

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, April 14, 2022
81 Water Management Drive
Havana, Florida 32333**

1. Opening Ceremonies

Called to order at 1:07 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. Special Thanks and Recognition

MOTIONED BY JOHN ALTER, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 902 DECLARING APRIL 2022 AS SPRINGS PROTECTION AWARENESS MONTH. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

3. Changes to the Agenda

None.

4. Consideration of the following Items Collectively by Consent:

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE ITEMS A, B, C, D, E AND F 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 March 10, 2022

Approve the Minutes for March 10, 2022, Governing Board meeting.

B. Approval of the Financial Reports for the Month of February 2022

Approve the Financial Reports for the Month of February 2022.

C. Consideration of Consultant Selections for RFP 22-002 for FEMA Risk MAP Program Support

Approve the selection committee's results provided in Table 1 and authorize the Executive Director to negotiate and execute agreements with the three highest-ranked firms.

Firm	Total Score	Avg. Score
Dewberry Engineers, Inc.	294	98.0
AECOM Technical Services, Inc.	281	93.7
Atkins North America, Inc.	268	89.3
Halff Associates, Inc.	259	86.3
Wood Environmental and Infrastructure Solutions, Inc.	259	86.3

D. Consideration of Revenue Contract with City of Tallahassee for Hydrologic Monitoring

Authorize the Executive Director to execute a three-year contract with the City of Tallahassee to continue hydrologic monitoring through 2024 for an amount not to exceed \$186,492, contingent upon annual budget approval.

E. Consideration of Revenue Contract with Leon County for Hydrologic Monitoring

Authorize the Executive Director to execute a three-year contract with Leon County to continue hydrologic monitoring through 2024 for an amount not to exceed \$162,833, contingent upon annual budget approval.

F. Consideration of Resolution No. 903 Committing Fund Balances for the Fiscal Year Ending September 30, 2021, as Required By GASB Statement No. 54

Adopt Resolution No. 903 to commit fund balances for Fiscal Year 2020-2021 as follows:

- Commit \$4,669,968 from the General Fund balance for an Economic Stabilization Fund.
- Commit \$500,000 from the General Fund balance for the Bay County North Bay Reuse Grant.
- Commit \$500,000 from the General Fund balance for Water Resource Investigations.
- Commit \$350,000 from the General Fund balance for Water Supply Development Assistance Grants.

5. Consideration of FY 2022-23 Springs Restoration and Alternative Water Supply Funding Requests

MOTIONED BY KELLIE RALSTON, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD

1. APPROVE THE SPRINGS PROJECTS INCLUDED IN TABLE 1 TOTALING \$9,910,186;
2. APPROVE THE AWS PROJECTS INCLUDED IN TABLE 2 TOTALING \$12,729,665;
3. APPROVE SUBMITTAL OF THE SPRINGS AND AWS PROJECTS TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR FUNDING CONSIDERATION; AND
4. AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH DEP AND COOPERATORS TO RECEIVE UP TO THE AMOUNT REQUESTED AND IMPLEMENT SPRINGS RESTORATION AND AWS PROJECTS AS DESCRIBED, SUBJECT TO BUDGET AUTHORITY AND LEGAL COUNSEL REVIEW.

NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement and Surveying Costs for the Purchase of the Jelks et al., Property; Econfina Creek

MOTIONED BY KELLIE RALSTON, SECONDED BY ANNA UPTON, THAT THE GOVERNING BOARD

1. ACCEPT THE APPRAISAL PREPARED BY TRIGG, CATLETT AND ASSOCIATES, AND REVIEW APPRAISAL PREPARED BY BROWN BEVIS REAL ESTATE APPRAISERS, INC., FOR THE JELKS et al., PROPERTY IN BAY COUNTY;
2. APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL; AND

3. APPROVE THE QUOTE SUBMITTED BY WGI FOR THE SURVEY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE TASK ORDERS FOR THE SURVEY AND TO CORRECT TECHNICAL OR SCRIVENER ERRORS RELATED TO THIS ACQUISITION.

NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Legislative Update

Informational purposes only.

8. Legal Counsel Report

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

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

Meeting was adjourned at 1:39 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending March 31, 2022

Balance Forward - Operating Funds		\$44,058,111.59	
Operating Funds Received in current month:			
Revenue Receipts, Current	\$204,706.88		
Contracts Receivable	700,020.65		
Other Deposits/Refunds/Adjustments	13,759.12		
Transfers from Lands Accounts	0.00		
Total Deposits during month		<u>918,486.65</u>	
Total Deposits and Balance Forward			\$ 44,976,598.24
Disbursements:			
Employee Salaries	428,424.40		
Employee Benefits	163,587.11		
Employee Flexible Spending Account	0.00		
Contractual Services (Professional)	1,007,633.27		
Operating Expenses - Services	142,038.61		
Operating Expenses - Commodities	104,223.95		
Operating Capital Outlay	27,346.20		
Grants and Aids	1,143,141.71		
Total Operating Expenses during month		<u>3,016,395.25</u>	
Payables, Prior Year	0.00		
Other Disbursements or (Credits)	26,052.98		
Total Funds Disbursed by check during month		<u>3,042,448.23</u>	
Bank Debits (Fees, Deposit Slips, etc.)	0.00		
Transfer to Land Acquisition Account	0.00		
Total Funds Disbursed			<u>3,042,448.23</u>
Cash Balance Operating Funds at month end			\$ 41,934,150.01
Operating Depositories:			
Petty Cash Fund	250.25		
Bank of America:			
General Fund Checking	1,930,335.12		
Payroll Account	6,000.00		
Passthrough (EFT) Account	0.00		
Investment Accounts:			
Fla. Board of Administration @ 0.29%			
General Fund	19,391,092.18		
Lands Fee Fund	4,712,414.05		
Ecosystem TF	72,030.50		
Water Prot. & Sust. Program TF	100,329.40		
Okaloosa Regional Reuse	1,132,701.14		
Mitigation Fund	14,588,997.37		
Total Operating Depositories at month end			\$ 41,934,150.01

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending March 31, 2022

Land Acquisition Funds:

Fla. Board of Administration @ 0.29%	\$ 300,574.97	
Total Land Acquisition Funds		300,574.97

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 0.29%	42,008.09	
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Fla. Board of Administration Cypress Springs R&M Account @ 0.29%	<u>842,004.31</u>	
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Total Restricted Land Management Funds		<u>884,012.40</u>
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Total Land Acquisition, and Restricted Management Funds		<u>1,184,587.37</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 43,118,737.38</u></u>
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Approved: _____
Chairman or Executive Director

Date: May 12, 2022

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending March 31, 2022
(Unaudited)

	Current Budget	Actuals Through 3/31/2022	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,687,899	\$ 3,292,975	\$ (394,924)	89%
Intergovernmental Revenues	100,724,148	1,151,948	(99,572,200)	1%
Interest on Invested Funds	48,500	27,366	(21,134)	56%
License and Permit Fees	537,000	359,900	(177,100)	67%
Other	1,708,690	72,458	(1,636,232)	4%
Fund Balance	29,493,951		(29,493,951)	0%
Total Sources	\$ 136,200,188	\$ 4,904,647	\$ (131,295,541)	4%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 6,905,619	\$ 1,357,904	\$ 1,268,909	\$ 4,278,806	20%	38%
Acquisition, Restoration and Public Works	90,077,188	2,516,076	33,065,227	54,495,885	3%	40%
Operation and Maintenance of Lands and Works	6,914,154	2,129,096	2,946,718	1,838,340	31%	73%
Regulation	3,988,739	1,603,306	124,247	2,261,186	40%	43%
Outreach	138,511	63,753	1,163	73,596	46%	47%
Management and Administration	2,103,918	976,789	82,736	1,044,393	46%	50%
Total Uses	\$ 110,128,129	\$ 8,646,923	\$ 37,488,999	\$ 63,992,206	8%	42%
Reserves	26,072,059			26,072,059	0%	0%
Total Uses and Reserves	\$ 136,200,188	\$ 8,646,923	\$ 37,488,999	\$ 90,064,265	6%	34%

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 March 31, 2022, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
GENERAL FUND
MARCH 2022

CHECKS	03/03/2022	\$	218,616.41
ACH TRANSFERS	03/04/2022		187,727.23
DIRECT DISBURSMENT	03/04/2022		61,233.57
VOIDED CHECKS	03/07/2022		-1,188.63
CHECKS	03/10/2022		223,014.29
ACH TRANSFERS	03/11/2022		969,008.48
CHECKS	03/17/2022		169,919.63
ACH TRANSFERS	03/18/2022		126,402.80
DIRECT DISBURSEMENT	3/18/2022		10,844.98
CHECKS	3/25/2022		380,274.34
ACH TRANSFERS	3/25/2022		87,591.04
DIRECT DISBURSEMENT	3/25/2022		200.00
VOIDED CHECKS	3/25/2022		-152,236.80
CHECKS	3/31/2022		217,923.20
ACH TRANFERS	3/31/2022		103,214.57
		\$	<u>2,602,545.11</u>

Chairman or Executive Director

May 12, 2022
Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5835	1 HOUR , INC	03/03/2022	816.00	INTERPRETIVE SIGNS LL PINE RES
95	AT&T	03/03/2022	346.84	PHONE SERVICE EFO
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	03/03/2022	630.20	MEDICARE
5131	CITY OF DEFUNIAK SPRINGS	03/03/2022	207.92	WATER/ SEWER DEFUNIAK SPRINGS
3289	CITY OF TALLAHASSEE	03/03/2022	180.00	PARKING PASS FOR TWO SPACES AT
3424	MIDTOWN PRINT CO.	03/03/2022	25.00	BUSINESS CARDS RMD STAFF
3746	FL DEPT OF ENVIRONMENTAL PROTECTION	03/03/2022	1,800.00	FUNDING SUPPORT FOR FGS DYE TR
916	FPL NORTHWEST FLORIDA	03/03/2022	711.09	ELECTRIC DEFUNIAK OFFICE
391	GADSDEN COUNTY TAX COLLECTOR	03/03/2022	119.55	TAG AND TITLE FOR 2021 REG SIL
5790	GADSDEN COUNTY NEWS CORP	03/03/2022	78.75	LEGAL ADSWATER USE PERMITS
5790	GADSDEN COUNTY NEWS CORP	03/03/2022	78.75	LEGAL ADSWATER USE PERMITS
3333	GARBER CHEVROLET BUICK GMC, INC.	03/03/2022	27,346.20	2021 CHEVROLET SILVERADO 1500
5839	GENRE HOLDINGS LLC	03/03/2022	4,000.00	GENRE HOLDINGS P298596 OVERPAY
2291	GULF COAST ELECTRIC COOPERATIVE,INC	03/03/2022	389.14	ELECTRIC SERVICE EFO
5795	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	03/03/2022	158,449.83	INDIAN SPRINGS SEWER PROJECT
5834	MOORE BASS CONSULTING, INC	03/03/2022	750.00	CALLIE ACKERMAN P2896253 OVER
1995	NELSON PAINT COMPANY	03/03/2022	382.44	BOUNDARY MARKING PAINT
1205	OFFICE DEPOT, INC.	03/03/2022	20.68	OFFICE SUPPLIES (ACCOUNTING)
4865	OKALOOSA COUNTY SHERIFF'S OFFICE	03/03/2022	20.00	PROCESS SERVERWELLS
5610	OKALOOSAWALTON SECURITY & SURVEILLANCE	03/03/2022	75.00	DFO SECURITY
64	PANAMA CITY NEWS HERALD	03/03/2022	102.51	LEGAL ADSWATER USE PERMITS
5632	THE PRAETORIAN GROUP	03/03/2022	2,000.00	CONTINUING EDUCATION
4345	PRIDE ENTERPRISES FORESTRY	03/03/2022	8,158.52	PRIDE PICNIC TABLES AND TRASH
1180	PRIDE ENTERPRISES	03/03/2022	173.81	REG MAILING ENVELOPES
4832	SUN LIFE FINANCIAL	03/03/2022	80.10	PREPAID DENTAL
4832	SUN LIFE FINANCIAL	03/03/2022	5,763.12	DENTAL
4834	SUN LIFE FINANCIAL	03/03/2022	79.90	EMPLOYEE ASSISTANCE PROGRAM
4834	SUN LIFE FINANCIAL	03/03/2022	893.79	LIFE INSURANCE
4834	SUN LIFE FINANCIAL	03/03/2022	2,911.55	VOL LTD
4833	SUN LIFE FINANCIAL	03/03/2022	1,048.01	VOL LTD
5250	SUN LIFE FINANCIAL VISION	03/03/2022	638.56	VISION
5801	TALQUIN PORTABLE RESTROOMS, INC	03/03/2022	165.00	ADA PORTABLE TOILET FOR REVELL
4626	WASTE PRO OF FLORIDA, INC	03/03/2022	174.15	SOLID WASTE HQ
TOTAL CHECKS			\$ 218,616.41	
3293	ANGUS G. ANDREWS, JR.	03/04/2022	8,125.00	DFO LEASE AGREEMENT CONTRACT
5702	AUTO ALLEY INC	03/04/2022	123.04	MINOR REPAIRS FOR POOL VEHICLE
5702	AUTO ALLEY INC	03/04/2022	560.49	MINOR REPAIRS FOR POOL VEHICLE
1617	CAPITAL HEALTH PLAN	03/04/2022	85,145.80	MEDICAL INSURANCE
3978	CHRISTINA COGER	03/04/2022	65.00	REGISTRATION FEE REIMBURSEMENT
97	THE DEFUNIAK HERALD	03/04/2022	38.50	LEGAL ADS WATER USE PERMITS

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2702	FISH AND WILDLIFE	03/04/2022	2,186.28	LAW ENFORCEMENT CONTRACT NO.
5235	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	03/04/2022	28,151.52	BLUE SPRINGS ROAD SEWER PROJEC
4952	LAW, REDD, CRONA & MUNROE, P.A.	03/04/2022	1,551.00	INSPECTOR GENERAL SERVICES AGR
5791	MOHAWK VALLEY MATERIALS, INC.	03/04/2022	56,073.57	RECOVERY AND DEBRIS CLEANUP
5791	MOHAWK VALLEY MATERIALS, INC.	03/04/2022	5,000.00	RECOVERY AND DEBRIS CLEANUP
5436	QUADIENT, INC.	03/04/2022	196.00	POSTAGE MACHINE INK
5651	SGS TECHNOLOGIE, LLC	03/04/2022	373.33	HOSTING & MAINTAINING DIST WEB
5218	WAGEWORKS, INC.	03/04/2022	137.70	FLEXIBLE SPENDING ACCOUNT ADMI
TOTAL ACH TRANSFERS			\$ 187,727.23	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	03/04/2022	58,523.51	EMPLOYEE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	03/04/2022	2,400.06	RETIREE INSURANCE
5707	REFUND PAYEEZY	03/04/2022	100.00	BETHANY WOMACK/RYBICKI P303637
5707	REFUND PAYEEZY	03/04/2022	150.00	REFUND FOR OVERPAYMENT OF WATE
5707	REFUND PAYEEZY	03/04/2022	10.00	REFUND WITHDRAWN WELL PERMIT 3
5707	REFUND PAYEEZY	03/04/2022	50.00	REFUND WITHDRAWN WELL PERMIT 3
TOTAL DIRECT DISBURSEMENTS			\$ 61,233.57	
TOTAL AP			\$ 467,577.21	
5828	CHRONOLOG LLC	3/10/2022	640.00	CHRONOLOG PHOTO MONITORING STA
3424	MIDTOWN PRINT CO.	3/10/2022	25.00	BUSINESS CARDS-WAITS
4748	EAST MILTON WATER SYSTEM	3/10/2022	9.00	WATER - MILTON OFFICE
1292	FISHER SCIENTIFIC	3/10/2022	318.24	PH BUFFER SOLUTION
2713	FL DEPT OF AG. & CONSUMER SERVICES	3/10/2022	29,375.00	WIREGRASS PLUGS
2713	FL DEPT OF AG. & CONSUMER SERVICES	3/10/2022	17,781.25	MOBILE IRRIGATION LAB FY2020-2
2701	FLORIDA MUNICIPAL INSURANCE TRUST	3/10/2022	24,969.75	THIRD INSTALLMENT FY 21/22
916	FPL NORTHWEST FLORIDA	3/10/2022	381.89	ELECTRIC DEFUNIAK OFFICE
5829	GULF FENCE & CONSTRUCTION	3/10/2022	28,799.95	EFO FENCE REPAIRS
3193	INSURANCE INFORMATION EXCHANGE	3/10/2022	134.10	BACKGROUND SCREENING
4873	MAIN STREET AUTOMOTIVE, INC.	3/10/2022	46.95	MINOR REPAIRS FOR REG VEHICLES
5680	MCKENZIE MOTOR COMPANY	3/10/2022	79.49	MINOR REPAIRS FOR REG VEHICLES
5680	MCKENZIE MOTOR COMPANY	3/10/2022	406.68	MINOR REPAIRS FOR REG VEHICLES
1205	OFFICE DEPOT, INC.	3/10/2022	13.96	OFFICE SUPPLIES (ACCOUNTING)
1205	OFFICE DEPOT, INC.	3/10/2022	72.46	OFFICE SUPPLIES DEFUNIAK SPRIN
1205	OFFICE DEPOT, INC.	3/10/2022	89.54	OFFICE SUPPLIES DFS OFFICE
1205	OFFICE DEPOT, INC.	3/10/2022	6.84	OFFICE SUPPLIES DFS OFFICE
1205	OFFICE DEPOT, INC.	3/10/2022	7.36	OFFICE SUPPLIES DEFUNIAK SPRIN
1205	OFFICE DEPOT, INC.	3/10/2022	12.76	OFFICE SUPPLIES DEFUNIAK SPRIN

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
1205	OFFICE DEPOT, INC.	3/10/2022	7.06	OFFICE SUPPLIES DEFUNIAK SPRIN
4892	JEFFERY CLAUDE PITTMAN	3/10/2022	56,250.00	AG BMP COST SHARE AGREEMENT
5223	SOUTHERN HABITATS, LLC	3/10/2022	5,808.00	9,680 GRASS PLUGS REPLACEMENT
5223	SOUTHERN HABITATS, LLC	3/10/2022	34,710.00	WIREGRASS PLUGS (REPLACES PO 2
5223	SOUTHERN HABITATS, LLC	3/10/2022	2,141.10	89,000 WIREGRASS PLUGS (REPLAC
110	TALQUIN ELECTRIC COOPERATIVE, INC.	3/10/2022	310.48	WATER/SEWER - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	3/10/2022	84.40	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	3/10/2022	3,419.53	ELECTRIC - HQ
5280	HORACE WILLIAMS	3/10/2022	12,060.00	AG COST SHARE AGREEMENT
5565	JAMES H WILLIAMS	3/10/2022	5,053.50	AG BMP COST SHARE AGREEMENT
TOTAL CHECKS			\$ 223,014.29	
5702	AUTO ALLEY INC	3/11/2022	96.78	MINOR REPAIRS FOR POOL VEHICLE
5702	AUTO ALLEY INC	3/11/2022	105.46	MINOR REPAIRS FOR POOL VEHICLE
5702	AUTO ALLEY INC	3/11/2022	330.61	MINOR REPAIRS FOR POOL VEHICLE
5450	CAITLIN BRONGEL	3/11/2022	329.75	TRAVEL REIMBURSEMENT
5687	COLLINS LAND SERVICES, INC.	3/11/2022	181,597.71	HURRICANE MICHAEL REPAIR
3126	DEWBERRY ENGINEERS, INC	3/11/2022	13,095.00	RISK MAP PROGRAM SUPPORT
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	3/11/2022	12,800.00	GREENHEAD BRANCH STABILIZATION
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	3/11/2022	12,200.00	BOGGY BRANCH LWC
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	3/11/2022	7,200.00	BOGGY BRANCH E.CULVERT REPLACE
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	3/11/2022	6,400.00	BOGGY BRANCH W.CULVERT REPLACE
45	DMS	3/11/2022	17.21	CONFERENCE CALLS
45	DMS	3/11/2022	1,967.26	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	3/11/2022	656.22	DEFUNIAK LOCAL
45	DMS	3/11/2022	92.96	MILTON LOCAL
45	DMS	3/11/2022	31.93	HQ LONG DISTANCE
45	DMS	3/11/2022	1,605.60	HQ LOCAL
45	DMS	3/11/2022	9,574.12	HQ ETHERNET
45	DMS	3/11/2022	18.40	AIRCARDS AND HOTSPOTS
45	DMS	3/11/2022	8.01	LAN PORTS AND INTRANET/INTERNET
45	DMS	3/11/2022	0.60	MILTON LONG DISTANCE
45	DMS	3/11/2022	0.07	LAN PORTS AND INTRANET/INTERNET
3337	FORESTECH CONSULTING	3/11/2022	400.00	LAND MANAGEMENT DATABASE
839	FORESTRY SUPPLIERS, INC.	3/11/2022	183.97	WATER LEVEL STAFF GAGES
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	3/11/2022	278.86	LAB SUPPLIES - TUBING
3942	A & W VENTURES, L.C.	3/11/2022	225.00	PORTABLE HANDICAPPED TOILET FO
2268	INNOVATIVE OFFICE SOLUTIONS, INC	3/11/2022	837.00	PHONE SYSTEM MAINTANANCE CONTR
5235	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	3/11/2022	692,293.76	INDIAN SPRINGS SEWER EXTENSION
5368	KOUNTRY RENTAL NWF, INC.	3/11/2022	7,855.00	SERVICE FOR PORTABLE TOILETS-C
5368	KOUNTRY RENTAL NWF, INC.	3/11/2022	350.00	ONE HANDICAP UNIT

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4368	PROFESSIONAL HEALTH EXAMINERS	3/11/2022	50.00	LABORATORY TESTING
5614	ZACHARY J. SELLERS	3/11/2022	925.00	DFO JANITORIAL SERVICES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	3/11/2022	39.45	OFFICE SUPPLIES (ACCOUNTING)
4799	STAPLES CONTRACT & COMMERCIAL, INC.	3/11/2022	100.85	OFFICE SUPPLIES
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	3/11/2022	4,481.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	3/11/2022	200.00	JANITORIAL SERVICES FOR THE MI
5337	VANASSEE HANGEN BRUSTLIN, INC.	3/11/2022	9,900.00	AGREEMENT FOR AS NEEDED SERVIC
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	290.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	170.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	530.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	290.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	170.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	340.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	290.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	340.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	170.00	PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	3/11/2022	170.00	PORTABLE AND COMPOST TOILETS
TOTAL ACH TRANSFERS			\$ 969,008.48	
TOTAL AP			\$ 1,192,022.77	
5768	ALFORD BROTHERS INC	3/17/2022	44.95	MINOR REPAIRD FOR WMD-96377
5748	AMIGO FORESTRY SERVICE, INC.	3/17/2022	5,346.66	RETURN OF PERFORMANCE BOND 21-019
3586	ATTACK-ONE FIRE MANAGEMENT SVCS, INC	3/17/2022	33,327.00	AGREEMENT FOR PRESCRIBED BURNI
2992	BANK OF AMERICA	3/17/2022	1,042.42	FEB 2022 ANALYSIS STATEMENT
2992	BANK OF AMERICA	3/17/2022	438.51	ONLINE ACCESS TO BANK ACCOUNT
5446	TRENTON A CHILDS	3/17/2022	16,912.50	AG BMP COST SHARE AGREEMENT
4676	CITY OF MILTON FLORIDA	3/17/2022	21.81	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	3/17/2022	76.13	DUMPSTER SERVICE
3126	DEWBERRY ENGINEERS, INC	3/17/2022	100.00	DEWBERRY P303824 EPERMIT DISCO
5787	DYLAN RYALS-HAMILTON	3/17/2022	165.00	TRAVEL REIMBURSEMENT - TRAINING
2713	FL DEPT OF AG. & CONSUMER SERVICES	3/17/2022	17,781.25	MOBILE IRRIGATION LAB FY2020-2
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	3/17/2022	9.10	FAR AD FOR TREE PLANTING CEREM
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	3/17/2022	30.24	LEGAL ADS FOR GOVERNING BOARD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	3/17/2022	23.66	FAR AD RFP 22-002 FEMA RISK MA
916	FPL NORTHWEST FLORIDA	3/17/2022	440.01	MILTON ELECTRIC
5790	GADSDEN COUNTY NEWS CORP	3/17/2022	78.75	LEGAL ADS-WATER USE PERMITS
5789	GERMAINE WILLIAMS	3/17/2022	3,935.00	AG BMP COST SHARE AGREEMENT
2299	LIBERTY COUNTY SOLID WASTE	3/17/2022	41.92	WMD 0004 REPAIRS
3266	LOWE'S COMPANIES INC.	3/17/2022	7.05	MOUSE TRAPS FOR LAB

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	54.95	MINOR REPAIRS FOR REG VEHICLES
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	974.64	VEHICLE REPAIRS #96840
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	34.16	MINOR REPAIRS FOR REG VEHICLES
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	287.98	REPAIRS FOR WMD-1774
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	80.06	MINOR REPAIRS FOR WMD-96279 AN
4873	MAIN STREET AUTOMOTIVE, INC.	3/17/2022	36.86	MINOR REPAIRS FOR REG VEHICLES
423	OKALOOSA CO. TAX COLLECTOR	3/17/2022	0.83	PARCEL REFUND
5841	PATRICIA WILLIAMS	3/17/2022	6,184.35	AG BMP COST SHARE AGREEMENT
5769	PRT USA, INC.	3/17/2022	70,972.80	AGREEMENT FOR 2021-2023 LONGLE
5769	PRT USA, INC.	3/17/2022	600.00	REFRIGERATED TRUCK RENTAL FOR
5251	RANDSTAD NORTH AMERICA, INC.	3/17/2022	1,110.00	RANDSTAD PROFESSIONAL STAFF AU
5251	RANDSTAD NORTH AMERICA, INC.	3/17/2022	740.00	RANDSTAD PROFESSIONAL STAFF AU
3213	SHI INTERNATIONAL CORP	3/17/2022	4,531.69	CITRIX LICENSE, GATEWAY, AND M
5590	KENNETH N STOUTAMIRE	3/17/2022	4,378.55	AG BMP COST SHARE AGREEMENT
5737	TELECHECK SERVICES, INC.	3/17/2022	59.60	EPERMITTING FEES-TELECHECK
5737	TELECHECK SERVICES, INC.	3/17/2022	51.20	FEES FOR ONLINE PAYMENTS
TOTAL CHECKS			\$ 169,919.63	
5089	ATKINS NORTH AMERICA, INC.	3/18/2022	3,893.35	RISK MAP PROGRAM SUPPORT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	3/18/2022	936.88	LAW ENFORCEMENT/SECURITY SERVI
97	THE DEFUNIAK HERALD	3/18/2022	39.88	LEGAL ADS- WATER USE PERMITS
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	3/18/2022	29,500.00	CULVERT REPLACEMENT - LODGE DR
2453	ESCAMBIA COUNTY PROPERTY APPRAISER	3/18/2022	3,664.85	3RD QTR FY21-22
1695	JAMES MOORE & COMPANY	3/18/2022	13,300.00	INDEPENDANT AUDITOR SERVICES
5728	MERIT FIRST LLC	3/18/2022	42,570.00	HURRICANE SERVICE DEBRIS
3813	PENNINGTON, P.A.	3/18/2022	9,083.80	LEGAL COUNSEL
1180	PRIDE ENTERPRISES	3/18/2022	3,740.21	RECREATION SITE SUPPLIES
5435	QUANTUM SPATIAL, INC.	3/18/2022	7,502.00	PARCEL DATA
4799	STAPLES CONTRACT & COMMERCIAL, INC.	3/18/2022	47.28	OFFICE SUPPLIES (ACCOUNTING)
5218	WAGeworks, INC.	3/18/2022	56.55	COBRA ADMINISTRATION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	3/18/2022	12,068.00	LAW ENFORCEMENT AND SECURITY
TOTAL ACH TRANSFERS			\$ 126,402.80	
2967	BANK OF AMERICA	3/18/2022	4,076.49	FEBRUARY 2022 P-CARD
2967	BANK OF AMERICA	3/18/2022	50.00	REG SUNPASS
2967	BANK OF AMERICA	3/18/2022	9.99	DIGITAL SUBSCRIPTION TO THE GA
2967	BANK OF AMERICA	3/18/2022	259.99	ANNUAL DIGITAL SUBSCRIPTION TO
2967	BANK OF AMERICA	3/18/2022	27.72	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	3/18/2022	11.99	DIGITAL SUBSCRIPTION TO TALLAH
2967	BANK OF AMERICA	3/18/2022	59.78	INK CARTRIDGES-AMAZON

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	3/18/2022	599.88	ADOBE CREATIVE CLOUD FOR JIM L
2967	BANK OF AMERICA	3/18/2022	15.96	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	3/18/2022	11.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	3/18/2022	9.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	3/18/2022	157.70	FIRE BOOTS FOR RYAN BARROW AMA
2967	BANK OF AMERICA	3/18/2022	74.85	OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	3/18/2022	2,462.89	WMD 2434 REPAIRS
2967	BANK OF AMERICA	3/18/2022	50.92	FIELD SUPPLIES-AMAZON
2967	BANK OF AMERICA	3/18/2022	405.79	AMAZON ORDER FOR IT SUPPLIES
2967	BANK OF AMERICA	3/18/2022	1,562.52	WMD 2425 REPAIRS
2967	BANK OF AMERICA	3/18/2022	236.00	CITY OF DEFUNIAK SPRINGS WATER
2967	BANK OF AMERICA	3/18/2022	660.53	ERP FIELD SUPPLIES-AMAZON
5707	REFUND PAYEEZY	3/18/2022	100.00	CLINT GECI EPERMIT DISCOUNT RE
TOTAL DIRECT DISBURSEMENTS			\$ 10,844.98	
TOTAL AP			\$ 307,167.41	
5502	CODY ALAN ALFORD	3/25/2022	16,195.50	AG BMP COST SHARE AGREEMENT
5501	ROBERT A ALFORD	3/25/2022	39,802.50	AG BMP COST SHARE AGREEMENT
4923	JOHN ALTER	3/25/2022	69.74	TRAVEL REIMBURSEMENT
5748	AMIGO FORESTRY SERVICE, INC.	3/25/2022	93,471.36	2021 HAND PLANTING SVS REFORE
4180	BANK OF AMERICA	3/25/2022	470.31	TRANSACTION FEES FOR EPERMITT
4180	BANK OF AMERICA	3/25/2022	78.48	MONTHLY TRANSACTION FEES
5849	CAROL ALFORD	3/25/2022	30,375.00	AG BMP COST SHARE AGREEMENT
3269	CDW GOVERNMENT, INC.	3/25/2022	2,634.40	PANASONIC TOUGHBOOKS FOR LAB G
3269	CDW GOVERNMENT, INC.	3/25/2022	587.40	PANASONIC TOUGHBOOKS FOR LAB G
5131	CITY OF DEFUNIAK SPRINGS	3/25/2022	207.92	WATER/ SEWER DEFUNIAK SPRINGS
3289	CITY OF TALLAHASSEE	3/25/2022	42.19	LAKESHORE & I10
3289	CITY OF TALLAHASSEE	3/25/2022	180.00	PARKING PASS FOR TWO SPACES AT
3759	FORD FARMS	3/25/2022	23,644.80	AG BMP COST SHARE AGREEMENT
2291	GULF COAST ELECTRIC COOPERATIVE, INC.	3/25/2022	335.81	ELECTRIC SERVICE EFO
4112	INSITU, INC.	3/25/2022	173.03	LOCKING CAPS AND ACCESSORIES
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	177.88	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	177.88	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	94.38	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	275.67	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	177.88	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	183.48	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	123.66	KONICA MINOLTA COPIER LEASE RE
698	KONICA MINOLTA BUSINESS SOLUTIONS	3/25/2022	167.36	KONICA MINOLTA COPIER LEASE RE

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5844	MATOVINA AND COMPANY	3/25/2022	320.00	P2983122 MATOVINA & CO WITHDR
5844	MATOVINA AND COMPANY	3/25/2022	1,400.00	MATOVINA & CO 2983121 REFUND
5791	MOHAWK VALLEY MATERIALS, INC.	3/25/2022	24,422.08	RECOVERY AND DEBRIS CLEANUP
4849	NICK PATRONIS	3/25/2022	59.06	TRAVEL REIMBURSEMENT
4924	ROWE DRILLING COMPANY, INC.	3/25/2022	143,250.00	MONITOR WELL CONSTRUCT & AQUIF
4557	VERIZON WIRELESS	3/25/2022	1,119.06	CELL PHONE AND JET PACKS
4038	WINDSTREAM COMMUNICATIONS	3/25/2022	57.51	800 NUMBERS & EFT LONG DISTANCE
TOTAL CHECKS			\$ 380,274.34	
3293	ANGUS G. ANDREWS, JR.	3/25/2022	34.14	TRAVEL REIMBURSEMENT
5089	ATKINS NORTH AMERICA, INC.	3/25/2022	29,458.90	RISK MAP PROGRAM SUPPORT
5089	ATKINS NORTH AMERICA, INC.	3/25/2022	2,207.26	RISK MAP PROGRAM SUPPORT
5702	AUTO ALLEY INC	3/25/2022	80.42	MINOR REPAIRS FOR HQ REG VEHIC
3638	B & B DUGGER, INC	3/25/2022	28,425.00	2122 REVELL TRACT MECHANICAL
4742	BRECK BRANNEN	3/25/2022	105.02	TRAVEL REIMBURSEMENT
4300	DYER, RIDDLE, MILLS & PRECOURT, INC.	3/25/2022	2,640.00	SURVEYING SERVICES
4300	DYER, RIDDLE, MILLS & PRECOURT, INC.	3/25/2022	4,500.00	SURVEYING SERVICES
4855	ENVIRON SERVICES INCORPORATED	3/25/2022	2,079.17	JANITORIAL SERVICES FOR HQ
4807	WEX BANK	3/25/2022	10,209.16	FEB 2022 FUEL / SERVICE PURCHASES
5775	KELLIE RALSTON	3/25/2022	116.02	TRAVEL REIMBURSEMENT
4952	LAW, REDD, CRONA & MUNROE, P.A.	3/25/2022	6,119.00	INSPECTOR GENERAL SERVICES AGR
5227	MAC'S AUTO SERVICE	3/25/2022	333.74	OIL CHANGE AND REPAIRS TO WMD
252	ECB PUBLISHING INC	3/25/2022	73.75	LEGAL ADSWATER USE PERMITS
1180	PRIDE ENTERPRISES	3/25/2022	62.75	ENVELOPES
4607	QUADIENT LEASING USA, INC	3/25/2022	1,087.65	MAILING SYSTEMS FOR HQ AND DEF
3960	GEORGE ROBERTS	3/25/2022	59.06	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFERS			\$ 87,591.04	
5707	REFUND PAYEEZY	3/25/2022	100.00	CALEB BROWN P304031 EPERMIT DI
5707	REFUND PAYEEZY	3/25/2022	100.00	JONATHAN KOWALCZIK P304000 WIT
TOTAL DIRECT DISBURSEMENTS			\$ 200.00	
TOTAL AP			\$ 468,065.38	
5852	ADEAL ROBINSON	3/31/2022	4,239.90	AG BMP COST SHARE AGREEMENT
95	AT&T	3/31/2022	346.84	PHONE SERVICE - EFO
3586	ATTACK-ONE FIRE MANAGEMENT SVCS, INC	3/31/2022	29,134.35	AGREEMENT FOR PRESCRIBED BURNI
5580	JAMES BARNES	3/31/2022	6,075.00	AG BMP COST SHARE AGREEMENT

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5850	BRYAN MOORE	3/31/2022	3,577.50	AGREEMENT FOR 2021-2023 LONGLE
5635	CAMPLIFE, INC	3/31/2022	16,416.00	CAMPLIFE RESERVATION SYSTEM MA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	3/31/2022	736.00	LABORATORY ANALYSIS - ECONFINA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	3/31/2022	3,552.90	LABORATORY ANALYSIS - GW QUALI
2713	FL DEPT OF AG. & CONSUMER SERVICES	3/31/2022	150.00	PRESCRIBED BURN ASSISTANCE
916	FPL NORTHWEST FLORIDA	3/31/2022	514.66	ELECTRIC DEFUNIAK OFFICE
5769	PRT USA, INC.	3/31/2022	152,236.80	AGREEMENT FOR 2021-2023 LONGLE
5629	ROAD MART OF FLORIDA, LLC	3/31/2022	498.45	WMD 96216 SERVICE AND REPAIRS
5764	SOUTHERN CLEANING SUPPLY LLC	3/31/2022	444.80	GENERAL SUPPLIES
TOTAL CHECKS			\$ 217,923.20	
5702	AUTO ALLEY INC	3/31/2022	66.93	MINOR REPAIRS FOR HQ REG VEHIC
5702	AUTO ALLEY INC	3/31/2022	116.74	MINOR REPAIRS FOR LAB VEHICLES
5428	CARDNO, INC	3/31/2022	7,068.34	AGREEMENT FOR AS NEEDED SERVIC
5687	COLLINS LAND SERVICES, INC.	3/31/2022	87,667.86	HURRICANE MICHAEL REPAIR
3126	DEWBERRY ENGINEERS, INC	3/31/2022	7,857.00	RISK MAP PROGRAM SUPPORT
3104	SOUTHERN WATER SERVICES, LLC	3/31/2022	300.00	CARTER CHECK STATION WATER TES
5218	WAGeworks, INC.	3/31/2022	137.70	FLEXIBLE SPENDING ACCOUNT ADMI
TOTAL ACH TRANSFERS			\$ 103,214.57	
TOTAL AP			\$ 321,137.77	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
PAYROLL
MARCH 2022

DIRECT DEPOSIT	03/11/2022	\$	214,382.63
CHECKS	03/11/2022		738.51
FLEX SPENDING TRANSFER	03/11/2022		1,503.40
DIRECT DEPOSIT	03/25/2022		220,231.90
CHECKS	03/25/2022		1,543.28
FLEX SPENDING TRANSFER	03/25/2022		1,503.40

\$ 439,903.12

APPROVED:

Chairman or Executive Director

May 12, 2022
Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: April 27, 2022

SUBJECT: Consideration of Acceptance of the Audited Financial Statements for Fiscal Year 2020-2021

Recommendation

Staff recommends the Governing Board accept the District's September 30, 2021, audited financial statements as presented.

Background

The District's independent audit firm, James Moore & Company, P.L., will present the results of their audit of the District's financial statements for the fiscal year ending September 30, 2021.

The Financial Report is provided as a separate document for your review and consideration.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: April 27, 2022

SUBJECT: Consideration of Amendment No. 3 to the Fiscal Year 2021-2022 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 904 amending the Fiscal Year 2021-2022 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

Amendment 3 realigns budget through transfers of \$354,380 within and across funds, programs, activities, projects, and budget categories.

Additionally, due to excess rainfall, flooding and overall wet conditions, timber harvesting on District lands has not progressed as anticipated. This amendment replaces timber revenue that was budgeted in the amount of \$580,000 with available Land Management Fund Balance Reserves to support continued land management operations for the remainder of this fiscal year. This amendment does not increase or decrease the District's total budget.

Budget transfers include:

- \$225,680 for hurricane-related debris removal and disposal. Budget is transferred to Activity 310 Land Management for Contracted Services from Activities 260 Other Acquisition and Restoration and 320 Works out of Contracted Services and Operating Expenses categories.
- \$43,000 for an F-150 super crew 4X4 truck for the Environmental Resource Permitting (ERP) Program. Budget is transferred to Activity 440 Other Regulatory and Enforcement Activities for Operating Capital Outlay from the other ERP activities out of Contracted Services and Operating Expenses.
- \$35,000 for asphalt repairs at District Headquarters. Budget is transferred to Activity 330 Facilities for Operating Expenses from Activity 320 Works out of Contracted Services.
- \$27,000 for aluminum stairs to be installed at Pitt/Sylvan spring along Econfinia Creek. Budget is transferred between projects within Activity 260 Other Acquisition and Restoration for Fixed Capital Outlay out of Operating Expenses.
- \$23,700 for legal counsel services. Budget is transferred to Activities 113 Other Water Resources Planning, 120 Research, Data Collection, Analysis and Monitoring (RDAM), and 611 Executive Direction for Contracted Services from Activity 120 RDAM and 230 Surface Water Projects out of Operating Expenses and Grants & Aids.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	55,000	(95,000)	(40,000)
Land Acquisition Fund	27,000	(0)	27,000
Projects Fund	3,700	(23,700)	(20,000)
Lands Management Fund	225,680	(192,680)	33,000
Regulation Fund	43,000	(43,000)	0
Mitigation Fund	0	(0)	0
	<u>354,380</u>	<u>(354,380)</u>	<u>0</u>



Lyle Seigler
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. 904 AMENDMENT NUMBER 3 TO FISCAL YEAR 2021-2022 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. 897, after a public hearing on September 23, 2021, 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, 2021 through September 30, 2022; 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 April 27, 2022, requesting Amendment No. 3 to the Fiscal Year 2021-2022 budget. Amendment No. 3 provides for budget transfers in the amount of \$354,380 and the replacement of budgeted timber revenue by the same amount of available Land Management Fund Balance Reserves. This amendment recognizes the reallocation of budget authority within and across funds, programs, projects, and budget categories to properly reflect activities performed and estimated costs. This amendment does not increase or decrease the District's total budget.

ADOPTED AND APPROVED this 12th day of May, 2022, A.D.

ATTEST:

George Roberts, Chair

Nick Patronis, Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

NICK PATRONIS
Secretary
Panama City

JOHN W. ALTER
Malone

GUS ANDREWS
DeFuniak Springs

KELLIE RALSTON
Tallahassee

ANNA UPTON
Tallahassee

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: April 27, 2022

SUBJECT: Consideration of Amendment No. 4 to the Fiscal Year 2021-2022 Budget
Adjusting Beginning Fund Balances

Recommendation

Staff recommends the Governing Board approve Amendment No. 4 to the Fiscal Year 2021-2022 Budget adjusting fund balances.

Background

Amendment No. 4 updates the beginning budgeted fund balances to the FY 2021-2022 budget, based on the audited financial statements as of September 30, 2021.

Each year, after completion and approval of the prior year's audited financial statements, the audited ending fund balances are brought forward into the current year's budget in the form of an amendment. Funds impacted by the adjusted balances include the General Fund, Capital Improvement and Land Acquisition Fund, Special Projects Fund, Lands Management Fund, Regulation Fund, and Mitigation Fund.

In addition to the fund balances, the audited financial statements provide the unearned revenue available for the current and future year budgets.

FY 2021-2022 Beginning Fund Balance and Available Resources

Fund	Fund Balance	Unearned Revenue	Available Resources
General Fund	17,554,979	0	17,554,979
Capital Improvement and Land Acquisition Fund	300,345	817,462	1,117,807
Special Projects Fund	3,938,127	1,324,942	5,263,069
Lands Management Fund	4,805,019	41,975	4,846,994
Regulation Fund	3,918,193	0	3,918,193
Mitigation Fund	2,641,029	11,920,587	14,561,616
	33,157,692	14,104,966	47,262,658

These adjustments impact the beginning and ending fund balances and transfers across funds.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Chief, Bureau of Land Management Operations

DATE: April 18, 2022

SUBJECT: Consideration of FY 2022-23 Annual Work Plan and Budget for the Sand Hill Lakes Mitigation Bank Cooperative Management Agreement

Recommendation

Staff recommends the Governing Board approve the Florida Fish and Wildlife Conservation Commission Fiscal Year 2022-23 Annual Work Plan and Budget for the Sand Hill Lakes Mitigation Bank Cooperative Management Agreement, subject to approval of the District's Fiscal Year 2022-23 budget in September 2022.

Background

Since 2005, the District has contracted with the Florida Fish and Wildlife Conservation Commission (FWC) to assist with the management of the Sand Hill Lakes Mitigation Bank (Fitzhugh Carter) property in Washington County, consistent with requirements of the state and federal wetland mitigation bank permits.

Under this agreement, FWC provides assessments of the property's fish and wildlife resources as they relate to managing the property's allowable public recreation opportunities and fulfilling the permit requirements. This includes, but is not limited to, operation of the fish and wildlife check station; regulation of public access and use; enhanced law enforcement; and ongoing fish and wildlife studies and assessments. Additionally, FWC staff undertakes management of nuisance species such as feral hogs.

The property has been open to public hunting since 2005 and was opened to public fishing in 2007. Recreational activities on this property are highly regulated. The wetland mitigation bank permits allow for public access to the property only through a check station system.

The current agreement between NFWFMD and FWC was renewed in 2019 for an additional five-year term. This agreement requires an annual assessment of FWC's activities and the development of an Annual Work Plan and Budget for the upcoming fiscal year. In coordination with District staff, FWC developed the attached Work Plan and Budget for FWC Fiscal Year 2022-2023, which begins on July 1, 2022. District staff routinely assesses FWC's work plan progress, and FWC has consistently implemented all activities specified in the Work Plan.

The proposed annual Work Plan budget for the upcoming agreement period is \$147,180.94, which is \$17,714.94 more than the current year's budget of \$129,394.00. The proposed increase is associated with legislative changes to OPS hourly wage increases from \$9.00 per hour to \$15.00 per hour, effective July 1, 2022.

Listed below are the previous three fiscal year's work plan budgeted amounts reflecting minimal budget increases until this fiscal year. Typically, actual operating costs do not exceed \$100,000 and FWC works closely with the District to help keep operating costs and salaries as low as possible.

Fiscal Year	Work Plan Governing Board Approval Amount	Actual Costs	Notes
2018-19	\$126,841.00	\$86,314.03	N/A
2019-20	\$124,027.00	\$84,209.99	New Agreement Effective 2019
2020-21	\$128,220.00	\$79,607.79	Increase related to Employee Insurance Costs
2021-22 (Current FY)	\$129,394.00	\$43,089.73 through District 2 nd quarter (October-March)	Increase related to Employee Insurance Costs
2022-23	\$147,180.94	N/A	Increase due to OPS Minimum Wage Increase to \$15.00 per hour effective 7/1/2022

Attachment: 2022-2023 Work Plan/Budget

FITZHUGH CARTER TRACT/SHLMB
ANNUAL WORK PLAN AND BUDGET
2022 – 2023
(Hunting and Fishing Programs)

<u>Service/Product</u>	<u>Description</u>	<u>District</u> <u>Costs/Expenditures</u>
Fish and Wildlife Biologist (Biological Scientist III)	Implement a comprehensive fisheries and wildlife management program to address Florida Department of Environmental Protection and U.S. Army Corps of Engineers permit requirements for the Sand Hill Lakes Mitigation Bank (SHLMB). Duties include, but are not limited to, wild hog management as a priority activity, along with weekly patrols of the fence lines and updating the Boundary Breach Catalog/Map, the collection of wildlife and fisheries data, preparation of annual reports, supervision of the Fish & Wildlife Technician and Check Station Operators, coordination of volunteer program, and coordinate and conduct fish and wildlife surveys.	Biologist Salary...\$ 43,814. ⁴⁰ <u>Benefits..... \$ 10,560.²⁹</u> <u>\$ 54,374.⁶⁹</u>
Fish and Wildlife Technician	Assist Fish and Wildlife Biologist with multiple aspects of area management including, but not limited to, wild hog management as a priority activity, along with weekly patrols of the fence lines and updating the Boundary Breach Catalog/Map, conducting fish and wildlife population surveys, maintenance of boats and boat ramps, coordination with visiting educational groups, and relieving check station operator(s) as needed.	Technician Salary..\$ 30,873. ⁶⁰ <u>Benefits.....\$ 10,372.⁶⁵</u> <u>\$ 41,246.²⁵</u>

Check Station Operators	Man Check Station during scouting, hunting, and fishing days. Duties include providing education and assistance to hunters and anglers checking into and out of check station (customer service/area public relations), collection of biological data from harvested game and fish, monitoring hunter and fisherman pressure (creel surveys and quota hunt use), issuance of angler provisions (boats, oars, PFD's, creel kits), and adherence to fisherman quotas & pond allocation limits.	<u>3,104 hrs. @ \$15.00/hr.</u> <u>\$ 46,560.⁰⁰</u>
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Estimated Operational Expenses	Boat operation costs during fish surveys, work and safety apparel, continuing education and training, fish & wildlife scientific survey materials, and equipment & supplies.	<u>\$ 5,000.⁰⁰</u>
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Total		\$ 147,180.⁹⁴
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MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: April 29, 2022

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 remediation, the District was forced to file the Petition for Enforcement in April 2021.

The District has served discovery requests upon GHD and responses have been received. The responses and documents have been reviewed and do not change the District’s analysis of the case. The deposition of GHD’s corporate representative was taken on January 26, 2022, and the testimony received does not change the District’s analysis of the case. A case management conference was held on February 22, 2022. The Court indicated that it would order mediation but it has not been set yet. The Court has set the trial for August 9, 2022.

We continue to litigate this case as expeditiously as possible and remain confident in our position.