

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Committee of the Whole

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

FROM: Wendy Dugan, Director, Division of Administration

DATE: June 27, 2017

SUBJECT: Consideration of Fiscal Year 2017-2018 Tentative Budget, Millage Rate and Dates, Times, and Locations of Public Hearings on the Budget

Annually in July, property appraisers certify the taxable value for each taxing authority from which the District's millage rate is calculated for budgeting purposes. By August 4th, the District is to inform property appraisers of the millage rate that will be assessed, and the date, time, and meeting place of the budget public hearings.

As part of this process a supplement will be provided at the July 13, 2017, meeting for Governing Board approval of the Fiscal Year 2017-2018 Tentative Budget, millage rate, and related public hearing schedule. The millage rate that will be incorporated in to the FY 2017-2018 Tentative Budget will be the rolled-back rate. With some exceptions this is the millage rate that will provide the same ad valorem tax revenue as was levied during the prior year.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
GOVERNING BOARD MEETING MINUTES**

**District Headquarters
81 Water Management Drive
Havana, FL 32333**

**Thursday
June 8, 2017**

Governing Board Members Present

George Roberts, Chair
Jerry Pate, Vice Chair
John Alter, Secretary-Treasurer
Gus Andrews
Jon Costello
Ted Everett
Bo Spring

Governing Board Members Absent

Marc Dunbar
Nick Patronis

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 1:05 p.m. Brett Cyphers called the roll and a quorum was declared present.

2. Additions, Deletions or Changes to the Agenda

None.

3. Approval of the Minutes for May 11, 2017

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR MAY 11, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

4. Approval of the Financial Reports for the Month of April 2017

MOTIONED BY JOHN ALTER, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF APRIL 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Committee Reports and Recommendations for Board Action

Administration, Budget and Finance Committee:

Consideration of Amendment No. 9 to the Fiscal Year 2016-2017 Budget Adjusting Beginning Fund Balance

MOTIONED BY JOHN ALTER, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE AMENDMENT NO. 9 TO THE FISCAL YEAR 2016-2017 BUDGET ADJUSTING FUND BALANCES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Request for Authorization to Declare and Dispose of Surplus Property

MOTIONED BY JOHN ALTER, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD DECLARE THE PROPERTY ITEMS AS SURPLUS, AUTHORIZE STAFF TO DISPOSE OF THE ITEMS IN ACCORDANCE WITH ESTABLISHED PROCEDURES, AND REMOVE THEM FROM THE DISTRICT'S PROPERTY RECORDS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Invitation to Bid 17B-013; Econfina Creek 2017 Q3 Sand Pine Timber Sale

MOTIONED BY TED EVERETT, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE BIDS SUBMITTED IN RESPONSE TO INVITATION TO BID 17B-013 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT FOR THIS TIMBER SALE WITH THE HIGH BIDDER, CEDAR CREEK TIMBER COMPANY, INC. AT THE BID PRICE OF \$11.55 PER TON. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of a Revenue Contract with the Florida Department of Environmental Protection for Water Resource Monitoring

MOTIONED BY JERRY PATE, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE CONTINUED PARTICIPATION IN THE INTEGRATED WATER RESOURCES MONITORING PROGRAM AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A REVENUE CONTRACT WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THAT PURPOSE. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Public Hearing on Consideration of Regulatory Matters

Governing Board Chairman George Roberts called the meeting to order at 1:25 p.m.

MOTIONED BY BO SPRING, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD APPROVE THE CONSENT AGENDA PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Public Hearing on Consideration of Amendment No. 1 to Nokuse Conservation Easement; Choctawhatchee River WMA

Governing Board Chairman George Roberts called the meeting to order at 1:26 p.m.

MOTIONED BY TED EVERETT, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE AMENDMENT NO. 1 TO THE NOKUSE CONSERVATION EASEMENT IN WALTON COUNTY, SUBJECT TO LEGAL COUNSEL REVIEW AND APPROVAL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Legal Counsel Report

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

CGUPS, LLC, Steven Cox, and Claudia Cox, Petitioners v. Northwest Florida Water Management District and Florida Department of Transportation, Respondents, DOAH Case No. 16-4691

Robert C. Yon v. Harold Pickron, et al, Fourteenth Judicial Circuit Court Case No. 11000088CAAXMX

Meeting was adjourned at 1:35 p.m.

Chair

Date

Executive Director

Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending May 31, 2017

Balance Forward - Operating Funds	\$47,606,485.76	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$169,221.13	
Contracts Receivable	0.00	
Other Deposits/Refunds/Adjustments	107,318.49	
Transfers from Lands Accounts	<u>0.00</u>	
Total Deposits during month	<u>276,539.62</u>	
Total Deposits and Balance Forward		\$ 47,883,025.38
Disbursements:		
Employee Salaries	407,213.28	
Employee Benefits	188,954.71	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	357,391.75	
Operating Expenses - Services	114,603.34	
Operating Expenses - Commodities	14,747.30	
Operating Capital Outlay	57,238.21	
Grants and Aids	<u>141,647.55</u>	
Total Operating Expenses during month	1,281,796.14	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	<u>13,375.91</u>	
Total Funds Disbursed by check during month	1,295,172.05	
Bank Debits (Fees, Deposit Slips, etc.)	319.65	
Transfer to Land Acquisition Account	<u>0.00</u>	
Total Funds Disbursed		<u>1,295,491.70</u>
Cash Balance Operating Funds at month end		\$ 46,587,533.68
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	530,341.26	
Payroll Account	6,400.74	
Investment Accounts @ 1.11%		
General Fund	23,875,550.44	
Lands Fee Fund	5,863,487.86	
SWIM Fund	185,406.34	
Springs Protection	54.78	
Mitigation Fund	<u>16,126,042.01</u>	
Total Operating Depositories at month end	\$ 46,587,533.68	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending May 31, 2017

Land Acquisition Funds @ 1.11%	\$ 436,713.60	
Total Land Acquisition Funds		436,713.60
Restricted Management Funds:		
Phipps Land Mgmt @ 1.11%	128,807.03	
Total Land Acquisition Funds		128,807.03
Total Land Acquisition, and Restricted Management Funds		<u>565,520.63</u>
TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 47,153,054.31</u></u>

Approved: _____
Chairman or Executive Director

Date: July 13, 2017

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending May 31, 2017
(Unaudited)

	Current Budget	Actuals Through 5/31/2017	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,413,531	\$ 3,171,858	\$ (241,673)	93%
Intergovernmental Revenues	45,655,361	9,162,451	(36,492,910)	20%
Interest on Invested Funds	66,266	292,572	226,306	442%
License and Permit Fees	393,250	310,025	(83,225)	79%
Other	2,236,569	484,103	(1,752,466)	22%
Fund Balance	26,284,922		(26,284,922)	0%
Total Sources	\$ 78,049,899	\$ 13,421,008	\$ (64,628,891)	17%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 7,046,649	\$ 2,421,776	\$ 82,945	\$ 4,541,928	34%	36%
Acquisition, Restoration and Public Works	45,250,197	3,225,371	216,412	41,808,414	7%	8%
Operation and Maintenance of Lands and Works	3,888,238	1,699,914	401,479	1,786,844	44%	54%
Regulation	3,870,351	2,258,159	82,554	1,529,638	58%	60%
Outreach	178,215	115,327	60	62,828	65%	65%
Management and Administration	2,000,109	1,143,429	15,755	840,925	57%	58%
Total Uses	\$ 62,233,759	\$ 10,863,977	\$ 799,205	\$ 50,570,577	17%	19%
Reserves	15,816,140			15,816,140	0%	0%
Total Uses and Reserves	\$ 78,049,899	\$ 10,863,977	\$ 799,205	\$ 66,386,717	14%	15%

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 May 31, 2017, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

MAY 2017

CHECKS	5/4/2017	\$	192,399.93
AP EFT CHECKS	5/5/2017		14,268.82
CHECKS	5/11/2017		134,599.49
AP EFT CHECKS	5/12/2017		1,237.43
CHECKS	5/18/2017		44,377.52
AP EFT CHECKS	5/19/2017		1,268.34
CHECKS	5/25/2017		434,807.09
AP EFT CHECKS	5/26/2017		838.74
RETIREMENT			49,412.92
		\$	<u>873,210.28</u>

Chairman or Executive Director

July 13, 2017
Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
95	AT&T	05/04/2017	413.14	PHONES- EFO
5466	ERIKA AULTMAN	05/04/2017	320.00	P17925 WITHDRAWN NEED REFUND
4180	BA MERCHANT SERVICES	05/04/2017	238.30	TRANSACTION FEES FOR E-PERMITT
3269	CDW GOVERNMENT, INC.	05/04/2017	650.00	MOBILE PRINTERS FOR JOHN MORRI
3269	CDW GOVERNMENT, INC.	05/04/2017	3,391.50	WEBSense RENEWAL
3269	CDW GOVERNMENT, INC.	05/04/2017	929.74	CHECK PRINTER FOR ACCOUNTING
5378	COMPREHENSIVE ENERGY SOLUTIONS, LLC	05/04/2017	2,689.64	REPAIR PART FOR LIEBART A/C UN
1948	DELL MARKETING L.P.	05/04/2017	797.98	HARD DRIVES FOR MILTON SERVER
744	DEPT. OF THE INTERIOR - USGS	05/04/2017	49,494.00	STREAM AND RIVER GAUGING
45	DMS	05/04/2017	41.80	GO TO MEETING
45	DMS	05/04/2017	1.78	SUNCOM
3424	DURRA-QUICK-PRINT INC.	05/04/2017	15.00	BUSINESS CARDS FOR FRONT DESK
4103	EDDIE ENGLISH COMPANY, INC.	05/04/2017	536.48	TRAILER AXLE, TRAILER LIGHTS
3379	FL. DEPT. OF AGRICULTURE & CONSUMER SERVICES	05/04/2017	20,000.00	MANAGING FORESTS FOR INCREASED
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	05/04/2017	457.50	0.45 MICRON FILTERS
5189	DEXTER GILBERT	05/04/2017	50,850.00	AGRICULTURAL BMP COST SHARE AG
3420	GREASE PRO EXPRESS LUBE	05/04/2017	148.45	REPAIR WMD0015, ECONFINA
4187	INTERA, INC.	05/04/2017	6,564.00	MINIMUM FLOWS AND LEVELS
5361	RODNEY G. PINKSTON	05/04/2017	50.00	JAGER PRO HOG GATE TRIP SERVIC
5342	JANICKI ENVIRONMENTAL, INC.	05/04/2017	440.00	WATER RESOURCE EVALUATIONS
5120	JOHNSON'S AUTO REPAIR, INC.	05/04/2017	310.52	REPAIR VEH WMD2433 2009 FORD R
5159	L & R TRACTOR INC.	05/04/2017	300.00	REPAIR WELDING PITT DOCK
76	LEON COUNTY PROPERTY APPRAISER	05/04/2017	2,503.21	3RD QTR FY 16-17
277	LIBERTY CO. PROPERTY APPRAISER	05/04/2017	297.09	3RD QTR FY 16-17
4986	PATRICIA LUJAN	05/04/2017	7,374.16	CRESTVIEW LEASE
5409	MARTIN ENVIRONMENTAL SERVICES, INC	05/04/2017	140.00	PORTABLE TOILETS
5409	MARTIN ENVIRONMENTAL SERVICES, INC	05/04/2017	140.00	PORTABLE TOILETS
3395	METAL FABRICATION & SALES OF TALLAHASSEE	05/04/2017	250.00	REPAIR WELD ON 2001 G3 14' JON
1205	OFFICE DEPOT, INC.	05/04/2017	53.86	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	05/04/2017	147.51	OFFICE SUPPLIES FOR IT
5251	RANDSTAD NORTH AMERICA, INC.	05/04/2017	1,760.00	ENTERPRISE ARCHITECTURE CONSUL
5251	RANDSTAD NORTH AMERICA, INC.	05/04/2017	960.00	ENTERPRISE ARCHITECTURE CONSUL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/04/2017	391.20	OFFICE CHAIR FOR LENNIE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/04/2017	(116.20)	CREDIT FOR PRICING ON LENNIES DESK CHAIR
3941	TYLER TECHNOLOGIES, INC.	05/04/2017	13,206.24	DISASTER RECOVERY CONTRACT
4557	VERIZON WIRELESS	05/04/2017	112.20	CELL PHONES
5218	WAGeworks, INC.	05/04/2017	142.80	ADMIN FEES FOR FSA

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

5465	WASHINGTON COUNTY DISTRICT SCHOOLS	05/04/2017	1,324.04	REFUND - MONEY SENT IN ERROR I
3462	WASTE MANAGEMENT OF PANAMA CITY	05/04/2017	160.00	DUMPSTER FOR ECONFINA OFFICE A
5451	JAMES M. WILLIAMS	05/04/2017	24,913.99	AGRICULTURAL BMP COST SHARE
TOTAL CHECKS			<u>192,399.93</u>	
4966	DAVID REED CHERRY	05/05/2017	110.00	TRAVEL REIMBURSEMENT
3455	DAVID CLAYTON	05/05/2017	160.19	TRAVEL REIMBURSEMENT
3455	DAVID CLAYTON	05/05/2017	248.38	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	05/05/2017	110.00	TRAVEL REIMBURSEMENT
4944	BRETT CYPHERS	05/05/2017	193.24	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	05/05/2017	146.00	TRAVEL REIMBURSEMENT
5172	FREDDIE WILBON	05/05/2017	750.00	JANITORIAL SERVICE FOR CRESTVI
273	W. G. GOWENS	05/05/2017	73.87	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	05/05/2017	207.50	CLEANING OF ECONFINA OFFICE
5368	KOUNTRY RENTAL NWF, INC.	05/05/2017	6,680.00	RENTAL AND SERVICE OF PORTABLE
5257	GARY MEREDITH	05/05/2017	403.64	TRAVEL REIMBURSEMENT
3813	PENNINGTON, P.A.	05/05/2017	4,820.00	LEGAL COUNSEL
4339	KATHARINE PRICE	05/05/2017	110.00	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	05/05/2017	146.00	TRAVEL REIMBURSEMENT
5158	CORIE WHITE	05/05/2017	110.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>14,268.82</u>	
TOTAL AP			<u>206,668.75</u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5022	AG-PRO LLC	05/11/2017	762.69	REPAIR LAWN MOWER - HQ
5341	AMEC FOSTER WHEELER, INC.	05/11/2017	6,092.93	WATER RESOURCE EVALUATIONS
2197	A J TROPHIES & AWARDS INC	05/11/2017	29.85	NAME TAGS
5428	CARDNO, INC	05/11/2017	18,917.20	WATER RESOURCE EVALUATIONS
45	DMS	05/11/2017	712.22	CRESTVIEW LOCAL PHONES
45	DMS	05/11/2017	51.27	CRESTVIEW/CARR LONG DISTANCE
45	DMS	05/11/2017	1,909.36	ST JOHNS ETHERNET
45	DMS	05/11/2017	7.73	AUDIO CONFERENCING
45	DMS	05/11/2017	655.25	CARR LOCAL PHONE
45	DMS	05/11/2017	100.50	HQ LONG DISTANCE
45	DMS	05/11/2017	19.29	AIR CARDS/HOTSPOTS
45	DMS	05/11/2017	9,561.52	ETHERNET FRAME
45	DMS	05/11/2017	0.11	WEB SERVER
45	DMS	05/11/2017	5.10	WEB SERVER
45	DMS	05/11/2017	1,332.52	HQ PHONES
45	DMS	05/11/2017	68.96	PHONES-MILTON
4748	EAST MILTON WATER SYSTEM	05/11/2017	16.90	WATER-MILTON
4508	CARDNO ENTRIX	05/11/2017	3,582.50	MINIMUM FLOW AND LEVELS DEVELO
839	FORESTRY SUPPLIERS, INC.	05/11/2017	87.89	FLAGGING / TECNU
839	FORESTRY SUPPLIERS, INC.	05/11/2017	456.09	OPERATING SUPPLIES
65	GADSDEN COUNTY TIMES	05/11/2017	41.12	LEGAL ADS
3282	W.W. GRAINGER, INC.	05/11/2017	20.52	SAMPLING AND STATION MAINTENAN
3282	W.W. GRAINGER, INC.	05/11/2017	76.15	SAMPLING AND STATION MAINTENAN
3282	W.W. GRAINGER, INC.	05/11/2017	29.84	SAMPLING AND STATION MAINTENAN
3282	W.W. GRAINGER, INC.	05/11/2017	78.61	SAMPLING AND STATION MAINTENAN
3193	INSURANCE INFORMATION EXCHANGE	05/11/2017	48.80	BACKGROUND SCREENING
4187	INTERA, INC.	05/11/2017	25,358.75	MINIMUM FLOWS AND LEVELS
5120	JOHNSON'S AUTO REPAIR, INC.	05/11/2017	220.76	REPAIR VEHICLE WMD96212
2293	LANE'S OUTDOOR EQUIPMENT, INC	05/11/2017	56.94	FIELD EQUIPMENT REPAIR AND MAI
2293	LANE'S OUTDOOR EQUIPMENT, INC	05/11/2017	26.50	FIELD EQUIPMENT REPAIR AND MAI
2293	LANE'S OUTDOOR EQUIPMENT, INC	05/11/2017	57.24	FIELD EQUIPMENT REPAIR AND MAI
2293	LANE'S OUTDOOR EQUIPMENT, INC	05/11/2017	37.80	FIELD EQUIPMENT REPAIR AND MAI
4952	LAW, REDD, CRONA & MUNROE, P.A.	05/11/2017	4,573.50	INSPECTOR GENERAL SERVICES ENG

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

2299	LIBERTY COUNTY SOLID WASTE	05/11/2017	32.00	SOLID WASTE- FL RIVER
5409	MARTIN ENVIRONMENTAL SERVICES, INC	05/11/2017	140.00	PORTABLE TOILETS
5409	MARTIN ENVIRONMENTAL SERVICES, INC	05/11/2017	140.00	PORTABLE TOILETS
4267	NORTHERN SAFETY CO., INC	05/11/2017	443.65	LOCKS
71	PETTY CASH	05/11/2017	102.00	PETTY CASH
4345	PRIDE ENTERPRISES FORESTRY	05/11/2017	5,112.20	HEAVY DUTY PIPE GATES
5330	RESEARCH PLANNING, INC.	05/11/2017	11,856.43	WATER RESOURCE EVALUATIONS
3074	ST. JOHNS RIVER WATER MGMT DISTRICT	05/11/2017	18,720.00	DISTRICT E PERMITTING SYSTEM
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/11/2017	1,302.59	PRINTER INK FOR HP COLOR LASER
110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/11/2017	236.08	WATER-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/11/2017	3,367.05	ELECTRIC- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/11/2017	87.17	SECURITY LIGHT- HQ
2808	THAT BOOT STORE	05/11/2017	541.77	PRESCRIBED BURN/SAFETY BOOTS
4628	US FOREST SERVICE	05/11/2017	168.00	TOOTHACHE GRASS SEED TESTING
3454	USDA, APHIS, WILDLIFE SERVICES	05/11/2017	5,232.59	COOPERATIVE SERVICE AGREEMENT
4557	VERIZON WIRELESS	05/11/2017	789.99	JETPACKS/AIRCARDS
5451	JAMES M. WILLIAMS	05/11/2017	11,331.56	AGRICULTURAL BMP COST SHARE
TOTAL CHECKS			<u>134,599.49</u>	
4944	BRETT CYPHERS	05/12/2017	240.09	TRAVEL REIMBURSEMENT
3942	A & W VENTURES, L.C.	05/12/2017	151.34	PORTABLE TOILET FOR PHIPPS PAR
2268	INNOVATIVE OFFICE SOLUTIONS, INC	05/12/2017	846.00	PHONE MAINTENANCE
TOTAL ACH TRANSFER			<u>1,237.43</u>	
TOTAL AP			<u><u>135,836.92</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4923	JOHN ALTER	05/18/2017	61.41	GOVERNING BOARD MEETING
3293	ANGUS ANDREWS	05/18/2017	107.69	GOVERNING BOARD MEETING
2967	BANK OF AMERICA	05/18/2017	3,315.23	P-CARD PURCHASES
2992	BANK OF AMERICA	05/18/2017	492.48	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	05/18/2017	298.38	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	05/18/2017	1,004.21	ACCOUNT ANALYSIS
3902	CITRIX SYSTEMS, INC.	05/18/2017	3,731.00	CITRIX SOFTWARE AND HARDWARE R
3524	CITY OF CRESTVIEW	05/18/2017	49.32	WATER/SEWER-CRESTVIEW
3289	CITY OF TALLAHASSEE	05/18/2017	37.92	LAKESHORE
97	THE DEFUNIAK HERALD	05/18/2017	31.50	LEGAL ADS
97	THE DEFUNIAK HERALD	05/18/2017	30.15	LEGAL ADS
3424	DURRA-QUICK-PRINT INC.	05/18/2017	15.00	BUSINESS CARDS BRETT CYPHERS
2972	EDWARDS FIRE PROTECTION, INC.	05/18/2017	546.65	ANNUAL MAINTENANCE OF FIRE EXT
4855	ENVIRON SERVICES INCORPORATED	05/18/2017	2,127.00	JANITORIAL SERVICES,HEADQUARTE
5298	TED EVERETT	05/18/2017	65.86	GOVERNING BOARD MEETING
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	05/18/2017	6,998.55	FUEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	05/18/2017	1,125.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	05/18/2017	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	05/18/2017	50.00	WEX TELEMATICS FLEET MANAGEMEN
65	GADSDEN COUNTY TIMES	05/18/2017	39.83	LEGAL ADS
2291	GULF COAST ELECTRIC COOPERATIVE,INC	05/18/2017	281.80	ELECTRIC-MILTON
916	GULF POWER COMPANY	05/18/2017	547.67	ELECTRIC- MILTON FIELD OFFICE
916	GULF POWER COMPANY	05/18/2017	623.42	ELECTRIC-CRESTVIEW
61	JACKSON COUNTY FLORIDAN	05/18/2017	240.60	LEGAL ADS
1717	JACKSON COUNTY PROPERTY APPRAISER	05/18/2017	557.93	3RD QTR FY 16-17
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/18/2017	179.38	LEASE & MAINTENANCE FOR REG CO
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/18/2017	313.58	LEASE FOR COPIER OUTSIDE ACCOU
5294	KRONOS, INCORPORATED	05/18/2017	21.00	TIMESHEET PROGRAM
5227	MAC'S AUTO SERVICE	05/18/2017	46.35	OPEN PURCHASE ORDER FOR REG-MF
5470	M C MAX INC.	05/18/2017	490.00	PLOTTER PAPER FOR HQ PLOTTER
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	115.69	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	25.10	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	11.69	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	15.89	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	8.51	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	05/18/2017	0.03	ANNUAL MAINTENANCE AGREEMENTS
5251	RANDSTAD NORTH AMERICA, INC.	05/18/2017	4,243.02	STAFF AUG SERVICES

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

3960	GEORGE ROBERTS	05/18/2017	81.88	GOVERNING BOARD MEETING
4967	SAMUEL SPRING	05/18/2017	85.44	GOVERNING BOARD MEETING
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	05/18/2017	3,702.60	PUBLIC RECREATION SITE CLEAN U
5218	WAGeworks, INC.	05/18/2017	59.15	COBRA ADMINISTRATION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	05/18/2017	12,328.00	LAW ENFORCEMENT/SECURITY
4774	JOHN T WILLIAMSON	05/18/2017	175.00	JANITORIAL SERVICES - MILTON O
4038	WINDSTREAM COMMUNICATIONS	05/18/2017	71.61	800#S AND EFO LONG DISTANCE
	TOTAL CHECKS		<u>44,377.52</u>	
3506	THOMAS E. BROWN	05/19/2017	106.50	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	05/19/2017	532.64	CALHOUN CO SHERIFF-LAW ENFCMT/
5397	SHAWN HALPHEN	05/19/2017	147.20	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	05/19/2017	482.00	MAILING SYSTEMS FOR HQ, CRESTV
	TOTAL ACH TRANSFER		<u>1,268.34</u>	
	TOTAL AP		<u><u>45,645.86</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5341	AMEC FOSTER WHEELER, INC.	05/25/2017	7,358.19	WATER RESOURCE EVALUATIONS
2967	BANK OF AMERICA	05/25/2017	239.88	ADOBE ILLUSTRATOR FOR LANDS
2967	BANK OF AMERICA	05/25/2017	1,079.64	ADOBE CREATIVE CLOUD SUITE AND
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/25/2017	55,934.79	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	05/25/2017	72,764.10	EMPLOYEE MEDICAL INSURANCE
4200	CITY OF GULF BREEZE	05/25/2017	250.00	PERMIT FEE REFUND
4676	CITY OF MILTON FLORIDA	05/25/2017	65.31	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	05/25/2017	24.83	SEWER- MILTON FIELD OFFICE
4673	DEWBERRY CONSULTANTS LLC	05/25/2017	6,000.00	RISK MAP PROGRAM SUPPORT
4673	DEWBERRY CONSULTANTS LLC	05/25/2017	5,265.00	RISK MAP PROGRAM SUPPORT
4673	DEWBERRY CONSULTANTS LLC	05/25/2017	80,858.25	RISK MAP PROGRAM SUPPORT
4673	DEWBERRY CONSULTANTS LLC	05/25/2017	6,549.12	RISK MAP PROGRAM SUPPORT
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	05/25/2017	27,825.00	COTTON LANDING/DEVILS HOLE SPR
1709	DIVISION OF ADMINISTRATIVE HEARINGS	05/25/2017	37.25	DOAH-COX CASE
4945	MARCUS A. DIXON	05/25/2017	75.00	SECURITY DETAIL
45	DMS	05/25/2017	16,265.17	CARR-LEASE
3861	EARTHBALANCE CORPORATION	05/25/2017	37,737.00	MYSTIC SPRINGS FORESTED LAND P
3761	EMERALD COAST UTILITIES AUTHORITY	05/25/2017	54,552.00	PENSACOLA BEACH RECLAIMED WATE
2702	FISH AND WILDLIFE	05/25/2017	16,613.72	COOPERATIVE MANAGEMENT SAND HI
1746	FRANKLIN COUNTY TAX COLLECTOR	05/25/2017	0.32	2015 13-07S-08W
1746	FRANKLIN COUNTY TAX COLLECTOR	05/25/2017	0.32	2014 13-07S-08W
1746	FRANKLIN COUNTY TAX COLLECTOR	05/25/2017	0.31	2013 13-07S-08W
1746	FRANKLIN COUNTY TAX COLLECTOR	05/25/2017	0.29	2012 13-07S-08W
4112	IN-SITU, INC.	05/25/2017	7,540.01	INTEGRATED LEVEL LOGGERS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	263.64	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	264.06	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	251.82	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	249.01	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	256.36	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	132.80	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	150.24	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	115.12	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	122.59	NEW COPIER LEASE FOR HR

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

698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/25/2017	149.35	NEW COPIER LEASE FOR HR
906	PURVIS, GRAY AND COMPANY, LLP	05/25/2017	12,300.00	FINANCIAL AUDIT SERVICES
4832	SUN LIFE FINANCIAL	05/25/2017	95.02	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	05/25/2017	4,501.34	ACCT 4 PPO DENTAL
4834	SUN LIFE FINANCIAL	05/25/2017	917.70	ACCT 1 BASE LIFE INSURANCE
4833	SUN LIFE FINANCIAL	05/25/2017	1,056.77	VOL LTD
3783	SUTRON CORPORATION	05/25/2017	16,761.00	DATA LOGGERS WITH INTEGRATED C
4286	ULINE, INC.	05/25/2017	184.77	SAFETY SUPPLIES
TOTAL CHECKS			<u>434,807.09</u>	
3228	AMANDA BEDENBAUGH	05/26/2017	215.01	TRAVEL REIMBURSMENT
4944	BRETT CYPHERS	05/26/2017	50.73	TRAVEL REIMBURSMENT
4961	PETER FOLLAND	05/26/2017	110.00	TRAVEL REIMBURSMENT
3823	KENNETH ANDREW ROACH	05/26/2017	110.00	TRAVEL REIMBURSMENT
1918	PAUL J. THORPE	05/26/2017	353.00	TRAVEL REIMBURSMENT
TO ACH TRANSFER			<u>838.74</u>	
TOTAL AP			<u><u>435,645.83</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

MAY 2017

DIRECT DEPOSIT	5/12/2017	\$	209,196.90
CHECKS	5/12/2017		3,190.59
FLEX SPENDING TRANSFER	TF0047		1,461.36
DIRECT DEPOSIT	05/26/2017		204,764.62
CHECKS	05/26/2017		1,886.94
FLEX SPENDING TRANSFER	TF0051		1,461.36
		\$	<u>421,961.77</u>

APPROVED:

Chairman or Executive Director

July 13, 2017

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Guy Gowens, Chief of Staff
Lennie Zeiler, Director, Division of Asset Management

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

DATE: June 26, 2017

SUBJECT: Consideration of ITB 17B-014 for 2017 Pine and Hardwood Tree Eradication Services

Recommendation

Staff recommends the Governing Board approve the bids for the 2017 Pine and Hardwood Tree Eradication Services project and authorize the Executive Director to execute an agreement with Forestree Network Services, LLC, in the amount of \$181,155.00 to facilitate this work.

Background

On June 2, 2017, the District issued an Invitation to Bid to prospective contractors to conduct pine and hardwood tree eradication services on District lands located within the Choctawhatchee River, Econfina Creek, and Phipps Park Water Management Areas (WMAs), and two wetland mitigation tracts on the Perdido River WMA (see attached location maps).

Seventeen stands totaling 929 acres will receive eradication treatment to reduce sand and slash pine and hardwood competition in an effort to improve tree growth and habitat areas that have been planted with slash and longleaf pine, and to eliminate hardwood growth that is impeding management of some of these areas with prescribed fire. A portion of the work will also manage shrub and hardwood intrusion and excessive pre-merchantable pine trees within wetland mitigation project areas.

The most viable and lowest cost eradication option to eliminate these undesirable trees is to utilize hand labor crews. Staff has recommended to contractors that, depending on stem size, these trees and shrubs be eradicated utilizing devices such as a grass trimmer/blade, brush cutter, clearing saw, machete, bush hook or chain saw. The contractor will be required to fell the trees in place, while taking care to avoid damage to existing desirable pine seedlings and

saplings. The hardwood and shrub eradication stands will also require cut stump treatment with herbicide, and all herbicide must be provided by the contractor.

The location, and number of acres per treatment stand are listed on the following page.

On June 23, 2017, at 2:30 p.m. EDT, the District received three sealed bids in response to this Invitation to Bid. The bids received are listed below for your consideration.

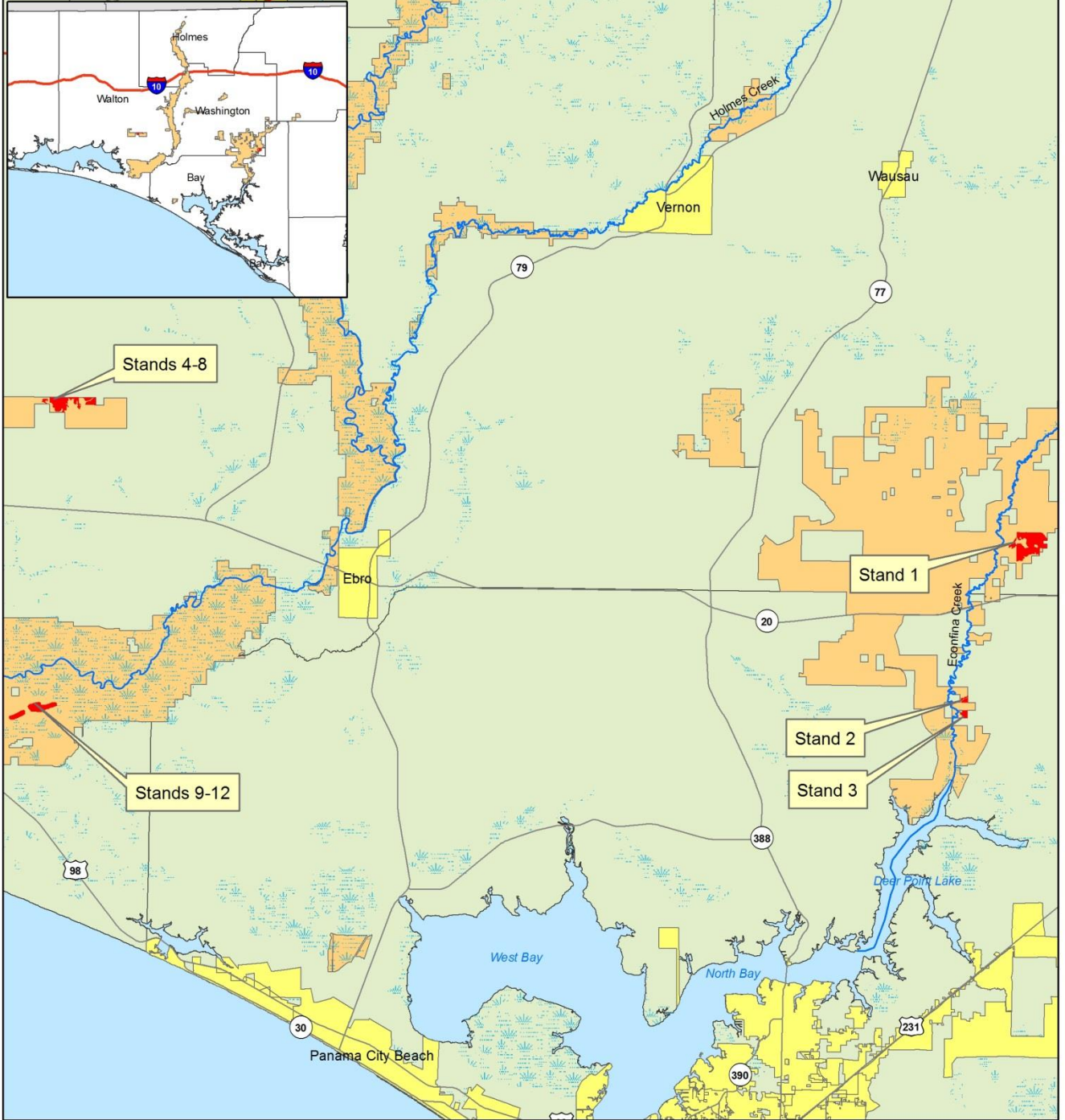
COMPANY	TOTAL BID
Cropland Service, Inc.	\$ 1,683,064.42
RPF Emergency Services, LLC	\$ 599,276.00
Forestree Network Services, LLC	\$ 181,155.00

Forestree Network Services, LLC submitted the lowest bid to conduct the specified services, and there are adequate funds available in the District's Fiscal Year 2016-2017 budget for these services.



**2017 Pine and Hardwood Tree Eradication Services
Stand Locations and Acreage**

County	Stand #	Section	Township	Range	Acres
Washington	1	26 & 27	1 North	13 West	409
Bay	2	21	1 South	13 West	24
Bay	3	21	1 South	13 West	31
Walton	4	4	1 South	18 West	12
Walton	5	3,4	1 South	18 West	191
Walton	6	3	1 South	18 West	38
Walton	7	3	1 South	18 West	35
Walton	8	3	1 South	18 West	17
Walton	9	29	2 South	18 West	21
Walton	10	28	2 South	18 West	12
Walton	11	28	2 South	18 West	9
Walton	12	28	2 South	18 West	16
Leon	13	25 & 36	2 North	1 West	7
Leon	14	36	2 North	1 West	4
Leon	15	35	2 North	1 West	8
Escambia	16	36	2 North	31 West	77
Escambia	17	10 & 11	1 South	32 West	18
PINE AND HARDWOOD/SHRUB TREE ERADICATION TREATMENT ACREAGE					929

Exhibit Map A



General Location Map
2017 Sand Pine & Hardwood Eradication
Econfina Creek & Choctawhatchee River WMA
Bay, Walton, & Washington Counties, Florida
815 Acres

-  Eradication Stands
-  District Lands

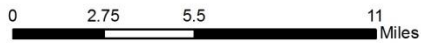
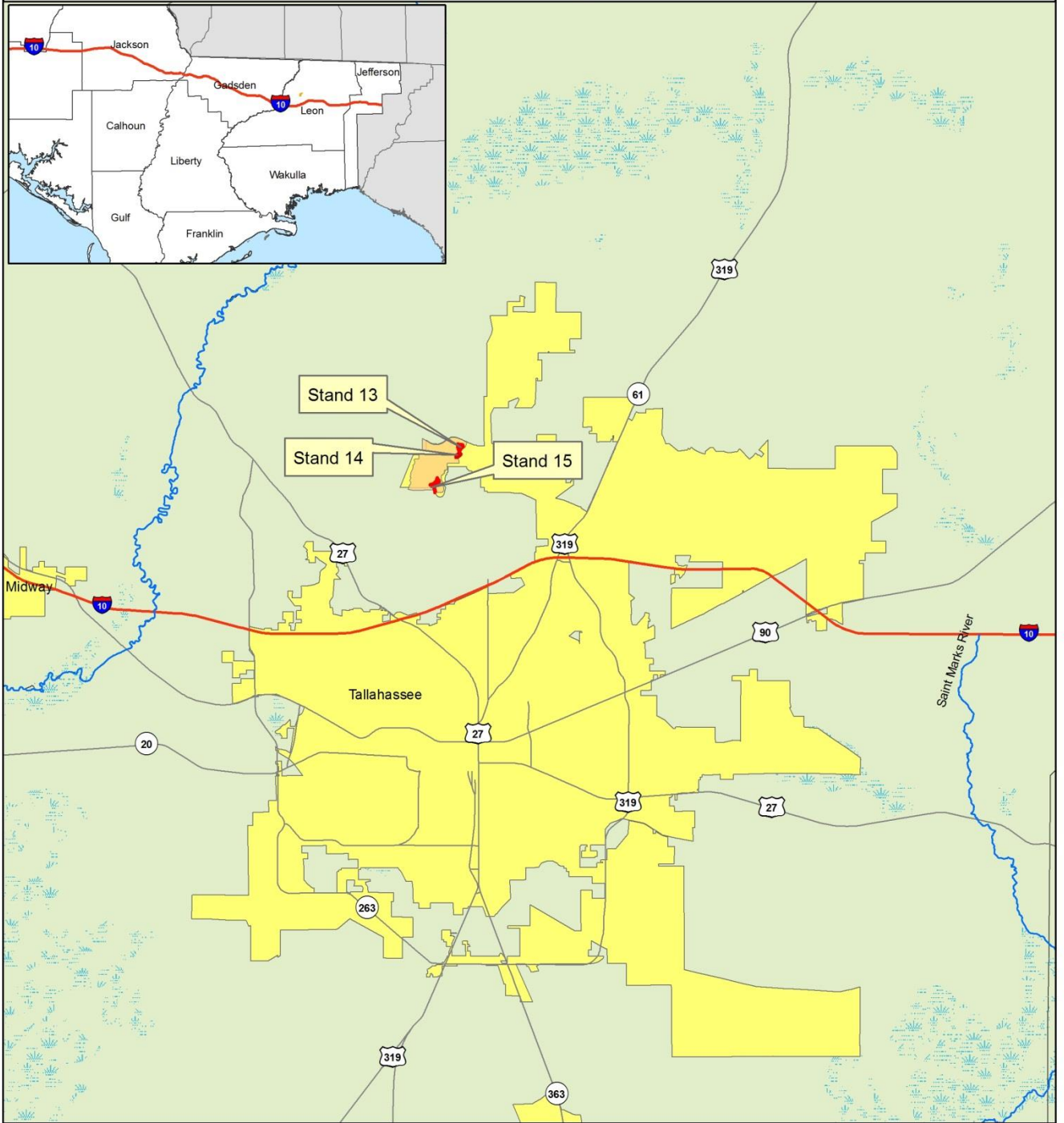


Exhibit Map B



General Location Map
2017 Sand Pine and Hardwood Eradication
Elinor Klapp-Phipps WMA
Leon County, Florida
19 Acres

-  Stands 13 through 15
-  District Lands

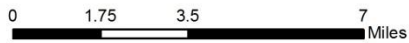
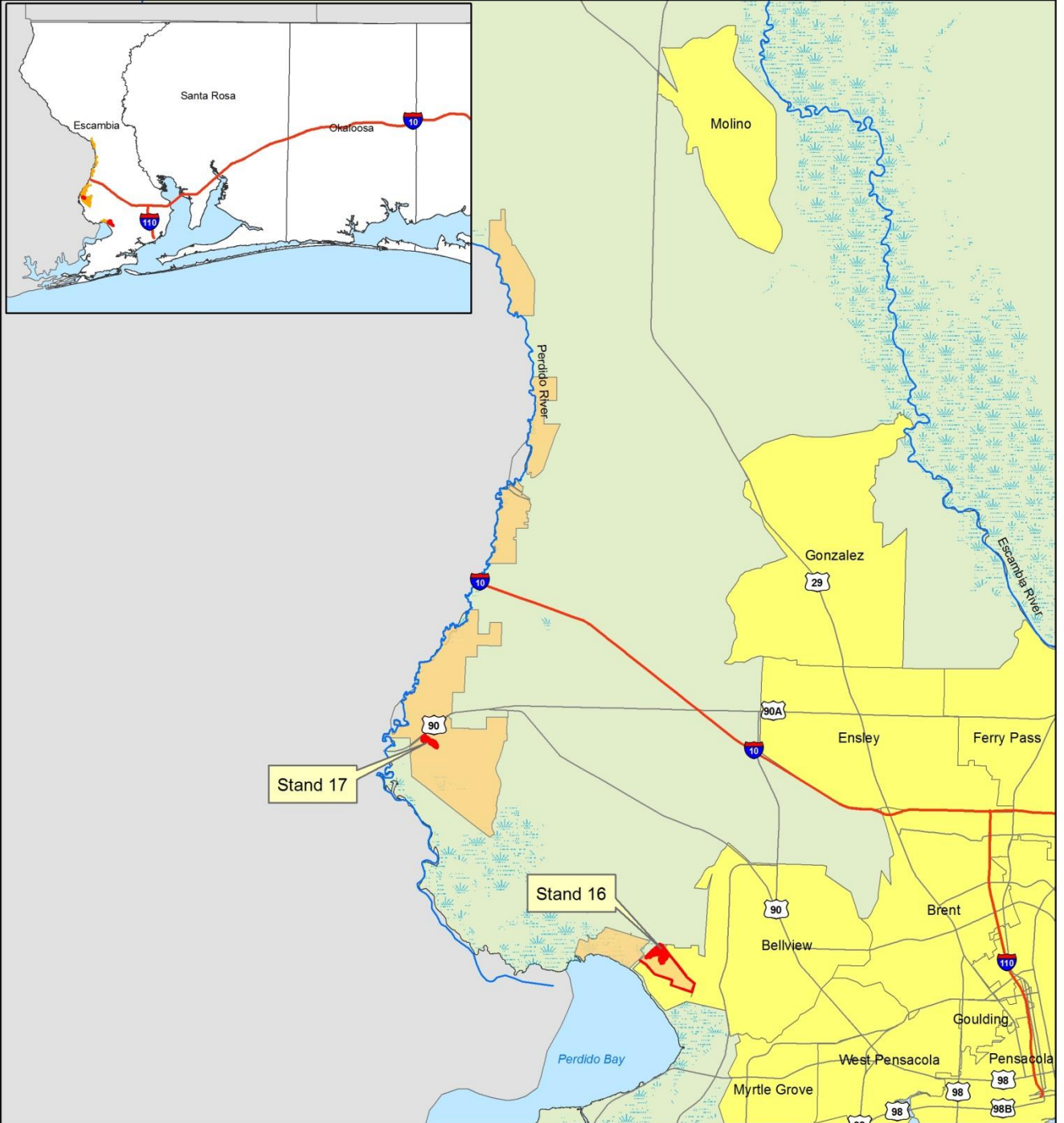
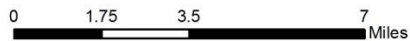


Exhibit Map C



General Location Map
2017 Sand Pine & Hardwood Eradication
Perdido River WMA
Escambia County, Florida
95 Acres

-  Stands 16-17
-  District Lands



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Guy Gowens, Chief of Staff
Nick Wooten, Director, Division of Resource Management

FROM: Jerrick Saquibal, Chief, Bureau of Hydrology & Engineering

DATE: June 19, 2017

SUBJECT: Consideration of New FEMA Cooperating Technical Partner Funding for Fiscal Year 2017 - 2018

Recommendation

Staff recommends Governing Board approval to amend the Cooperating Technical Partner (CTP) agreement with the Federal Emergency Management Agency (FEMA) to accept and authorize spending \$2,330,350 in new funding to develop tools to assist communities reduce flood risk.

Discussion

Since 2004, the District has been a CTP with FEMA and received annual grant funding to improve and update flood hazard maps. This effort has been undertaken through FEMA's Map Modernization and Risk Mapping, Assessment, and Planning (Risk MAP) programs. Map Modernization is FEMA's program to update the nation's inventory of paper flood insurance rate maps and flood hazard data into a digital format. FEMA's Risk MAP program, started in Fiscal Year 2009, provides tools to help communities identify, assess, and reduce their flood risk. The tools and data developed are used to mitigate the risk and impact from flooding and communicate flood risk visually to residents and businesses.

FEMA has awarded the District grant funding for Fiscal Year 2017-2018 in the amount of \$2,330,350 to continue the Risk MAP work. This will include work to improve and update flood hazard maps in the St. Andrews-St. Joseph's Bay Watershed and to complete flood hazard maps for the Escambia and Apalachee Bay-St. Marks watersheds. Funded activities also include LiDAR acquisition for the St. Andrew-St. Joseph's Bay Watershed and portions of the Blackwater, Yellow, and Choctawhatchee Bay watersheds, program management and community engagement/risk communication.

The District's match may include existing data and flood related services from the District, local, and state government sources. The final scope of work for this effort is detailed in Mapping Activity Statement (MAS) 14, which will amend the District's CTP agreement with FEMA.

NWMWMD FEMA FY 2017 - 2018 FUNDING ALLOCATIONS

Activity	County/Watershed	Funding Plan
Risk MAP Project to Improve and Update Flood Hazard Maps – Through Hydraulics	St. Andrew – St. Joseph's Bay	\$650,000
Completion of Risk MAP Project to Improve and Update Flood Hazard Maps	Escambia	\$180,000
Completion of Risk MAP Project to Improve and Update Flood Hazard Maps	Apalachee Bay – St. Marks	\$600,000
LiDAR Data Acquisition	St. Andrew – St. Joseph's Bay	\$308,350
LiDAR Data Acquisition	Portions of the Blackwater, Yellow, and Choctawhatchee Bay	\$150,000
CNMS NVUE Update	All	\$150,000
Outreach Pilot Project	All	\$150,000
Project Management	All	\$100,000
Community Engagement and Risk Communication	All	\$42,000
Total Award		\$2,330,350

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: June 19, 2017

CGUPS, LLC, Steven Cox, and Claudia Cox, Petitioners v. Northwest Florida Water Management District and Florida Department of Transportation, Respondents, DOAH Case No. 16-4691

This is a case brought by the Petitioners challenging the proposed issuance by the District of an environmental resource permit to FDOT relating to FDOT's widening of State Road 390 in Panama City, Florida.

The discovery phase of the litigation is ongoing.

The final hearing of this case has been continued indefinitely and the case is currently held in abeyance under the jurisdiction of DOAH while FDOT considers modifying its permit application. On May 1, 2017, DOAH issued an order holding the case in abeyance and requiring notification no later than June 29, 2017, of the status of this matter and as to the length of time required for the final hearing and several mutually-agreeable dates for scheduling the final hearing should one be necessary.

The District is continuing to vigorously defend its decision to issue the permit and the District remains confident in its position.

Robert C. Yon v. Harold Pickron, et al, Fourteenth Judicial Circuit Court Case No. 11000088CAAXMX

This is a case brought *pro se* by Robert C. Yon against various officials in Calhoun County, including the Board of County Commissioners and the Sheriff. The District is named as a party but it is unclear from the complaint what, if any, claims the plaintiff makes against the District. It does not appear that the District has ever been properly served in this case. On June 19, 2017, the Calhoun County Circuit Court, Judge Shonna Young Gay, determined that the plaintiff had made a filing sufficient to continue the case.

There are no other pending cases in which the District is a party.