

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Resource Management Committee

THROUGH: Brett J. Cyphers, Executive Director
Guy Gowens, Chief of Staff
Carlos Herd, Director, Resource Management Division
Wendy Dugan, Director, Administration Division

FROM: Kathleen Coates, Chief – Bureau of Water Resource Evaluation

DATE: July 26, 2017

SUBJECT: Consideration of Fiscal Year 2017-2018 Contractual Services to Support
Minimum Flows and Levels

Recommendation

Staff recommends the Governing Board authorize the Executive Director to spend up to \$1,367,000 for contractual services to support the development of minimum flows and levels in FY 2017-2018, contingent upon approval of the District’s Fiscal Year (FY) 2017-2018 budget.

Background

Section 373.042(1), Florida Statutes, requires each water management district to develop minimum flows and minimum water levels (MFLs) for specific water bodies within their jurisdiction. The minimum flow or water level for a given waterbody is the limit at which further withdrawals will be significantly harmful to the water resources or ecology of the area. The establishment of MFLs involves data collection, technical assessments, peer review, public involvement, and rule-making. Due to the large volume of work, the District relies on support from consultants. Consultants utilized for task orders exceeding \$35,000 will be selected from a list of contractors previously approved by the Governing Board.

Activities Planned for FY 2017-2018

During FY 2017-2018, the District will complete its first MFL technical assessment for the St. Marks River Rise, a first magnitude spring in Leon County. During the next few months, hydrologic models will be used to evaluate the effects of potential reductions in flow on water resources and ecology. The draft MFL technical assessment report is anticipated to be complete by February 2018, followed by peer review. Based on peer review comments, the assessment will be revised as needed. The final MFL report is anticipated to be complete by October 2018.

Data collection and technical evaluations will continue for Wakulla Spring, Sally Ward Spring, Jackson Blue Spring, and the coastal Floridan aquifer in Planning Region II (Okaloosa, Santa Rosa, and Walton counties). At Wakulla Spring, temperature data will be collected to assess

manatee thermal refuge. Work will be initiated to estimate benchmark flows for Wakulla and Sally Ward Spring. The eastern District regional steady-state groundwater flow model is anticipated to be completed in early 2018. To support MFL development for Jackson Blue Spring, hydrologic data collection will continue. Once sufficient data is available, surface water models will be developed to simulate flows and water levels in Merritts Mill Pond and Spring Creek. Statistical analysis will be performed on the previously collected floodplain elevation, soils, and vegetation data. To support MFL development for the coastal Floridan aquifer, water quality monitoring will be performed at the newly constructed monitor wells and existing wells. Regional groundwater flow models for the eastern and western portions of the District are anticipated to be calibrated by spring of 2018.

In FY 2017-2018, the District will begin working on two new MFL waterbodies: the Econfina Creek and Springs Groups (including Gainer Spring Group) and the Shoal River. Initial work will focus on preparing MFL work plans and initiating hydrologic data collection.

FY 2016-2017 Accomplishments

During FY 2016 - 2017, enhanced hydrologic and water quality monitoring was performed at more than 70 sites to support MFL development. Work was initiated to develop hydrologic models to support MFL evaluations for the St. Marks River Rise, Wakulla Spring, and Sally Ward Spring. The development of a new regional groundwater flow model for the eastern portion of the District was initiated. For the Jackson Blue Spring MFLs, field work was performed to collect data on instream habitats, floodplain elevations, soils, and vegetation communities along Merritts Mill Pond and Spring Creek. Hydrologic monitoring of surface and groundwater levels continued and discharge monitoring was initiated on the Chipola River. To support MFL development three deep coastal Floridan wells were constructed to monitor water quality. A fourth monitor well will be constructed by September 30.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Resource Management Committee

THROUGH: Brett J. Cyphers, Executive Director
Guy Gowens, Chief of Staff
Carlos Herd, Director, Resource Management Division
Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

FROM: David Clayton, Environmental Scientist IV

DATE: July 25, 2017

SUBJECT: Consideration of Fiscal Year 2017-2018 Contractual Services to Support the District's Regional Wetland Mitigation Program

Recommendation

Staff recommends the Governing Board authorize the Executive Director to spend up to \$551,300 for contractual ecological and restoration services in support of the District's Regional Mitigation Program for fiscal year (FY) 2017-2018, contingent upon approval of the District's FY 2017-2018 budget.

Background

The District supports the Florida Department of Transportation (FDOT) by providing wetland mitigation for FDOT transportation projects in northwest Florida, pursuant to section 373.4137, Florida Statutes. The District only provides mitigation services for FDOT where private wetland mitigation banks are unavailable. These mitigation services meet both the State and Federal wetland permitting requirements and are critical to the success of state priority roadway improvements. Approximately two-thirds of the District's jurisdiction is presently outside the service area of any private mitigation bank. The District's regional wetland mitigation program includes the Sand Hill Lakes Mitigation Bank, as well as eleven mitigation sites and mitigation projects tied to FDOT projects. Since its inception, the District has implemented 23 wetland mitigation projects that have compensated for 294 acres of direct wetland impacts associated with state road projects.

Activities Planned for Fiscal Year 2017-2018

During FY 2017-2018, restoration activities will be focused at the Dutex, Ward Creek West, and Lafayette Creek mitigation sites and at the Sand Hill Lakes Mitigation Bank. While most restoration activities are conducted by District Asset Management Division staff, private contractual services are also engaged to help ensure timely and effective implementation of the District's mitigation program.

Planned ecological and land management services include vegetation management and restoration for approximately 130 acres of hardwoods and target shrubs at the Dutex property; prescribed contract burning on 900 acres across several sites; invasive plant eradication on 135 acres; re-establishment of native species on 40 acres; and hydrologic restoration at one site. Other habitat management services, monitoring, and reporting will also be conducted as required to implement approved mitigation plans and meet specific permit conditions. For FY 2017-2018, expenditures for ecological services and restoration management activities are not anticipated to exceed \$551,300. All funding for these activities is provided by the FDOT.

Fiscal Year 2016-2017 Accomplishments

Restoration activities conducted during FY 2016-2017 included prescribed fire, shrub reduction, native species planting, exotic species eradication, and annual monitoring. Specific restoration projects were conducted at Dutex (Escambia County), Lafayette Creek (Walton County), the Sand Hill Lakes Mitigation Bank (Washington County), Ward Creek West (Bay County), and Perdido Phase II (Escambia County).

Prescribed fire is a prominent component of District mitigation and land management programs, because many of the natural communities within the Florida Panhandle are maintained by frequent fires. Since hardwoods and fire-intolerant shrub species outcompete and replace desirable native vegetation in the absence of fire, reintroduction of fire is critical to restoration success. A total of 355 acres of mitigation lands were burned during FY 2016-2017, including wet prairie and hydric pine flatwoods.

Mechanical nuisance shrub and hardwood reduction is also an important component of the mitigation program, often complementing prescribed fire. Shrub reduction activities were completed on 80 acres during the current fiscal year. Where appropriate conditions have been established, replanting is conducted to reestablish desirable species. During the current fiscal year, river birch, cypress, red maple and green ash were planted on 5.52 acres adjacent to the Escambia River. Wiregrass and toothache grass were planted on 12 acres of wet prairie restoration at Lafayette Creek. In addition, wiregrass and native understory species were also planted within 37 acres of sand hill restoration at the Sand Hill Lakes Mitigation Bank.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Resource Management Committee

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

FROM: James Sutton, Hydrogeologist II, Bureau of Water Resource Evaluation

DATE: July 25, 2017

SUBJECT: Consideration of Hydrogeologic Services to Support the Claiborne Aquifer Investigation

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute Task Order 3 under NWF Contract No. 16-040 for Tetra Tech, Inc. to perform professional hydrogeologic services, not to exceed \$130,454.00, to support the Claiborne Aquifer Investigation.

Background

The Claiborne Aquifer Water Supply Investigation project is included in the FY 2016–2017 Current-Amended Budget and the FY 2017-2018 Tentative Budget, funded with legislative appropriations for springs restoration and general operations. The project is part of ongoing efforts by the Florida Department of Environmental Protection (FDEP) and the District to protect Jackson Blue Spring and Merritts Mill Pond. The project will evaluate the aquifer’s viability as an alternative water source to offset water use demands on the Floridan Aquifer.

The District proposes to issue a task order to Tetra Tech, Inc. to provide oversight during well construction and aquifer testing activities, analyze the resulting data, and produce the project report. Two firms were asked to submit a scope of work and cost estimate, with the proposal from Tetra Tech being the most cost-effective for the needed work. In September 2015, the Governing Board authorized the Executive Director to negotiate a contract with Tetra Tech, Inc. as one of the top ranked firms selected for hydrogeologic services under RFP15-003 for Water Resource Evaluation Services. Well construction was initiated in July 2017, and the project is expected to be complete in April 2018.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

TASK ORDER 3 – Professional Services for Construction Oversight, Aquifer Testing, Data Collection Oversight, Data Analysis, and Final Report Tetra Tech Contract 16-040

SCOPE OF WORK

I. PROJECT DESCRIPTION

The State of Florida, in the 2014-2015 General Appropriations Act, provided funding for aquifer testing to support efforts to protect and restore water quality and discharge from Jackson Blue Spring. Funding will be administered under a grant from the Florida Department of Environmental Protection (FDEP or Department) (DEP Agreement S0809). The Grant specifies construction of one test (production) well and up to three monitor (observation) wells, conducting an aquifer performance test (APT), and aquifer test data analysis.

The work proposed in this project will provide an initial estimate of the production capacity of the Claiborne aquifer in northern Jackson County, Florida. The project will provide insight into the feasibility of using the Claiborne aquifer as an alternative to the Floridan aquifer for agricultural irrigation. Data from the aquifer testing may be used to predict the impact of groundwater withdrawals from the Claiborne aquifer to the Floridan aquifer and on spring discharge at Jackson Blue Spring and other nearby springs. In February 2017, the District issued an Invitation to Bid and subsequently selected Huss Drilling, Inc. (Huss) for well construction services and performance of the APT.

II. SCOPE OF SERVICES

The Northwest Florida Water Management District (District) has requested Tetra Tech to develop a scope of work (SOW) and estimate costs for professional hydrogeological services associated with review of the well construction and testing program design, modifications to well construction specifications based on site conditions, well construction oversight, APT plan development, APT oversight, APT data analysis, and preparation of a final report of well construction and testing activities.

TASK 1 Well Construction Oversight

Scope:

The construction component of the work proposed consists of coring, wire-line geophysical logging, well drilling, and related activities for site preparation and restoration. Huss has estimated that the construction will take approximately three months. There may also be activities, such as grouting or reaming, for which the District will perform the oversight and no oversight services will be required by Tetra Tech. Well construction oversight costs for each week shown on the schedule are provided at the end of this section.

Tetra Tech will compile Huss' submittals, provide review and responses to submittals during the well construction project, and coordinate with the District regarding these items throughout the

duration of the project. Submittals include, but are not limited to, the construction schedule, the schedule of costs, the equipment requirements, materials, site layout and water supply, copies of all required permits, grouting plans, cuttings/fluid management, and disposal will be provided for District review and approval. Tetra Tech will review and respond to any amended or additional submittals from Huss during construction activities and will submit these deliverables to the District within seven (7) working days of receipt. Tetra Tech will provide oversight, coordination, and consultation regarding these items.

It is anticipated that Tetra Tech will serve as the central point of contact among the DISTRICT's Project Manager, the District's Well Construction Field Inspector, and Huss during well construction and testing. Should any issues arise, Tetra Tech will ensure that coordination occurs promptly and that District staff will remain informed as construction progresses. Any decisions that affect project costs will be discussed with and approved by the District Project Manager prior to finalizing such decisions. During this phase of the project, oversight by Tetra Tech is anticipated to include the following tasks:

- Tetra Tech will attend and conduct a preconstruction conference with Huss Drilling, Inc., their subcontractors, and the District.
- Tetra Tech will attend up to four (4) progress meetings, prepare agenda and meeting minutes. Progress meetings are anticipated monthly.
- Provide site photographs depicting site conditions before, during, and after well construction activities.
- Tetra Tech will provide interpretation or clarification of the design documents when requested, and prepare change orders required for clarification or minor modification of the contract documents.
- Tetra Tech will review Huss' specific capacity testing plan for general conformance with the ITB and Huss Contract.
- Tetra Tech will review required Huss' submittals for consistency with the contract.
- Tetra Tech will coordinate and schedule field personnel to observe construction and testing activities for consistency with the ITB and contract and to document onsite conditions.
- Tetra Tech will review Huss' application for payment and the accompanying data and schedules, determine the amounts owed to Huss, and advise District of the recommended payments to Huss.
- Tetra Tech will conduct a complete site inspection and develop a punch list of items to be corrected by Huss for each well.
- Tetra Tech will conduct a final site inspection to determine if the punch list items have been completed in accordance with the contract documents and if Huss' obligations are fulfilled thereunder, and recommend final payment to Huss.
- Tetra Tech will prepare one (1) electronic copy of the record drawings for the District based on record information furnished by the Huss.

Tetra Tech well-site geologists will document drilling and construction activities, provide field interpretations, describe well cuttings, and review geophysical and borehole video logs to assist with formation identification for the purposes of well construction. The well-site geologist will perform the following work:

- Inspect casing and other construction materials and confirm compliance with specifications.
- Observe drilling, casing installation, and grouting (if not preempted by the District).
- Describe and log lithologic samples.
- Review and analyze specific capacity test data collected by Huss or Huss' subcontractor to determine the yield of the proposed production zone.

Deliverables and Due Dates:

Deliverables include a technical memorandum supplemental to the well completion reports documenting well construction activities, and preliminary field interpretations of lithology and logging. The draft technical memorandum will be provided within 14 days of well completion. The final technical memorandum will be provided within 14 days of receipt of District comments on the draft.

Estimated Schedule:

The drilling schedule anticipates well construction work lasting from July 10, 2017 through October 27, 2017.

TASK 2 Aquifer Performance Test Design and Oversight

Scope:

Tetra Tech will design a multi-well aquifer performance test plan for District approval. Huss or Huss' subcontractor will provide equipment for and carry out the aquifer performance test in accordance with the approved test plan. Duration of the test may be up to 14 days to provide the optimal conditions to assess the rate of any propagation of drawdown. As the length of the APT will depend upon response during the test, please provide a cost for oversight of each of 3-day, 5-day, 7-day and 14-day APT lengths.

Huss or Huss' subcontractor will provide and install the monitoring equipment, perform the pre-test and post-test monitoring and the aquifer test, record the data and provide all records. Tetra Tech will ensure correct implementation of the test plan including performing necessary quality assurance checks of the data during the test and providing the District recommendations for any extension or ending of the test.

Deliverables and Due Dates:

Tetra Tech will produce a draft aquifer test plan based on results of the specific capacity test and submit it to the District for review within seven days of the completion of the specific capacity test. The final plan will be submitted within 14 days of receiving District comments on the draft plan. Upon completion of the APT, the consultant will check Huss' and/or Huss' subcontractor's data submittals to ensure they meet the contract and ITB specifications.

Estimated Schedule:

The specific capacity test is scheduled to be complete the week of September 11, 2017 and the APT is expected to last from the week of November 27, 2017 into the week of December 4, 2017.

TASK 3 APT Data Analysis

Scope:

Tetra Tech will analyze the APT data using closed-form solutions as provided in commercially available aquifer test analysis software as well as manual curve matching and spreadsheet solutions. All assumptions, methods, and results will be documented in the final report. Tetra Tech will analyze as closely as possible, only the effects on Claiborne aquifer and Floridan aquifer potentiometric head values resulting from pumping. Tetra Tech will provide values for all aquifer properties that can be reasonably derived from the aquifer test. If needed, Tetra Tech will detrend the data to remove antecedent and regional interferences from the raw test data.

Deliverables and Due Dates:

Tetra Tech will produce preliminary curve matching results and conditional aquifer property estimations. The preliminary analytical information will be submitted to the District due within 60 days of completion of the APT.

Estimated Schedule:

Analysis of preliminary data may begin as early as December 4, 2017 and is expected to extend to approximately January 31, 2018.

TASK 4 Final Project Report

Scope:

Tetra Tech will prepare a draft and final report documenting all tasks included in the project. The report shall include:

- Methods and results of any well or test design simulations used.
- Onsite conditions, site preparation, and site restoration (with photographs depicting site conditions before the start of the project and photographs of the site after completion of the project).
- Well construction permits and completion reports.
- Well construction and testing activities and as-built drawings and specifications.
- Lithologic, geophysical, and borehole video logs and log interpretations. Logs, descriptions and interpretations by the Florida Geological Survey will be given primacy and Tetra Tech will provide any additional picks for production/confinement zones or other geophysical characteristics. Tetra Tech will also synthesize the logs and interpretations into a schematic cross section of the test site.
- Identification of geological formations and hydrogeologic units, and assignment of depths and thicknesses of each identified unit.

- Aquifer performance test design and implementation.
- APT data quality assurance methods, correction/detrending of regional interference, methods of data analysis.
- Estimated hydraulic properties of the Claiborne aquifer and Floridan aquifer.
- A summary of the test results and how the aquifer properties compare with those of other Floridan aquifer and Claiborne aquifer wells in the area.
- Summary of the project results and conclusions.

Deliverables and Due Dates:

Tetra Tech will produce a draft and final copy of the report detailing the results of the aquifer test analyses sealed by a Florida Licensed Professional Engineer or Geologist and a signed acceptance of the completed report by the grantee. The draft report will be submitted within 90 days of completion of the APT. The final report will be submitted within 14 days of receipt of District comments on the draft report.

Estimated Schedule:

The schedule anticipates a work period from December 13, 2017 through April 30, 2018. This task order will expire July 1, 2018.

Other Details:

Mileage and labor hours for travel will be paid only from Tallahassee to the project site.

Services will be engaged only as needed by the District, with weekly phone calls being scheduled to discuss field activities and needed consultant support.

The proposed schedule assumes notice to proceed by August 14, 2017, with a project duration of up to 10 months.

Costs:

Table 2 is a summary of estimated costs for each subtask, with a total not to exceed \$130,452. The cost estimate presented in Table 2 is based on the work schedule proposed by Huss to complete all activities described above.

Invoices will be paid on a time and expenses basis, not to exceed the totals shown in Table 2. Invoices will be submitted monthly to AccountsPayable@NWFwater.com and include a brief progress report summarizing the work performed.

Travel to the test site or District offices from Tetra Tech's Tallahassee office will be reimbursed at the current State of Florida rate of \$0.445 per mile. (section 112.061(7)(d)1.a. Florida Statutes)

Tetra Tech will pass through equipment rental charges at no mark-up.

Table 2. Summary of Costs for each Major Task

Major Task	Estimated Cost
Task 1 Well Construction Oversight	\$81,355
Task 2 Aquifer Performance Test Design and Oversight	\$37,502
Task 3 APT Data Analysis	
Task 4 Final Project Report	
Materials & Equipment	\$1,625
Travel	\$9,972
Total	\$130,454

Financial Consequences:

Tetra Tech and the District recognize the time sensitive nature of data collected under this task order. In accordance with 287.058(1)(h), F.S., requiring financial consequences for nonperformance, failure to complete tasks and provide required deliverables by the deliverable due dates identified above will result in the following financial consequences: tasks completed and deliverables submitted more than 15 days after scheduled completion will be subject to a 2% reduction in reimbursement for those specific tasks, tasks completed and deliverables submitted more than 30 days after scheduled completion will be subject to a 5% reduction in reimbursement for those specific tasks, tasks completed and deliverables submitted more than 45 days after scheduled completion will be subject to a 7% reduction in reimbursement for those specific tasks.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

FROM: Carol L. Bert, Lands Administrator III

DATE: July 25, 2017

SUBJECT: Consideration of Contract Amendment with Florida Fish and Wildlife Conservation Commission for Law Enforcement/Security Services (Enhanced Patrol) on District Lands

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a contract amendment with Florida Fish and Wildlife Conservation Commission for Law Enforcement and Security Services (Scheduled Enhanced Patrol and As-Needed Enhanced Patrol) on District Lands for Fiscal Year (FY) 2017-18, FY 2018-19 and FY 2019-20 with a maximum total compensation amount not to exceed \$267,000 or an estimated amount of \$89,000 each fiscal year, subject to the approval and adoption of the budget for each fiscal year.

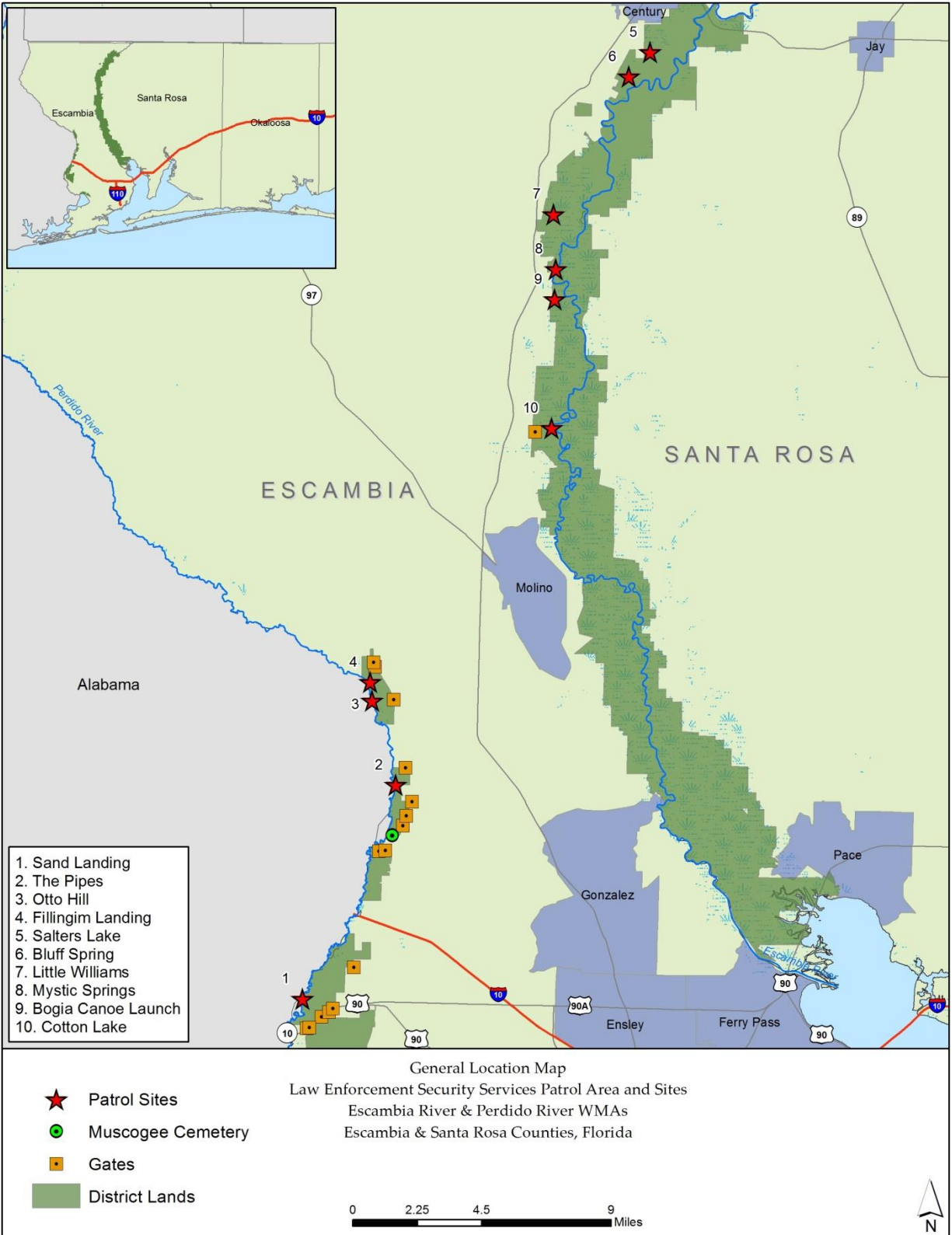
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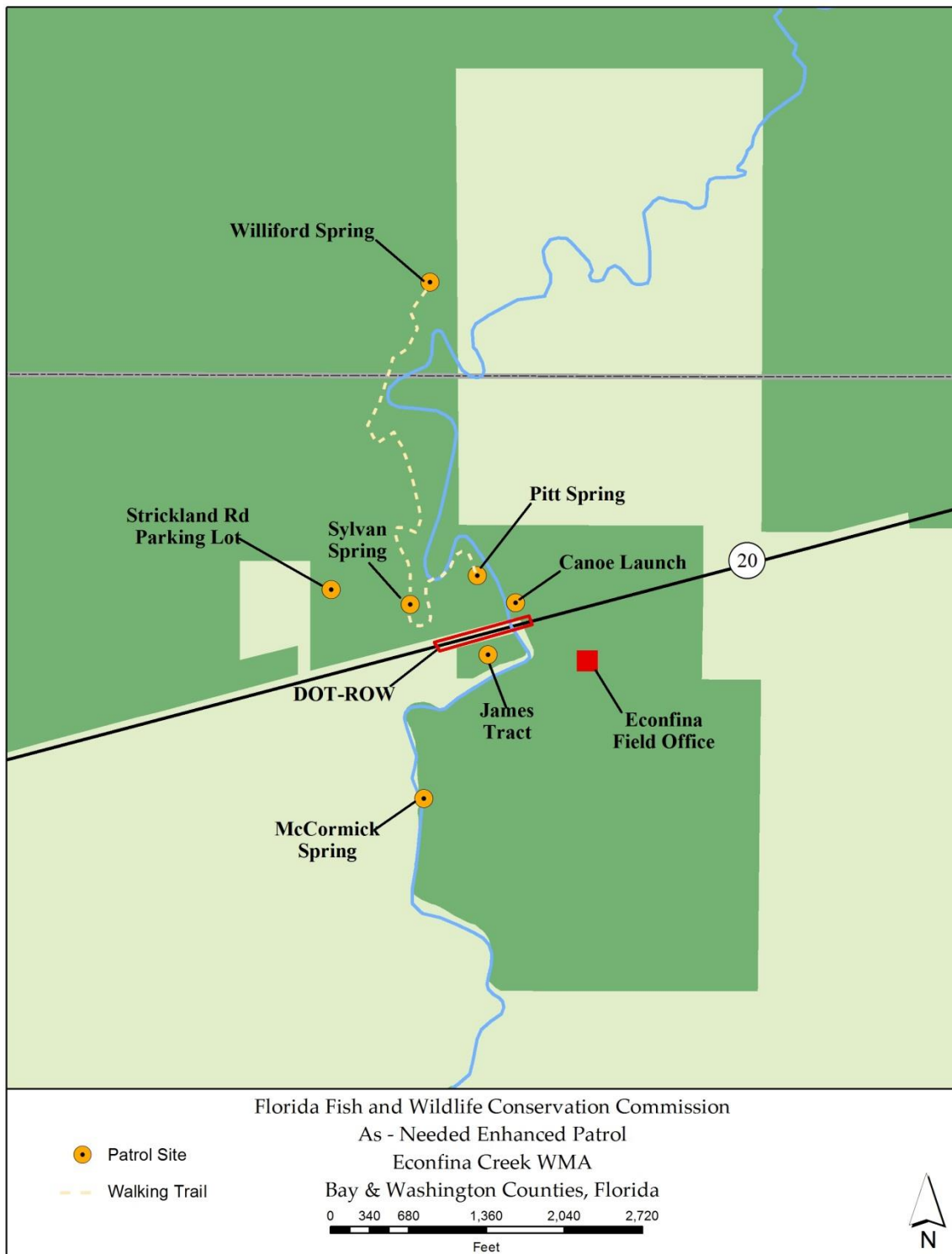
Since March 2008, the District has contracted with the Florida Fish and Wildlife Conservation Commission (FWC) to provide an “Enhanced Patrol” program that provides law enforcement for the Perdido River recreation sites, as well as a number of boat landings and camping areas nearby on the Escambia River. This contract provides for Scheduled Enhanced Patrols in the Perdido and Escambia River Water Management Areas (WMAs), as well as As-Needed Enhanced Patrols in other WMAs.

During Fiscal Year 2016-2017, District staff issued two Enhanced Patrol Work Orders. The first enhanced patrol was during the warm months of calendar year 2017 for the Bay County portion of the Econfina Creek WMA, which includes high-use recreational areas such as Pitt and Sylvan Springs, Williford Spring, the canoe launch at Highway 20, and associated areas. The second enhanced patrol was at Cotton Landing during the July 4th holiday due to the ongoing restoration being done at Cotton Landing.

For the FY 2017-18, FY 2018-19 and FY 2019-20 contract amendment with FWC, staff will include \$38,000 for Scheduled Patrol on the Perdido and Escambia WMAs, \$33,300 for As-Needed Patrol in other problem hotspots on an as-needed basis (includes the Econfinia Creek WMA summer work) and \$17,700 for administrative, vehicle and equipment expenses. For FY 2017-18, the maximum total compensation of \$89,000 remains unchanged from FY 2016-17. The contract amendment amount for each fiscal year will not exceed the amount budgeted for these services and the three year total will not exceed a maximum total compensation of \$267,000.

clb





NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

FROM: Carol L. Bert, Lands Administrator III

DATE: July 25, 2017

SUBJECT: Consideration of Contract with Washington County Sheriff's
Office for Law Enforcement and Security Services; Choctawhatchee
River and Holmes Creek and Econfina Creek WMAs

Recommendation:

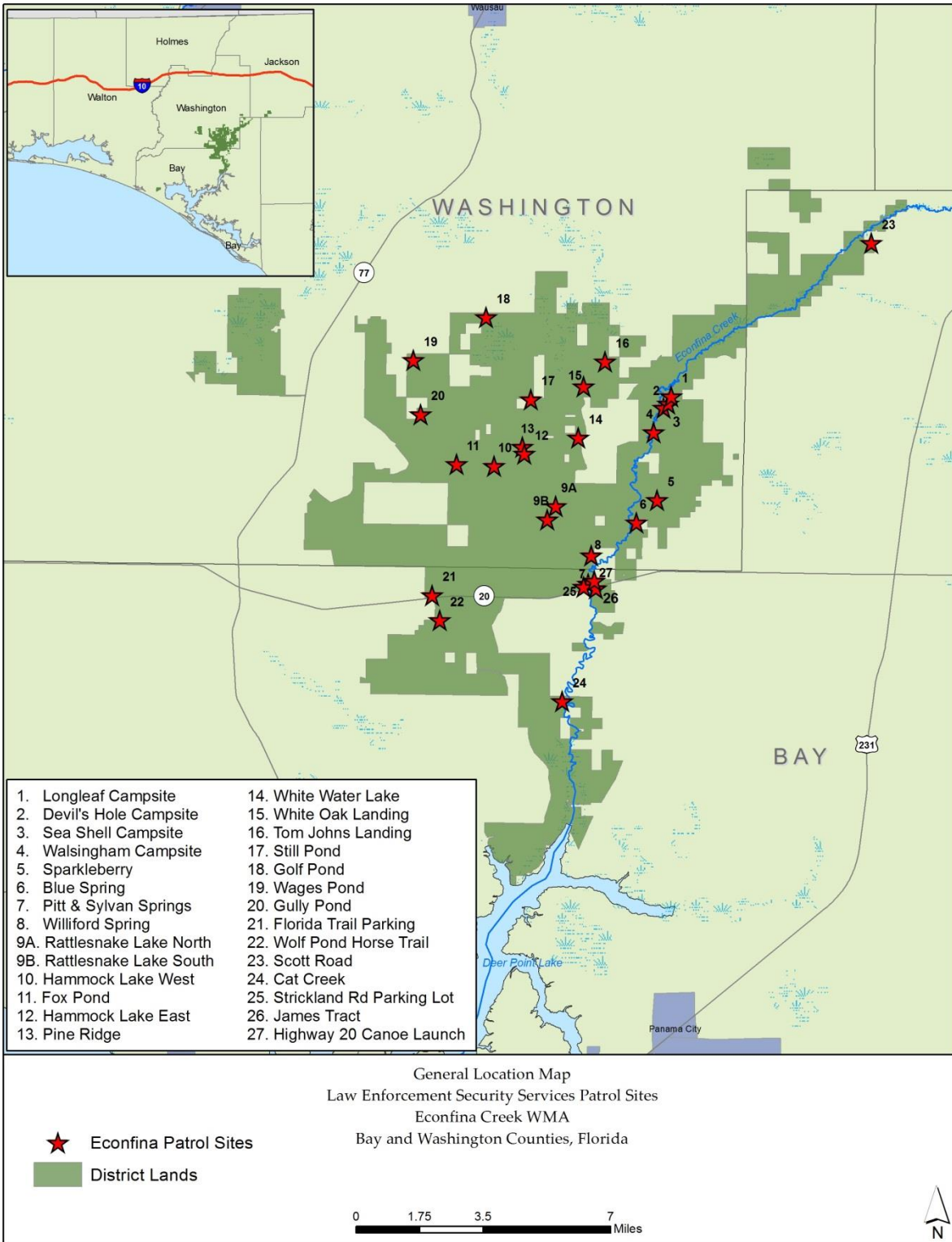
Staff recommends the Governing Board authorize the Executive Director to execute the new agreement(s) with the Washington County Sheriff's Office to provide law enforcement and security services for District lands located in Bay and Washington counties for FY 2017-18, FY 2018-19, and FY 2019-20 with a Maximum Total Compensation amount not to exceed \$436,500 or an estimated annual amount of \$145,500 each fiscal year, subject to approval and adoption of the budget for each fiscal year.

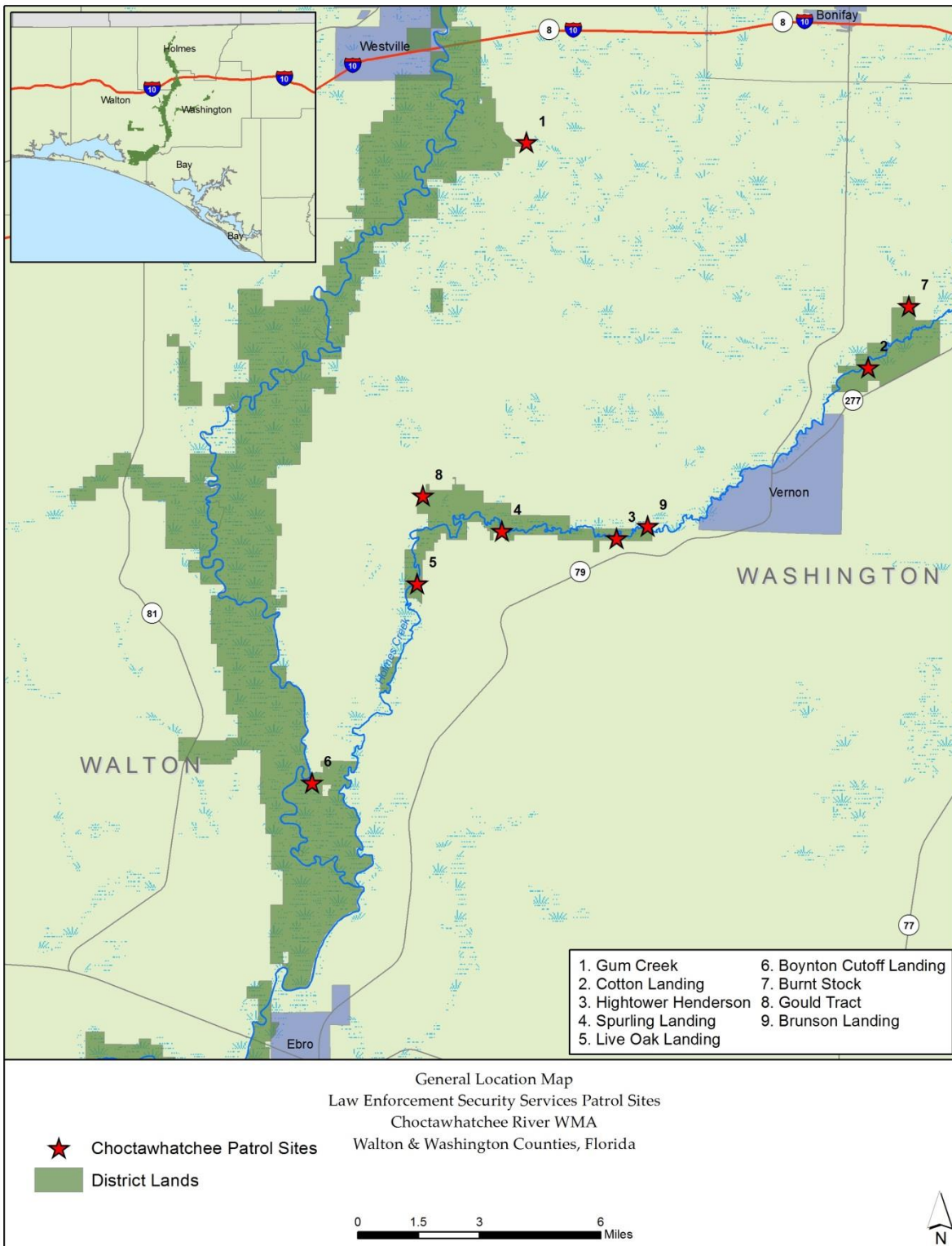
Background:

As part of our continuing effort to provide the public with a safe and secure recreational experience on District lands in Bay and Washington counties, staff proposes entering into a multi-year contract with the Washington County Sheriff's Office to provide law enforcement and security services that would begin October 1, 2017, going thru September 30, 2020.

For FY 2017-18, FY 2018-19, and FY 2019-20, staff is recommending the same level of service that we have contracted in previous years, ranging from 1800 hours to 1900 hours for both Areas I and II or a total number of hours ranging from 5,400 to 5,700 hours. The hourly rate currently paid to the officers for both Areas I and II is \$30.40 with a vehicle rate of \$65.00 per day. These rates remain unchanged from FY 2016-17.

cb





NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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: July 18, 2017

SUBJECT: Consideration of 17B-015 for 2017 Choctawhatchee River Harris Chapel Pine Release Project

Recommendation

Staff recommends the Governing Board approve the bids for the 2017 Choctawhatchee River Harris Chapel Pine Release Project and authorize the Executive Director to execute a purchase order with Keystone Forestry Services in the amount of \$65,663.62 to facilitate this work.

Background

On June 15, 2017, the District issued an Invitation to Bid to prospective contractors to conduct the ground application of chemical herbicide for vegetation management purposes to conduct pine release activities on District lands located within the Choctawhatchee River Water Management Area (WMA) (see attached location map). This work is needed to reduce hardwood competition in thinned stands of loblolly pine that range in age from 29 to 42 years old.

Pine release involves the application of chemical herbicide to eliminate competing vegetation. Within the targeted pine stands, hardwood and shrub vegetation have encroached to the point that competition for nutrients, moisture, and root space will affect the growth of the pines, and shading from the hardwoods and shrubs will affect groundcover species (grasses and forbs). Further, hardwood and shrub vegetation and leaf litter does not carry fire well, which can affect the success of prescribed burns. Prescribed burns were attempted in 2016, but the fire would not carry through the stands at an intensity sufficient for control of the targeted hardwoods and shrubs. After completion of the herbicide treatment, prescribed burns will be more effective at controlling competition from the undesirable vegetation.

Eight stands totaling 683 acres will receive chemical herbicide for vegetation management purposes. The location and number of acres per treatment stand are listed below.

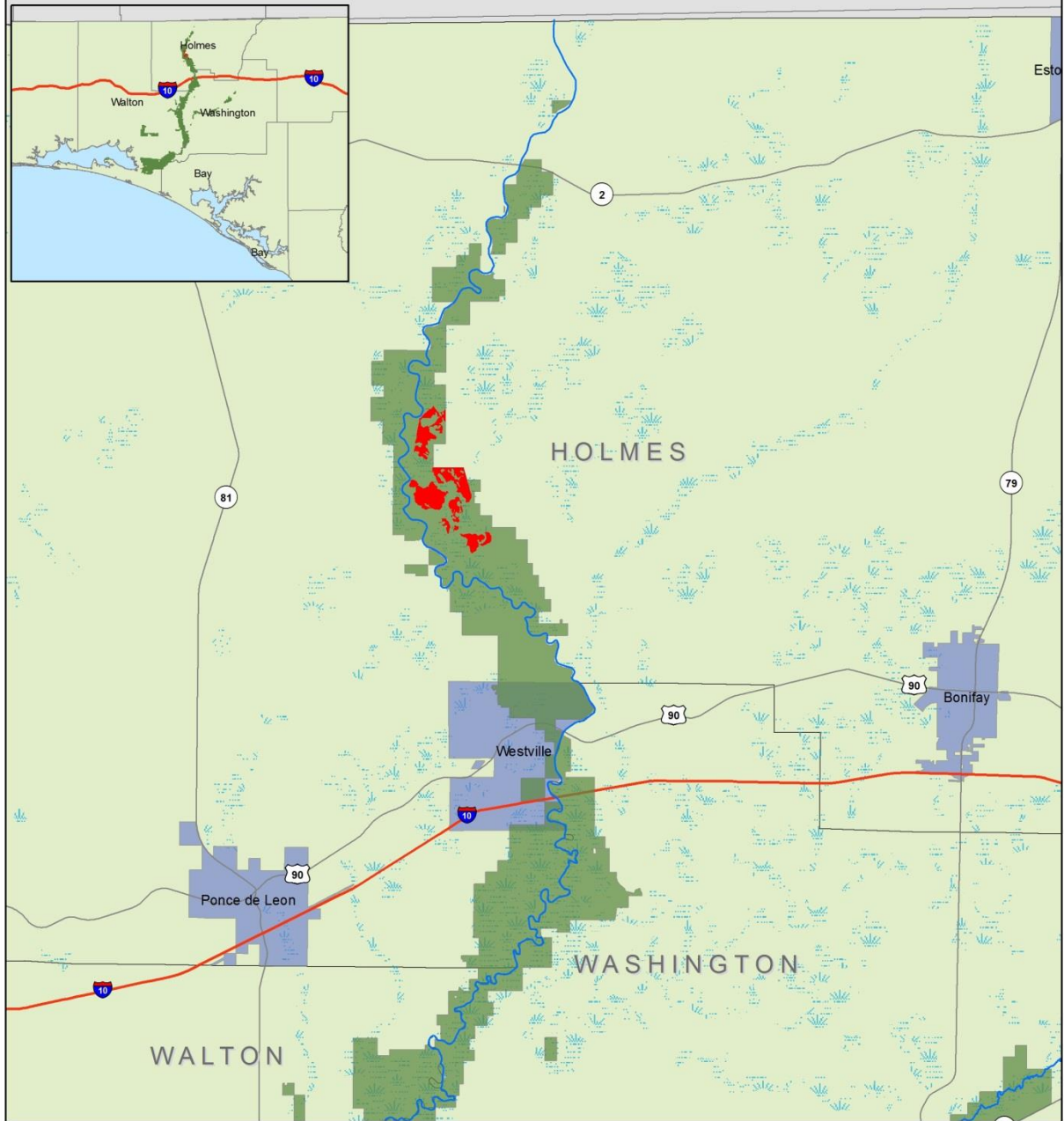
County	Stand #	Section	Township	Range	Acres
Holmes	105003	6 & 7	5N	16W	175
Holmes	105010	7,8, & 17	5N	16W	159
Holmes	105011	7,8,17, & 18	5N	16W	191
Holmes	105012	17 & 18	5N	16W	17
Holmes	105013	17	5N	16W	50
Holmes	105020	17	5N	16W	5
Holmes	105021	17 & 20	5N	16W	66
Holmes	105022	17 & 20	5N	16W	20
PINE RELEASE TREATMENT ACREAGE TOTAL					683

On July 17, 2017, at 2:00 p.m. EDT, the District received eight sealed bids in response to this Invitation to Bid. The bids received are listed below for your consideration.

COMPANY	TOTAL BID
Airboat Addicts, Inc.	\$451,776.00
Flat Woods Natives	\$217,200.00
Balfour Timber Company, Inc.	\$78,545.00
Panhandle Land Management Services, Inc.	\$78,203.50
Suncoast Forestry Services, Inc.	\$76,291.10
Southern Forestry Consultants, Inc.	\$75,130.00
Back Forty Solutions, Inc.	\$72,071.16
Keystone Forestry Services	\$65,663.62

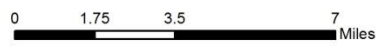
Keystone Forestry Services submitted the lowest bid to conduct the specified services, and there are adequate funds available in the District's Fiscal Year 2016-2017 budget for these services.

Exhibit Map A



General Location Map
2017 Choctawhatchee River Harris Chapel Pine Release Project
Choctawhatchee River WMA
Holmes County, Florida
683 Acres

- Pine Release Stands
- District Lands



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee
THROUGH: Brett Cyphers, Executive Director
Guy Gowens, Chief of Staff
Lennie Zeiler, Director, Division of Asset Management
FROM: Scott Sutterfield, Chief
Information Technology Bureau
DATE: July 18, 2017
SUBJECT: Consideration of Fiscal Year 2016-2017 IT Spending Plan Update

Recommendation

Staff recommends the Governing Board increase Fiscal Year (FY) 2016-2017 spending authority for contracted services with Environmental Systems Research Institute (ESRI) to \$139,000 and combine the FY 2016-2017 spending authority with the vendor Contextual Code/Think Creative for the District's website and reservations system.

Background

1. FY 2016-2017 infrastructure upgrades necessitated a transfer in budget from Operating Expenses to Consulting Services for development of a GIS field collection database, dashboard, and mobile application. The transfer is being addressed in a separate Board action. These changes, along with the hours required for standard operations, exceed the current year allocation. This change to the "Not to Exceed" spending limit is required to use those dollars for the stated purpose.
2. In September 2016 the Board approved spending authority for:
 - a. State of Florida contract purchase of campsite reservation system hosting, support, and maintenance from Contextual Code, Inc./ThinkCreative, in an amount not to exceed \$20,000.
 - b. State of Florida contract purchase of District website system hosting, support, and maintenance from Contextual Code, Inc./ThinkCreative, in an amount not to exceed \$42,000.

The requested adjustments address the "Not to Exceed" spending limits previously approved for two items in the FY 2016-2017 IT budget. Current FY 2016-2017 projected expenditures for the District website with Contextual Code/Think Creative are expected to exceed spending limits set for the reservations portion of the site. Although, the total spending with the vendor is not expected to exceed the aggregate limit. This requested action will not increase the overall budget expenditures or change the total spending authority with the vendor.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

FROM: Leonard Zeiler, Director – Division of Asset Management

DATE: July 25, 2017

SUBJECT: Consideration of Crestview Office Lease Agreement

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to enter into a new lease agreement to meet current and anticipated office space needs in Crestview.

Background:

The District currently occupies 4,600 square feet of office space at 180 E. Redstone Crestview Florida, 32539. The lease executed on October 4, 2012, is for a term of five years commencing on March 1, 2013, and ending on March 1, 2018. The annual rent is \$88,500.00 (19.24 sq ft), \$7,374.16 paid monthly. The original lease agreement provided a five-year extension at a negotiated rate. In late spring, Dr. Luhan (landlord) contacted District staff to convey a \$2 per square foot annually increase as the new rate for the lease. Subsequent negotiations with Dr. Luhan reached an impasse and staff evaluated space options in the greater Crestview area.

The evaluation included searching internet listings, contacting several local real estate agents, as well as, the state's contracted tenant-broker, and physical search of the main commercial areas and thoroughfares. Several options were visited by staff and were assessed based on:

- The location - public's access to staff for District business and safety of employees and the public.
- The likelihood the property could be renovated in time to meet District needs.
- The willingness of the property owner to make the necessary changes.
- The age of the structure and supporting systems.
- The expected cost effectiveness – rent and expected operational costs in comparison to the new rate at current location.
- The functionality of the site as Continuity of Operations Plan (COOP) site for staff and board operations, as well as, ongoing business needs.

The properties of interest are located in the Crestview area.

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

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

**Thursday
July 13, 2017**

Governing Board Members Present

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

Governing Board Members Absent

Marc Dunbar

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 1:09 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 June 8, 2017

MOTIONED BY BO SPRING, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR JUNE 8, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

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

5. Committee Reports and Recommendations for Board Action

Committee of the Whole:

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

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD SET THE AD VALOREM TAX MILLAGE FOR FISCAL YEAR 2017-2018 AT THE ROLLED-BACK RATE, WHICH AS OF JULY 13 IS 0.0353. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY JERRY PATE, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE FISCAL YEAR 2017-2018 TENTATIVE BUDGET AS PRESENTED, ALLOW STAFF TO MAKE RECOMMENDED ADJUSTMENTS AND CORRECTIONS, AND SUBMIT THE STANDARD FORMAT TENTATIVE BUDGET TO THE GOVERNOR'S OFFICE AND LEGISLATURE BY AUGUST 1, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY JERRY PATE, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD SCHEDULE THE PUBLIC HEARINGS ON THE BUDGET FOR THURSDAY, SEPTEMBER 14, 2017, AT 5:05 P.M., ET, AT THE DISTRICT'S HEADQUARTERS IN MIDWAY AND THURSDAY, SEPTEMBER 28, 2017, AT 5:05 P.M. CT, IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of ITB 17B-014 for 2017 Pine and Hardwood Tree Eradication Services

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of New FEMA Cooperating Technical Partner Funding for Fiscal Year 2017-2018

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE TO AMEND THE COOPERATING TECHNICAL PARTNER AGREEMENT WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY TO ACCEPT AND AUTHORIZE SPENDING \$2,330,350.00 IN NEW FUNDING TO DEVELOP TOOLS TO ASSIST COMMUNITIES REDUCE FLOOD RISK. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Employee Recognition

Nick Wooten was recognized for his 31+ years of service. Mr. Wooten is retiring from his position of Director, Division of Resource Management.

9. 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 1:39 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending June 30, 2017

Balance Forward - Operating Funds	\$46,587,533.68	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$193,601.07	
Contracts Receivable	603,137.06	
Other Deposits/Refunds/Adjustments	139,479.44	
Transfers from Lands Accounts	0.00	
Total Deposits during month	936,217.57	
Total Deposits and Balance Forward		\$ 47,523,751.25
Disbursements:		
Employee Salaries	412,437.18	
Employee Benefits	190,525.41	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	271,350.66	
Operating Expenses - Services	176,638.65	
Operating Expenses - Commodities	26,434.92	
Operating Capital Outlay	84,776.00	
Grants and Aids	753,651.18	
Total Operating Expenses during month	1,915,814.00	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	13,320.40	
Total Funds Disbursed by check during month	1,929,134.40	
Bank Debits (Fees, Deposit Slips, etc.)	200.75	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		1,929,335.15
Cash Balance Operating Funds at month end		\$ 45,594,416.10
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	142,836.55	
Payroll Account	6,400.74	
Investment Accounts @ 1.18%		
General Fund	23,248,395.15	
Lands Fee Fund	5,869,184.08	
SWIM Fund	185,586.47	
Springs Protection	54.83	
Mitigation Fund	16,141,708.03	
Total Operating Depositories at month end	\$ 45,594,416.10	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending June 30, 2017

Land Acquisition Funds @ 1.18%	437,137.85	
Total Land Acquisition Funds		437,137.85
Restricted Management Funds:		
Phipps Land Mgmt @ 1.18%	128,932.16	
Total Land Acquisition Funds		128,932.16
Total Land Acquisition, and Restricted Management Funds		<u>566,070.01</u>
 TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		 <u><u>\$ 46,160,486.11</u></u>

Approved: _____
 Chairman or Executive Director

Date: August 10, 2017

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending June 30, 2017
(Unaudited)

	Current Budget	Actuals Through 6/30/2017	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,413,531	\$ 3,270,006	\$ (143,525)	96%
Intergovernmental Revenues	45,655,361	9,646,128	(36,009,233)	21%
Interest on Invested Funds	66,266	336,461	270,195	508%
License and Permit Fees	393,250	342,360	(50,890)	87%
Other	2,236,569	618,599	(1,617,970)	28%
Fund Balance	29,749,934		(29,749,934)	0%
Total Sources	\$ 81,514,911	\$ 14,213,555	\$ (67,301,356)	17%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 7,046,649	\$ 2,786,981	\$ 100,621	\$ 4,159,047	40%	41%
Acquisition, Restoration and Public Works	45,250,197	4,094,074	192,117	40,964,006	9%	9%
Operation and Maintenance of Lands and Works	3,888,238	1,982,380	355,931	1,549,928	51%	60%
Regulation	3,870,351	2,512,770	68,068	1,289,513	65%	67%
Outreach	178,215	125,267	60	52,888	70%	70%
Management and Administration	2,000,109	1,277,959	12,466	709,684	64%	65%
Total Uses	\$ 62,233,759	\$ 12,779,431	\$ 729,262	\$ 48,725,066	21%	22%
Reserves	19,281,152			19,281,152	0%	0%
Total Uses and Reserves	\$ 81,514,911	\$ 12,779,431	\$ 729,262	\$ 68,006,218	16%	17%

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 June 30, 2017, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

JUNE 2017

CHECKS	6/1/2017	\$	334,500.13
AP EFT CHECKS	6/2/2017		2,821.22
CHECKS	6/8/2017		333,354.42
AP EFT CHECKS	6/9/2017		16,755.23
CHECKS	6/15/2017		455,645.31
AP EFT CHECKS	6/16/2017		3,069.28
CHECKS	6/22/2017		91,123.05
AP EFT CHECKS	6/23/2017		4,107.11
CHECKS	6/29/2017		211,372.46
AP EFT CHECKS	6/30/2017		117.48
RETIREMENT			48,716.50
VOIDED CHECK			-94.05
		\$	<u>\$1,501,488.14</u>

Chairman or Executive Director

August 10, 2017

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5371	3 J FARMS LLC	06/01/2017	40,707.58	BMP CERTIFICATION COST SHARE CONTRACT 16-066
95	AT&T	06/01/2017	419.34	PHONES-EFO
4180	BA MERCHANT SERVICES	06/01/2017	210.22	TRANSACTION FEES FOR E-PERMITT
4742	BRECK BRANNEN	06/01/2017	429.99	TRAVEL REIMBURSEMENT
767	CALHOUN COUNTY TAX COLLECTOR	06/01/2017	5,828.71	PAYMENT IN LIEU OF TAXES
5428	CARDNO, INC	06/01/2017	14,666.24	WATER RESOURCE EVALUATIONS
3269	CDW GOVERNMENT, INC.	06/01/2017	184.50	COMPUTER SUPPLIES FOR POOL
4686	MCCASKILL - QUIGLEY FORD, INC	06/01/2017	270.00	VEHICLE REPAIR WMD0068 - EFO
3771	CHOCTAWHATCHEE BASIN ALLIANCE	06/01/2017	28,192.11	BASIN ALLIANCE RESTORATION PRO
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	06/01/2017	7,919.80	LABORATORY ANALYSIS - WAKULLA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	06/01/2017	1,488.45	LABORATORY ANALYSIS - ECONFINA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	06/01/2017	6,832.50	LABORATORY ANALYSIS - GROUNDWA
65	GADSDEN COUNTY TIMES	06/01/2017	41.12	LEGAL ADS
5461	GOODWYN, MILLS AND CAWOOD, INC.	06/01/2017	1,080.00	P17871 REFUND FOR OVERPAYMENT
2941	HACH COMPANY	06/01/2017	1,961.13	REPLACEMENT PARTS FOR OTT PLS
5473	JONATHAN HAMPEL	06/01/2017	320.00	P17961 REFUND TRANSFERED TO DE
247	HOLMES COUNTY TAX COLLECTOR	06/01/2017	1,997.13	PAYMENT IN LIEU OF TAXES
3179	JACKSON COUNTY TAX COLLECTOR	06/01/2017	9,281.89	PAYMENT IN LIEU OF TAXES
5120	JOHNSON'S AUTO REPAIR, INC.	06/01/2017	840.03	VEH REPAIR WMD2429 - POOL
5369	JOHN P. JORDAN	06/01/2017	35,940.25	AGRICULTURAL BMP COST SHARE AG
387	LIBERTY CO. TAX COLLECTOR	06/01/2017	7,533.05	PAYMENTS IN LIEU OF TAXES
4816	MCDIRT INDUSTRIES, INC.	06/01/2017	1,788.00	CRUSH CONCRETE - DELIVERED TO
5467	MORIDGE MANUFACTURING, INC.	06/01/2017	5,449.00	GRASSHOPPER MOWER
63	NORTHWEST FLORIDA DAILY NEWS	06/01/2017	647.13	LEGAL ADS
1205	OFFICE DEPOT, INC.	06/01/2017	45.82	OFFICE SUPPLIES
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	06/01/2017	49.00	LABORATORY TESTING
4081	POT-O-GOLD RENTALS, LLC	06/01/2017	1,120.00	PORTABLE TOILETS
5251	RANDSTAD NORTH AMERICA, INC.	06/01/2017	320.00	ENTERPRISE ARCHITECTURE CONSUL
5475	LYLE SEIGLER	06/01/2017	101.50	TRAVEL REIMBURSEMENT
5336	TETRA TECH, INC	06/01/2017	32,596.79	WATER RESOURCE EVALUATIONS: GR
5244	TOWN OF GREENSBORO	06/01/2017	64,552.49	ASBESTOS CEMENT PIPE REPLACEME
4557	VERIZON WIRELESS	06/01/2017	98.38	CELL PHONES
5218	WAGeworks, INC.	06/01/2017	142.80	ADMIN FEES FOR FSA
424	WALTON COUNTY TAX COLLECTOR	06/01/2017	19,346.24	PAYMENT IN LIEU OF TAXES
382	WASHINGTON COUNTY NEWS	06/01/2017	84.00	LEGAL ADS
3180	WASHINGTON COUNTY TAX COLLECTOR	06/01/2017	41,703.25	PAYMENT IN LIEU OF TAXES
3462	WASTE MANAGEMENT OF PANAMA CITY	06/01/2017	155.00	DUMPSTER FOR ECONFINA OFFICE A
4626	WASTE PRO OF FLORIDA, INC	06/01/2017	156.69	SOLID WASTE- HQ

TOTAL CHECKS

334,500.13

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

4369	JOHN M. BATEMAN	06/02/2017	100.50	TRAVEL REIMBURSEMENT
4966	DAVID REED CHERRY	06/02/2017	110.00	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	06/02/2017	110.00	TRAVEL REIMBURSEMENT
4534	JANET STRUTZEL	06/02/2017	100.72	TRAVEL REIMBURSEMENT
4270	VIEUX & ASSOCIATES, INC.	06/02/2017	2,400.00	GAUGE ADJUSTED RADAR RAINFALL
TOTAL ACH TRANSFER			<u>2,821.22</u>	
TOTAL AP			<u><u>337,321.35</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	06/08/2017	7,622.16	WATER RESOURCE EVALUATIONS
4359	FORREST BRUTON	06/08/2017	669.36	TRAVEL REIMBURSEMENT
5428	CARDNO, INC	06/08/2017	3,450.00	WATER RESOURCE EVALUATIONS
5357	CITY OF CHATTAHOOCHEE	06/08/2017	73,224.41	TRANSMISSION LINE REPLACEMENT
4748	EAST MILTON WATER SYSTEM	06/08/2017	12.99	WATER- MILTON FIELD OFFICE
4045	ECONFINA CREEK CANOE LIVERY, LLC	06/08/2017	378.51	RENTAL OF 9 KAYAKS AND 2 CANOE
3759	FORD FARMS	06/08/2017	9,275.78	AGRICULTURAL BMP COST SHARE AG
916	GULF POWER COMPANY	06/08/2017	681.53	ELECTRIC-CRESTVIEW
916	GULF POWER COMPANY	06/08/2017	534.07	ELECTRIC- MILTON FIELD OFFICE
5474	HATCHER PUBLISHING INC	06/08/2017	75.00	ADVERTISEMENT OF APALACHICOLA
5288	A.W. HATCHER FARMS, INC.	06/08/2017	7,500.00	AGRICULTURAL BMP COST SHARE AG
5154	TOWN OF HAVANA	06/08/2017	38,933.43	WATER SYSTEM IMPROVEMENTS
5287	JON HICKS	06/08/2017	5,185.00	EMERGENCY REPAIR TO A/C UNIT A
4187	INTERA, INC.	06/08/2017	6,797.50	MINIMUM FLOWS AND LEVELS
5361	RODNEY G. PINKSTON	06/08/2017	50.00	JAGER PRO HOG GATE TRIP SERVIC
2299	LIBERTY COUNTY SOLID WASTE	06/08/2017	32.00	SOLID WASTE- FL RIVER
4883	CHRIS LONG FARMS	06/08/2017	250.00	PERMIT FEE REFUND
4986	PATRICIA LUJAN	06/08/2017	7,374.16	CRESTVIEW LEASE
1205	OFFICE DEPOT, INC.	06/08/2017	138.57	SUPPLIES
1205	OFFICE DEPOT, INC.	06/08/2017	112.01	SUPPLIES
5435	QUANTUM SPATIAL, INC.	06/08/2017	7,161.00	PARCEL DATA ACQUISITION
110	TALQUIN ELECTRIC COOPERATIVE, INC.	06/08/2017	3,796.55	ELECTRIC-HQ
3696	URS CORPORATION	06/08/2017	5,972.39	117 RISK MAP PROJECT FOR APALA
3696	URS CORPORATION	06/08/2017	11,210.00	OKALOOSA CO DFIRM UPDATE
3696	URS CORPORATION	06/08/2017	2,950.00	85 BAY COUNTY DFIRM UPDATE
3696	URS CORPORATION	06/08/2017	8,820.56	110 ENHANCED COASTAL FLOOD RIS
3696	URS CORPORATION	06/08/2017	12,287.15	LOWER OCHLOCKONEE RSKMAP TO 107
3696	URS CORPORATION	06/08/2017	3,802.07	74 ESCAMBIA COUNTY DFIRM UPDAT
4557	VERIZON WIRELESS	06/08/2017	815.04	JETPACKS
5441	VTECH	06/08/2017	9,135.34	NETWORK PENETRATION TEST
4315	WASHINGTON COUNTY BD OF CO COMMISSIONERS	06/08/2017	74,227.00	STREAMBANK RESTORATION, PROTEC
5280	HORACE WILLIAMS	06/08/2017	30,530.84	AGRICULTURAL BMP COST SHARE AG
4774	JOHN T WILLIAMSON	06/08/2017	350.00	LABOR TO BUILD TOILET PLATFORM
TOTAL CHECKS			<u>333,354.42</u>	

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

4944	BRETT CYPHERS	06/09/2017	50.73	TRAVEL REIMBURSEMENT
5172	FREDDIE WILBON	06/09/2017	750.00	JANITORIAL SERVICE FOR CRESTVI
3942	A & W VENTURES, L.C.	06/09/2017	151.34	PORTABLE TOILET FOR PHIPPS PAR
5368	KOUNTRY RENTAL NWF, INC.	06/09/2017	207.50	CLEANING OF ECONFINA OFFICE
5368	KOUNTRY RENTAL NWF, INC.	06/09/2017	36.00	HAND SANITIZER BAGS
5368	KOUNTRY RENTAL NWF, INC.	06/09/2017	7,360.00	RENTAL AND SERVICE OF PORTABLE
3813	PENNINGTON, P.A.	06/09/2017	7,540.00	LEGAL COUNSEL
3185	YAMILA POSEY	06/09/2017	659.66	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>16,755.23</u>	
TOTAL AP			<u>350,109.65</u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4379	AG SPRAY EQUIPMENT, INC.	06/15/2017	455.73	FIELD EQUIPMENT
4923	JOHN ALTER	06/15/2017	61.41	GOVERNING BOARD MEETING
3293	ANGUS ANDREWS	06/15/2017	107.69	GOVERNING BOARD MEETING
96	APALACHICOLA/CARRABELLE TIMES	06/15/2017	72.15	LEGAL AD
2967	BANK OF AMERICA	06/15/2017	4,188.13	P-CARD
3184	CANDLER, MOSES & ASSOCIATES, INC.	06/15/2017	525.00	PREPARE AN INCOME ANALYSIS FOR
5428	CARDNO, INC	06/15/2017	13,328.86	WATER RESOURCE EVALUATIONS
5428	CARDNO, INC	06/15/2017	1,966.00	WATER RESOURCE EVALUATIONS
4062	ANGELA B CASSIDY	06/15/2017	416.20	REIMBUREMENT FOR HEALTH PREMIU
5446	TRENTON A CHILDS	06/15/2017	18,512.25	AGRICULTURAL BMP COST SHARE AG
4200	CITY OF GULF BREEZE	06/15/2017	307,888.00	CONSTRUCTION OF A RECLAIMED WA
45	DMS	06/15/2017	9,561.52	ETHERNET-ALL
45	DMS	06/15/2017	4.65	WEB SERVER
45	DMS	06/15/2017	1,909.36	ST JOHNS CONNECTION
45	DMS	06/15/2017	55.04	CRESTVIEW AND CARR LONG DISTANCE
45	DMS	06/15/2017	1.13	DEDICATED LONG DISTANCE-MILTON
45	DMS	06/15/2017	712.72	CRESTVIEW PHONES
45	DMS	06/15/2017	655.65	CARR LOCAL PHONES
5298	TED EVERETT	06/15/2017	65.86	GOVERNING BOARD MEETING
2701	FLORIDA MUNICIPAL INSURANCE TRUST	06/15/2017	21,157.50	4TH INSTALLMENT FY 16-17
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	37.38	APALACH SWIM FAR AD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	24.50	FAR AD FOR ITB 17B-013 - Econf
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	23.10	FAR ADS 10/01/2016-9/30/2017 B
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	46.76	FAR ADS 10/01/2016-9/30/2017 B
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	26.32	FAR NOTICE OF APALACHICOLA SWI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/15/2017	24.36	FAR AD FOR ITB 17B-012 - CHOCT
3282	W.W. GRAINGER, INC.	06/15/2017	115.90	O-RING LUBRICANT
3193	INSURANCE INFORMATION EXCHANGE	06/15/2017	90.10	BACKGROUND SCREENING
5369	JOHN P. JORDAN	06/15/2017	16,875.00	AGRICULTURAL BMP COST SHARE AG
4822	KING AIR SYSTEMS	06/15/2017	774.06	MILTON OFFICE SERVER ROOM AC S
5227	MAC'S AUTO SERVICE	06/15/2017	94.05	OPEN PURCHASE ORDER FOR REG-MF
5409	MARTIN ENVIRONMENTAL SERVICES, INC	06/15/2017	140.00	PORTABLE TOILETS
5409	MARTIN ENVIRONMENTAL SERVICES, INC	06/15/2017	140.00	PORTABLE TOILETS
5472	OUTFITTER TECHNOLOGY, INC.	06/15/2017	925.00	CONSULTING SERVICES FOR IT BUR
64	PANAMA CITY NEWS HERALD	06/15/2017	128.93	LEGAL ADS

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

4090	JERRY PATE	06/15/2017	162.87	GOVERNING BOARD MEETING
5315	JAMES PETERSON JR.	06/15/2017	75.00	SECURITY DETAIL
3960	GEORGE ROBERTS	06/15/2017	81.88	GOVERNING BOARD MEETING
4967	SAMUEL SPRING	06/15/2017	85.44	GOVERNING BOARD MEETING
4799	STAPLES CONTRACT & COMMERCIAL, INC.	06/15/2017	20.78	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	06/15/2017	67.20	NETWORK ADAPTERS AND SD CARDS
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	06/15/2017	4,059.00	PUBLIC RECREATION SITE CLEAN U
2855	UNIVERSITY OF FLORIDA - INSTITUTE OF	06/15/2017	37,622.83	DEVELOPMENT OF A BMP SOD BASED
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	06/15/2017	12,360.00	LAW ENFORCEMENT/SECURITY
TOTAL CHECKS			<u>455,645.31</u>	
4359	FORREST BRUTON	06/16/2017	250.00	COURSE REGISTRATION REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	06/16/2017	1,701.28	CALHOUN CO SHERIFF-LAW ENFCMT/
4961	PETER FOLLAND	06/16/2017	146.00	TRAVEL REIMBURSEMENT
2268	INNOVATIVE OFFICE SOLUTIONS, INC	06/16/2017	846.00	PHONE MAINTENANCE
3823	KENNETH ANDREW ROACH	06/16/2017	126.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>3,069.28</u>	
TOTAL AP			<u><u>458,714.59</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	06/22/2017	24,153.50	WATER RESOURCE EVALUATIONS
2992	BANK OF AMERICA	06/22/2017	497.88	PAYMENT PORTEL FOR E-PERMITTING
2992	BANK OF AMERICA	06/22/2017	287.59	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	06/22/2017	1,047.39	ACCOUNT ANALYSIS
5098	CITY OF JACOB CITY	06/22/2017	4,000.00	JACOB CITY TANK INSPECTION FOR
4676	CITY OF MILTON FLORIDA	06/22/2017	65.31	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	06/22/2017	19.36	SEWER-MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	06/22/2017	37.92	LAKESHORE
5378	COMPREHENSIVE ENERGY SOLUTIONS, LLC	06/22/2017	1,673.90	EMERGENCY REPAIR TO LIEBERT IN
45	DMS	06/22/2017	0.03	WEB SERVER
5290	ECOLOGY AND ENVIRONMENT, INC.	06/22/2017	16,860.00	WATER RESOURCE ASSESSMENT, DES
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	06/22/2017	7,083.82	FUEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	06/22/2017	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	06/22/2017	50.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	06/22/2017	1,100.00	WEX TELEMATICS FLEET MANAGEMEN
2702	FISH AND WILDLIFE	06/22/2017	4,018.12	LAW ENFORCEMENT/SECURITY SERVI
2291	GULF COAST ELECTRIC COOPERATIVE, INC	06/22/2017	373.68	ELECTRIC- ECONFINA FIELD OFFICE
2804	H & S TRUCK REPAIR, INC.	06/22/2017	1,103.83	WMD 2438 MACK SEMI SERVICE
61	JACKSON COUNTY FLORIDAN	06/22/2017	78.25	LEGAL ADS
5237	JEFFERSON COMMUNITIES WATER SYSTEM, INC	06/22/2017	5,958.06	HAYFIELD SPUR RD EXTENSION LOO
5120	JOHNSON'S AUTO REPAIR, INC.	06/22/2017	726.86	REPAIR VEHICLE WMD2085 - POOL
4859	LIBERTY COUNTY	06/22/2017	2,307.75	HOSFORD WATER SYSTEM UPGRADES
3266	LOWE'S COMPANIES INC.	06/22/2017	37.94	AMDRO ANT POISON FOR PHIPPS PA
3266	LOWE'S COMPANIES INC.	06/22/2017	580.10	OPERATING SUPPLIES
3266	LOWE'S COMPANIES INC.	06/22/2017	285.56	CONCRETE & SUPPLIES
4873	MAIN STREET AUTOMOTIVE, INC.	06/22/2017	49.46	OPEN PURCHASE ORDER FOR ERP-CF
63	NORTHWEST FLORIDA DAILY NEWS	06/22/2017	130.38	LEGAL ADS
1205	OFFICE DEPOT, INC.	06/22/2017	722.88	OFFICE SUPPLIES
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	06/22/2017	49.00	LABORATORY TESTING
71	PETTY CASH	06/22/2017	74.00	PETTY CASH REIMBURSEMENT
4081	POT-O-GOLD RENTALS, LLC	06/22/2017	1,120.00	PORTABLE TOILETS
5251	RANDSTAD NORTH AMERICA, INC.	06/22/2017	9,273.42	STAFF AUG SERVICES
3851	SOUTHEASTERN SURVEYING & MAPPING CORP	06/22/2017	5,795.00	PROFESSIONAL SURVEYING SERVICE
4091	THE SHOE BOX	06/22/2017	160.00	SAFETY SUPPLIES
5453	SOLINST CANADA LTD.	06/22/2017	385.64	REPAIR AND MAINTENANCE FOR SOL
2808	THAT BOOT STORE	06/22/2017	173.69	SAFETY SUPPLIES

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

4749	TIRES ETC, LLC	06/22/2017	681.88	TIRES FOR WMD2427 MFO
5218	WAGeworks, INC.	06/22/2017	57.38	COBRA ADMINISTRATION
4038	WINDSTREAM COMMUNICATIONS	06/22/2017	78.47	800#S & EFO LONG DISTANCE
TOTAL CHECKS			<u>91,123.05</u>	
2453	ESCAMBIA COUNTY PROPERTY APPRAISER	06/23/2017	3,333.11	4TH QTR FY 16-17
4961	PETER FOLLAND	06/23/2017	146.00	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	06/23/2017	482.00	MAILING SYSTEMS FOR HQ, CRESTV
3823	KENNETH ANDREW ROACH	06/23/2017	146.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>4,107.11</u>	
TOTAL AP			<u><u>95,230.16</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5476	ALLIGARE, LLC	06/29/2017	4,226.00	HERBICIDE
4120	AMERICAN ROD & GUN	06/29/2017	910.45	CANOE SUPPLIES
96	APALACHICOLA/CARRABELLE TIMES	06/29/2017	84.00	APALACHICOLA SWIM PUBLIC MEETI
95	AT&T	06/29/2017	436.84	PHONES-ECONFINA FIELD OFFICE
4180	BA MERCHANT SERVICES	06/29/2017	230.38	TRANSACTION FEES FOR E-PERMITT
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	06/29/2017	58,651.27	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	06/29/2017	64,066.90	EMPLOYEE MEDICAL INSURANCE
4686	MCCASKILL - QUIGLEY FORD, INC	06/29/2017	395.96	VEHICLE REPAIR WMD2089 - EFO
5128	CITY OF BONIFAY	06/29/2017	27,642.00	PLANNING FOR REUSE OF RECLAI ME
3524	CITY OF CRESTVIEW	06/29/2017	48.65	SEWER/WATER CRV
672	DAVIS TROPHIES	06/29/2017	74.45	EMPLOYEE RECOGNITION
97	THE DEFUNI AK HERALD	06/29/2017	31.50	LEGAL ADS
4673	DEWBERRY CONSULTANTS LLC	06/29/2017	8,984.25	RISK MAP PROGRAM SUPPORT
4300	DYER, RIDDLE, MILLS & PRECOURT, INC.	06/29/2017	5,507.63	PROFESSIONAL SURVEYING SERVICE
5390	E-INNOVATIVE SERVICES GROUP, LLC	06/29/2017	6,300.00	FIXED ASSET SOFTWARE ANNUAL SU
4855	ENVIRON SERVICES INCORPORATED	06/29/2017	2,127.00	JANITORIAL SERVICES,HEADQUARTE
2702	FISH AND WILDLIFE	06/29/2017	3,742.39	LAW ENFORCEMENT/SECURITY SERVI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	06/29/2017	38.78	FAR ADS 10/01/2016-9/30/2017 B
839	FORESTRY SUPPLIERS, INC.	06/29/2017	803.34	FORESTRY FIELD SUPPLIES FOR LA
65	GADSDEN COUNTY TIMES	06/29/2017	41.12	LEGAL ADS
2941	HACH COMPANY	06/29/2017	203.89	TURBIDITY STANDARDS KIT
419	J. H. DOWLING, INC.	06/29/2017	30.00	METAL PIPE FOR DAM REPAIR AT L
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	300.83	LEASE FOR COPIER OUTSIDE ACCOU
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	179.38	LEASE & MAINTENANCE FOR REG CO
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	229.43	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	133.68	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	256.42	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	227.07	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	224.14	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	240.61	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	248.28	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	06/29/2017	242.88	NEW COPIER LEASES FOR CRESTVIE
5294	KRONOS, INCORPORATED	06/29/2017	10.50	TIMESHEET PROGRAM
5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	0.44	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	17.46	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	41.94	ANNUAL MAINTENANCE AGREEMENTS

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

5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	19.24	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	36.85	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	06/29/2017	191.03	ANNUAL MAINTENANCE AGREEMENTS
1205	OFFICE DEPOT, INC.	06/29/2017	93.46	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	06/29/2017	93.59	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	06/29/2017	142.50	OFFICE CHAIR FOR NEW EMPLOYEE
64	PANAMA CITY NEWS HERALD	06/29/2017	210.00	PANAMA CITY NEWS HERALD AD
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	06/29/2017	49.00	LABORATORY TESTING- SUTTERFIELD
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	06/29/2017	49.00	LABORATORY TESTING
4228	SOWELL TRACTOR CO., INC.	06/29/2017	311.83	KUBOTA RTV SERVICE
4228	SOWELL TRACTOR CO., INC.	06/29/2017	156.67	STIHL POLE SAW REPAIRS
4799	STAPLES CONTRACT & COMMERCIAL, INC.	06/29/2017	77.20	TONER FOR HP PRINTER
4832	SUN LIFE FINANCIAL	06/29/2017	159.30	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	06/29/2017	4,836.17	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	06/29/2017	1,074.55	VOLUNTARY LTD
4833	SUN LIFE FINANCIAL	06/29/2017	963.70	BASE LIFE INSURANCE- ACCT 1
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	06/29/2017	9,000.00	RESERVATION SYSTEM, CMS HOSTIN
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	06/29/2017	1,155.00	RESERVATION SYSTEM, CMS HOSTIN
4286	ULINE, INC.	06/29/2017	399.62	FOAM CORE BOARDS FOR MAPS
5218	WAGEWORKS, INC.	06/29/2017	142.80	ADMIN FEES FOR FSA
4626	WASTE PRO OF FLORIDA, INC	06/29/2017	442.69	SOLID WASTE-HQ
5271	ANDY WELLS	06/29/2017	3,988.40	AGRICULTURAL BMP COST SHARE AG
5005	MAKOTO D. YOSHIKAWA	06/29/2017	850.00	CONSULTING SERVICES
	TOTAL CHECKS		<u>211,372.46</u>	
4944	BRETT CYPHERS	06/30/2017	117.48	TRAVEL REIMBURSEMENT
	TOTAL ACH TRANSFER		<u>117.48</u>	
	TOTAL AP		<u><u>211,489.94</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

JUNE 2017

DIRECT DEPOSIT	6/9/2017	\$	203,599.59
CHECKS	6/9/2017		2,214.21
FLEX SPENDING TRANSFER	TF055		1,461.36
DIRECT DEPOSIT	6/23/2017		214,319.44
CHECKS	6/23/2017		4,590.30
FLEX SPENDING TRANSFER	TF0059		1,461.36
		\$	<u>427,646.26</u>

APPROVED:

Chairman or Executive Director

August 10, 2017

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Wendy Dugan, Division of Administration Director

DATE: July 26, 2017

SUBJECT: Consideration of Resolution No. 821 Requesting Release of Fiscal Year 2017-2018 State Appropriations

Recommendation

Staff recommends the Governing Board adopt Resolution No. 821 to request the Secretary of the Department of Environmental Protection release funds from the General Revenue Fund in the amount of \$5,211,231 and from the Land Acquisition Trust Fund in the amount of \$3,421,000.

Background

Resolution No. 821 requests the release of funds from the Department of Environmental Protection that were appropriated from the General Revenue Fund and Land Acquisition Trust Fund in the State of Florida's 2017-2018 General Appropriations Act.

These funds have been included in the District's Fiscal Year 2017-2018 Tentative Budget and provide a total of \$8,632,231. The General Revenue Fund appropriations consist of \$1,851,231 for the environmental resource permitting program and \$3,360,000 for district operations. The Land Acquisition Trust Fund appropriations are comprised of \$1,610,000 for district land management and \$1,811,000 for minimum flows and minimum levels activities.



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. 821
REQUEST FOR FISCAL YEAR 2017-2018 MONIES FOR
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FROM THE GENERAL REVENUE FUND AND LAND ACQUISITION TRUST FUND**

WHEREAS, the Legislature provided funds to the Northwest Florida Water Management District in the Fiscal Year 2017-2018 General Appropriations Act from the General Revenue Fund specific line items No. 1577 for the environmental resource permitting program and No. 1578 for operations of the District, as well as from the Land Acquisition Trust Fund specific line items No. 1582 to support land management and No. 1583 to establish minimum flows and minimum levels (MFLs); and

WHEREAS, the monies available to the District in these line items and from the Department of Environmental Protection are included in the District’s Fiscal Year 2017-2018 Tentative Budget in the amounts of \$1,851,231 for environmental resource permitting, \$3,360,000 for operations of the District, \$1,610,000 for land management, and \$1,811,000 for MFLs; and

WHEREAS, the District understands that the funds provided are available and will invoice the Department of Environmental Protection to obtain these funds in a manner agreed to by the Department; and

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District hereby requests that the Secretary of the Department of Environmental Protection release from the General Revenue Fund the amount of \$5,211,231 and from the Land Acquisition Trust Fund the amount of \$3,421,000; and

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

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

PASSED AND ADOPTED this 10th day of August, 2017, A.D.

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

George Roberts, Chair

ATTEST:

John Alter, Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN 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

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Wendy Dugan, Division of Administration Director

DATE: July 26, 2017

SUBJECT: Consideration of Resolution No. 822 Amending the Fiscal Year
2016-2017 Budget - Amendments No. 10 through 13

Recommendation

Staff recommends that the Governing Board adopt Resolution No. 822 amending the Fiscal Year 2016-2017 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

District amendments 10 through 12 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 July 10, 2017, which was granted by EOG on July 19, 2017. Amendment 13 consists of transfers within existing expense and revenue budget.

Below are explanations for each amendment:

- Amendment 10 requests \$75,000 in budget to be funded with Environmental Resource Permit (ERP) program fund balance reserves to cover incurred and estimated remaining expenditures for this fiscal year for ongoing ERP-related litigation. This item will result in an increase of \$75,000 to the District's FY 2016-2017 Budget.
- Amendment 11 requests \$46,500 in budget to be funded with Environmental Resource Permit (ERP) program fund balance reserves to cover incurred and estimated remaining expenditures for this fiscal year for relocation and remodeling related to moving Division of Regulatory Services staff from the Carr Building to District Headquarters. This item will result in an increase of \$46,500 to the District's FY 2016-2017 Budget.

- Amendment 12 requests \$6,000 in budget to be funded by an agreement with the Florida Department of Transportation (FDOT) and Federal Highway Administration to provide expedited reviews and technical assistance for proposed projects by FDOT under the Efficient Transportation Decision Making (ETDM) process. Because the District will be using existing staff time, a cost-neutral transfer of Salaries and Benefits expense budget from other ERP projects to the ETDM project will be made. Similarly, because the District will be receiving new revenue for ETDM assistance, an equivalent reduction will be made in ad valorem revenue budget in the ERP program. This amendment will not increase or decrease the District's FY 2016-2017 Budget.
- Amendment 13 consists of transfer requests that will not increase or decrease the District's FY 2016-2017 Budget:
 - a. \$50,000 in Activity 310 Land Management to transfer budget from Contracted Services to Operating Expenses and Operating Capital Outlay for the purchase of fire suppression equipment and supplies.
 - b. \$26,000 in the Bureau of Information Technology to transfer budget from Operating Expenses to Consulting Services for development of a GIS field collection database, dashboard, and mobile applications.
 - c. \$11,672 in the Division of Asset Management to transfer personnel budget between projects to accurately reflect where staff time and payments are being charged.
 - d. \$586 in Activity 260 Other Acquisition and Restoration Activities to move budget from Operating Capital Outlay to Operating Expenses to cover fencing materials for the James Tract.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	5,681	(5,681)	0
Land Acquisition Fund	586	(586)	0
Projects Fund	6,555	(6,555)	0
Lands Management Fund	66,040	(66,040)	0
Regulation Fund	136,241	(14,741)	121,500
Mitigation Fund	655	(655)	0
	<u>215,758</u>	<u>(94,258)</u>	<u>121,500</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. 822 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 July 26, 2017, requesting Amendments No. 10 through No. 13 to the Fiscal Year 2016-2017 budget. These amendments recognize new revenue, the use of reserves, and reallocation of budget authority to properly reflect activities performed and accurately assign actual costs across programs, funds, projects, and budget categories.

PASSED AND ADOPTED this 10th day of August, 2017, A.D.

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

George Roberts, Chair

ATTEST:

John Alter, Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN 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

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Lyle Seigler, Director of Regulatory Services

DATE: July 18, 2017

SUBJECT: Request for Authorization to Undergo Rulemaking on Chapters 40A-1, 40A-3, and 40A-6, F.A.C.

Recommendation

Staff recommends the Governing Board approve proceeding with rulemaking on Chapters 40A-1, 40A-3, and 40A-6, Florida Administrative Code (F.A.C.), during the next twelve (12) months and including the following proposed rulemaking items in the 2017-2018 Annual Regulatory Plan pursuant to section 120.74, F.A.C.

Background

The Joint Administrative Procedures Committee (JAPC) is a standing committee of the Legislature. It is JAPC's responsibility to ensure that rules adopted by the executive branch agencies stay within the authority specifically delegated by the legislature. JAPC, as a normal course of action, recently reviewed District Chapters 40A-1 (General and Procedural Rules), 40A-3 (Regulation of Wells), and 40A-6, F.A.C. (Works of the District), and advised the District of its findings. Below are the specific rules the District intends to amend to address JAPC comments. The rulemaking will simplify, clarify, increase efficiency, improve coordination with other agencies, reduce regulatory costs, or delete obsolete, unnecessary, or redundant rules.

<u>Rule</u>	<u>Rulemaking Justification</u>
40A-1.1002	Repeal rule for consistency with section 120.542(5), F.S.
40A-1.207(1)	Clarify rule for consistency with section 373.219(2), F.S.
40A-3.011(2)	Delete an unnecessary portion of the rule.
40A-3.021(15)	Delete redundant rule.
40A-3.021(42)	Delete redundant rule.
40A-3.021(47)	Delete redundant rule.

40A-3.037(1)	Clarify rule by incorporating referenced material.
40A-3.041(1)	Clarify rule by incorporating referenced material.
40A-3.041(3)	Clarify rule by incorporating referenced material.
40A-3.051(3)	Delete an unnecessary portion of the rule and clarify rule by incorporating referenced material.
40A-3.301(2)(a)	Clarify rule by incorporating referenced material.
40A-3.301(3)(a)	Clarify rule by expanding on permit conditions.
40A-3.301(3)(c)	Clarify rule by expanding on permit conditions.
40A-3.301(3)(i)	Clarify rule by expanding on permit conditions.
40A-3.301(3)(k)	Clarify rule by expanding on permit conditions.
40A-3.341(1)	Clarify the rule changing the word 'may' to 'shall'.
40A-3.341(2)	Clarify the rule changing the word 'may' to 'shall'.
40A-3.411(3)	Clarify rule by incorporating referenced material.
40A-3.502(1)	Clarify rule by incorporating referenced material.
40A-3.502(2)	Clarify rule by removing obsolete reference.
40A-3.504(3)	Clarify rule by removing obsolete reference and update rule references.
40A-3.507(1)	Clarify rule by incorporating referenced material.
40A-3.507(3)	Delete an unnecessary portion of the rule.
40A-3.507(5)	Clarify rule by updating reference and incorporating referenced material.
40A-3.517(1)	Clarify rule by incorporating referenced material.
40A-3.901(1)	Clarify rule to reflect form incorporated.
40A-3.901(2)	Clarify rule to reflect form incorporated.
40A-3.901(3)	Delete obsolete rule.
40A-3.901(4)	Clarify rule to reflect form incorporated.
40A-6.041(1)	Clarify rule for consistency with Chapter 373, F.S.
40A-6.201	Clarify rule for consistency with section 373.109, F.S.
40A-6.301(5)	Delete obsolete rule.
40A-6.301(6)	Delete obsolete rule.
40A-6.451(1)	Clarify rule for consistency with Chapter 373, F.S.
40A-6.451(2)	Clarify rule for consistency with Chapter 373, F.S.