

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Administration, Budget, and Finance Committee

THROUGH: Brett J. Cyphers, Executive Director
Guy Gowens, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: March 29, 2017

SUBJECT: Consideration of Resolution No. 819 Amending the Fiscal Year
2016-2017 Budget - Amendments No. 1 through 8

Recommendation

Staff recommends that the Governing Board adopt Resolution No. 819 amending the Fiscal Year 2016-2017 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

These amendments realign budget within and across programs, funds, projects, and categories. Amendments 1 through 7 involve budgeting unanticipated revenue. Per s. 373.536(4)(c), F.S., they were submitted to the Executive Office of the Governor (EOG) for approval on February 15, 2017 and approved by EOG on March 2, 2017. While each of these would have resulted in an increase to the District's total budget, offsetting decreases were incorporated so as not to carry forward any unspent budget unnecessarily into the FY 2017-18 Tentative Budget request. Amendment 8 consists of transfers within existing expense and revenue budget.

Below are explanations for each of the eight amendments:

1. \$31,900 in budget funded by the Arbor Day Foundation to purchase and plant 220,000 longleaf trees in the Econfina Creek Water Management Area to support the District's longleaf pine restoration project.
2. \$6,500 in budget funded by The Longleaf Alliance to be applied toward the purchase of a utility terrain vehicle to support the District's prescribed fire program and other restoration and land management activities on District lands.

3. \$66,000 in budget funded with Environmental Resource Permit program fund balance reserves to cover incurred and estimated expenses relating to a petition for a formal administrative hearing.
4. \$250,083 in budget funded through a Florida Department of Environmental Protection (DEP) agreement for the District to be reimbursed for hydrologic and water quality monitoring activities of Wakulla Springs, St. Marks River Rise, Econfina Creek Springs, and Jackson Blue Spring.
5. \$35,000 in budget funded through a DEP agreement for the District to be reimbursed for work relating to restoration at Cotton Landing on Holmes Creek and Devils Hole Spring.
6. \$462,017 in budget funded through a DEP agreement for the District to be reimbursed for the acquisition of a conservation easement for property located directly south of Jackson Blue Spring.
7. \$13,964 in budget funded through a DEP agreement for the District to be reimbursed for support services relating to the Apalachicola-Chattahoochee-Flint River litigation.
8. Transfers for the following:
 - a. \$467,603 in Activity 130 Technical Assistance to move Federal Emergency Management Agency (FEMA) budget from one project to multiple new projects (this was determined after task orders were finalized for the year).
 - b. \$240,979 in Activity 130 Technical Assistance to move FEMA budget between ongoing projects, based on prioritizing updates to Risk Mapping, Assessment and Planning business plans and completing the building footprint within the special flood hazard areas.
 - c. \$75,000 in Activity 112 Minimum Flows and Minimum Water Levels to move budget between projects to cover increased costs for well construction and testing in coastal Region II.
 - d. \$64,670 in Activity 230 Surface Water Projects to move mitigation budget between projects to address costs mainly for the propagation and planting of native sandhill species at Sand Hill Lakes Mitigation Bank, wiregrass and toothache grass plants for Lafayette Creek In-Lieu Fee (ILF) site, and herbicide and an access gate at Dutex ILF site.
 - e. \$56,096 in the Bureau of Information Technology to ensure budget is allocated the same way expenses are charged against projects and accounts.
 - f. \$8,300 in the Division of Regulatory Services to cover property appraisal costs for the valuation of Environmental Resource Permit conservation easements.

- g. \$2,540 in Activity 113 Other Water Resources Planning to move salary and benefit budget from one project to another to accurately reflect where staff time is being charged.
- h. \$125 in Activity 120 Research, Data Collection, Analysis and Monitoring to move budget from fuel to legal for review of a DEP contract amendment.

Additionally, the District will redirect the use of \$300,000 of the \$8,985,183 in fund balance budgeted for previously awarded water supply development grants (WSDGs) to the newly awarded WSDGs approved by the Governing Board in November 2016. Due to cost savings realized or extensions granted to previously awarded WSDGs, existing budget is available to move forward with the newly awarded WSDGs sooner than initially planned.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	250,083	(12,094)	237,989
Land Acquisition Fund	35,000	0	35,000
Projects Fund	802,846	(1,102,923)	(300,077)
Lands Management Fund	8,355	0	8,355
Regulation Fund	96,592	(100,673)	(4,081)
Mitigation Fund	87,484	(64,670)	22,814
	<u>1,280,360</u>	<u>(1,280,360)</u>	<u>0</u>



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

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

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

RESOLUTION NO. 819

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AMENDING THE FISCAL YEAR 2016-2017 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. 817, after a public hearing on September 22, 2016, 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, 2016 through September 30, 2017; 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 March 29, 2017, requesting Amendments No. 1 through No. 8 to the Fiscal Year 2016-2017 budget. These amendments recognize new revenue, the use of reserves, and reallocation of budget authority across programs, funds, projects, and budget categories to properly reflect activities performed and accurately assign actual costs with no increase to the total District budget.

PASSED AND ADOPTED this 13th day of April, 2017, A.D.

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN W. ALTER
Secretary-Treasurer
Malone

GUS ANDREWS
DeFuniak Springs

JON COSTELLO
Tallahassee

MARC DUNBAR
Tallahassee

TED EVERETT
Chipley

NICK PATRONIS
Panama City Beach

BO SPRING
Port St. Joe

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

George Roberts, Chair

ATTEST:

John W. Alter, Secretary-Treasurer



RICK SCOTT
GOVERNOR

STATE OF FLORIDA

Office of the Governor

THE CAPITOL
TALLAHASSEE, FLORIDA 32399-0001

www.flgov.com
850-717-9418

EOG #O-0091

March 2, 2017

Wendy Dugan, Director of Administration
Northwest Florida Water Management District
81 Water Management Drive
Havana, Florida 32333-4712

Dear Mrs. Dugan:

Pursuant to your request dated February 16, 2017, and in accordance with section 373.536(4)(c), *Florida Statutes*, the Executive Office of the Governor hereby approves the amendment to your district's final budget for Fiscal Year 2016-17 as requested.

Sincerely,


Cynthia Kelly, Director
Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

CK/ttk



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GOVERNOR

STATE OF FLORIDA

Office of the Governor

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EOG #O-0092

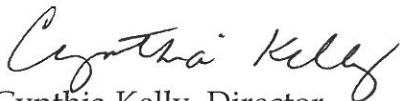
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Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

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EOG #O-0093

March 2, 2017

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Northwest Florida Water Management District
81 Water Management Drive
Havana, Florida 32333-4712

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Sincerely,

A handwritten signature in cursive script that reads "Cynthia Kelly".

Cynthia Kelly, Director
Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

CK/ttk



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EOG #O-0094

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Havana, Florida 32333-4712

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Cynthia Kelly, Director
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EOG #O-0095

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Cynthia Kelly, Director
Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

CK/ttk



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EOG #O-0096

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Cynthia Kelly, Director
Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

CK/ttk



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EOG #O-0097

March 2, 2017

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81 Water Management Drive
Havana, Florida 32333-4712

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Office of Policy and Budget

cc: Department of Environmental Protection, Division of Administrative Services

CK/ttk