.	08/27/2021	4,220.00	AS NEEDED HYDROLOGICAL SERVICE
3603	JIM STIDHAM & ASSOCIATES, INC.	08/27/2021	7,048.00	AS NEEDED HYDROLOGICAL SERVICE
3603	JIM STIDHAM & ASSOCIATES, INC.	08/27/2021	2,896.00	AS NEEDED HYDROLOGICAL SERVICE
5504	ANDREW JOSLYN	08/27/2021	867.50	TRAVEL REIMBURSEMENT
64	PANAMA CITY NEWS HERALD	08/27/2021	239.82	WATER USE PERMIT LEGAL AD
3482	SANTA ROSA COUNTY LANDFILL	08/27/2021	15.60	SOLID WASTE
5475	LYLE SEIGLER	08/27/2021	658.28	TRAVEL REIMBURSEMENT
3698	THOMAS W. SHEPARD	08/27/2021	10.66	REIMBURSEMENT
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	08/27/2021	13,917.20	LAW ENFORCEMENT AND SECURITY

TOTAL ACH TRANSFER

57,142.13

TOTAL AP

95,567.63

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

AUGUST 2021

DIRECT DEPOSIT	8/13/2021	\$	218,532.43
CHECKS	8/13/2021		414.85
FLEX SPENDING TF	8/13/2021		1,657.57
DIRECT DEPOSIT	8/28/2021		218,663.91
CHECKS	8/28/2021		414.85
FLEX SPENDING TF	8/28/2021		1,657.57

\$ 441,341.18

APPROVED:

Chairman or Executive Director

October 14, 2021

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Savannah Shell, Executive Assistant

DATE: October 1, 2021

SUBJECT: Approval of the 2022 Governing Board Meeting Schedule

January 13, 2022 (Escambia County)

February 10, 2022

March 10, 2022 (Walton County)

April 14, 2022

May 12, 2022 (Franklin County)

June 9, 2022

July 14, 2022 (Okaloosa County)

August 11, 2022

September 8, 2022 (4:00 p.m.)

September 22, 2022 (Final Budget Hearing, 5:05 p.m., Bay County)

October 13, 2022

November 10, 2022 (Walton County)

December 8, 2022

All meetings are scheduled to begin at 1:00 p.m., at District Headquarters, unless otherwise indicated.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: District Inspector General
Law, Redd, Crona and Munroe, P.A.

DATE: October 1, 2021

SUBJECT: Consideration of Acceptance of Audit Reports Presented by the District's
Inspector General

Recommendation:

Staff recommends the Governing Board accept Report #21-01, Report #21-02, Report #21-03 and Annual Report of District Inspector General Activities

Discussion:

The content of Follow-up Report on District Corrective Actions Regarding Prior Internal Audit Findings Report #21-03 is confidential and exempt from public disclosure pursuant to Section 281.301, Florida Statutes.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Frank Powell, Director, Division of Asset Management

DATE: October 14, 2021

SUBJECT: Consideration of the Land Management Plans and Land Management Plan Reviews

Recommendation:

Staff recommends the Governing Board accept this memo and presentation as the report on land management review team findings.

Background

The District is required by Chapter 373.591, F.S. to establish management review teams that conduct periodic reviews to determine whether District lands are being managed for the purposes for which they were acquired and in accordance with land management objectives. Each year, the District is to provide its governing board with a report indicating which properties have been reviewed and the review team's findings.

The District has three land management plans in place and as well as restoration plans for eight sites used for mitigation. These include:

Sandhill Lake Mitigation Bank (Washington County). The Florida Fish and Wildlife Conservation Commission (FWC) provides the District an annual report on the wildlife management activities and results for the Sandhill Lake Mitigation Bank. In addition, comprehensive semi- and annual monitoring reports describe the results of quantitative vegetation sampling and wildlife occurrence on site. Site inspections for compliance and habitat quality are conducted annually by the U.S. Army Corps of Engineers (ACOE) and Florida Department of Environmental Protection (FDEP) in conjunction with a mitigation review team (MRT) consisting of representatives of the FWC, U.S. Fish and Wildlife Service, Florida Department of Transportation, National Marine Fisheries Service, and U.S. Environmental Protection Agency.

The District's mitigation program also has detailed, active mitigation plans for seven additional projects on other District-owned lands. Although not typical land management plans, the mitigation plans are more robust in their nature. These mitigation plans were approved by the ACOE, FDEP and MRT as described above. The mitigation plans are inspected and monitoring at least annually and reviewed by District staff every six months for compliance with restoration and

management goals. The periodicity of monitoring reports varies based on permit requirements. Most sites are monitored twice for the first year and annually thereafter.

East Region (Chipola River, Apalachicola River and Elinor Klapp-Phipps Park). The East Region Land Management Plan was adopted by the Governing Board on September 26, 2019.

- In Fiscal Year 2021-22, the land management team will conduct land management plan reviews on the East Region WMAs, per Chapter 373.591, F.S

West Region (Perdido River, Escambia River, Blackwater River, Yellow River and Garcon Point). The West Region Land Management Plan was adopted by the Governing Board on June 25, 2020.

Central Region (Econfina and Choctawhatchee). The Central Region Land Management Plan is currently in final draft and the land management team anticipates final adoption in December 2021. The land management team will be conducting two public meetings within the Central Region over the next few months and public comments will be addressed in the final land management plan.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Frank Powell, Director
Division of Asset Management

DATE: September 29, 2021

SUBJECT: Consideration of Sale of Access and Utility Easement to Gill/Johnson;
Econfina Creek WMA

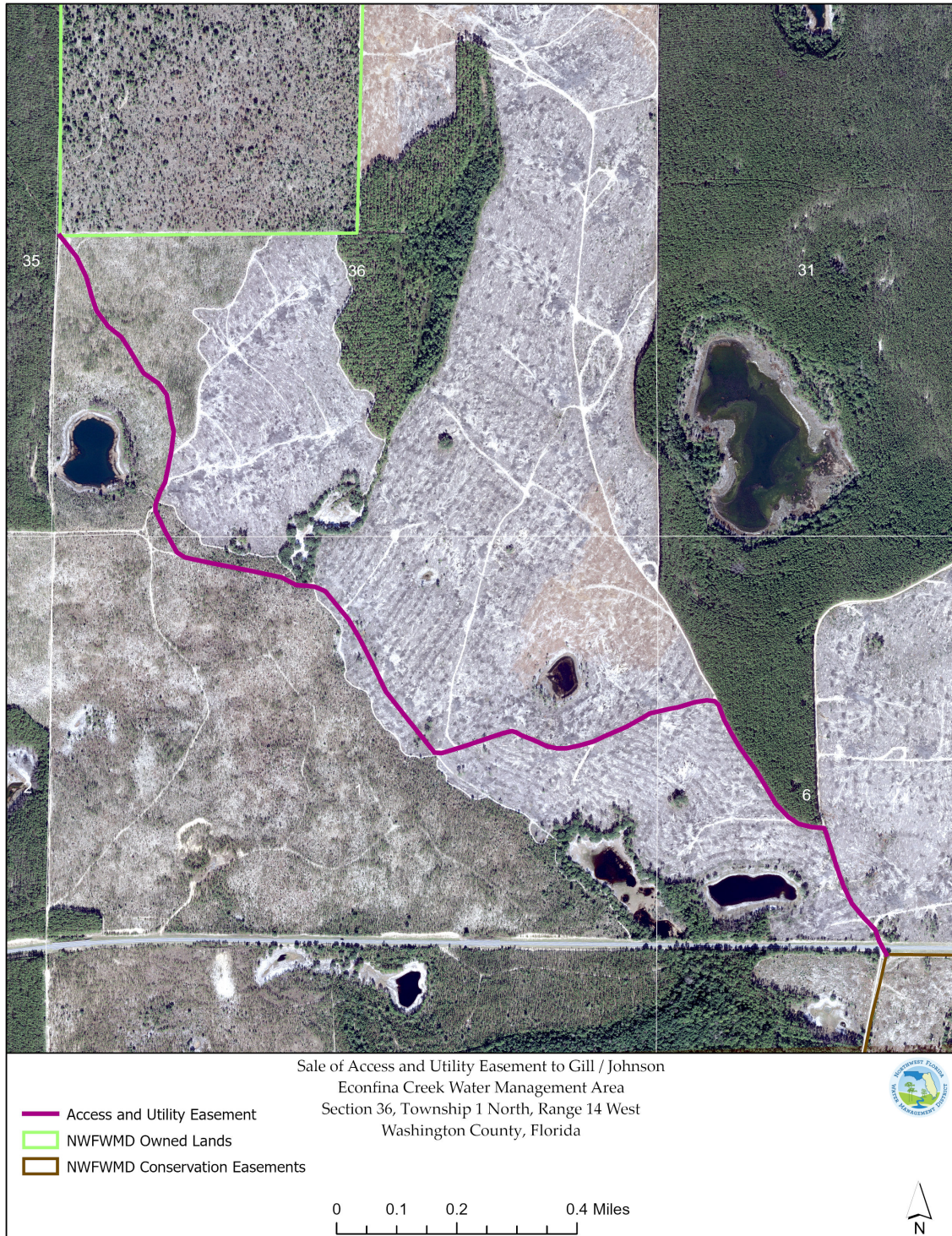
Recommendation:

Staff recommends the Governing Board: (1) make a determination that the access and utility easement is compatible with conservation, preservation, or recreation purposes; (2) approve the sale of an access and utility easement to Daniel and Mary Gill and Mickie Johnson for \$6,300.00; and (3) authorize the Executive Director or his designee to execute the easement, subject to legal counsel review and approval.

Background:

Staff was contacted by Mr. Mickie Johnson requesting an access easement across District land to property that he and Mr. and Mrs. Daniel Gill own off Highway 20 adjacent to the Econfina Creek WMA in Bay and Washington Counties.

Per the District's access easement policy, Mr. Johnson and Mr. and Mrs. Gill have agreed to the District's terms and conditions of the access easement, conducted a survey of the easement footprint (see attached map), which will be 15 feet wide (7.50 feet on each side of the centerline), and obtained an appraisal of the easement. The easement is only valid as long as the property is used for a single-family residence. If any other use of the property occurs, the easement will terminate.



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, Bureau Chief, Water Resource Evaluation

FROM: Paul Thurman, Program Manager, Minimum Flows and Levels

DATE: October 14, 2021

SUBJECT: Consideration of Funding and Expenditures Associated with the St. Joseph Bay
Assessment Project for FY 2021-22

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute an extension of Grant Agreement AT003 with the Department of Environmental Protection and execute a joint funding agreement (JFA) with the U.S. Geological Survey (USGS) to continue data collection associated with the St. Joseph Bay Assessment Project for Fiscal Year 2021-22, subject to legal counsel review. The total cost of the grant agreement is not to exceed \$340,000.

Discussion:

The purpose of this authorization request is for the collection and analysis of discharge and water quality data for the St. Joseph Bay Assessment Project during Fiscal Year 2021-22 for monitoring stations installed, operated, and maintained by the USGS. This data will help determine the volume of water flowing between the St. Joseph Bay, St. Andrew Bay, and the Apalachicola River. In recent years, residents and stakeholders have raised concerns about the volume and quality of water flowing through the watershed. However, there is very little data regarding the magnitude of water flowing through the system. Data collected through this project will continue data collection efforts initiated during Fiscal Year 2019-20. The expenditures for this project are anticipated to be reimbursed to the NFWMD by the DEP through Grant AT003. These efforts will be largely conducted by the USGS, with the cost for FY 2021-22 not to exceed \$340,000.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Jerrick Saquibal, Chief, Bureau of Resource Projects & Planning

DATE: September 29, 2021

SUBJECT: Consideration of Consultant Selections for RFP 21-004 for Professional Surveying Services

Recommendation

Staff recommends the Governing Board approve the selection committee's results provided in Table 1 and authorize the Executive Director to negotiate and execute agreements with the four highest-ranked firms.

Background

On September 20, 2021, the District received nine (9) responses to the District's Request for Proposals (RFP 21-004) for "Professional Surveying Services." This RFP was issued to provide surveying services for a variety of program areas including, but not limited to, establishment of benchmarks; boundary surveys; topography; utility locations; wetland delineation surveys; and surveys of stream, river, drainage channel, and floodplain transects, including underwater section dimensions and water depths and elevations. Services contracted through this RFP will not be bound by a maximum compensation limit. Professional surveying services are included under the Consultants Competitive Negotiations Act (F.S. 287.055); the procedures in this statute are being followed for this solicitation.

All nine consultants were evaluated by the selection committee using six (6) predefined selection criteria. The committee's selection scores are provided below in Table 1. The four highest-ranked firms are 1) Southeastern Surveying and Mapping Corporation, 2) DRMP, Inc., 3) WGI, Inc., and 4) Dewberry Engineers Inc.

Table 1 - Consultant Selection Scores- RFP 21-004

Firm	Total Score	Avg. Score
Southeastern Surveying and Mapping Corp.	283	94.3
DRMP, Inc.	280	93.3
WGI, Inc.	271	90.3
Dewberry Engineers, Inc.	266	88.7
Moore Bass Consulting, Inc.	247	82.3
Aim Engineering & Surveying, Inc.	237	79.0
Flowers Surveying and Mapping, Inc.	231	77.0
Whidden Surveying and Mapping, Inc.	223	74.3
The Fishel Company	182	60.7

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

District Headquarters
81 Water Management Drive
Havana, Florida 32333
10 Miles West of Tallahassee
U.S. Highway 90

Thursday
October 14, 2021
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: Timothy B. Waddle, Talquin Electric Cooperative, Inc.
App. No.: 2B-129-199-8
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

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

WATER USE TECHNICAL STAFF REPORT
8-September-2021
Application No.: 2B-129-199-8

Owner: Timothy B. Waddle
Talquin Electric Cooperative, Inc.
Wakulla County Regional Water System
P.O. Box 1679
Quincy, FL 32353-1679
(850) 627-7651

Applicant: Timothy B. Waddle
Talquin Electric Cooperative, Inc.
Wakulla County Regional Water System
P.O. Box 1679
Quincy, FL 32353-1679
(850) 627-7651

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

Compliance Contact: John Hallas
Talquin Electric Cooperative, Inc.
4852 Woodlane Circle
Tallahassee, FL 32303
(850) 514-4713

Project Name: Wakulla County Regional Water System
County: Wakulla
WRCA: N/A
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval
Reviewers: Kristine Locke; Beth Perison

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be November 1, 2041. 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)	1,500,000	1,500,000	1,500,000
Maximum Month (GAL)	55,000,000	55,000,000	55,000,000

DESCRIPTION:

Talquin Electric Cooperative, Inc. requests renewal of Individual Water Use Permit (IWUP) No. 2B-129-199-7 for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply use without changes to the currently permitted withdrawal amounts.

Talquin Electric Cooperative, Inc. withdraws water from the Floridan aquifer to serve an estimated 9,600 residents in the Wakulla County Regional Water System located north and east of Sopchoppy. The applicant requests no change to the permitted withdrawal amounts. The withdrawal amounts are considered reasonable and adequate to meet the applicant's water use demands for the requested permit duration.

Staff used the program DRAWDOWN to analyze potential impacts to the Floridan aquifer associated with withdrawals of the average daily rate over the 20-year permit duration. Simulated drawdowns of approximately 6.6 feet and 6.1 feet were simulated at distances of one-half mile and one mile, respectively, from the center of pumping. These drawdowns are 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 1.50 million gallons; and a maximum monthly withdrawal of 55.0 million gallons. Staff also recommends that the expiration date of the permit be November 1, 2041, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

FACILITY INFORMATION:

Site Name: Wakulla County Regional Water System

Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
14604	GC #1	6	131	205	165	Floridan Aquifer (Undiff)	Active	Public Supply
14605	GC #2	6	83	205	150	Floridan Aquifer (Undiff)	Active	Public Supply
14606	GC #3	12	140	322	900	Floridan Aquifer (Undiff)	Active	Public Supply
14607	GC #4	12	72	251	1500	Floridan Aquifer (Undiff)	Active	Public Supply

WATER USE PERMIT

PERMIT NO.	<u>2B-129-199-8</u>	DATE ISSUED	<u></u>
PROJECT NAME:	<u>Wakulla County Regional Water System</u>	DATE RECEIVED:	<u>June 1, 2021</u>

A PERMIT AUTHORIZING:

This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

LOCATION:

Hartsfield Survey Lots 36, 74, and 95

Wakulla County

ISSUED TO:

Talquin Electric Cooperative, Inc.
Wakulla County Regional Water System
P.O. Box 1679
Quincy, FL 32353

Permittee agrees to hold and save the Northwest Florida Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all maps and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to the Permittee any property rights nor any rights or privileges other than those specified herein, nor relieve the Permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes, and Chapter 40A-2, Florida Administrative Code.

PERMIT IS CONDITIONED UPON:

See conditions on attached "Exhibit A," dated _____.

AUTHORIZED BY: Northwest Florida Water Management District
Division of Regulatory Services

By:

Signature

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-129-199-8
Wakulla County Regional Water System
DATED _____

Specific Conditions

1. This permit shall expire on November 1, 2041.
2. This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.

3.

Facility ID #	FLUWID	Location
GC #1	AAA7842	Hartsfield Survey Lot 95
GC #2	AAA7843	Hartsfield Survey Lot 95
GC #3	AAA7841	Hartsfield Survey Lot 36
GC #4	AAI0616	Hartsfield Survey Lot 74

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA7842 for GC #1) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form (Form 172). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com. The next report is due by January 31, 2022.
6. The Permittee shall maintain, in working order, in-line totalizing flow meters at the well heads on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of meter installation, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, in years 2026, 2031, 2036, and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating for all flow meters to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
8. The Permittee, by December 31, in years 2026, 2031, 2036, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the

overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.

9. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system input by January 1, 2024, and thereafter, unless the Permittee demonstrates using American Water Works Association (AWWA) methods or other District-approved methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign may consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, Florida Statutes. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
 - d. The Permittee shall perform a rate structure evaluation with the intended purpose of creating or maintaining a structure to promote water use efficiency and discourage waste while providing for a life-line initial rate. Any refinements shall take into consideration the water use characteristics of the service area and provide financial incentives to customers to conserve and use water efficiently. The Permittee, by 2026, 2031, and 2036, shall submit to the District the results of the evaluation and a schedule for considering the adoption

of/changes to such a rate structure and a copy of its present/current rate structure as well as analysis and projection of the amount of water projected to be conserved.

10. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

11. The Permittee, prior to November 1, 2031, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and

environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.

12. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

Static water level measurements for Floridan production wells GC #2 and GC #3 conducted during the first two weeks of each month for the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0 foot precision for airline methods, respectively. The Permittee, if utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

13. The Permittee shall collect water quality samples for laboratory analyses from GC #2 and GC #3 within the first two weeks of January, April, July, and October in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160, F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C., certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, and total dissolved solids. The Permittee shall submit results from tests conducted in January, April, July, and October to the District by February 28, May 31, August 31, and November 30, respectively, of each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
14. 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.

Standard Conditions

15. 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.
16. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.

17. 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.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.
23. 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.
24. 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.
25. 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: October 6, 2021

Northwest Florida Water Management District, Petitioner, vs. GHD Construction Services, Inc., Defendant, Walton County Circuit Court Case No. 21CA137

The District has filed and served a Petition for Enforcement against GHD Construction Services, Inc. (“GHD”), stemming from GHD’s violation of a Consent Order and of District statutes and rules. The District is seeking an injunction against GHD to require its compliance with the Consent Order and to cease violating statutes and rules. The District is also seeking the statutory monetary penalties associated with such violations.

GHD is the holder of an environmental resource permit known as a “10/2 Self-Certification” for the development and construction of residential units in DeFuniak Springs. In February 2020, the District determined that GHD was not complying with its permit and was violating District statutes and rules by adversely impacting wetlands. The District and GHD entered into a Consent Order in February 2020, whereby GHD agreed to pay a penalty and remediate the impacted wetlands. GHD eventually paid the penalty, but it never began the required remediation. After many failed attempts to motivate GHD to perform the required mediation, the District was forced to file the Petition for Enforcement.

After the Court’s order setting aside default against GHD, GHD filed its answer to the District’s petition on August 30, 2021. The District has served discovery requests upon GHD and responses are due October 18, 2021. The District has also filed a motion to recovery its fees against GHD for the work necessitated by GHD’s default. Judge Lewis indicated his willingness to award the District its fees at the default hearing. The District’s motion is set to be heard on January 4, 2022 (first available hearing date).