

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

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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
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