

# **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  
Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

FROM: Christina Coger, Resource Planning Program Manager

DATE: August 30, 2017

SUBJECT: Fiscal Year 2017-2018 Strategic Water Management Plan

---

### **Recommendation**

Staff recommends the Governing Board approve the Fiscal Year 2017-2018 update to the District Strategic Water Management Plan and authorize the Executive Director to finalize the plan pending any comments from the Florida Department of Environmental Protection.

### **Discussion**

Section 373.036, Florida Statutes (F.S.), provides the Governing Board the option of developing an annual strategic plan in lieu of a five-year District Water Management Plan. The strategic plan is intended to reflect and guide the District's strategic priorities for at least a five-year period and to identify supporting goals, strategies, success indicators, funding sources, deliverables, and milestones.

The District's Strategic Water Management Plan (SWMP) was most recently approved in December 2016. This update maintains the six strategic priorities identified last year and is consistent with the District's FY 2017-2018 Tentative Budget. These priorities are:

- Springs Protection and Restoration – Protect and restore water quality and flows within the major spring systems of northwest Florida.
- Apalachicola-Chattahoochee-Flint River Basin – Protect Apalachicola River and Bay water quality and freshwater inflow.
- Minimum Flows and Minimum Water Levels (MFLs) – Develop and implement science-based MFLs that protect water resources and associated natural systems.
- Water Supply – Plan and facilitate sustainable water supplies for future reasonable and beneficial uses.

- Watershed Protection and Restoration – Protect and restore watershed resources and functions.
- Flood Protection and Floodplain Management – Maintain natural floodplain functions and minimize harm from flooding.

Section 373.036, F.S., further requires, as an addendum, a separate Annual Work Plan Report on the Strategic Plan's implementation. The annual work plan report will be submitted each year with the District's March 1 Consolidated Annual Report.

This plan has been made available for public review via the District's website. In addition to this comment period and participation in Governing Board meetings, the public is also afforded the opportunity to participate in the development of other plans and documents, which are functional components of the SWMP. Examples include regional water supply plans, the Florida Forever Land Acquisition Work Plan, surface water improvement and management plans, and District rules.

The SWMP is not a self-executing plan; specific actions and expenditures will be developed for separate consideration and approval. This plan will be reviewed and updated annually based on results outlined in the annual report, direction from the Governing Board, and input from the public and DEP.

Attachment:

FY 2017-2018 Strategic Water Management Plan

# **Draft**

# **Strategic Water Management Plan**



**FY 2017-2018 Update**  
**September 2017**

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT



### GOVERNING BOARD

**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

**Brett J. Cyphers**  
*Executive Director*

### Headquarters

81 Water Management Drive  
Havana, Florida 32333-4712  
(850) 539-5999

### Crestview

180 E. Redstone Avenue  
Crestview, Florida 32539  
(850) 683-5044

### Econfina

6418 E. Highway 20  
Youngstown, FL 32466  
(850) 722-9919

### Milton

5453 Davisson Road  
Milton, FL 32583  
Tel. (850) 626-3101

# Table of Contents

---

<b>INTRODUCTION</b>	<b>1</b>
<b>STRATEGIC PRIORITIES FOR 2018-2022</b>	<b>7</b>
<b>IMPLEMENTATION</b>	<b>17</b>
<b>MONITORING AND REPORTING</b>	<b>19</b>
<b>FINANCIAL RESOURCES</b>	<b>21</b>
<b>REFERENCES AND ADDITIONAL DOCUMENTS</b>	<b>22</b>

*Cover Photograph:*

# 1. Introduction

The Strategic Water Management Plan (SWMP or Strategic Plan) describes statutory responsibilities and current priorities of the Northwest Florida Water Management District (NFWFMD or District). These responsibilities and priorities encompass those activities the District plans to undertake over a five-year planning horizon to accomplish its mission: to implement the provisions of Chapter 373, Florida Statutes (F.S.), in a manner that best ensures the continued welfare of the residents and water resources of northwest Florida. This guidance document is complementary to and implemented by the District's annual budget.

The following provides a brief overview of the resources of the District, including a strengths and weaknesses assessment and general information on the strategic planning process. Section 2 summarizes the District's strategic priorities and the strategies employed to accomplish these priorities. Also described are success indicators, funding sources, deliverables, milestones and associated activities planned over the five-year planning horizon. Section 3 provides the implementation schedule of major tasks from 2018-2022. The framework for monitoring and reporting is described in Section 4 and financial resources are outlined in Section 5.

## About the Northwest Florida Water Management District

The NFWFMD is one of five water management districts established by the Florida Water Resources Act of 1972 (Chapter 373, F.S.). Its geographic region extends from the St. Marks River watershed in Jefferson County to the Perdido River in Escambia County (Figure 1).

A nine-member Governing Board appointed by the Governor and confirmed by the Senate governs the NFWFMD. The District works with federal, state, and local governments; water supply utilities; non-governmental stakeholders; and private citizens to accomplish its statutory areas of responsibility, as described below.

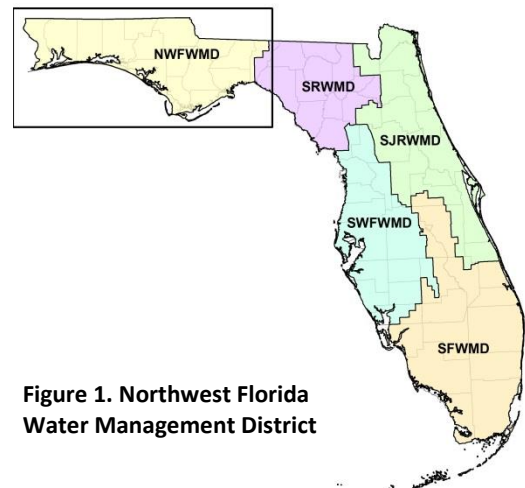


Figure 1. Northwest Florida Water Management District

## Mission

The District's mission, as established by the Governing Board, is to implement the provisions of Chapter 373, Water Resources, F.S., in a manner that best ensures the continued welfare of the residents and water resources of northwest Florida.

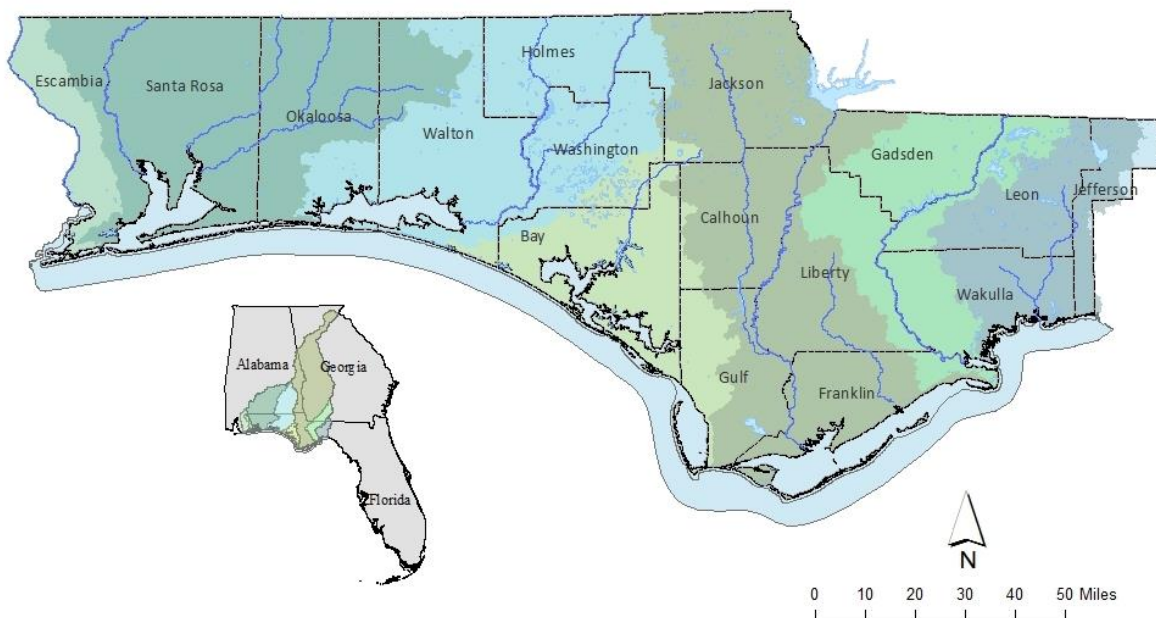
## Statutory Areas of Responsibility

Section 373.036, F.S., sets forth four interrelated areas of responsibility (AORs) for the water management districts: Water Supply, Water Quality, Flood Protection and Floodplain Management, and Natural Systems. Goals for each of these AORs are:

<b>Water Supply</b>	Promote the availability of sufficient water for all existing and future reasonable-beneficial uses and natural systems.
<b>Water Quality</b>	Protect and improve the quality of the District's water resources.
<b>Flood Protection and Floodplain Management</b>	Maintain natural floodplain functions and minimize harm from flooding.
<b>Natural Systems</b>	Protect and enhance natural systems.

### Characteristics

The District encompasses seven major watersheds, six of which extend to portions of Alabama and Georgia, with some of the state's largest rivers and most diverse estuaries (Figure 2). The Apalachicola River is the largest river in Florida by volume of flow. The Apalachicola, Choctawhatchee and Escambia rivers comprise three of five largest rivers in the state by volume of flow. The District contains more than 250 springs, including five first-magnitude springs: Wakulla Spring, Jackson Blue Spring, Gainer Springs Group, St. Marks River Rise, and the submarine Spring Creek Springs Group.



**Figure 2. Northwest Florida Watersheds**

The Floridan aquifer is the primary source of water supply across most of the District, while the sand-and-gravel aquifer is the primary source in Escambia and Santa Rosa counties. Bay County relies on surface water from Deer Point Lake Reservoir and the City of Port St. Joe utilizes the Gulf County Fresh Water Supply Canal from the Chipola River to meet water supply needs.

Much of the District's non-urban land is devoted to forestry and agriculture, with areas of concentrated development corresponding to population centers. Private forest lands cover much of the District, and prominent public lands include military bases, state and national forests, national wildlife refuges, state

parks, and District lands. In recent decades, substantial areas have been transformed from forested and rural in character to suburban and urban.

As of 2016, there were an estimated 1.4 million permanent residents in northwest Florida (University of Florida 2017), with much of the population concentrated along the coastal region from Escambia through Bay counties, as well as in Tallahassee and the surrounding area (Table 2). Population is projected to grow to nearly 1.8 million by 2040, reflecting a 17.4 percent increase over 29 years (University of Florida 2017).

Changes in land use and intensity and population growth presents potential water resource challenges, including increased demand for water supplies, stormwater Runoff and nonpoint source pollution, increased risks from flooding, reduced groundwater recharge, and fragmentation of wetlands and other sensitive habitats.

**Table 2. Population and Growth by County**

County	2010 Population	2016 Population	2040 Population Projection <sup>1</sup>	Percent Change 2016 2040
Bay	168,852	176,016	215,100	22.20%
Calhoun	14,625	14,580	15,700	7.68%
Escambia	297,619	309,986	342,200	10.39%
Franklin	11,549	11,916	12,900	8.26%
Gadsden	46,389	48,486	51,900	7.04%
Gulf	15,863	16,628	18,800	13.06%
Holmes	19,927	20,003	20,500	2.48%
Jackson	49,746	50,345	52,500	4.28%
Jefferson <sup>2</sup>	10,417	10,236	10,656	4.10%
Leon	275,487	287,671	354,500	23.23%
Liberty	8,365	8,736	10,800	23.63%
Okaloosa	180,822	192,925	225,000	16.63%
Santa Rosa	151,372	167,009	235,300	40.89%
Wakulla	30,776	31,599	40,000	26.59%
Walton	55,043	62,943	100,300	59.35%
Washington	24,896	24,888	27,200	9.29%
<b>Total</b>	<b>1,361,748</b>	<b>1,433,967</b>	<b>1,733,356</b>	<b>17.44%</b>

<sup>1</sup> Medium growth scenario

<sup>2</sup> Estimated population within NWFWMMD

Sources: 2010 estimates by U.S. Census Bureau; 2016 estimates and 2040 projections by UF BEBR 2017

### Strengths, Opportunities, and Challenges

A strength of the District is the development of effective partnerships and cooperative relationships with other governmental and private organizations with complementary functions and authority. Another asset is its extensive water management lands that protect water quality; floodplains; water recharge areas; and ecosystem health and productivity. The District has also made substantial investment in developing alternative and inland water sources to meet water supply needs and interconnecting utilities for system reliability.



Many opportunities exist to: expand water conservation and efficiency; further develop reuse of reclaimed water and other alternative water supply sources; protect undeveloped floodplains and important recharge areas; and adopt new technology and data sources.

Northwest Florida faces continuing challenges with respect to water and related resources across all four AORs. Examples of such challenges are coastal saltwater intrusion, out-of-state water withdrawals, and nonpoint source pollution.

Current strengths, opportunities, and challenges are outlined in Table 3.

**Table 3. NFWFMD Strengths, Opportunities, and Challenges**

<b>Strengths</b>	<ul style="list-style-type: none"> <li>• Partnership and cooperation with other governmental and private organizations with complementary functions and authority</li> <li>• Extensive water management lands and other public lands that protect water quality, floodplains, water recharge, and ecosystem health and productivity</li> <li>• Ability to leverage external funding</li> <li>• Technical capability and long-term outlook</li> <li>• Improved consumptive use permitting regulations for state-wide consistency and permit streamlining</li> <li>• Development of alternative water supplies</li> </ul>
<b>Opportunities</b>	<ul style="list-style-type: none"> <li>• MFL establishment for priority waterbodies; enhanced data collection and technical analyses</li> <li>• Continued development of alternative water supply sources</li> <li>• Potential to acquire floodplain and recharge areas to protect springs, surface waters and groundwater resources</li> <li>• Potential for reuse system development and expansion to meet nonpotable demands, provide beneficial aquifer recharge, and enhance water quality</li> <li>• Potential for additional water conservation</li> <li>• Federal and other external funding sources that can match and extend existing funds</li> <li>• New technology and data sources</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>• Out-of-state water withdrawals and wastewater discharges</li> <li>• Diminished water quality at some of the District's signature springs</li> <li>• Saltwater intrusion in some coastal population centers</li> <li>• Rising demands for potable water for people, business, and agriculture</li> <li>• Extreme weather events (e.g., droughts, floods, and tropical storms)</li> <li>• Nonpoint source pollution</li> <li>• Fragmentation of wetlands and other water-related habitats</li> <li>• Hydrologic and water quality data gaps</li> <li>• Infrastructure funding limitations, particularly on the part of financially disadvantaged small local governments</li> </ul>

### Strategic Planning Process

The SWMP reflects priorities of the Governing Board through a five-year planning horizon. The plan is implemented annually through the District's adopted budget.

### Annual Progress Review and Strategic Plan Update

The SWMP Annual Work Plan Report is incorporated in the Consolidated Annual Report, released each year by March 1. To meet the requirements of section 373.036, F.S., this report includes qualitative and quantitative evaluation of the success indicators, deliverables, and milestones identified in Section 2. The Strategic Plan is updated based on these results and in consideration of emerging issues and the District's annual budget.

### Operational Plans and Rules

The SWMP is designed as a functional plan to address the District's statutorily defined AORs and guide, at a high level, how the District will carry out major activities over a five-year planning horizon. It is important to recognize that many of these activities are implemented through subordinate plans, adopted rules, and programs that directly execute the strategies outlined in the SWMP (Table 4). Thus, the SWMP reflects an integrated approach to the major water resource challenges facing the District.

**Table 4. Operational Documents**

Plan / Regulation	Purpose (Primary Statute)	Horizon (Updates)
Strategic Water Management Plan	Establish strategic priorities for a next five-year period; District-wide plan for water supply, flood protection, water quality, and natural systems (373.036, F.S.)	Five years; updated annually
<b>Incorporates:</b>		
Adopted Budget	All planned revenues and expenditures of the District (373.536, F.S.)	Updated annually
Regional Water Supply Plans	Identify water sources, demands, and alternative water supply sources (373.709, F.S.)	20 years; updated every five years
Water Resource Development Work Program	Development of water sources within regional water supply planning areas (373.536; 373.709 F.S.)	Five years; updated annually
Water Supply Assessment	Estimates and projections of District-wide water demand and source assessments (373.036, F.S.)	20 years; updated every five years
Florida Forever Land Acquisition Work Plan	District-wide land acquisition plan (373.199, F.S.)	Five years; updated annually
Florida Forever Capital Improvements Plan	Short-range plan for implementation of approved capital improvement projects (373.199, F.S.)	Five years; updated annually
NWFWMD-FEMA Cooperating Technical Partner Risk MAP Business Plan	Risk Map, flood mapping and related activities plan for the Northwest Florida Water Management District (373.036, F.S.)	Five years; updated annually
Umbrella, Watershed-based Regional Mitigation Plan	District-wide wetland mitigation (373.4137, F.S.; 33 U.S.C. 1344); also incorporates the In Lieu Fee Program and Instrument and the Sand Hill Lakes Mitigation Bank	Updated annually
SWIM Priority List	Prioritize watersheds and waterbodies for SWIM plan development (373.453, F.S.)	Updated annually

Plan / Regulation	Purpose (Primary Statute)	Horizon (Updates)
SWIM Plans (multiple)	Watershed protection, management, and restoration (373.451-459, F.S.)	Updated as needed
Hydrologic Monitoring Plan	Surface and groundwater hydrologic and water quality monitoring (373.036; 373.451-459, F.S.)	Updated biennially
Minimum Flows and Minimum Water Levels (MFLs) Priority List	Priority list for development of MFLs (373.042, F.S.)	Updated annually
Five Year Capital Improvements Plan	Capital improvement plan for District activities (373.536(6)(a)(3), F.S.)	Updated annually
Annual Regulatory Plan	Compliance with statutory requirements and schedule for rulemaking, where applicable (120.74, F.S.)	Updated annually
Ch. 40A-1, FAC	General and Procedural (373.044, F.S.)	Continuous
Ch. 40A-2, FAC	Regulation of Consumptive Uses of Water (373.203-250, F.S.)	Continuous
Ch. 40A-3, FAC	Regulation of Wells (373.302-342, F.S.)	Continuous
Ch. 40A-6, FAC	Works of the District (373.084-087, F.S.)	Continuous
Ch. 40A-21, FAC	Water Shortage Plan (373.246(1), F.S.)	Continuous
Ch. 62-330, FAC	Environmental Resource Permitting (373.4131, F.S.)	Continuous

## 2. Strategic Priorities for 2018-2022

Implementation of the District's strategic priorities is accomplished through coordinated activities within each of the District's major divisions: Asset Management, Resource Management, Regulatory Services, and Administration. This section summarizes each of the strategic priorities, together with indicators, funding sources, milestones, and deliverables that support each goal within the planning horizon. Milestones are events or dates signifying important points in progress toward each goal, and deliverables are work products from individual tasks or projects.

### Strategic Priorities for Fiscal Years 2018-2022

- ◆ **Springs Protection and Restoration:** *Protect and restore water quality and flows within the major spring systems of northwest Florida.*
- ◆ **Minimum Flows and Minimum Water Levels (MFLs):** *Develop and implement science-based MFLs that protect water resources and associated natural systems.*
- ◆ **Apalachicola-Chattahoochee-Flint River Basin:** *Protect Apalachicola River and Bay water quality and freshwater inflow.*
- ◆ **Water Supply:** *Plan and facilitate sustainable water supplies for future reasonable and beneficial uses.*
- ◆ **Watershed Protection and Restoration:** *Protect and restore watershed resources and functions.*
- ◆ **Flood Protection and Floodplain Management:** *Maintain natural floodplain functions and minimize harm from flooding.*

A matrix of the six strategic priorities as they relate to the District's goals, activities, success indicators and milestones is included at the end of the section.

#### Springs Protection and Restoration

Springs protection and restoration is carried out through the District's Surface Water Improvement and Management (SWIM), MFL, Land Management and Acquisition, and Water Use Permitting programs. Current initiatives and priorities include the following:

- Jackson Blue Spring Agricultural BMP Cost Share Program – The District continues a major initiative to help agricultural producers in the Jackson Blue Spring basin integrate best management practices (BMPs) into their farming operations. These practices, implemented in cooperation with the Florida Department of Agriculture and Consumer Services (DACS), are expected to continue conserving water and improving water quality without compromising production yields. This cost share grant program provides 75 percent of the equipment costs with producers providing the remaining 25 percent. To date, the 48 of the 55 projects awarded have been completed and approximately 30 more are anticipated on an annual basis.
- Sod-Based Crop Rotation Program – The District has partnered with the University of Florida Institute of Food and Agricultural Sciences (IFAS) to complete evaluations and outreach on best

management practices for sod-based rotation systems for the last 12 years. Additionally, the District has received federal grant funding for a sod-based crop rotation pilot project which demonstrates the economic and environmental benefits of integrating beef cattle/perennial grass into a multi-crop production system using conservation technology and other BMPs. The pilot project will assess the effectiveness and productivity of sod-based crop rotation for up to four producers in the Jackson Blue Spring basin. The goal of the pilot project is to determine if these practices will reduce water irrigation demands and reduce nutrient and pesticide application rates while increasing crop yields under commercial farm conditions.

- Claiborne Aquifer Evaluation – The District continues an investigation of the Claiborne aquifer within the Jackson Blue Spring groundwater contribution area. The project involves constructing test and monitoring wells; completing aquifer performance testing; and analyses and modeling to determine the aquifer’s viability as a potential water source to offset demand on the Floridan aquifer.
- Septic-to-Sewer Retrofit Projects – Implementation of seven major septic-to-sewer retrofit projects to protect and help reduce nutrient loading to Jackson Blue Spring and Wakulla Spring will continue in Jackson, Leon, and Wakulla counties.
  - Indian Springs Sewer Extension – grant to Jackson County to extend central sewer to the Indian Springs subdivision adjacent to Merritts Mill Pond, which receives flow from Jackson Blue Spring and other submerged springs.
  - Blue Springs Road Sewer Project – grant to Jackson County to extend central sewer service to the Jackson Blue Springs Recreation Area and residences around Jackson Blue Spring and Merritts Mill Pond in Jackson County.
  - Magnolia and Wakulla Gardens Sewer System Expansion – grant to Wakulla County for sewer expansion and connection of homes on septic systems to the county’s Advanced Wastewater Treatment (AWT) plant.
  - Tallahassee Septic-to-Sewer Connections – grant to the City of Tallahassee for the connection of properties on septic tanks to existing central sewer within the Wakulla Basin Management Action Plan (BMAP).
  - Woodside Heights Sewer Project – grant to Leon County for sewer expansion and connection of homes on septic systems to the City of Tallahassee’s AWT wastewater treatment system.
  - Woodville Sewer System Project – grant to Leon County for the design of a central sewer system to serve the Woodville Community.
  - Advanced Septic Treatment Systems Pilot Project – grants to Leon and Wakulla counties for the design and installation of advanced septic systems in neighborhoods within the Wakulla BMAP Priority Focus Area 1. The pilot project will provide information on feasibility, nutrient reduction, and costs associated with selected advanced septic systems. This effort is also in collaboration with the Florida Department of Health, the Florida Department of Environmental Protection, and stakeholders.
- Streambank Restoration and Protection – The District continues spring and water quality improvements at Econfina Blue Spring Campsite and Devil’s Hole Spring on Econfina Creek an MFL priority waterbody. The projects include shoreline restoration and protection, stormwater facilities, and public access improvements.
- Water Quality and Flow Monitoring – The District is continuing water quality monitoring at Wakulla, Jackson Blue, Pitt, Econfina Blue, and Williford springs and measuring spring flows at Jackson Blue, Sally Ward, and Wakulla springs and the Spring Creek springs group in coastal Wakulla County.

- Land Management – The Econfinia Creek WMA is more than 43,000 acres of District-owned and managed land that protects groundwater recharge, spring flow, and water quality within the Econfinia Creek springs complex, which includes first magnitude Gainer Springs. This in turn protects water supply and water quality in the downstream Deer Point Lake Reservoir, the main source of drinking and industrial water supply for Bay County.
- Water Use Permitting – Regulation of ground and surface water withdrawals is a tool for preventing significant impacts to the water resources contributing to spring systems and water supplies.

---

**Strategic Priority 1: Springs Protection and Restoration.** Improve water quality and flows within the major spring systems of northwest Florida.

---

Success Indicators:	(1) Project accomplishment (percent complete) (2) Trends in nitrate concentrations (3) Trends in spring flows
Funding sources:	(1) State Legislative Appropriations (2) Land Acquisition Trust Fund (3) General Fund Reserves (4) Florida Forever Trust Fund
Milestones:	(1) Completion of spring streambank restoration projects (2017-2018) (2) Implementation of funded BMPs for farmers in the Jackson Blue Spring basin and Mobile Irrigation Lab evaluations (2017-2018) (3) Completion of septic to sewer retrofit projects (2017-2019)
Deliverables:	(1) Mobile Irrigation Lab evaluation reports (2) Water quality data (3) Spring discharge data

---

#### **Minimum Flows and Minimum Water Levels (MFLs)**

Implementation of an effective MFL program is a major component of the overall effort to ensure the long-term protection and sustainability of regionally significant water resources. A minimum flow or minimum water level is defined as the limit at which further withdrawals of water would be significantly harmful to the water resources or the ecology of the area. The MFL program complements other efforts, including water use permitting, regional water supply planning, and watershed management. During the next five years, MFL technical assessments will be completed for the St. Marks River Rise (2018), Sally Ward Spring (2020), Wakulla Spring (2020), the coastal Floridan aquifer in Walton, Okaloosa, and Santa Rosa counties (2020), and Jackson Blue Spring (2022). Enhanced data collection, groundwater and surface water modeling, and development of technical assessments will begin for the Shoal River system and Econfinia Creek and Spring complex.

The MFL program is implemented according to the MFL priority list and schedule, which is updated annually and submitted to DEP for review. The current schedule may be found online at [www.nwfwater.com/water-resources/minimum-flows-levels/](http://www.nwfwater.com/water-resources/minimum-flows-levels/).

<b>Strategic Priority 2: Minimum Flows and Minimum Water Levels (MFLs).</b> Develop and implement science-based MFLs that protect water resources and associated natural systems.	
Success Indicators:	(1) MFL technical assessment accomplishment (percent complete per the approved schedule) (2) Waterbodies meeting their adopted MFLs (number and percentage)
Funding sources:	(1) General Fund Reserves (2) State Legislative Appropriations
Milestones:	(1) Completion of technical assessments for the St. Marks River Rise (2018), Wakulla Spring (2020), Sally Ward Spring (2020), the coastal Floridan aquifer in Region II (2020), and Jackson Blue Spring (2022)
Deliverables:	(1) Completed MFL technical assessments according to the approved schedule

### **Apalachicola-Chattahoochee-Flint (ACF) River Basin**

An ongoing District priority is working with state agencies and local governments to protect the economic and ecological viability of the Apalachicola River and Bay and its surrounding watershed in Florida. Priorities over the current five-year period include continued technical assistance to the Governor and DEP in the ongoing legal case between the states of Florida and Georgia over freshwater allocation in the ACF river basin and implementation of several cooperative water quality improvement projects in coastal Franklin County. The agricultural BMP program, springs restoration projects, and land acquisition projects to improve the health of Jackson Blue Spring also support longstanding water conservation and water quality protection efforts. In addition to technical assistance, continuing initiatives and priorities include:

- Northwest Florida Mobile Irrigation Laboratory (MIL) – The District continues to support the MIL, particularly in Jackson County. This effort includes on-site evaluations of agricultural irrigation systems to evaluate system efficiency and generate recommendations for improvements and BMPs. These recommendations are designed to increase irrigation efficiency and minimize over-watering, benefitting both the grower and the environment. The MIL also works to educate agricultural customers and the general public on water conservation, irrigation planning, and irrigation management.
- Apalachicola Bay Water Quality Improvement Projects – The District continues to partner with the Apalachicola, Carrabelle and other local governments and utilities to complete projects that will improve the quality of water entering Apalachicola Bay. Septic-to-sewer retrofit projects that remove onsite sewage treatment and disposal systems will help reduce nutrients and other nonpoint source pollution from flowing to the river and bay.

---

**Strategic Priority 3: Apalachicola-Chattahoochee-Flint River Basin.** Protect Apalachicola River and Bay water quality and freshwater inflow.

---

Success Indicators:	(1) Project accomplishment (percent complete) (2) Area restored or treated (acres) (3) Pollutant load reduction (pounds per year)
Funding sources:	(1) State Legislative Appropriations (2) Land Acquisition Trust Fund (3) General Fund Reserves
Milestones:	(1) Completion of Apalachicola Bay water quality projects (2019) (2) Continued participation in supporting state ACF Basin issues (2018-2022)
Deliverables:	(1) Grant project completion reports

---

### Water Supply

The District facilitates sustainable water supplies for future reasonable and beneficial uses through coordinated resource planning and regulation efforts. These include the following:

- **Water Use Permitting (WUP)** – The Division of Regulatory Services oversees review, issuance, renewal, and enforcement of ground and surface water use permits that allow for reasonable-beneficial uses of water while protecting existing users and the long-term viability of the resource.
- **Well Regulation Program** – The Division of Regulatory Services coordinates the review, issuance, and enforcement of well permits and water well contractor licensing. Activities covered are well construction, repair, and abandonment. This program protects public health and resource sustainability, while also serving the regulated community.
- **Districtwide Water Supply Assessment** – This assessment encompasses a periodic District-wide evaluation of current and future water demands and the sustainability and sufficiency of water supply sources. The assessment is updated on a five-year basis, with updates to regional water supply plans following the updated data and analysis.
- **Regional Water Supply Planning** – This activity provides for development and implementation of focused plans, developed in cooperation with regional stakeholders, to identify and develop alternative water supply sources to meet long-term water supply needs while also sustaining water resources and natural systems. Related planning activities include completion of the annual water use report and continued coordination with DACS on statewide agricultural water use estimates and projections.
- **Water Resource Development** – The District implements regional-scale projects that increase the availability of water supplies to meet long-term water supply needs. Examples of such projects include planning for water reuse and conservation, data collection, and source modeling and evaluation. Upcoming efforts include development and refinement of groundwater flow models in the western and eastern district; and continued efforts in support of the statewide expansion of alternative water sources.
- **Grant funding for Bay County** for a major collaborative wastewater reuse pipeline project with Gulf Power Company and Panama City. The grant will go toward construction of one component of a larger initiative to reduce wastewater discharges and improve water quality of St. Andrew Bay, while also providing potable water offset to utility and industrial users.



<b>Strategic Priority 4: Water Supply.</b> Plan and facilitate sustainable water supplies for future reasonable and beneficial uses.	
Success Indicators:	<ol style="list-style-type: none"> <li>(1) RWSP public supply water demands met (volume [MGD] and percentage)</li> <li>(2) Public supply uniform gross per capita water use (GPCD and trend)</li> <li>(3) Public supply uniform residential per capita water use (GPCD and trend)</li> <li>(4) Alternative water supply made available (volume [MGD] and trend)</li> </ol>
Funding sources:	<ol style="list-style-type: none"> <li>(1) Ad Valorem Tax Revenue</li> <li>(2) General Fund Reserves</li> <li>(3) Water Protection and Sustainability Program Trust Fund</li> <li>(4) State Legislative Appropriations</li> </ol>
Milestones:	<ol style="list-style-type: none"> <li>(1) Completion of local government water supply development grant projects (2018-2019)</li> <li>(2) District-wide Water Supply Assessment Update (2017-2018)</li> <li>(3) Region II RWSP Update (2018-2019)</li> <li>(4) Completion of western groundwater model (2018) and eastern model (2018)</li> </ol>
Deliverables:	<ol style="list-style-type: none"> <li>(1) Water use data</li> <li>(2) District-wide water supply assessment updates</li> <li>(3) RWSP updates</li> <li>(4) Grant project completion reports</li> </ol>

### Watershed Protection and Restoration

- Gulf of Mexico Restoration – The District continues to work in cooperation with DEP, the Florida Fish and Wildlife Conservation Commission (FWC), and other stakeholders in Gulf of Mexico restoration. These activities help to implement the federal RESTORE Act and to effectively use civil penalty funding from settlements and the Natural Resources Damages Assessment (NRDA) process to mitigate damages incurred from the 2010 Deepwater Horizon oil spill.
- Seven Runs Streambank Restoration – The District continues restoration and protection project will be completed at Seven Runs within the Choctawhatchee River Water Management Area. The project will create a natural vegetative retaining wall, stormwater improvements, and public access enhancements.
- Land Management – The District has acquired 211,152 acres of land critical to the protection of water quality, flood protection and floodplain management, natural systems, and water supply. In addition to protecting water and related resources, these lands provide for public access and recreation.
- Environmental Resource Permitting (ERP) – The ERP program integrates stormwater management and treatment and wetland permitting. Implementation of the program protects multiple watershed and wetland functions including water quality, fish and wildlife habitat, flood protection, shoreline stability, and aquifer recharge.
- Florida Department of Transportation (FDOT) Mitigation – In accordance with section 373.4137, F.S., the District assists FDOT in developing wetland mitigation for transportation infrastructure development in service areas not covered by private mitigation banks. In the process, wetland resources and functions are protected and restored on a landscape scale. Detailed information on the District’s wetland programs and mitigation projects, as well as information on private mitigation bank options, is available at [www.nwfwmdwetlands.com](http://www.nwfwmdwetlands.com).

- Spring Restoration and Protection – Activities described above for spring restoration and protection are major priorities for watershed management in northwest Florida.

As demonstrated by the set of priority activities described, watershed protection and restoration efforts address the full range of the District's AORs. As such, there is significant overlap among the projects, indicators, deliverables, and milestones with the other strategic priorities described.

---

**Strategic Priority 5: Watershed Protection and Restoration.** Protect and restore watershed resources and functions.

---

Success Indicators:	(1) Balance of released mitigation credits (2) Cooperative project implementation (percent complete) (3) Area restored (acres)
Funding sources:	(1) State Legislative Appropriations (2) General Fund Reserves (3) FDOT Mitigation Funding (4) RESTORE Act and settlement funds
Milestones:	(1) Completion of streambank restoration project (2017-2018) (2) Completion of updated SWIM plans (2017)
Deliverables:	(1) Annual Regional Wetland Mitigation Plan and Mitigation Monitoring Reports (2) Draft and updated SWIM plans (3) Grant project completion reports

---

### **Flood Protection and Floodplain Management**

Flood protection and floodplain management are essential components of watershed protection. Several current initiatives and programs address flood protection. These include:

- Flood Hazard Mapping, Assessment and Planning – The District continues to work in cooperation with the Federal Emergency Management Agency (FEMA) on flood map modernization and the Risk Mapping, Assessment, and Planning (MAP) program. This effort includes collaboration with state and local agencies to deliver quality data to increase public awareness of and support for actions that reduce flood-related risks. Risk MAP projects for the lower Ochlockonee River, Apalachicola River, New River, Chipola River, Pensacola Bay, and Perdido River and Bay, Apalachee Bay – St. Marks River, and the lower Choctawhatchee watersheds are underway. In the near term, the District expects to complete detailed coastal remapping studies for Santa Rosa, Okaloosa, Walton and Gulf counties. More information about the District's flood map modernization and Risk MAP programs may be found at <http://nwfwmdfloodmaps.com/>.
- Land Acquisition and Management – District lands include extensive floodplains along the Apalachicola, Choctawhatchee, Escambia, Yellow, Perdido, Blackwater and other rivers and major streams. Tidal wetlands are also protected on the Pensacola, Perdido, and Choctawhatchee estuaries. These lands maintain floodplain functions and protect natural systems, water quality, property, and public safety, as well as provide public access and recreation. Substantial upland acreage owned by the District provides protective buffers.
- Environmental Resource Permitting – Among the important functions of the ERP program, as described above, is floodplain resource protection and thus protection of property and residents

from potential flood damage through the regulation and management of surface water. Also included in ERP is permitting for dam design, construction, and maintenance.

- Regional Wetland Mitigation – Floodplain functions are protected on a landscape scale through implementation of the District’s regional wetland mitigation program for FDOT.

---

**Strategic Priority 6: Flood Protection and Floodplain Management.** Protect floodplain functions for the benefit of human communities and natural systems.

---

Success Indicators:	(1) Area of floodplain protected through land acquisition (acres) (2) Percent of the District with updated DFRIMs meeting FEMA standards and criteria
Funding sources:	(1) Federal Emergency Management Agency (2) State Legislative Appropriations (3) General Fund Reserves (4) FDOT Mitigation Funding
Milestones:	(1) DFIRM completion incorporating coastal remapping studies for Escambia, Santa Rosa, Okaloosa, Walton, Bay, and Gulf counties
Deliverables:	(1) Risk MAP regulatory and non-regulatory products according to discovery report for each HUC 8 watershed within the District (2) Florida Forever Work Plan Annual Report

---

Table 5. NFWFMD Strategic Priorities Matrix (2018-2022)

Strategic Priorities	Applicable Goals	Activities	Success Indicators	Milestones
<b>Springs Protection and Restoration</b>  <i>Improve water quality and flows within the major spring systems of northwest Florida</i>	<b>Natural Systems</b> Protect and enhance natural systems.  <b>Water Quality</b> Protect and improve the quality of the District's water resources.	Cooperative project implementation; MFL development; watershed planning; land management and acquisition; data collection; water use permitting; well regulation	(1) Project accomplishment (percent complete) (2) Trends in nitrate concentrations (3) Trends in spring flows	(1) Completion of spring streambank restoration projects (2018-2019) (2) Implementation of funded BMPs for farmers in the Jackson Blue Spring basin and Mobile Irrigation Lab evaluations (2018-2019) (3) Completion of septic to sewer retrofit projects (2018-2022)
<b>Minimum Flows and Minimum Water Levels (MFLs)</b>  <i>Develop and implement science-based MFLs that protect water resources and associated natural systems.</i>	<b>Water Quality</b> Protect and improve the quality of the District's water resources.  <b>Water Supply</b> Promote the availability of sufficient water for all existing and future reasonable-beneficial uses and natural systems.	Data collection, groundwater and surface water modeling, technical assessments; rule making	(1) MFL technical assessment accomplishment (percent complete per the approved schedule) (2) Waterbodies meeting their adopted MFLs (number and percentage)	(1) Completion of technical assessments for the St. Marks River Rise (2018), Wakulla Spring (2020), Sally Ward Spring (2020), the coastal Floridan aquifer in Walton, Okaloosa, and Santa Rosa counties (2020), and Jackson Blue Spring (2022)
<b>Apalachicola-Chattahoochee-Flint River Basin</b>  <i>Protect Apalachicola River and Bay water quality and freshwater inflow</i>	<b>Water Quality</b> Protect and improve the quality of the District's water resources.  <b>Natural Systems</b> Protect and enhance natural systems.	Technical assistance to the State of Florida; cooperative water quality projects; modeling; hydrologic restoration; agricultural BMPs; MIL; springs restoration; land acquisition	(1) Project accomplishment (percent complete) (2) Area restored/treated (acres) (3) Pollutant load reduction (pounds per year)	(1) Completion of Apalachicola Bay water quality projects (2019) (2) Continued participation in supporting state ACF Basin issues (2018-2022)

Strategic Priorities	Applicable Goals	Activities	Success Indicators	Milestones
<b>Water Supply</b> <i>Plan and facilitate sustainable water supplies for future reasonable and beneficial uses</i>	<b>Water Supply</b> Promote the availability of sufficient water for all existing and future reasonable-beneficial uses and natural systems.	Regional water supply assessments and planning; water use permitting; well regulation; modeling; water resource development projects; cooperative projects with local governments and utilities; conservation; land management	(1) RWSP public supply water demands met (volume [MGD] and percentage) (2) Public supply uniform gross per capita water use (GPCD and trend) (3) Public supply uniform residential per capita water use (GPCD and trend) (4) Alternative water supply made available (volume [MGD] and trend)	(1) Completion of local government water supply development grant projects (2018-2019) (2) Completion of Western District Groundwater Model (2018) (3) District-wide Water Supply Assessment Update (2018) (4) Region II RWSP Update (2019) (5) Completion of Central District Groundwater Model (2019)
<b>Watershed Protection and Restoration</b> <i>Protect and restore watershed resources and functions.</i>	<b>Natural Systems</b> Protect and enhance natural systems.  <b>Water Quality</b> Protect and improve the quality of the District's water resources.	SWIM program; cooperative projects with local governments and watershed organizations; shoreline restoration; land management; ERP; FDOT mitigation; and spring restoration and protection	(1) Balance of released mitigation credits (2) Cooperative project implementation (percent complete) (3) Area restored/area treated (acres)	(1) Completion of streambank restoration project (2017-2018) (2) Completion of updated SWIM plans (2018)
<b>Flood Protection and Floodplain Management</b> <i>Protect floodplain functions for the benefit of human communities and natural systems</i>	<b>Flood Protection and Floodplain Management</b> Maintain natural floodplain functions and minimize harm from flooding.	Flood hazard mapping, assessment and planning; land acquisition and management, ERP; regional wetland mitigation; flood information portal; and LiDAR data	(1) Area of floodplain protected land acquisition (acres) (2) Percent of the District with updated DFIRMs meeting FEMA standards and criteria	(1) DFIRM completion incorporating coastal remapping studies for Santa Rosa, Okaloosa, Walton and Gulf counties (2018-2019)

*Note: this matrix is representative and is not intended to include all District activities (including support services), indicators or milestones.*

### 3. Implementation

Table 6 identifies major planned activities within each strategic priority area and outlines the anticipated schedule of implementation over the five-year planning horizon. Some activities will apply to more than one strategic priority but are only shown once under the primary strategic priority in the table below.

**Table 6. Anticipated Schedule of Major Tasks**

Activities	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
<b>Springs Protection and Restoration</b>					
Econfina WMA Restoration Projects	Completion				
Jackson Blue Spring Basin Agricultural BMPs	Ongoing		Completion		
Sod-Based Crop Rotation Project	Ongoing			Completion	
Claiborne Aquifer Investigation	Completion				
Land Acquisition Projects	Ongoing		Completion		
Jackson County Septic-to-Sewer Retrofit Projects	Ongoing			Completion	
Leon County Septic-to-Sewer Retrofit Projects	Ongoing				Completion
Wakulla County Septic-to-Sewer Retrofit Projects	Ongoing				Completion
<b>Minimum Flows and Minimum Water Levels</b>					
Enhanced District-wide Monitoring	Ongoing				
St. Marks River Rise	Ongoing		Assessment Complete		
Wakulla Spring	Ongoing			Assessment Complete	
Sally Ward Spring	Ongoing			Assessment Complete	
Coastal Region II Floridan Aquifer	Ongoing			Assessment Complete	
Jackson Blue Spring	Ongoing				
Shoal River system	Initiation				
Econfina Creek and Springs Complex	Initiation				
Deer Point Lake				Initiation	
Floridan Aquifer, Coastal Bay County					Initiation
<b>ACF Basin Management</b>					
Interstate Coordination and Technical Support	Ongoing				
Apalachicola Bay Water Quality Projects	Ongoing		Completion		

**Table 6. Anticipated Schedule of Tasks (Continued)**

Activities	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Water Supply					
Water Use Permitting	Ongoing				
Well Regulation Program	Ongoing				
Water Supply Assessment	Completion				
Regional Water Supply Planning	Region II RWSP update		Completion		
Regional Water Supply Planning	Region III RWSP update		Initiation	Completion	
Western District Groundwater Model	Completion		Model Refinement		
Eastern District Groundwater Model	Completion		Model Refinement		
Water Supply Development Assistance	Ongoing		Completion		
Region III Reclaimed Water Projects	Ongoing	Completion			
Reuse and Conservation Planning	Ongoing				
Watershed Protection and Restoration					
Environmental Resource Permitting	Ongoing				
Regional Wetland Mitigation	Ongoing				
Seven Runs Streambank Restoration	Completion				
Perdido River Paddling Trail	Initiation	Completion			
SWIM Plan Updates	Completion				
Flood Protection and Floodplain Management					
Environmental Resource Permitting	Ongoing				
Regional Wetland Mitigation	Ongoing				
Land Management	Ongoing				
Flood Hazard Mapping, Assessment and Planning	Ongoing				
Updated DFIRMs	Ongoing				
Coastal Remapping Studies	Completion				

## 4. Monitoring and Reporting

---

### Annual Work Plan Report

As required by section 373.036, F.S., the Strategic Plan provides for an annual performance review and identification of milestones and deliverables to assess implementation. The review is incorporated as Chapter One of the NFWFMD March 1<sup>st</sup> Consolidated Annual Report ([www.nfwfwater.com/data-publications/reports-plans/consolidated-annual-reports/](http://www.nfwfwater.com/data-publications/reports-plans/consolidated-annual-reports/)). Elements of the Strategic Plan addressed in the report are:

- a) Evaluation of progress toward accomplishing strategic priorities;
- b) Evaluation of indicators specified in Section 2;
- c) Accomplishment of milestones and deliverables; and
- d) Project-based accomplishments from the past fiscal year.

The evaluation of indicators serves several purposes within a strategic plan. Beyond providing an assessment of program implementation, identification and evaluation of indicators helps to further an understanding of resource conditions and to clarify objectives and intended results. Evaluating measures and indicators provides internal and external feedback for ascertaining whether a given project or program is achieving intended results and whether the underlying strategy is appropriate or should be revised.

### Additional Periodic Reporting

The Consolidated Annual Report also includes several other annual reports on District programs:

- a) Minimum Flows and Levels Annual Report;
- b) Annual Five Year Capital Improvement Plan;
- c) Five Year Water Resource Development Work Program Annual Report;
- d) Alternative Water Supplies Annual Report;
- e) Florida Forever Work Plan Annual Report;
- f) Mitigation Donation Annual Report;
- g) Surface Water Improvement and Management (SWIM) Priority List; and
- h) Five-Year Water Projects Work Plan.

In addition to the annual reporting described above, each of the state's water management districts completes and submits data for a set of common metrics on a quarterly basis to the Florida DEP. These metrics focus extensively on process efficiency, while also including a limited set of measures intended to reflect resource conditions and management (Table 7):



**Table 7. Statewide Water Management District Performance Metrics**

<b>Permitting – CUP, ERP</b>
For closed applications within the CUP and ERP permitting areas, median and mean time to process by permit type and total
For closed applications within the CUP and ERP permitting areas, the median and mean time in house by permit type and total, including those applications under legal challenge.
Within the CUP and ERP permitting areas, percentage of individually-processed open applications with > 2 RAIs
Within the CUP and ERP permitting areas, average number of RAIs for individually processed applications that closed in the last twelve months
Within the CUP and ERP permitting areas, percentage of individually processed open applications that have been in-house six months or longer
Within the CUP and ERP permitting areas, cost to process for all permit types
Within the CUP and ERP permitting areas, application to staff ratio for all permit types
Permit Process Time for Legislative Extensions and Emergency Orders (ERP only)
Cost to Process Legislative Extensions and Emergency Orders (ERP only)
<b>Mission Support</b>
Administrative costs as a percentage of total expenditures
<b>Water Supply</b>
District-wide, the quantity (mgd) and percentage of the 2015-2035 Public Supply increase in demand that has been met separately by non-water conservation projects, and by water conservation (only) projects
Uniform gross per capita water use (Public Supply) by District
Uniform residential per capita water use (Public Supply) by District
<b>Natural Systems</b>
Number of MFLs and Reservations, by waterbody type, established annually (fiscal year) and cumulatively
Number and percentage of water bodies meeting their adopted MFLs
For water bodies not meeting their adopted MFLs, the number and percentage of those water bodies with an adopted recovery or prevention strategy
<b>MFL Priorities List Table</b>
MFL Priorities List Table

## 5. Financial Resources

---

The state constitution limits the NFWMD to 1/20th (.05 mills) of one mill, significantly less than the ad valorem taxing authority afforded to the other four water management districts. The District's FY 17-18 ad valorem tax millage rate, as set by the Governing Board, is 0.0353 mills. To meet its areas of responsibility, the District must rely on other sources of funding, when available, including the following:

- State legislative appropriations – management of District-owned lands, Environmental Resource Permitting, programmatic operations, water supply planning and development, research and data collection, watershed restoration and management, spring protection and restoration, and other state priorities
- Land Acquisition Trust Fund – land acquisition, management and restoration of natural systems, enhancement of public access and recreational opportunities on District-owned lands
- Florida Forever – land acquisition and capital improvements for watershed restoration
- Dedicated reserves – water supply development, land management, and regional wetland mitigation
- Federal grants – leverage District and state funding
- Local government and water supply utility cost sharing – cooperative project implementation

The District's budget is adopted annually in September. The budget is submitted at a preliminary level in January of each year and as a proposed budget as the August 1 Tentative Budget Submission. The District's current adopted budget, as well as the Preliminary and Tentative budget submissions may be found online at [www.nfwfwater.com/business-finance/district-budget/](http://www.nfwfwater.com/business-finance/district-budget/).

## 6. References and Additional Documents

---

University of Florida. (2017). *Projections of Florida Population by County 2020-2045, with Estimates for 2016*. Volume 50, Bulletin 177. Gainesville, FL: UF Bureau of Economic and Business Research, April 2017.

U.S. Census Bureau. (2012). *Census 2010*. Summary File 2. Washington, D.C.: U.S. Census Bureau.  
<http://factfinder2.census.gov>.

### **Additional Documents**

Annual Strategic Water Management Plans

<http://www.nwfwater.com/Data-Publications/Reports-Plans/Water-Management-Plans>

Surface Water Improvement and Management Plans

<http://www.nwfwater.com/Water-Resources/SWIM>

Water Supply Assessments and Regional Water Supply Plans

<http://www.nwfwater.com/Water-Resources/Water-Supply-Planning>

District Budget and Financial Information

<http://www.nwfwater.com/Business-Finance/District-Budget>

Other District Reports and Publications

<http://www.nwfwater.com/Data-Publications/Reports-Plans>

# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director  
Guy Gowens, Chief of Staff  
Carlos Herd, Director, Division of Resource Management  
Jerrick Saquibal, Chief, Bureau of Hydrology and Engineering

FROM: Edward Chelette, Program Manager, Hydrologic Data Services Section

DATE: August 30, 2017

SUBJECT: U.S. Geological Survey Joint Funding Agreement

---

### Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a Joint Funding Agreement (JFA) with the U.S. Geological Survey (USGS) for continuation of monitoring at Telogia Creek, Apalachicola River at Chattahoochee, Apalachicola River at Sumatra, Yellow River at State Road 87, and Spring Creek at Spring Creek, for a total cost not to exceed \$79,549 for Fiscal Year 2017–2018.

### Discussion:

The District participates in a cooperative water resource investigation program with the U.S. Geological Survey (USGS) for the collection of hydrologic data. All five Water Management Districts contract with the USGS for data collection services. Of the five districts, the NFWFMD cooperative program continues to have the lowest number of stations and the lowest cost.

The program provides valuable water resource information and enables the District to maintain cooperating agency status with the USGS, which provides the District access to maps, records, reports, and computer databases maintained by the USGS. This JFA provides funding for the operation of continuous discharge and stage at five stations. The stations are operated by the USGS with data updated in real-time at the USGS website. The Telogia Creek station provides valuable data for resource management and consumptive use regulation. The Apalachicola River and Yellow River stations provide information for flood warning and resource management. The Spring Creek station provides valuable information for resource management as well as important data for the Wakulla Minimum Flows and Minimum Levels program.

The joint funding agreement includes \$79,549 in District funding for Fiscal Year 2017-2018. The USGS is providing matching funds in the amount of \$38,910 to cover the total operational cost of the network of \$118,459. The cost of the Spring Creek gauge is shared with the Department of Environmental Protection (DEP) in a separate JFA between the USGS and DEP.

Attachment: USGS Joint Funding Agreement # 18ESFL000000014

Form 9-1366  
(April 2015)

U.S. DEPARTMENT OF THE INTERIOR  
GEOLOGICAL SURVEY

JOINT FUNDING AGREEMENT

FOR  
CARIBBEAN-FLORIDA WATER SCIENCE CENTER

Customer#: 6000001073  
Agreement #: 18ESFL000000014  
Project#: MCOOE2A  
TIN#: S9-1S30621  
Fixed Cost  
Agreement YES

THIS AGREEMENT is entered into as of the, 1st day of October, 2017 by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the collection of hydrologic data, as exhibited in Attachment A, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC SO; and 43 USC 5Ob.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00.
  - (a) by the party of the first part during the period
 

Amount	Date	to	Date
\$38,910.00	October 1, 2017		September 30, 2018
  - (b) by the party of the second part during the period
 

Amount	Date	to	Date
\$79,549.00	October 1, 2017		September 30, 2018

USGS DUNS 137783937

  - (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0.00
  - (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
  - (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

9-1366 (Continuation)

Customer#: 6000001073

Agreement#: 18ESFL0000000 14

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at *costs*, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered QUARTERLY. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

**U.S. Geological Survey  
United States  
Department of the Interior**

Northwest Florida Water  
Management District

**USGS Point of Contact**

**Customer Point of Contact**

Name: Ronald Knapp  
Address: 2639 N. Monroe St, Ste A200  
Tallahassee, Florida 32303  
Telephone: (850) 553-3675  
Email: rgknapp@usgs.gov

Name: Mr. Edward Chelette, Program Manager  
Address: 81 Water Management Drive  
Havana, Florida 32333  
Telephone: (850) 539-5999  
Email: Edward.Chelette@nwfwater.com

**Signatures and Date**

Signature:

Date:

Signature:

Date:

 8/25/17

Name: Rafael W. Rodriguez, Director

Name: \_\_\_\_\_

Title: Caribbean-Florida Water Science Center

Title: \_\_\_\_\_

**Northwest Florida Water Management District**

STATION NUMBER	STATION NAME	SW	QW	TOTAL	USGS CMF	NFWFMD Cost	Type
02326993	Fisher Creek nr Spring Hill, discharge (Oct 1-Dec 31)	Discontinued	\$0	\$0	\$0	\$0	Discharge
02326993	Fisher Creek nr Spring Hill, (Specific Conductant and Temp)	Discontinued	\$0	\$0	\$0	\$0	Temp, SC
02326993	Fisher Creek nr Spring Hill, FDOM	Discontinued	\$0	\$0	\$0	\$0	FDOM
02326993	Fisher Creek nr Spring Hill, (Turbidity)	Discontinued	\$0	\$0	\$0	\$0	Turbidity
02327031	Spring Creek near Spring Creek, FL*	\$18,861	\$0	\$18,861	\$7,410	\$11,451	discharge
02327031	Spring Creek (Rain Gage)*	\$1,025	\$0	\$1,025	\$0	\$1,025	Rain
02327031	Spring Creek (Wind Speed and Direction)*	\$2,412	\$0	\$2,412	\$0	\$2,412	Wind
02327031	Spring Creek (Specific Conductant and Temp)*	\$0	\$5,181	\$5,181	\$0	\$5,181	Temp, SC
02327033	Lost Creek at Arran, discharge (Oct 1-Dec 31)	Discontinued	\$0	\$0	\$0	\$0	Discharge
02327033	Lost Creek at Arran, (Specific Conductant and Temp)	Discontinued	\$0	\$0	\$0	\$0	Temp, SC
02327033	Lost Creek at Arran, (Turbidity)	Discontinued	\$0	\$0	\$0	\$0	Turbidity
02327033	Lost Creek at Arran, FDOM	Discontinued	\$0	\$0	\$0	\$0	FDOM
02326995	Black Creek near Hilliardville, discharge (Oct 1-Dec 31)	Discontinued	\$0	\$0	\$0	\$0	Discharge
02326995	Black Creek near Hilliardville, (Specific Conductant and Temp)	Discontinued	\$0	\$0	\$0	\$0	Temp, SC
02326995	Black Creek near Hilliardville, (Turbidity)	Discontinued	\$0	\$0	\$0	\$0	Turbidity
02326995	Black Creek near Hilliardville FDOM	Discontinued	\$0	\$0	\$0	\$0	FDOM
02326885	St. Marks River Swallet, near Woodville	Discontinued	\$0	\$0	\$0	\$0	Discharge
02330100	Telogia Creek near Bristol, FL	\$15,810	\$0	\$15,810	\$5,000	\$10,810	Discharge
02358000	Apalachicola River at Chattahoochee, FL	\$15,810	\$0	\$15,810	\$5,000	\$10,810	Discharge
02358000	Apalachicola River at Chattahoochee, FL (tbrg)	\$1,530	\$0	\$1,530	\$0	\$1,530	Rain
02359170	Apalachicola River near Sumatra, FL (index-velcoity)	\$28,150	\$0	\$28,150	\$10,750	\$17,400	Discharge
02369600	Yellow River near Milton, FL	\$28,150	\$0	\$28,150	\$10,750	\$17,400	Discharge
02369600	Yellow River near Milton, FL (tbrg)	\$1,530	\$0	\$1,530	\$0	\$1,530	Rain
Totals		\$113,278	\$5,181	\$118,459	\$38,910	\$79,549	

\* FDEP cost shares 1/3

	Surface Water	Water Quality	Total
	2018	2018	2018
Totals	113,278	5,181	118,459
Northwest Florida WMD	74,368	5,181	79,549
Cooperative Matching Funds	38,910	0	38,910

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Resource Management Committee

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

FROM: Edward Chelette, Program Manager, Hydrologic Data Services Section

DATE: August 30, 2017

SUBJECT: Leon County and City of Tallahassee Stormwater Flow Monitoring

---

**Recommendation:**

Staff recommends the Governing Board authorize the Executive Director to execute an amendment to extend revenue contract 17-062, Stormwater Flow Monitoring, with the City of Tallahassee and Leon County through Fiscal Year 2017–2018 for up to \$103,554.

**Discussion:**

The District has been assisting the City of Tallahassee and Leon County with the maintenance and operation of stormwater monitoring equipment for the last 25 years. This program now includes the operation of 56 surface water and rainfall data collection stations in the City and County. These stations provide storm event and base flow discharge data for all major drainage basins in Leon County. Continuous rainfall records are used in conjunction with the surface water discharge data to design and implement improvements in the Stormwater drainage system. Improvements to the drainage system help reduce flooding and improve water quality.

The attached agreement provides the District with up to \$103,554 from the City of Tallahassee and Leon County for all staff and equipment costs for Fiscal Year 2017-2018.



## **AMENDMENT NO. 1 TO STORMWATER FLOW MONITORING CONTRACT**

### **CONTRACT NO. 17-062**

This AMENDMENT, entered into the last date noted below, by and among the CITY OF TALLAHASSEE, a municipal corporation created and existing under the laws of the State of Florida, hereinafter called the "CITY", LEON COUNTY, a political subdivision of the State of Florida, hereinafter called the "COUNTY" and the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, an agency operating under the authority of Chapter 373, Florida Statutes, hereinafter called the "DISTRICT", provides for the continuation of the Stormwater Flow Monitoring Contract (No. 17-062) between the aforementioned parties for an additional one-year period through September 30, 2018. The compensation section of the Contract is also amended to provide up to an additional \$44,729 from the COUNTY and up to an additional \$58,825 from the CITY for a total of up to \$103,554 in compensation to the DISTRICT for the one-year continuation period.

This Contract may be continued for additional one-year periods as provided for and pursuant to the provisions of paragraph seventeen of the original Contract.

The operation and maintenance of the Stormwater Flow Monitoring Program by the DISTRICT for the 2017/2018 contract period is described in "ATTACHMENT A (2017/2018 Revision)" which is attached hereto and made a part hereof by reference.

Supplementary monitoring services requested by the CITY are described in "ATTACHMENT B (2017/2018 Revision)" which is attached hereto and made a part hereof by reference.

Supplementary monitoring services requested by the COUNTY are described in "ATTACHMENT C (2017/2018 Revision)" which is attached hereto and made a part hereof by reference.

All other items and conditions of the original Contract remain in full force and effect.

The parties hereto have duly executed this AMENDMENT in quadruplicate on the day and year indicated below, to indicate the continued performance under the Contract through September 30, 2018.

**LEON COUNTY, FLORIDA**

By: \_\_\_\_\_  
Purchasing Director

Date: \_\_\_\_\_

**ATTEST:**

Approved as to Form:  
Leon County Attorney's Office

Gwen Marshall, Clerk of the Circuit Court and  
Comptroller, Leon County, Florida

By: \_\_\_\_\_  
County Attorney

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF TALLAHASSEE**

**ATTEST:**

By: \_\_\_\_\_  
City Treasurer-Clerk

By: \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:  
City Attorney's Office

By: \_\_\_\_\_  
City Attorney

Date: \_\_\_\_\_

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

By: \_\_\_\_\_  
Brett Cyphers  
Executive Director

Date: \_\_\_\_\_

List of attachments/exhibits included:

Attachment A (2017/2018 Revision)	Joint Stormwater Monitoring Program	(1 page )
Attachment B (2017/2018 Revision)	City of Tallahassee Supplementary Monitoring Services	(2 pages)
Attachment C (2017/2018 Revision)	Leon County Supplementary Monitoring Services	(2 pages)
Exhibit 1	Map – Leon County & Tallahassee Hydrologic Data Stations 2017	(1 page )
Exhibit 2	Map – City of Tallahassee Hydrologic Data Stations 2017	(1 page )
Exhibit 3	Map – Leon County Hydrologic Data Stations 2017	(1 page )

## ATTACHMENT A – (2017/2018 Revision)

### Joint Stormwater Monitoring Program

The Stormwater Flow Monitoring Program includes twenty-seven (27) surface water and rainfall data collection stations in the City of Tallahassee and Leon County. The cost estimates and scope of work for maintaining and operating this program are outlined below.

This monitoring program is intended to collect dry weather and storm event stage and discharge data at major outfall locations in Leon County and the City of Tallahassee, Florida. The data collected in this program will aid in partially fulfilling U.S. Environmental Protection Agency National Pollutant Discharge Elimination System (NPDES) stormwater regulation requirements. More specifically the data will: provide continuing records of precipitation and surface water discharges; provide flow volumes which will aid in estimating annual pollutant loads; aid to verify improvements as a result of actions taken under the City/County Comprehensive Stormwater Management Plan. The data will also assist in updating hydrologic and flooding elevation data as actual growth and development occurs.

Monitoring Station Descriptions			
<u>Station Type</u>	<u>Station Count</u>	<u>Station Map Number (see attached map)</u>	
Stream Discharge	10	4, 6, 10 <sup>(a)</sup> , 14, 15 <sup>(a)</sup> , 20 <sup>(a)</sup> , 35 <sup>(a)</sup> , 72 <sup>(a)</sup> , 100 <sup>(a)</sup> , 128	
Stream Stage	4	19 <sup>(a)</sup> , 662 <sup>(a)</sup> , 660 <sup>(a)</sup> , 750 <sup>(a)</sup>	
Stream Stage + Rainfall	1	125/125	
Stream Discharge + Rainfall	2	3/601 <sup>(a)</sup> , 31/618 <sup>(a)</sup>	
Rainfall	10	602 <sup>(a)</sup> , 605 <sup>(a)</sup> , 606, 610 <sup>(a)</sup> , 613 <sup>(a)</sup> , 616 <sup>(a)</sup> , 623 <sup>(a)</sup> , 626 <sup>(a)</sup> , 628 <sup>(a)</sup> , 631 <sup>(a)</sup>	
<b>TOTAL STATIONS</b>	<b>27</b>		
Annual Station Operation and Maintenance <sup>(b)</sup>			
<u>Station Type</u>	<u>Station Count</u>	<u>Annual Cost Per Station</u>	<u>Total Cost</u>
Stream Discharge	10	\$2,038.00	\$ 20,380.00
Stream Stage	4	\$1,588.00	\$ 6,352.00
Stream Stage + Rainfall	1	\$1,764.00	\$ 1,764.00
Stream Discharge + Rainfall	2	\$2,188.00	\$ 4,376.00
Rainfall	10	\$1,738.00	\$ 17,380.00
<b>TOTAL OPERATION AND MAINTENANCE</b>			<b>\$ 50,525.00</b>
Annual Data Telemetry Service			
Verizon CDMA Cellular Telemetry	21	10MB/month for each Station at State Rate of \$0.10/MB	\$ 252.00
<b>TOTAL TELEMETRY SERVICE</b>			<b>\$ 252.00</b>
<b>TOTAL PROJECT COST</b>			<b>\$ 50,504.00</b>
<b>City of Tallahassee Annual Cost (50% of Total Project Cost)</b>			<b>\$ 25,252.00</b>
<b>Leon County Annual Cost (50% of Total Project Cost)</b>			<b>\$ 25,252.00</b>

(a) Site uses Verizon telemetry

(b) Station Operation and Maintenance includes: maintenance, operation, repair and replacement of equipment, data retrieval in a computerized format, discharge measurements at stream stations, computation of station flow rating at stream discharge stations, storage of data in DISTRICT databases, quarterly data reports, and delivery of digital data.

## ATTACHMENT B – (2017/2018 Revision)

### City of Tallahassee Supplementary Monitoring Services

1. The City of Tallahassee Supplementary Monitoring Services includes the operation and maintenance of 23 surface water and rainfall data collection stations for the CITY. The cost estimates for maintaining and operating this program are provided below. These monitoring stations will provide hydrologic data for the CITY. Operation of individual stations can be discontinued by Change Order at the request of the CITY during the period of this Contract. The District will invoice the CITY quarterly for the pro-rated operational costs for active stations.

<b>Annual Operation and Maintenance Service</b>			
<u>Station Type</u>	<u>Station Count</u>	<u>Station Location (map number)</u>	<u>Annual Cost <sup>(b)</sup></u>
Stage	7	Southwood Stormwater Ponds (698, 699)	\$ 6,293.00
		Regional Stormwater Facility (688)	
		Boone Boulevard Stormwater Facility (689)	
Telemetered Stage	4	East Drainage Ditch Stations (831, 832, 833)	\$ 3,596.00
		Central DD @ Lake Bradford Rd (687 <sup>(a)</sup> )	
		Killearn Lake Stations (784 <sup>(a)</sup> , 785 <sup>(a)</sup> , 786 <sup>(a)</sup> )	
Telemetered Rainfall	6	City Rainfall Network (681 <sup>(a)</sup> , 682 <sup>(a)</sup> , 683 <sup>(a)</sup> , 684 <sup>(a)</sup> , 685 <sup>(a)</sup> , 686 <sup>(a)</sup> )	\$ 6,294.00
Maintenance of ALERT Equipment	7	City “ALERT” Network ( 681, 682, 683, 684, 685, 686, 689)	\$ 1,400.00
<b>Annual Equipment Repair and Replacement (20% basis)</b>			
Repair and Replacement	24	Repair or replacement of pressure transducers, tipping buckets, data loggers, telemetry equipment, antennas, solar panels, and NEMA4 enclosures including ALERT stations. Expended and invoiced on an as needed basis not to exceed:	\$ 15,870.00
<b>Annual Data Telemetry Services</b>			
Verizon CDMA Cellular Telemetry	10	10MB/month for each Station at State Rate of \$0.10/MB	\$ 120.00
<b>TOTAL SUPPLEMENTARY SERVICES – City of Tallahassee</b>			<b>\$ 33,573.00</b>

(a) Site uses Verizon telemetry.

(b) Annual cost for Station Operation and Maintenance excluding ALERT surcharge, is \$899 for stage stations, and \$1,049 for rainfall stations. Surcharge for maintenance of ALERT equipment is \$200.00 per station per year. Station Operation and Maintenance costs will be billed on a quarterly basis for the prorated cost for active stations and include: maintenance, operation, data retrieval in a computerized machine readable format, display of and access to telemetered and downloaded data on the DISTRICT website, storage of data in DISTRICT databases, quarterly status reports, and delivery of digital data.

2. All equipment purchased for the City of Tallahassee Supplementary Monitoring Services shall remain as property of the CITY.
  - A. New equipment shall be purchased on an as-needed basis to replace City of Tallahassee Supplementary Monitoring equipment that has become non-functional or lost due to storm damage or theft. Upon receipt of replacement equipment the District will provide the CITY the following information for each piece of equipment: Name of equipment manufacturer, Model number, Serial number, and Cost

- B. Equipment repairs and purchases will be invoiced on a quarterly basis as acquired, not to exceed \$15,870 unless increased through Amendment of this Agreement. Invoice for equipment reimbursement shall be accompanied by supporting documentation.
- C. The District will provide an annual inventory report with the final quarterly report that shall include the model, serial number, Inventory Control ID if provided by the City, current location of the item, and current condition of the item (New, Good, Fair, Poor, Nonfunctional).
- D. Equipment deemed by the District as no longer functional due to damage or obsolescence will be returned to the City Stormwater Management, Underground Utilities Department. Equipment returned to the City will be documented by a completed and signed Property Transfer (Attachment E.)
- E. The District will maintain two (2) additional tipping buckets (rainfall gauges) to allow for laboratory calibrations and rotation of field equipment on a quarterly basis.
- F. The District will retain up to two (2) Sutron CDMALink integrated Data Loggers with CDMA modems (CDMALink) at District Headquarters as back-up loggers. In the event a back-up CDMALink needs to be deployed it shall be replaced by the repaired logger or, if the non-functional logger cannot be repaired, by a new CDMALink. Purchase of a new CDMALink will be contingent on available Repair and Replacement funds.
- G. The District will retain only repaired City pressure transducers as back-up equipment, when available, due to the high variability in cable lengths between stations.
- H. **REPLACEMENT OF EQUIPMENT MAY TAKE SEVERAL WEEKS.** Production and delivery of new equipment or warranty repairs may exceed 30 days. After receipt of replacement equipment and/or replacement parts, repairs shall be completed by the District in no more than 10 calendar days.

The Remainder of this Page Intentionally Left Blank

## ATTACHMENT C – (2017/2018 Revision)

### Leon County Supplementary Monitoring Services

1. The Leon County Supplementary Monitoring Services includes the operation and maintenance of 11 surface water and rainfall data collection stations. The cost estimates for maintaining and operating this program are provided below. These monitoring stations will provide hydrologic data for the COUNTY. Operation of individual stations can be discontinued by Change Order at the request of the COUNTY during the period of this Contract. The District will invoice the COUNTY quarterly for the pro-rated operational costs for active stations.

<b>Annual Operation and Maintenance Services</b>			
<u>Station Type</u>	<u>Station Count</u>	<u>Station Location (map number)</u>	<u>Annual Cost <sup>(c)</sup></u>
Stage	1	Lauder Pond (680)	\$ 899.00
		Commonwealth Blvd (648 <sup>(b)</sup> )	
Telemetered Rainfall	6	Capitol Area Flood Warning Network (654 <sup>(a)</sup> , 753 <sup>(a)</sup> , 803 <sup>(a)</sup> , 804 <sup>(a)</sup> , 827 <sup>(a)</sup> )	\$ 6,294.00
Telemetered Stage + Rainfall	3	Capitol Area Flood Warning Network ( 555 <sup>(a)</sup> , 729 <sup>(a)</sup> , 810 <sup>(a)</sup> )	\$ 3,225.00
Telemetered Stage + Discharge	1	Lake Munson Outfall (776 <sup>(a)</sup> )	\$ 1,349.00
<b>Annual Equipment Repair and Replacement (20% basis)</b>			
Repair and Replacement	11	Repair or replacement of pressure transducers, tipping buckets, data loggers, telemetry equipment, antennas, solar panels, and NEMA4 enclosures. Expended and invoiced on an as needed basis not to exceed:	\$ 7,590.00
<b>Annual Data Telemetry Services</b>			
Verizon CDMA Cellular Telemetry	10	10MB/month for each Station at State Rate of \$0.10/MB	\$ 120.00
<b>TOTAL SUPPLEMENTARY SERVICES - Leon County</b>			<b>\$ 19,477.00</b>

(a) Site uses Verizon telemetry.

(b) Annual cost for Station Operation and Maintenance is \$899 for stage stations, \$1,049 for rainfall stations, \$1,075 for stage + rainfall stations, \$1,349 for stage + discharge stations. Station Operation and Maintenance costs will be billed on a quarterly basis for the prorated cost for active stations and include: maintenance, operation, data retrieval in a computerized machine readable format, display of and access to telemetered and downloaded data on the DISTRICT website, storage of data in DISTRICT databases, quarterly status reports, and delivery of digital data.

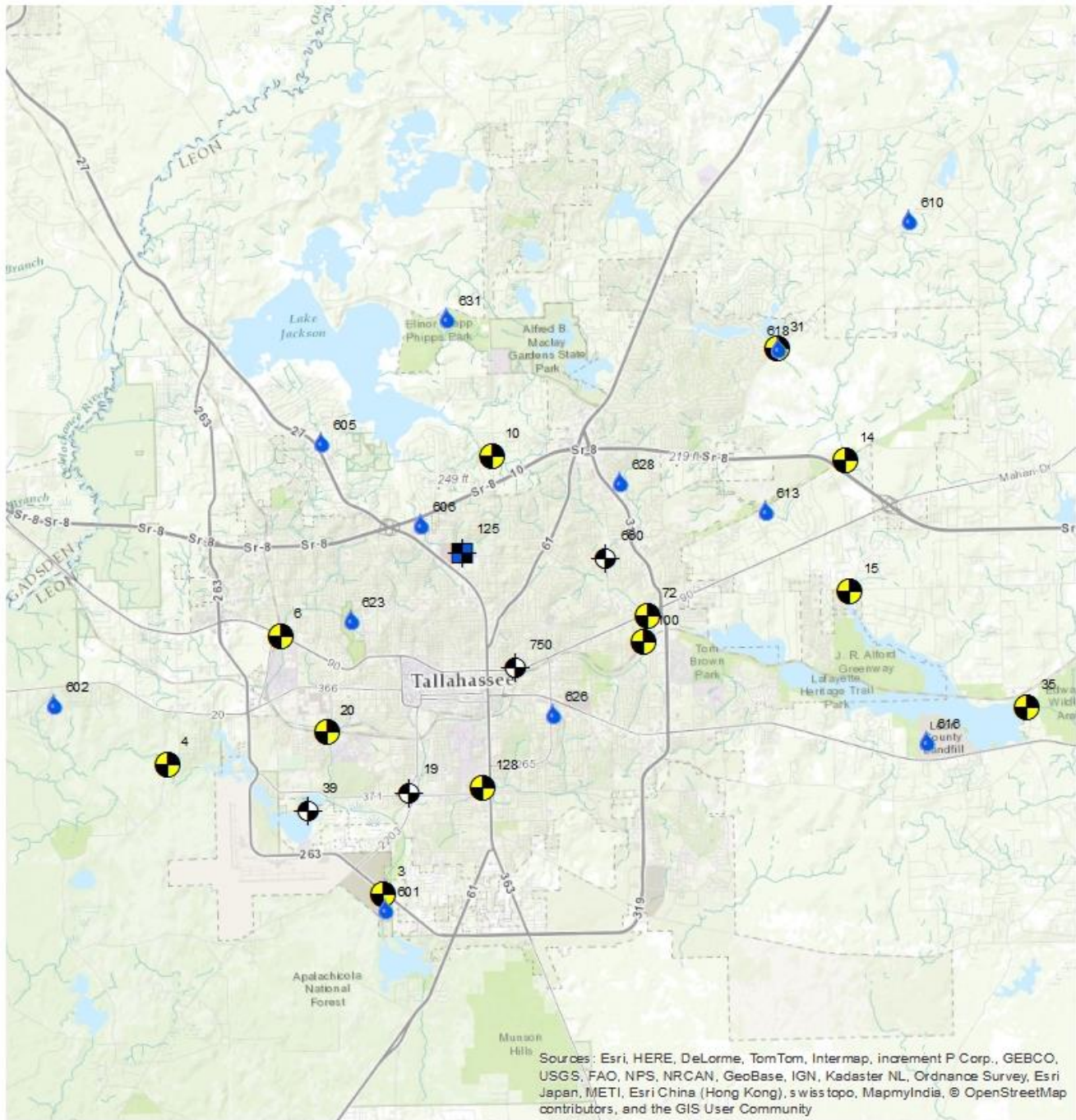
2. All equipment purchased for the Leon County Supplementary Monitoring Services shall remain as property of the County.
  - A. New equipment shall be purchased on an as-needed basis to replace Leon County Supplementary Monitoring equipment that has become non-functional or lost due to storm damage or theft. Upon receipt of replacement equipment the District will provide the COUNTY the following information for each piece of equipment: Name of equipment manufacturer, Model number, Serial number, and Cost.
  - B. Equipment repairs and purchases will be invoiced on a quarterly basis as acquired, not to exceed \$7,590 unless increased through Amendment of this Agreement. Invoice for equipment reimbursement shall be accompanied by supporting documentation.

- C. The District will provide an annual inventory report with the final quarterly report that shall include the model, serial number, Inventory Control ID if provided by the County, current location of the item, and current condition of the item (New, Good, Fair, Poor, Nonfunctional).
- D. Equipment deemed by the District as no longer functional due to damage or obsolescence will be returned to the Leon County Public Works Department. Equipment returned to the County will be documented by a completed and signed Property Transfer (Attachment E.)
- E. The District will maintain two (2) additional tipping buckets (rainfall gauges) to allow for laboratory calibrations and rotation of field equipment on a quarterly basis.
- F. The District will retain up to two (2) Sutron CDMA Link integrated Data Loggers with CDMA modems (CDMA Link) at District Headquarters as back-up loggers. In the event a back-up CDMA Link needs to be deployed it shall be replaced by the repaired logger or, if the non-functional logger cannot be repaired, by a new CDMA Link. Purchase of a new CDMA Link will be contingent on available Repair and Replacement funds.
- G. The District will retain only repaired County pressure transducers as back-up equipment, when available, due to the high variability in cable lengths between stations.
- H. **REPLACEMENT OF EQUIPMENT MAY TAKE SEVERAL WEEKS.** Production and delivery of new equipment or warranty repairs may exceed 30 days. After receipt of replacement equipment and/or replacement parts, repairs shall be completed by the District in no more than 10 calendar days.

The Remainder of this Page Intentionally Left Blank

# EXHIBIT 1

## Joint Hydrologic Data Stations 2017



### Legend

- Rainfall
- Stage
- Stage + Rainfall
- Stage + Velocity
- Stage + Discharge

### Roads

- County Road
- Interstate
- State Road
- U.S. Road

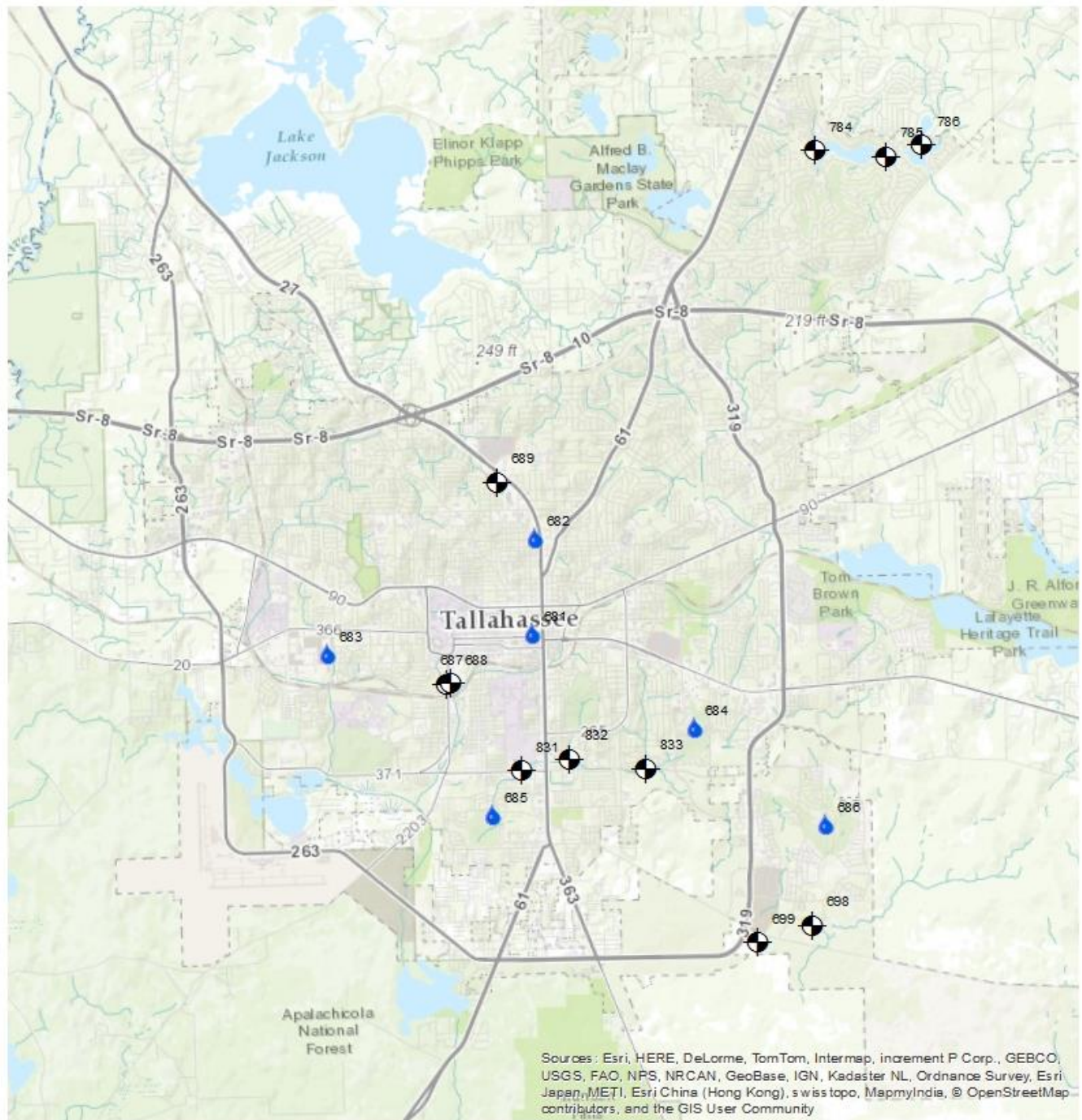
### Hydrography

- Lakes
  - Creeks and Streams
- 0 0.475 0.95 1.9 2.85 3.8 Miles  
0 0.75 1.5 3 4.5 6 Kilometers



# EXHIBIT 2

## City of Tallahassee Hydrologic Data Stations 2017



### Legend

- Rainfall
- Stage
- Stage + Rainfall
- Stage + Velocity
- Stage + Discharge

### Roads

- County Road
- Interstate
- State Road
- U.S. Road

### Hydrography

- Lakes
  - Creeks and Streams
- 0 0.350.7 1.4 2.1 2.8 Miles  
0 0.5 1 2 3 4 Kilometers

# EXHIBIT 3

## Leon County Hydrologic Data Stations 2017



### Legend

- Rainfall
- Stage + Rainfall
- Stage
- Stage + Velocity
- Stage + Discharge

### Roads

- County Road
- Interstate
- State Road
- U.S. Road

### Hydrography

- Lakes
  - Creeks and Streams
- 0 0.75 1.5 3 4.5 6 Miles  
0 1.25 2.5 5 7.5 10 Kilometers

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Resource Management Committee

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Chief of Staff  
Carlos Herd, Director, Resource Management Division

FROM: Katie Price, Hydrologist III

DATE: August 29, 2017

SUBJECT: Consideration of Bay County Contract for Deer Point Watershed Monitoring

---

#### Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute a revenue contract with Bay County for surface water discharge and rainfall monitoring in the Deer Point Lake Watershed in the amount of \$91,389.00 for the purpose of resource management, flood warning, and improving surface water quality.

#### Background

Deer Point Lake is the primary drinking water supply for Bay County and Panama City. Bay County has requested the District continue operation of a surface water discharge and rainfall monitoring program in the Deer Point Lake Watershed. The attached three-year revenue contract compensates the District with up to \$91,389.00 through Fiscal Year 2019-2020 for all operational costs for the program.

The District has operated and maintained this monitoring network for Bay County since 1998. The monitoring program includes six stage/discharge stations and three rainfall stations in the Deer Point Lake Watershed. This monitoring program provides data on the contributions into Deer Point Lake and enhances the management and protection of the resources in the Deer Point Lake Watershed.



## DEER POINT LAKE WATERSHED MONITORING

CONTRACT 17-###

THIS CONTRACT, entered into the last date of approval noted below by BAY COUNTY, a political subdivision of the State of Florida, hereinafter called the "COUNTY" and the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, an agency operating under the authority of Chapter 373, Florida Statutes, hereinafter called the "DISTRICT";

### WITNESSETH:

That for the consideration and under the provisions hereafter stated and referred to moving from each to the other of the said parties, respectively, it is mutually understood and agreed as follows:

1. That the DISTRICT, having personnel knowledgeable in the areas of hydraulics and hydrology and being located and operating near Bay County, Florida, has submitted, at the request of the COUNTY, a proposal to provide services operation and maintenance of five stream stage/discharge stations, one stage/discharge/rainfall station, and two rainfall stations to monitor the Deer Point Lake Watershed in Bay County, Florida. The services provided by the DISTRICT are described in "EXHIBIT A" and attached hereto and made a part hereof by reference.
2. That the COUNTY has awarded the CONTRACT to accomplish the services in accordance with "EXHIBIT A" to the DISTRICT, which will, at its own cost and expense, perform the work described in "EXHIBIT A" and furnish the materials required to accomplish the work specified in this document.
3. Under this CONTRACT, all hydrologic monitoring equipment purchased by the DISTRICT for this CONTRACT shall be the property of the DISTRICT, including the platforms used to mount the monitoring equipment. The DISTRICT will be responsible for all repair costs, repair parts and replacement costs for all monitoring equipment.
4. This CONTRACT is effective on the date of execution and shall remain in effect until September 30, 2020, by which date all requirements shall be completed.
5. This CONTRACT may be terminated in whole or in part in writing by either party for its convenience, provided that either party is given: (1) not less than 10 calendar days written notice (delivered by Certified Mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation between the COUNTY and DISTRICT prior to termination.
6. In the event the COUNTY terminates this CONTRACT, the DISTRICT shall be compensated for work completed as of the date of termination and for any irrevocable commitments for procurement or materials or services made by the DISTRICT as of the date of termination.
7. The DISTRICT shall submit invoices to the COUNTY on a quarterly basis for 25 percent of the annual operation and maintenance lump sum fee identified in PROVISION 8 of the CONTRACT.

8. The DISTRICT shall be compensated \$30,463.00 for fiscal year 2017-2018, \$30,463.00 for fiscal year 2018-2019, and \$30,463.00 for fiscal year 2019-2020 for this CONTRACT, for station operation and maintenance under the terms of this CONTRACT, effective upon execution of the CONTRACT to September 30, 2020. The maximum compensation to the District on this CONTRACT shall be \$91,389. The continuation of this monitoring program in subsequent years is subject to written approval by both parties and appropriation of funding for the program by the COUNTY in their annual fiscal year budget. The cost of this program may be re-negotiated on an annual basis upon three (3) months written notice by the DISTRICT to the COUNTY and subsequently written approval by both parties.
9. This CONTRACT may be amended as agreed upon in writing by the parties.
10. The COUNTY shall have the option to amend the Contract to request the DISTRICT to provide additional monitoring services through an amendment. Compensation for additional monitoring services shall be invoiced on a prorated basis to the party requesting the services in accordance with said amendment.
11. The DISTRICT agrees to maintain hydrologic monitoring equipment for the COUNTY at six stream locations and three rainfall stations as outlined in "EXHIBIT A" for the duration of this CONTRACT. Under this CONTRACT, all hydrologic monitoring equipment shall be and shall remain property of the DISTRICT.
12. The DISTRICT agrees to maintain sufficient professional and technical staffing to ensure timely and competent completion of this CONTRACT.
13. The COUNTY shall have access to any books, documents, papers, and records of the DISTRICT directly pertinent to this CONTRACT for the purpose of making audits, examinations, excerpts, and transcriptions. The DISTRICT shall maintain required record including hydrologic data and other records pertinent to this CONTRACT for three years after the COUNTY makes final payment and all other pending matters are closed. The DISTRICT shall provide all hydrologic data collected under this CONTRACT to the COUNTY, in acceptable digital format, prior to permanent archiving of the information.
14. It is expressly understood and agreed that this CONTRACT states the entire agreement of the Parties, and that the Parties are not bound by any stipulations, representations, or promises not included in this CONTRACT.

15. Except as otherwise expressly provided, any notice to be given hereunder shall be in writing and shall be deemed to have been duly given if and when deposited in the United States registered mail, properly stamped and addressed to the party for whom intended at the address of such party hereinafter specified or when delivered personally to such party at such address:

COUNTY

Bay County Utility Services  
Attn: Bobby Gibbs  
3410 Transmitter Road  
Panama City, FL 32404  
e-mail: bgibbs@baycountyfl.gov

DISTRICT

Northwest Florida Water Management District  
Attn: Katie Price  
81 Water Management Drive  
Havana, FL 32333  
e-mail: Katie.Price@nwfwater.com

The foregoing addresses of the COUNTY and DISTRICT may be changed for purposes hereof at any time and from time to time by notice to the other in the manner stated above, setting out such change of address.

15. The DISTRICT shall be an independent contractor with respect to all work performed hereunder and neither the DISTRICT nor those employed by the DISTRICT to perform such work shall be deemed the agents, representatives, employees, or servants of the COUNTY in the performance of such work or any part thereof. The DISTRICT assumes full responsibility for supervising and directing its own employees.
16. During the term of this CONTRACT, the DISTRICT'S Drug-Free Workplace Plan, approved by the State Division of Workers Compensation and adhering to the requirements of FS 440.102, shall continue to be enforced for DISTRICT employees.
17. Precaution shall be exercised at all times by the DISTRICT for the protection of all persons, including employees, and property. The DISTRICT shall be expected to comply with all laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected. The COUNTY may order work to be stopped if conditions exist that present immediate danger to persons or property. The DISTRICT acknowledges that such stoppage will not shift responsibility for any damages from the DISTRICT to the COUNTY.
18. The DISTRICT shall procure and maintain Worker's Compensation, General Liability, Auto, and Equipment Insurance coverage per the COUNTY's Risk Management Insurance Requirements included in EXHIBIT B.
19. During the performance of this CONTRACT, the DISTRICT agrees to comply with the requirements of Executive Order 11246, Equal Employment Opportunity, and Executive Order 11375 relating to Equal Employment Opportunity. The DISTRICT will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
20. This CONTRACT is governed by the law of the State of Florida.

IN WITNESS WHEREOF, the Parties hereto have duly executed this CONTRACT in triplicate the day and year indicated below.

**BAY COUNTY**

Approved by Bay County on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
Wendi Sellers, Purchasing Director  
Board of County Commissioners

**THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

Approved by the District on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
Brett Cyphers  
Executive Director

## EXHIBIT A

### Bay County Deer Point Lake Watershed Monitoring

The Hydrologic Monitoring Program by Northwest Florida Water Management District includes five (5) stream stage/discharge data collection stations, one (1) stream stage/discharge/rainfall data collection station and two (2) rainfall data collection stations in the Deer Point Lake Watershed. The stations include six continuous stream stage recorders and three tipping bucket rain gauges. The cost and scope of work for operation and maintenance of this program are outlined below.

This monitoring program is intended to collect dry weather and storm event stage, discharge, and rainfall in the Deer Point Lake Watershed. The data collected will provide continuous records of precipitation and surface water discharges; and provide the data needed for calibration of future basin studies. The six stream stations will be maintained at National Geodetic Vertical Datum (NAVD) 1988 elevations.

### Scope of Work

1. Five (5) stream stage/discharge data collection stations, one (1) stream stage/discharge/rainfall data collection station and two (2) rainfall data collection stations will be maintained at the locations listed below. Stations will include continuous water level recorders at all six stations and tipping bucket rainfall gauges at three locations.
2. One telemetered stage/discharge station and one telemetered stage/discharge/rainfall station will be maintained by the District for the purpose of providing real-time data access to the COUNTY.
3. The six stream stations will be maintained at National Geodetic Vertical Datum (NAVD) 1988 elevations.
4. Data collection stations will be serviced by District Hydrologic Specialists as required, but at least once per month, to perform maintenance on recording equipment and to retrieve data in a computerized machine-readable format.
5. Data will be graphed, verified and stored in the District Hydrologic Database where it will be available to the COUNTY and the public. A monthly summary report will be submitted to the COUNTY and will include stage, rainfall, and discharge data.
6. Discharge measurements will be completed at a range of stream stage levels to develop, verify, and update the station discharge rating functions.
7. Digital copies of the data will be provided to the County upon completion of the project. The digital data will be in PC-compatible ASCII format data files.
8. The District will own the equipment purchased for the project and be responsible for equipment repair and replacement costs as required during the project. Costs associated with replacement of equipment damaged by vandalism or environmental causes will be the responsibility of the District.



### Monitoring Station Descriptions

#### Station Type

Stage/Discharge  
Stage/Discharge  
Stage/Discharge  
Stage/Discharge  
Stage/Discharge  
Stage/Discharge/Rainfall  
Rainfall  
Rainfall

#### Station Location

Econfina Creek @ Scott Road  
Econfina Creek @ S.R. 20  
Econfina Creek @ Walsingham Bridge  
Econfina Creek @ C.R. 388  
Little Bear Creek @ C.R. 388  
Bear Creek @ U.S. 231  
Econfina Creek @ U.S. 231  
District Econfina Field Office

### Annual Station Operation and Maintenance

<u>Station Type</u>	<u># of Stations</u>	<u>Annual Lump Sum Amount</u>
Stage/Discharge Stations	5	\$ 20,436.00
Stage/Discharge/ Rainfall Station	1	\$ 4,420.00
Rainfall Stations	2	<u>\$ 5,607.00</u>
<b>TOTAL ANNUAL AMOUNT</b>		<b>\$ 30,463.00</b>

Remainder of page intentionally left blank

**EXHIBIT B**  
**BAY COUNTY**  
**INSURANCE REQUIREMENTS**

**1. LOSS CONTROL/SAFETY**

- a. Precaution shall be exercised at all times by the Contractor for the protection of all persons, including employees, and property. The Contractor shall be expected to comply with all applicable laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected.
- b. The County may order work to be stopped if conditions exist that present immediate danger to persons or property. The Contractor acknowledges that such stoppage will not shift responsibility for any damages from the Contractor to the County.
- c. The Contractor acknowledges that possession, use, or threat of use of weapons or firearms is not permitted on County property, including in the Contractor's vehicles, unless such possession or use of a weapon is a necessary and an approved requirement of the contract.

**2. DRUG FREE WORK PLACE REQUIREMENTS**

All contracts with individuals or organizations that wish to do business with the Bay County Board of Commissioners, a stipulation will be made in the contract or purchase order that requires contractors, subcontractors, vendors or consultants to have a substance abuse policy. The employees of such contractors, subcontractors, vendors or consultants will be subject to the same rules of conduct and tests as the employees of the Bay County Board of Commissioners. In the event of an employee of a supplier of goods or services is found to have violated the Substance Abuse Policy, that employee will be denied access to the County's premises and job sites. In addition, if the violation(s) is/are considered flagrant, or the County is not satisfied with the actions of the contractor, subcontractor, vendor, or consultant, the County can exercise its right to bar all of the contractor's, subcontractor's, vendor's, or consultants employees from its premises or decline to do business with the contractor, subcontractor, vendor or consultant in the future. All expenses and penalties incurred by a contractor, subcontractor, vendor or consultant as a result of a violation of the County's Substance Abuse Policy shall be borne by the contractor, subcontractor, vendor, or consultant.

**3. INSURANCE - BASIC COVERAGES REQUIRED**

- a. The Contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County, on policies and with insurers acceptable to the County. These insurance requirements shall not limit the liability of the Contractor. All subcontractors are subject to the same coverages and limits as the Contractor. The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor's interests or liabilities, but are merely minimums.

- b. Except for workers' compensation and professional liability, the Contractor's insurance policies shall be endorsed to name the County as an additional insured to the extent of the County's interests arising from this agreement, contract, or lease.
- c. Except for workers' compensation, the Contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.
- d. The Contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The Contractor is responsible for the amount of any deductible or self-insured retention.
- e. Insurance required of the Contractor or any other insurance of the Contractor shall be considered primary, and insurance of the County shall be considered excess, as may be applicable to claims which arise out of the Hold Harmless, Payment on Behalf of the County, Insurance, Certificates of Insurance and any Additional Insurance provisions of this agreement, contract or lease.

#### **4. WORKERS' COMPENSATION COVERAGE**

The Contractor shall take out and maintain during the life of this contract the applicable statutory Worker's Compensation Insurance, and in the case of any work sublet, the Contractor shall require the subcontractor similarly to provide statutory Worker's Compensation Insurance for the latter's employees. The Contractor shall require each of his subcontractors similarly to maintain Employer's Liability Insurance similarly to the Contractor. The Contractor shall provide to the County an Affidavit stating that he meets all the requirements of Florida Statute 440.

Worker's Compensation – Required limits:

Coverage A – Coverage will include statutory requirements

Coverage B – Employers Liability

\$500,000 each Person

\$500,000 each Person by Disease

\$500,000 Policy Limit - Disease

#### **5. GENERAL, AUTOMOBILE AND EXCESS OR UMBRELLA LIABILITY COVERAGE**

The Contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the Commercial or Comprehensive General Liability and Business Auto policies of the Insurance Services Office. **Minimum limits of \$1,000,000 per occurrence** for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the Workers' compensation Coverage section) and the amount of coverage required.

## **6. GENERAL LIABILITY COVERAGE**

### **a. COMMERCIAL GENERAL LIABILITY COVERAGE - Occurrence Form Required**

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement contract or lease, and broad form property damage, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

### **b. PRODUCTS/COMPLETED OPERATIONS**

The Contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

## **7. BUSINESS AUTO LIABILITY COVERAGE**

Business Auto Liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, non-owned and hired automobiles and employee non-ownership use.

## **8. EXCESS OR UMBRELLA LIABILITY COVERAGE**

Umbrella Liability insurance is preferred, but an Excess Liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages.

## **9. CONTRACTOR'S EQUIPMENT COVERAGE**

Contractor's Equipment insurance is to be purchased to cover loss of equipment and machinery utilized in the performance of work by the Contractor. All risks coverage is preferred. The contract may declare self-insurance for contractor equipment.

Remainder of page intentionally left blank

## 10. CERTIFICATES OF INSURANCE

- a. Required insurance shall be documented in Certificates of Insurance which provide that the County shall be notified at least 30 days in advance of cancellation, nonrenewal or adverse change. The Certificate Holder will be addressed as the **BAY COUNTY BOARD OF COMMISSIONERS, 840 W. 11th Street, Panama City, Florida 32401**. All certificates, cancellation, nonrenewal or adverse change notices should be mailed to this address. Each Certificate will address the service being rendered to the County by the Contractor. **The County shall be named as an Additional Insured for both General Liability and Business Auto Liability.**
- b. New Certificates of Insurance are to be provided to the County at least 15 days after coverage renewals.
- c. If requested by the County, the Contractor shall furnish complete copies of insurance policies, forms and endorsements.
- d. For the Commercial General Liability coverage the Contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of the liability coverage.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the County, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the Contractor's obligation to fulfill the insurance requirements herein.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Resource Management Committee

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Chief of Staff  
Carlos Herd, Director, Resource Management Division

FROM: Katie Price, Hydrologist III

DATE: August 29, 2017

SUBJECT: Consideration of Bay County Contract for Stormwater Monitoring

---

#### Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute a revenue contract with Bay County for stormwater flow monitoring in the amount of \$25,974.00 for the purpose of improving stormwater quality, stormwater management, and flood attenuation.

#### Background

The District has been assisting Bay County with the maintenance and operation of stormwater monitoring equipment for the last 20 years. Without the District's assistance, the stormwater monitoring would be prohibitively expensive. The attached three-year revenue contract provides for the District to be compensated with up to \$25,974.00 through Fiscal Year 2019-2020 for all operational costs for the program.

The stormwater monitoring program includes the operation of three surface water and rainfall data collection stations in Bay County. These stations provide storm event and critical stage data for operations on Lake Powell to manage stormwater. The continuous rainfall records collected are used to evaluate stormwater conditions and to improve future stormwater projects. Improvements to the drainage system help reduce flooding and improve water quality. The stage station at Lake Powell provides Bay County personnel with alerts which reduce the time required to monitor the lake during storm events and provides for a more timely response when action is required.

## **BAY COUNTY STORMWATER MONITORING**

CONTRACT NO. 17-074

THIS CONTRACT, entered into the last date of approval noted below by BAY COUNTY, a political subdivision of the State of Florida, hereinafter called the "COUNTY" and the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, an agency operating under the authority of Chapter 373, Florida Statutes, hereinafter called the "DISTRICT";

### **WITNESSETH:**

That for the consideration and under the provisions hereafter stated and referred to moving from each to the other of the said parties, respectively, it is mutually understood and agreed as follows:

1. That the DISTRICT, having personnel knowledgeable in the areas of hydraulics and hydrology and being located and operating near Bay County, Florida, has submitted, at the request of the COUNTY, a proposal to provide services operation and maintenance of one lake stage/rainfall station, and two rainfall only stations to monitor stormwater locations in Bay County, Florida. The services provided by the DISTRICT are described in "EXHIBIT A" and attached hereto and made a part hereof by reference.
2. That the COUNTY has awarded the CONTRACT to accomplish the services in accordance with "EXHIBIT A" to the DISTRICT, which will, at its own cost and expense, perform the work described in "EXHIBIT A" and furnish the materials required to accomplish the work specified in this document.
3. Under this CONTRACT, all hydrologic monitoring equipment purchased by the DISTRICT for this CONTRACT shall be the property of the DISTRICT, including the platforms used to mount the monitoring equipment. The DISTRICT will be responsible for all repair costs, repair parts and replacement costs for all DISTRICT monitoring equipment. All hydrologic monitoring equipment purchased by the COUNTY for this CONTRACT shall be the property of the COUNTY, including the platforms used to mount the monitoring equipment. The COUNTY will be responsible for all repair costs, repair parts and replacement costs for all COUNTY monitoring equipment.
4. This CONTRACT is effective on the date of execution and shall remain in effect until September 30, 2020, by which date all requirements shall be completed.
5. This CONTRACT may be terminated in whole or in part in writing by either party for its convenience, provided that either party is given: (1) not less than 28 calendar days written notice (delivered by Certified Mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation between the COUNTY and DISTRICT prior to termination.
6. In the event the COUNTY terminated this CONTRACT, the DISTRICT shall be compensated for work completed as of the date of termination and for any irrevocable commitments for procurement of materials or services made by the DISTRICT as of the date of termination.

7. The DISTRICT shall submit invoices to the COUNTY on a quarterly basis for 25 percent of the annual operation and maintenance lump sum fee identified in PROVISION 8 of the CONTRACT.
8. The DISTRICT shall be compensated up to \$9,646 for fiscal year 2017-2018, up to \$9,646 for fiscal year 2018-2019, and up to \$9,646 for fiscal year 2019-2020 for this CONTRACT, for station operation and maintenance under the terms of this CONTRACT, effective upon execution of the CONTRACT to September 30, 2020. The continuation of this monitoring program in subsequent years is subject to written approval by both parties and appropriation of funding for the program by the COUNTY in their annual fiscal year budget. The cost of this program may be re-negotiated on an annual basis upon three (3) months written notice by the DISTRICT to the COUNTY and subsequently written approval by both parties.
9. The COUNTY and DISTRICT agree that any changes to this CONTRACT will be preceded by written approval.
  - A. A Change Order to this Contract is required for changes in Scope that do not involve changes to the cost of Operation and Maintenance. Changes in Scope include, but are not limited to, alteration of the telemetry system, coordination with a Third Party, or collection of additional field observations. Determination of changes to the cost of Operation and Maintenance are at the sole discretion of the DISTRICT. All Change Orders are subject to the mutual agreement of both parties as evidenced in writing and must be signed by both parties in order to be effective.
  - B. A formal Amendment to this Contract is required for changes which cause an increase or decrease in the cost of Operation and Maintenance. Determination of changes to the cost of Operation and Maintenance are at the sole discretion of the DISTRICT. All Amendments are subject to the mutual agreement of both parties as evidenced in writing and signed by both parties in order to be effective.
10. The DISTRICT agrees to maintain hydrologic monitoring equipment for the COUNTY at one lake stage/rainfall station and two rainfall only stations as outlined in "EXHIBIT A" for the duration of this CONTRACT.
11. The COUNTY shall be responsible for acquiring and maintaining cellular telemetry services. The District shall provide assistance with set-up and maintenance of antennas, power supply, logger and modem.
12. The COUNTY shall have the option to amend the CONTRACT to request the DISTRICT to provide additional monitoring services through an amendment. Compensation for additional monitoring services shall be invoiced on a prorated basis to the party requesting the services in accordance with the fee schedule described in "EXHIBIT A".
13. The DISTRICT agrees to maintain sufficient professional and technical staffing to ensure timely and competent completion of this CONTRACT.



14. The COUNTY shall have access to any books, documents, papers, and records of the DISTRICT directly pertinent to this CONTRACT for the purpose of making audits, examinations, excerpts, and transcriptions. The DISTRICT shall maintain hydrologic data and other records pertinent to this CONTRACT for three years after the COUNTY makes final payment. The DISTRICT shall provide all hydrologic data collected under this CONTRACT to the COUNTY, in acceptable digital format, prior to permanent archiving of the information.
15. It is expressly understood and agreed that this CONTRACT states the entire agreement of the Parties, and that the Parties are not bound by any stipulations, representations, or promises not included in this CONTRACT.
16. All notices and written communication between the parties shall be sent by electronic mail, U.S. Mail, a courier delivery service, or delivered in person to the addresses set forth below. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient.

COUNTY

Bay County Engineering Division  
Attn: Natasha Lithway  
840 W. 11th Street  
Panama City, Florida 32401-2336  
Email: nlithway@baycountyfl.gov

DISTRICT

Northwest Florida Water Management District  
Attn: Katie Price  
81 Water Management Drive  
Havana, FL 32333  
Email: Katie.Price@nwfwater.com

The foregoing addresses of the COUNTY and DISTRICT may be changed for purposes hereof at any time and from time to time by notice to the other in the manner stated above, setting out such change of address.

17. The DISTRICT shall be an independent contractor with respect to all work performed hereunder and neither the DISTRICT nor those employed by the DISTRICT to perform such work shall be deemed the agents, representatives, employees, or servants of the COUNTY in the performance of such work or any part thereof. The DISTRICT assumes full responsibility for supervising and directing its own employees.
18. During the term of this CONTRACT, the DISTRICT'S Drug-Free Workplace Plan, approved by the State Division of Workers Compensation and adhering to the requirements of FS 440.102, shall continue to be enforced for DISTRICT employees.

19. Precaution shall be exercised at all times by the DISTRICT for the protection of all persons, including employees, and property. The DISTRICT shall be expected to comply with all applicable laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected. The COUNTY may order work to be stopped if conditions exist that present immediate danger to persons or property. The DISTRICT acknowledges that such stoppage will not shift responsibility for any damages from the DISTRICT to the COUNTY.
20. The DISTRICT shall procure and maintain Worker's Compensation, General Liability, Auto, and Equipment Insurance coverage per the COUNTY's Risk Management Insurance Requirements included in EXHIBIT B.
21. During the performance of this CONTRACT, the DISTRICT agrees to comply with the requirements of Executive Order 11246, Equal Employment Opportunity, and all amendments relating to Equal Employment Opportunity. The DISTRICT will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, handicap, age, status as a parent, sexual orientation, or gender identity.
22. This CONTRACT is governed by the law of the State of Florida.

IN WITNESS WHEREOF, the Parties hereto have duly executed this CONTRACT in triplicate the day and year indicated below.

**BAY COUNTY**

Approved by Bay County on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
Wendi Sellers, Purchasing Director  
Board of County Commissioners

**THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

Approved by the District on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
Brett Cyphers  
Executive Director

## EXHIBIT A

### Bay County Stormwater Monitoring

The Hydrologic Stormwater Monitoring Program by the Northwest Florida Water Management District includes one lake stage/rainfall data collection station and two rainfall only data collection stations at select Bay County Stormwater monitoring locations set forth below. The cost and scope of work for operation and maintenance of this program are outlined below.

This monitoring program is intended to collect dry weather and storm event stage and rainfall data at Bay County stormwater monitoring locations. The data collected will provide continuous records of precipitation and surface water stage; and provide the data needed for evaluating stormwater conditions to improve management of stormwater and develop future stormwater projects. The lake stage station will be maintained at National Geodetic Vertical Datum (NAVD) 1988 elevation.

### Scope of Work

1. One (1) lake stage/rainfall data collection station and two (2) rainfall data collection stations will be maintained at the locations listed below. Stations will include one (1) continuous lake stage/ recorder with cellular telemetry and three (3) tipping bucket rain gauges.
2. The lake stage station will be maintained at North American Vertical Datum (NAVD) 1988 elevation.
3. Data collection stations will be serviced by District Hydrologic Specialists as required, but at least once per month, to perform maintenance on recording equipment and to retrieve data in a computerized machine-readable format.
4. Data will be graphed, verified and stored in the District Hydrologic Database available to the COUNTY and the public. A quarterly summary report will be submitted to the COUNTY and will include stage and rainfall data.
5. Digital copies of the data will be provided to the COUNTY upon completion of the project. The digital data will be in PC-compatible ASCII format data files.
6. An Inventory Statement for COUNTY owned equipment will be provided at least once annually to include the date the inventory confirmation was performed, equipment manufacturer, model, serial number, current condition, and any inventory ID numbers provided by the COUNTY. Enhanced inventory tracking may be added through Amendment.

Remainder of page intentionally left blank

### **Monitoring Station Descriptions**

<u>Station Type</u>	<u>Station Location</u>
Stage/Rainfall	Lake Powell-Camp Helen
Rainfall	Frank Brown Park
Rainfall	Majette Tower Rd

### **Annual Station Operation and Maintenance**

<u>Station Type</u>	<u># of Stations</u>	<u>Annual Lump Sum Amount</u>
Stage/Rainfall Station	1	\$3,630.00
Rainfall Station	2	<u>\$6,016.00</u>
<b>TOTAL ANNUAL CONTRACT AMOUNT</b>		<b>\$9,646.00</b>

Annual Cost for Additional Stations: Operation and Maintenance  
(Does not include station equipment)

<u>Station Type</u>	<u># of Stations</u>	<u>Annual Cost</u>
Stage	1	\$3,650.00
Stage/Discharge	1	\$5,440.00
Stage/Rainfall	1	\$3,630.00
Rainfall	1	\$3,175.00

Remainder of page intentionally left blank

## **EXHIBIT B**

### **BAY COUNTY INSURANCE REQUIREMENTS**

#### **1. LOSS CONTROL/SAFETY**

- a. Precaution shall be exercised at all times by the Contractor for the protection of all persons, including employees, and property. The Contractor shall be expected to comply with all applicable laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected.
- b. The County may order work to be stopped if conditions exist that present immediate danger to persons or property. The Contractor acknowledges that such stoppage will not shift responsibility for any damages from the Contractor to the County.
- c. The Contractor acknowledges that possession, use, or threat of use of weapons or firearms is not permitted on County property, including in the Contractor's vehicles, unless such possession or use of a weapon is a necessary and an approved requirement of the contract.

#### **2. DRUG FREE WORK PLACE REQUIREMENTS**

All contracts with individuals or organizations that wish to do business with the Bay County Board of Commissioners, a stipulation will be made in the contract or purchase order that requires contractors, subcontractors, vendors or consultants to have a substance abuse policy. The employees of such contractors, subcontractors, vendors or consultants will be subject to the same rules of conduct and tests as the employees of the Bay County Board of Commissioners. In the event of an employee of a supplier of goods or services is found to have violated the Substance Abuse Policy, that employee will be denied access to the County's premises and job sites. In addition, if the violation(s) is/are considered flagrant, or the County is not satisfied with the actions of the contractor, subcontractor, vendor, or consultant, the County can exercise its right to bar all of the contractor's, subcontractor's, vendor's, or consultants employees from its premises or decline to do business with the contractor, subcontractor, vendor or consultant in the future. All expenses and penalties incurred by a contractor, subcontractor, vendor or consultant as a result of a violation of the County's Substance Abuse Policy shall be borne by the contractor, subcontractor, vendor, or consultant.

#### **3. INSURANCE - BASIC COVERAGES REQUIRED**

- a. The Contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County, on policies and with insurers acceptable to the County. These insurance requirements shall not limit the liability of the Contractor. All subcontractors are subject to the same coverages and limits as the Contractor. The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor's interests or liabilities, but are merely minimums.

- b. Except for workers' compensation and professional liability, the Contractor's insurance policies shall be endorsed to name the County as an additional insured to the extent of the County's interests arising from this agreement, contract, or lease.
- c. Except for workers' compensation, the Contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.
- d. The Contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The Contractor is responsible for the amount of any deductible or self-insured retention.
- e. Insurance required of the Contractor or any other insurance of the Contractor shall be considered primary, and insurance of the County shall be considered excess, as may be applicable to claims which arise out of the Hold Harmless, Payment on Behalf of the County, Insurance, Certificates of Insurance and any Additional Insurance provisions of this agreement, contract or lease.

#### 4. WORKERS' COMPENSATION COVERAGE

The Contractor shall take out and maintain during the life of this contract the applicable statutory Worker's Compensation Insurance, and in the case of any work sublet, the Contractor shall require the subcontractor similarly to provide statutory Worker's Compensation Insurance for the latter's employees. The Contractor shall require each of his subcontractors similarly to maintain Employer's Liability Insurance similarly to the Contractor. The Contractor shall provide to the County an Affidavit stating that he meets all the requirements of Florida Statute 440.

Worker's Compensation – Required limits:

Coverage A – Coverage will include statutory requirements

Coverage B – Employers Liability

\$500,000 each Person

\$500,000 each Person by Disease

\$500,000 Policy Limit - Disease

#### 5. GENERAL, AUTOMOBILE AND EXCESS OR UMBRELLA LIABILITY COVERAGE

The Contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the Commercial or Comprehensive General Liability and Business Auto policies of the Insurance Services Office. **Minimum limits of \$1,000,000 per occurrence** for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the Workers' compensation Coverage section) and the amount of coverage required.

## **6. GENERAL LIABILITY COVERAGE**

### **a. COMMERCIAL GENERAL LIABILITY COVERAGE - Occurrence Form Required**

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement contract or lease, and broad form property damage, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

### **b. PRODUCTS/COMPLETED OPERATIONS**

The Contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

## **7. BUSINESS AUTO LIABILITY COVERAGE**

Business Auto Liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, non-owned and hired automobiles and employee non-ownership use.

## **8. EXCESS OR UMBRELLA LIABILITY COVERAGE**

Umbrella Liability insurance is preferred, but an Excess Liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages.

## **9. CONTRACTOR'S EQUIPMENT COVERAGE**

Contractor's Equipment insurance is to be purchased to cover loss of equipment and machinery utilized in the performance of work by the Contractor. All risks coverage is preferred. The contract may declare self-insurance for contractor equipment.

Remainder of page intentionally left blank

## 10. CERTIFICATES OF INSURANCE

- a. Required insurance shall be documented in Certificates of Insurance which provide that the County shall be notified at least 30 days in advance of cancellation, nonrenewal or adverse change. The Certificate Holder will be addressed as the **BAY COUNTY BOARD OF COMMISSIONERS, 840 W. 11th Street, Panama City, Florida 32401**. All certificates, cancellation, nonrenewal or adverse change notices should be mailed to this address. Each Certificate will address the service being rendered to the County by the Contractor. **The County shall be named as an Additional Insured for both General Liability and Business Auto Liability.**
- b. New Certificates of Insurance are to be provided to the County at least 15 days after coverage renewals.
- c. If requested by the County, the Contractor shall furnish complete copies of insurance policies, forms and endorsements.
- d. For the Commercial General Liability coverage the Contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of the liability coverage.
- e. Receipt of certificates or other documentation of insurance or policies or copies of policies by the County, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the Contractor's obligation to fulfill the insurance requirements herein.



## 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: August 25, 2017

SUBJECT: Consideration of Authority to Surplus Property

---

#### **Recommendation:**

Staff recommends the Governing Board authorize the Executive Director to surplus tangible personal property that is determined to be obsolete or no longer useful to the district with a book or estimated value of less than \$2,500, whichever is greater, excluding on-road motor vehicles and motorized watercrafts.

#### **Background:**

The District currently complies with the Tangible Personal Property requirements of Chapter 274, Florida Statutes, and Chapter 69I-73, Florida Administrative Code, and in some cases goes beyond what is required. In order to dispose of surplus property in an efficient and economical manner, staff is recommending changes to the District's tangible personal property policy.

#### *Surplus Property Disposal*

Section 274.05, F.S. provides governmental units the authority and discretion to surplus property. A governmental unit may offer the surplus property for sale or donation to another governmental unit or private nonprofit.

Section 274.06, F.S. further provides an alternative procedure for disposing of property. A governmental unit may offer surplus property for value to any person, including governmental unit or private nonprofit. If the estimated value of the surplus property:

- Is less than \$5,000, the property may be surplusd in the most efficient and cost effective means determined by the government unit.
- Is \$5,000 or more – the property is to be surplusd to the highest bidder or at public auction with proper public notice.
- Has no commercial value – the surplus property can be donated, destroyed, or abandoned.

The District generally employs the “alternative procedure” to dispose of surplus property.

Current District policy requires any property which is obsolete or no longer useful to the District with an initial cost over \$5,000 must be approved as surplus by the Executive Director and the Governing Board. By utilizing “initial cost” as the threshold, the policy does not take into account that assets have a useful life and depreciate over time. This policy requires the Board consider items that are potentially trash or scrap. Statutes refer to the “estimated value” at time of surplus determination which acknowledges asset depreciation over time.

#### *Authority to Dispose of Surplus Property*

Past board items have included lists of all recorded property items to be authorized for surplus. The current practice of bringing disposal of all property items for approval to be surplus to the Board for recordation in the minutes is beyond the requirement of statutes. Only the authority to dispose of surplus property is required to be recorded in the minutes. This can be accomplished through the Governing Board’s adoption of the District’s policies and procedures. The recordation of the disposal in the property records is not required to be recorded in the minutes. The recordation of disposal of surplus property is required to be in the property records.

Below is an example of draft text that could be included in the Policy and Procedures Manual to address the issues of:

- 1) Recognizing the value of district property at the time of surplus and subsequent disposition.
- 2) Properly recording the authority to surplus property in the minutes.

#### **7.4.2 Useable or Scrap Condition Property**

Property which is no longer needed but is in usable condition must first be made available for reassignment within the District.

Any District property item which is obsolete or no longer useful to the District with an estimated value at the time of disposition of \$2,500 or greater must be approved as surplus by the Governing Board. The disposal of on-road motor vehicles and motorized watercrafts requires Governing Board approval. Property items that served their estimated useful life or property items that still have useful life with a book value or estimated value less than \$2,500, whichever is greater, may be approved as surplus by the Executive Director.

Disposal of District property items should be accomplished in the most efficient and economical manner.

## 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: Scott Sutterfield, Chief, Information Technology Bureau

DATE: August 28, 2017

SUBJECT: Consideration of Fiscal Year 2017-2018 Purchases to Support Information Technology Operations

---

#### Recommendation

Staff recommends the Governing Board approve the Information Technology Bureau to procure the following for Fiscal Year 2017-2018, contingent upon approval of the District's Fiscal Year 2017-2018 budget.

- Department of Management Services (DMS) competitively procured purchase of Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to partner water management districts for DMS in the amount not to exceed \$90,000.
- Sole source purchase of annual support and licensing for Tyler Technologies Munis support in an amount not to exceed \$85,000.
- Sole source purchase of Geographic Information Systems (GIS) ARC GIS and ARC Online licensing, training, support, and consulting for ESRI in an amount not to exceed \$168,000.
- State of Florida contract purchase of Microsoft licensing for Microsoft Server and Workstation operating systems and software, SQL Database Server, SharePoint Server, Office 365 to SHI International Group in an amount not to exceed \$125,000.
- State of Florida contract purchase of consulting services for IT infrastructure system assessment and remediation, and consulting services for projects approved by the IT Steering Committee from Randstad, Inc., in an amount not to exceed \$130,000.
- District website system hosting, support, and maintenance from Contextual Code, Inc. /Think Creative, in an amount not to exceed \$85,000.

## **Background**

The District's policies and procedures manual requires all purchases over \$65,000 to have been approved by the Governing Board. This includes, "multiple purchases with the same vendor for the same purpose, or within the same scope of work, each under \$65,000, but cumulatively is anticipated to exceed \$65,000 within the same fiscal year or across fiscal years." In addition to competitively procured purchases, the approval threshold was also made applicable to state term contracts.

The Information Technology Bureau has the following purchases which require Board approval:

- Internet access, telephony circuits, and security services from the Department of Management Services (DMS) SUNCOM Network. SUNCOM is established within DMS as the state enterprise telecommunications system. DMS competitively procures these services from multiple vendors i.e. AT&T, CenturyLink, Verizon to provide Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to partner water management districts.
- Enterprise Resource Planning (ERP)/Financial software named Munis from Tyler Technologies. Munis is the district's core business software for accounting, budget, general ledger, employee self-service, project accounting, purchase orders, requisitions, and administrative reporting. This was a competitive procurement in 2005, and ongoing support for maintenance and updates are purchased annually.
- Geographic Information Systems (GIS), training and consulting from Environmental Systems Research Institute, Inc. (ESRI), including ARC GIS, ARC Online, ARC Collector to provide geospatial data, maps, and applications to District staff and the public. ESRI has announced an intention to raise rates and require the addition of a workflow module in order to use functionality that we expect to need in the coming year. In addition, the District plans to increase the level of participation in the ESRI Enterprise Advantage Program (EEAP) for maintenance and updates to meet anticipated needs at a reduced cost per unit.
- Microsoft licensing for Microsoft server and workstation operating systems and software, SQL database server, SharePoint Server, and Office 365 from SHI International Corporation, under a State of Florida contract.
- Consulting services for applications development from Randstad, Inc., under a State of Florida contract. This is for projects approved by the IT steering committee, including Oracle migration and the migration of E-Permitting functionality to St. Johns River Water Management District.
- District website system hosting, support, maintenance, and enhancements from Contextual Code, Inc. /Think Creative, under a State of Florida Contract. The District plans to continue to use Contextual Code, Inc./Think Creative to host, support, and maintain the District website including anticipated enhancements to the reservation system.

## 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 L. Macmillan, Chief, Bureau of Land Management Operations

DATE: August 29, 2017

SUBJECT: Consideration of Agreement with Florida Department of Agriculture and Consumer Services for Prescribed Fire Enhancement Funding

---

#### **Recommendation:**

Staff recommends the Governing Board authorize the Executive Director to execute a Contractual Services Agreement with the Florida Department of Agriculture and Consumer Services to receive funding for prescribed fire enhancement, subject to approval of the District's Fiscal Year 2017-2018 budget and administrative and legal review.

#### **Background:**

The Florida Legislature allocated \$1 million for the "enhancement and implementation of Florida's Prescribed Burning Program on public conservation lands "... to reduce dangerous wildland fuel loading in high priority areas across Florida" for fiscal year 2017-2018. The Florida Forest Service (FFS), a division of Florida Department of Agriculture and Consumer Services, was tasked with working with state agencies to develop projects that will increase prescribed burning capacity and increase the amount of acres that are burned. The intent of the program is to reduce the threat of wildfire while also increasing forest and ecosystem health.

A top priority for field staff in the District's Bureau of Land Management Operations is prescribed burning. However, with only an average of 90 good burn days annually and other constraints, staff is unable to accomplish all of the burning needed on an annual basis.

The FFS, for fiscal year 2017-2018, has awarded the District \$114,000 to help reduce the prescribed fire backlog. The funding will be used for contractual services, including contract burning, helicopter services to support the District's aerial ignition burns, and fireline plowing. The contracted activities should provide for the burning of 3,125 additional acres (weather permitting), and enhance the productivity of District crews by allowing for larger aerial burns and reducing delays with fireline preparation.

## 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 L. Macmillan, Chief, Bureau of Land Management Operations

DATE: August 28, 2017

SUBJECT: Consideration of Invitation to Bid 17B-016; Altha Midsouth 2017 Timber Sale

---

#### **Recommendation:**

Staff recommends the Governing Board approve the bids submitted in response to Invitation to Bid 17B-016, and authorize the Executive Director to enter into an agreement for this timber sale with the high bidder, Panhandle Forestry Services, Inc., at the bid prices of \$15.50 per ton for Pine Pulpwood and \$24.00 per ton for Pine Chip-N-Saw.

#### **Background:**

On July 31, 2017, the District posted Invitation to Bid No. 17B-016 for the Altha Midsouth 2017 Timber Sale on the State's Vendor Bid System and the District's website. Notices were also sent to a number of companies that have previously expressed an interest in District timber sales.

This timber sale will result in the harvest of an estimated 15,967 tons of pine timber products from 321 acres in Calhoun County, as described below. These stands are also delineated on the attached General Location Map.

Stand No.	Stand Name/ Number	County	Acres	Section	Township	Range
1	Altha Middle	Calhoun	148	29, 30	2 North	9 West
2	Altha South	Calhoun	173	31, 32	2 North	9 West
TOTAL			321			

On August 28, 2017, at 2:30 p.m. EDT, the District opened five sealed bids for the purchase of the designated timber products. The bids received are listed below.

A detailed breakdown of the bids with prices for each timber product is found in Exhibit A. The total estimated sale value amounts are listed below for your consideration.

<b>Company</b>	<b>Total Estimated Sale Value*</b>
Nature Coast Timber, LLC	\$ 269,779.40
Burgundy Timber, Inc.	\$ 274,287.29
Cedar Creek Timber Co., Inc	\$ 281,485.70
DeerPoint Timber Products, Inc.	\$ 287,321.00
<b>Panhandle Forestry Services, Inc.</b>	<b>\$ 292,632.00</b>

*\*These figures are to be used for bid evaluation and comparison purposes only. Payments to the District will be made on a measured per ton basis.*

# **Exhibit A**

## **Bid Prices – NFWFMD ITB 17B-016**

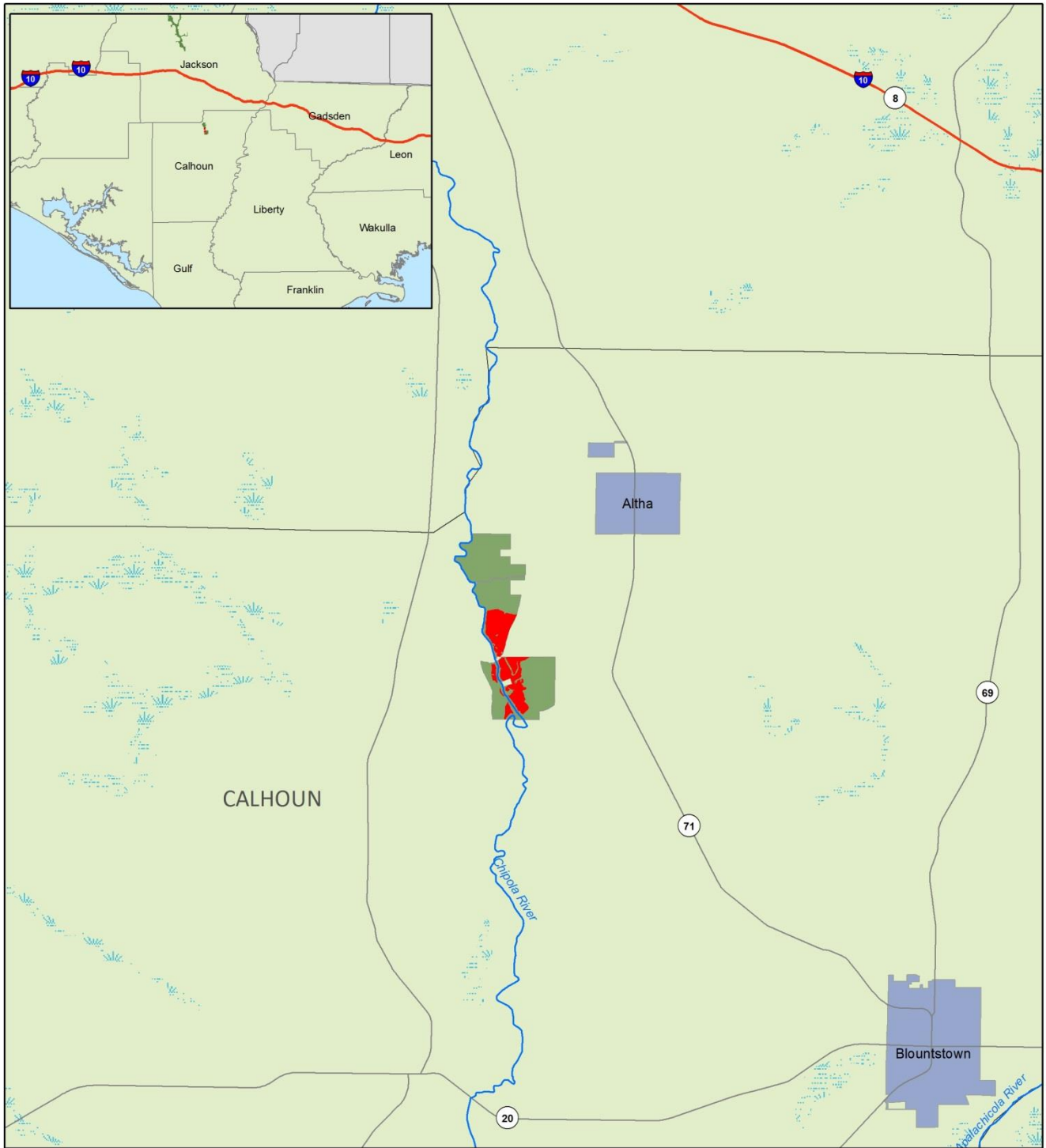
### **Altha Midsouth 2017 Thinning Timber Sale**

**ALTHA MIDSOUTH 2017 TIMBER SALE  
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
(BID NUMBER 17B-016)  
Bids Opened August 28, 2017 2:30 P.M. EDT**

		Panhandle Forestry Services, LLC		DeerPoint Timber Products, Inc.		Cedar Creek Timber Company, Inc.		Burgundy Timber, Inc.		Nature Coast Timber, LLC	
Product	Estimated Total Tons*	Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*
Pine Pulpwood	10,656	\$ 15.50	\$ 165,168.00	\$ 15.50	\$ 165,168.00	\$ 15.70	\$ 167,299.20	\$ 14.86	\$ 158,348.16	\$ 15.05	\$ 160,372.80
Pine Chip-N-Saw	5,311	\$ 24.00	\$ 127,464.00	\$ 23.00	\$ 122,153.00	\$ 21.50	\$ 114,186.50	\$ 21.83	\$ 115,939.13	\$ 20.60	\$ 109,406.60
<b>Estimated Sale Value*</b>		<b>\$ 292,632.00</b>		<b>\$ 287,321.00</b>		<b>\$ 281,485.70</b>		<b>\$ 274,287.29</b>		<b>\$ 269,779.40</b>	

*\*These figures are to be used for bid evaluation and comparison purposes only. Payments to the District will be made on a measured per ton basis.*





General Location Map  
Altha Midsouth 2017 Timber Sale  
Chipola River WMA  
Calhoun County, Florida  
321 Acres

- Stands
- District Lands

0 1.25 2.5 5 Miles



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

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

**Thursday  
August 10, 2017**

Governing Board Members Present

John Alter, Secretary-Treasurer  
Gus Andrews  
Jon Costello  
Marc Dunbar  
Ted Everett  
Nick Patronis  
Bo Spring

Governing Board Members Absent

George Roberts, Chair  
Jerry Pate, Vice Chair

1. Opening Ceremonies

Acting Chairman John Alter called the meeting to order at 1:00 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 July 13, 2017

MOTIONED BY TED EVERETT, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR JULY 13, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

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

5. Committee Reports and Recommendations for Board Action

Resource Management Committee:

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

MOTIONED BY GUS ANDREWS, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$1,367,000.00 FOR CONTRACTUAL SERVICES TO SUPPORT THE DEVELOPMENT OF MINIMUM FLOWS AND LEVELS IN FISCAL YEAR 2017-2018, CONTINGENT UPON APPROVAL OF THE DISTRICT'S FISCAL YEAR 2017-2018 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY GUS ANDREWS, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$551,300.00 FOR CONTRACTUAL ECOLOGICAL AND RESTORATION SERVICES IN SUPPORT OF THE DISTRICT'S REGIONAL MITIGATION PROGRAM FOR FISCAL YEAR 2017-2018, CONTINGENT UPON APPROVAL OF THE DISTRICT'S FISCAL YEAR 2017-2018 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Hydrogeologic Services to Support the Claiborne Aquifer Investigation

MOTIONED BY GUS ANDREWS, SECONDED BY JON COSTELLO, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Asset Management Committee:

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

MOTIONED BY NICK PATRONIS, SECONDED BY JON COSTELLO, THAT 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 FY 2017-18, FY 2018-19 AND FY 2019-20 WITH A MAXIMUM TOTAL COMPENSATION AMOUNT NOT TO EXCEED \$267,000.00 OR AN ESTIMATED AMOUNT OF \$89,000.00 EACH FISCAL YEAR, SUBJECT TO THE APPROVAL AND ADOPTION OF THE BUDGET FOR EACH FISCAL YEAR. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY NICK PATRONIS, SECONDED BY TED EVERETT, THAT 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 \$436,500.00 OR AN ESTIMATED ANNUAL AMOUNT OF \$145,500.00 EACH FISCAL YEAR, SUBJECT TO APPROVAL AND ADOPTION OF THE BUDGET FOR EACH FISCAL YEAR. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Invitation to Bid 17B-015 for 2017 Choctawhatchee River Harris Chapel Pine Release Project

MOTIONED BY NICK PATRONIS, SECONDED BY MARC DUNBAR, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Fiscal Year 2016-2017 IT Spending Plan Update

MOTIONED BY NICK PATRONIS, SECONDED BY MARC DUNBAR, THAT THE GOVERNING BOARD INCREASE FY 2016-2017 SPENDING AUTHORITY FOR CONTRACTED SERVICES WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE TO \$139,000.00 AND COMBINE THE FY 2016-2017 SPENDING AUTHORITY WITH THE VENDOR CONTEXTUAL CODE/THINK CREATIVE FOR THE DISTRICT'S WEBSITE AND RESERVATIONS SYSTEM. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Crestview Office Lease Agreement

MOTIONED BY NICK PATRONIS, SECONDED BY MARC DUNBAR, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A NEW LEASE AGREEMENT TO MEET CURRENT AND ANTICIPATED OFFICE SPACE NEEDS IN CRESTVIEW. GUS ANDREWS ABSTAINED FROM VOTING. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY JON COSTELLO, SECONDED BY MARC DUNBAR, THAT 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 \$5,211,231.00 AND FROM THE LAND ACQUISITION TRUST FUND IN THE AMOUNT OF \$3,421,000.00. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY NICK PATRONIS, SECONDED BY GUS ANDREWS, 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY MARC DUNBAR, SECONDED BY JON COSTELLO, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED

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 1:24 p.m.

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

Balance Forward - Operating Funds \$45,594,416.10

Operating Funds Received in current month:

Revenue Receipts, Current	\$356,445.08	
Contracts Receivable	527,309.58	
Other Deposits/Refunds/Adjustments	11,261.72	
Transfers from Lands Accounts	0.00	
Total Deposits during month	895,016.38	895,016.38

Total Deposits and Balance Forward \$ 46,489,432.48

Disbursements:

Employee Salaries	392,188.96	
Employee Benefits	178,473.46	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	194,693.42	
Operating Expenses - Services	85,363.48	
Operating Expenses - Commodities	17,247.48	
Operating Capital Outlay	20,475.33	
Grants and Aids	987,511.35	
Total Operating Expenses during month	1,875,953.48	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	31,448.49	
Total Funds Disbursed by check during month	1,907,401.97	
Bank Debits (Fees, Deposit Slips, etc.)	83.20	
Transfer to Land Acquisition Account	0.00	

Total Funds Disbursed 1,907,485.17

Cash Balance Operating Funds at month end \$ 44,581,947.31

Operating Depositories:

Petty Cash Fund	250.25	
General Fund Checking	331,775.76	
Payroll Account	6,400.74	
Investment Accounts @ 1.29%		
General Fund	22,079,916.06	
Lands Fee Fund	5,875,595.56	
SWIM Fund	128,612.87	
Springs Protection	54.89	
Mitigation Fund	16,159,341.18	

Total Operating Depositories at month end \$ 44,581,947.31

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

Land Acquisition Funds @ 1.29%	<u>437,615.37</u>	
Total Land Acquisition Funds		437,615.37
Restricted Management Funds:		
Phipps Land Mgmt @ 1.29%	<u>129,073.00</u>	
Total Land Acquisition Funds		<u>129,073.00</u>
Total Land Acquisition, and Restricted Management Funds		566,688.37
 TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		 <u><u>\$ 45,148,635.68</u></u>

Approved: \_\_\_\_\_  
Chairman or Executive Director

Date: September 14, 2017

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

	<b>Current Budget</b>	<b>Actuals Through 7/31/2017</b>	<b>Variance (under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 3,413,531	\$ 3,315,249	\$ (98,282)	97%
Intergovernmental Revenues	45,655,361	10,362,200	(35,293,161)	23%
Interest on Invested Funds	66,266	384,074	317,808	580%
License and Permit Fees	393,250	375,465	(17,785)	95%
Other	2,236,569	1,090,785	(1,145,784)	49%
Fund Balance	29,749,934		(29,749,934)	0%
<b>Total Sources</b>	<b>\$ 81,514,911</b>	<b>\$ 15,527,773</b>	<b>\$ (65,987,138)</b>	<b>19%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances<sup>1</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated<sup>2</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 7,046,649	\$ 3,042,762	\$ 87,668	\$ 3,916,220	43%	44%
Acquisition, Restoration and Public Works	45,250,197	5,126,698	213,882	39,909,617	11%	12%
Operation and Maintenance of Lands and Works	3,888,238	2,224,926	290,535	1,372,777	57%	65%
Regulation	3,870,351	2,736,855	65,669	1,067,827	71%	72%
Outreach	178,215	136,732	60	41,423	77%	77%
Management and Administration	2,000,109	1,401,979	10,777	587,353	70%	71%
<b>Total Uses</b>	<b>\$ 62,233,759</b>	<b>\$ 14,669,951</b>	<b>\$ 668,590</b>	<b>\$ 46,895,218</b>	<b>24%</b>	<b>25%</b>
Reserves	19,281,152			19,281,152	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 81,514,911</b>	<b>\$ 14,669,951</b>	<b>\$ 668,590</b>	<b>\$ 66,176,370</b>	<b>18%</b>	<b>19%</b>

<sup>1</sup> Encumbrances represent unexpended balances of open purchase orders.

<sup>2</sup> Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of July 31, 2017, and covers the interim period since the most recent audited financial statements.



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

JULY 2017

CHECKS	7/6/2017	146,759.25
AP EFT CHECKS	7/7/2017	10,999.40
CHECKS	7/13/2017	857,946.60
AP EFT CHECKS	7/14/2017	17,379.54
CHECKS	7/20/2017	176,760.37
AP EFT CHECKS	7/21/2017	9,447.53
CHECKS	7/27/2017	226,635.52
AP EFT CHECKS	7/28/2017	1,409.84
RETIREMENT EFT		49,095.82
		<u>1,496,433.87</u>

---

Chairman or Executive Director

---

September 14, 2017

Date

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5160	B & S AIR, INC.	07/06/2017	35,019.63	AERIAL HERBICIDE APPLICATION F
5160	B & S AIR, INC.	07/06/2017	3,805.90	AERIAL HERBICIDE APPLICATION F
2417	BEARD EQUIPMENT COMPANY, INC.	07/06/2017	380.48	JOHN DEERE 3320 SERVICE
5428	CARDNO, INC	07/06/2017	6,643.83	WATER RESOURCE EVALUATIONS
2972	EDWARDS FIRE PROTECTION, INC.	07/06/2017	194.00	FIRE EXTINGUISHER PRACTICE AT
3399	FLORIDA STORMWATER ASSOC., INC.	07/06/2017	657.00	REGISTRATION FEES
391	GADSDEN COUNTY TAX COLLECTOR	07/06/2017	51.00	BOAT REGISTRATION RENEWAL
3420	GREASE PRO EXPRESS LUBE	07/06/2017	591.95	BRAKE REPAIR WMD 0036
3003	HAVANA FORD, INC.	07/06/2017	57.18	OPEN PURCHASE FOR REG
4112	IN-SITU, INC.	07/06/2017	1,798.00	IN-SITU REPLACEMENT PARTS AND
5342	JANICKI ENVIRONMENTAL, INC.	07/06/2017	330.00	WATER RESOURCE EVALUATIONS
5150	TOWN OF JAY	07/06/2017	10,606.86	WATERLINE LOOP SYSTEM PROJECT
5159	L & R TRACTOR INC.	07/06/2017	2,000.00	ROAD GRADING
76	LEON COUNTY PROPERTY APPRAISER	07/06/2017	2,503.21	4TH QTR FY 16-17
4986	PATRICIA LUJAN	07/06/2017	7,374.16	CRESTVIEW LEASE
1205	OFFICE DEPOT, INC.	07/06/2017	67.20	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	07/06/2017	16.92	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	07/06/2017	229.05	OFFICE DEPOT
4715	PINE ENVIRONMENTAL SERVICES, INC.	07/06/2017	541.50	RENTAL - SOLINST LEVELLOGGER LT
5471	SUSAN LINDA SMITH	07/06/2017	500.00	PERMIT FEE REFUND
5480	SNS REALTY, INC.	07/06/2017	100.00	P16953-2 REFUND OVERPAYMENT
3104	SOUTHERN WATER SERVICES	07/06/2017	300.00	TEST DRINKING WATER AT CARTER
3104	SOUTHERN WATER SERVICES	07/06/2017	250.00	QUARTERLY WATER SAMPLING -EFO
1438	SOUTHWEST FL WATER MGMT DISTRICT	07/06/2017	126.01	PRINTING AND COPYING-WATER WEL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	07/06/2017	94.83	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	07/06/2017	6.15	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	07/06/2017	128.91	RMD OFFICE SUPPLIES
4804	TOWN OF WAUSAU	07/06/2017	71,840.48	BOOSTER PUMP INSTALLATION
3462	WASTE MANAGEMENT OF PANAMA CITY	07/06/2017	150.00	DUMPSTER FOR ECONFINA OFFICE A
4774	JOHN T WILLIAMSON	07/06/2017	175.00	JANITORIAL SERVICES - MILTON O
5454	BETHANY WOMACK	07/06/2017	220.00	REFUND 18002-1 OVERPAYMENT

**TOTAL CHECKS**

**146,759.25**

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

4966	DAVID REED CHERRY	07/07/2017	110.00	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	07/07/2017	110.00	TRAVEL REIMBURSEMENT
3405	JOHN B. CROWE	07/07/2017	230.08	TRAVEL REIMBURSEMENT
5166	JAMES A DANIEL	07/07/2017	79.00	TRAVEL REIMBURSEMENT
4949	MICHAEL EDGAR	07/07/2017	37.70	AFLAC PREMIUM REFUND
5172	FREDDIE WILBON	07/07/2017	750.00	JANITORIAL SERVICE FOR CRESTVI
3340	KAREN KEBART	07/07/2017	182.62	TRAVEL REIMBURSEMENT
3813	PENNINGTON, P.A.	07/07/2017	9,500.00	LEGAL COUNSEL

**TOTAL ACH TRANSFER****10,999.40****TOTAL AP****157,758.65**

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5476	ALLIGARE, LLC	07/13/2017	1,728.00	HERBICIDE
5384	APPLIED DRILLING ENGINEERING, INC.	07/13/2017	72,225.00	WELL CONSTRUCTION AND EXPLORIT
4287	BERRYS WELL DRILLING	07/13/2017	10.00	WELL PERMITTING FEE REFUND
3157	COAST MACHINERY, INC.	07/13/2017	369.54	MARSH MASTER PARTS
4264	DELL SECUREWORKS	07/13/2017	1,799.00	QUALYSGUARD EXPRESS
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	07/13/2017	300.00	ADMINISTRATIVE FEES FOR THE BR
4673	DEWBERRY CONSULTANTS LLC	07/13/2017	4,220.00	RISK MAP PROGRAM SUPPORT
45	DMS	07/13/2017	3.89	WEB SERVER
45	DMS	07/13/2017	9,561.52	ETHERNET-ALL
45	DMS	07/13/2017	17.86	AIR CARDS & HOTSPOTS
45	DMS	07/13/2017	33.29	CONFERENCE CALLS
45	DMS	07/13/2017	2.12	CONFERENCE CALLS
45	DMS	07/13/2017	149.40	LONG DISTANCE-HQ
4748	EAST MILTON WATER SYSTEM	07/13/2017	10.23	WATER-MILTON FIELD OFFICE
422	ESCAMBIA CO. TAX COLLECTOR	07/13/2017	174.00	POSTAGE DUE
2702	FISH AND WILDLIFE	07/13/2017	5,998.16	LAW ENFORCEMENT/SECURITY SERVI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	07/13/2017	23.66	FAR AD FOR ITB 17B-014 2017 PI
916	GULF POWER COMPANY	07/13/2017	510.74	ELECTRIC-MILTON
916	GULF POWER COMPANY	07/13/2017	686.93	ELECTRIC-CRESTVIEW
3003	HAVANA FORD, INC.	07/13/2017	58.27	OPEN PURCHASE FOR REG
3193	INSURANCE INFORMATION EXCHANGE	07/13/2017	161.35	BACKGROUND SCREENING
61	JACKSON COUNTY FLORIDAN	07/13/2017	234.75	LEGAL ADS
61	JACKSON COUNTY FLORIDAN	07/13/2017	95.80	LEGAL ADVERTISEMENT FOR APALAC
5361	RODNEY G. PINKSTON	07/13/2017	50.00	JAGER PRO HOG GATE TRIP SERVIC
666	JEFFERSON COUNTY PROPERTY APPRAISER	07/13/2017	210.79	4TH QTR FY 16-17
2299	LIBERTY COUNTY SOLID WASTE	07/13/2017	32.00	SOLID WASTE- FL RIVER
56	MAC PAPERS INC. - TALLAHASSEE	07/13/2017	772.75	RESTOCK PAPER SUPPLY
63	NORTHWEST FLORIDA DAILY NEWS	07/13/2017	130.38	LEGAL ADS
288	OKALOOSA CO. PROPERTY APPRAISER	07/13/2017	2,069.15	4TH QTR FY 16-17
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	07/13/2017	49.00	LABORATORY TESTING
4715	PINE ENVIRONMENTAL SERVICES, INC.	07/13/2017	526.50	RENTAL - SOLINST LEVELLOGGER LT
1180	PRIDE ENTERPRISES	07/13/2017	598.25	LOAD TICKETS
5251	RANDSTAD NORTH AMERICA, INC.	07/13/2017	640.00	ENTERPRISE ARCHITECTURE CONSUL
4897	SIGN PRO OF NORTH FLORIDA, INC.	07/13/2017	161.44	GRAPHIC DESIGN REVIEW AND REVI
110	TALQUIN ELECTRIC COOPERATIVE, INC.	07/13/2017	3,622.46	ELECTRIC- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	07/13/2017	266.21	WATER-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	07/13/2017	87.17	SECURITY LIGHTS- HQ

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**AP COMPUTER PAID/EFT CHECKS**

4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	07/13/2017	4,059.00	PUBLIC RECREATION SITE CLEAN U
4557	VERIZON WIRELESS	07/13/2017	95.73	CELL PHONES
4557	VERIZON WIRELESS	07/13/2017	(24.18)	CREDIT FOR EQUIPMENT 05/16/17
4557	VERIZON WIRELESS	07/13/2017	817.12	JETPACKS
4557	VERIZON WIRELESS	07/13/2017	(1.69)	CAR CHARGER FOR ANDY ROACH-TAX REFUND
4557	VERIZON WIRELESS	07/13/2017	24.18	CAR CHARGER FOR ANDY ROACH
4618	WAKULLA COUNTY BOCC	07/13/2017	743,674.38	MAGNOLIA GARDENS AND WAKULLA G
5004	VIC C WALLACE	07/13/2017	50.00	WELL PERMITTING FEES REFUND
75	WALTON COUNTY PROPERTY APPRAISER	07/13/2017	1,417.45	4TH QTR FY 16-17
4774	JOHN T WILLIAMSON	07/13/2017	175.00	JANITORIAL SERVICES - MILTON O
5454	BETHANY WOMACK	07/13/2017	70.00	P18004-1 REFUND FOR OVERPAYMEN
<b>TOTAL CHECKS</b>			<b><u>857,946.60</u></b>	
3337	FORESTECH CONSULTING	07/14/2017	3,949.00	SUPPORT AND HOSTING FOR LAND M
3337	FORESTECH CONSULTING	07/14/2017	5,017.04	SUPPORT AND HOSTING FOR LAND M
2268	INNOVATIVE OFFICE SOLUTIONS, INC	07/14/2017	846.00	PHONE MAINTENANCE
5368	KOUNTRY RENTAL NWF, INC.	07/14/2017	7,360.00	RENTAL AND SERVICE OF PORTABLE
5368	KOUNTRY RENTAL NWF, INC.	07/14/2017	207.50	CLEANING OF ECONFINA OFFICE
<b>TOTAL ACH TRANSFER</b>			<b><u>17,379.54</u></b>	
<b>TOTAL AP</b>			<b><u>875,326.14</u></b>	

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
2967	BANK OF AMERICA	07/20/2017	2,174.13	P-CARD PURCHASES
325	BAY CO. PROPERTY APPRAISER	07/20/2017	2,071.15	4TH QTR FY 16-17
112	BAY COUNTY TAX COLLECTOR	07/20/2017	10,797.91	2016 COMMISSIONS
4676	CITY OF MILTON FLORIDA	07/20/2017	65.31	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	07/20/2017	19.36	SEWER-MILTON FIELD OFFICE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	07/20/2017	524.82	QUARTERLY INTEREST DUE
45	DMS	07/20/2017	131.02	HQ- LONG DISTANCE
45	DMS	07/20/2017	712.57	CRESTVIEW LOCAL PHONES
45	DMS	07/20/2017	655.55	CARR LOCAL PHONES
45	DMS	07/20/2017	1.73	DEDICATED LONG DISTANCE
45	DMS	07/20/2017	68.92	MILTON LOCAL PHONES
45	DMS	07/20/2017	1,333.21	HQ- LOCAL PHONES
45	DMS	07/20/2017	1.11	AUDIO CONFERENCING
45	DMS	07/20/2017	1,909.36	ST JOHNS CONNECTION
45	DMS	07/20/2017	19.87	AIR CARDS & HOTSPOTS
45	DMS	07/20/2017	1.94	DEDICATED LONG DISTANCE- MILTON
45	DMS	07/20/2017	68.92	LOCAL PHONES- MILTON
45	DMS	07/20/2017	1,332.75	LOCAL PHONES-HQ
45	DMS	07/20/2017	41.90	CRESTVIEW & CARR LONG DISTANCE
422	ESCAMBIA CO. TAX COLLECTOR	07/20/2017	11,078.21	2016 COMMISSIONS
2702	FISH AND WILDLIFE	07/20/2017	1,895.83	LAW ENFORCEMENT/SECURITY SERVI
3282	W.W. GRAINGER, INC.	07/20/2017	83.94	LAB AND FIELD SUPPLIES
3420	GREASE PRO EXPRESS LUBE	07/20/2017	1,390.90	REPAIR VEHICLE WMD96203, RMD
2291	GULF COAST ELECTRIC COOPERATIVE, INC	07/20/2017	384.28	ELECTRIC-ECONFINA FIELD OFFICE
410	GULF COUNTY TAX COLLECTOR	07/20/2017	1,124.82	2016 COMMISSIONS
247	HOLMES COUNTY TAX COLLECTOR	07/20/2017	9.33	2016 POSTAGE
4187	INTERA, INC.	07/20/2017	4,413.75	MINIMUM FLOWS AND LEVELS
5342	JANICKI ENVIRONMENTAL, INC.	07/20/2017	1,210.00	WATER RESOURCE EVALUATIONS
5120	JOHNSON'S AUTO REPAIR, INC.	07/20/2017	134.15	OPEN PURCHASE ORDER FOR POOL V
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	490.01	COPIER LEASE FOR ECONFINA OFFI
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	300.83	LEASE FOR COPIER OUTSIDE ACCOU
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	146.79	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	239.70	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	251.44	NEW COPIER LEASES FOR CRESTVIE

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

698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	844.04	LEASE FOR REG COPIER
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/20/2017	1,018.52	COPIER LEASE FOR RMD
4952	LAW, REDD, CRONA & MUNROE, P.A.	07/20/2017	4,136.00	INSPECTOR GENERAL SERVICES ENG
3700	LEON COUNTY BCC	07/20/2017	110,956.09	LAKE MUNSON TARGET AREA WASTEWA
3266	LOWE'S COMPANIES INC.	07/20/2017	615.39	GENERAL SUPPLIES
5409	MARTIN ENVIRONMENTAL SERVICES, INC	07/20/2017	140.00	PORTABLE TOILETS
5409	MARTIN ENVIRONMENTAL SERVICES, INC	07/20/2017	140.00	PORTABLE TOILETS
5485	CALLIE MILLS	07/20/2017	15.35	EMPLOYEE REIMBURSEMENT
1205	OFFICE DEPOT, INC.	07/20/2017	21.76	OFFICE SUPPLIES
5251	RANDSTAD NORTH AMERICA, INC.	07/20/2017	1,600.00	ENTERPRISE ARCHITECTURE CONSUL
3783	SUTRON CORPORATION	07/20/2017	186.00	IRIDIUM TELEMETRY SERVICE
2808	THAT BOOT STORE	07/20/2017	194.39	LEATHER BOOTS FOR PRESCRIBED B
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	07/20/2017	11,742.00	LAW ENFORCEMENT/SECURITY
4038	WINDSTREAM COMMUNICATIONS	07/20/2017	65.32	800 NUMBERS & EFO LONG DISTANCE
<b>TOTAL CHECKS</b>			<b><u>176,760.37</u></b>	
4359	FORREST BRUTON	07/21/2017	11.81	EMPLOYEE REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	07/21/2017	1,523.72	CALHOUN CO SHERIFF-LAW ENFCMT/
4607	MAIL FINANCE INC	07/21/2017	482.00	MAILING SYSTEMS FOR HQ, CRESTV
5475	LYLE SEIGLER	07/21/2017	140.00	TRAVEL REIMBURSEMENT
4270	VIEUX & ASSOCIATES, INC.	07/21/2017	7,200.00	GAUGE ADJUSTED RADAR RAINFALL
5442	LEONARD ZEILER	07/21/2017	90.00	TRAVEL REIMBURSEMENT
<b>TOTAL ACH TRANSFER</b>			<b><u>9,447.53</u></b>	
<b>TOTAL AP</b>			<b><u><u>186,207.90</u></u></b>	

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4923	JOHN ALTER	07/27/2017	61.41	GOVERNING BOARD MEETING
3293	ANGUS ANDREWS	07/27/2017	107.69	GOVERNING BOARD TRAVEL
2967	BANK OF AMERICA	07/27/2017	1,900.00	CONTINUING EDUCATION
2967	BANK OF AMERICA	07/27/2017	713.00	DRYING OVEN
2992	BANK OF AMERICA	07/27/2017	290.97	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	07/27/2017	488.34	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	07/27/2017	1,072.94	ACCOUNT ANALYSIS
4180	BA MERCHANT SERVICES	07/27/2017	174.71	TRANSACTION FEES FOR E-PERMITT
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	07/27/2017	44,786.34	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	07/27/2017	71,674.25	EMPLOYEE MEDICAL INSURANCE
3524	CITY OF CRESTVIEW	07/27/2017	48.65	WATER/SEWER- CRESTVIEW
3289	CITY OF TALLAHASSEE	07/27/2017	37.92	LAKESHORE
5179	BERKMAN LLC	07/27/2017	1,290.00	CONTRACT MANAGEMENT SOFTWARE
97	THE DEFUNIAK HERALD	07/27/2017	30.38	LEGAL ADS
4937	DIGITAL NOW INC.	07/27/2017	842.00	PLOTTER SERVICE AGREEMENT
45	DMS	07/27/2017	34.03	AUDIO CONFERENCE CALLS
45	DMS	07/27/2017	8,614.83	ETHERNET-ALL
45	DMS	07/27/2017	1,909.36	ST JOHNS CONNECTION
45	DMS	07/27/2017	3.69	WEB SERVER
4855	ENVIRON SERVICES INCORPORATED	07/27/2017	2,127.00	JANITORIAL SERVICES,HEADQUARTE
5298	TED EVERETT	07/27/2017	65.86	GOVERNING BOARD MEETING
5030	F.I. MOTORS LLC	07/27/2017	565.33	REPAIR VEHICLE WMD2440 - EFO
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	07/27/2017	7,862.55	FUEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	07/27/2017	1,100.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	07/27/2017	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	07/27/2017	50.00	WEX TELEMATICS FLEET MANAGEMEN
3399	FLORIDA STORMWATER ASSOC., INC.	07/27/2017	219.00	REGISTRATION FEES
3399	FLORIDA STORMWATER ASSOC., INC.	07/27/2017	219.00	REGISTRATION FEES
391	GADSDEN COUNTY TAX COLLECTOR	07/27/2017	119.55	TAG AND TITLE FOR 2017 GMC,FOR
3282	W.W. GRAINGER, INC.	07/27/2017	52.94	LAB AND FIELD SUPPLIES
5154	TOWN OF HAVANA	07/27/2017	20,552.00	WATER SYSTEM IMPROVEMENTS
4959	RICE ENTERPRISES, INC.	07/27/2017	1,192.75	BATTERIES FOR HYDROLOGIC DATA
4959	RICE ENTERPRISES, INC.	07/27/2017	315.00	BATTERIES FOR HYDROLOGIC DATA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/27/2017	460.69	LEASE & MAINTENANCE FOR REG CO
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	07/27/2017	179.38	LEASE & MAINTENANCE FOR REG CO
5294	KRONOS, INCORPORATED	07/27/2017	14.00	TIMESHEET PROGRAM



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

259	LEON COUNTY TAX COLLECTOR	07/27/2017	85.60	2016 POSTAGE
3395	METAL FABRICATION & SALES OF TALLAHASSEE	07/27/2017	531.00	ALUM OVERFLOW SCREEN FOR LAKE
5481	MUSI-TRONICS LLC	07/27/2017	19,149.90	RADIO EQUIPMENT FOR PRESCRIBED
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	0.03	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	29.02	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	11.93	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	12.21	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	8.27	ANNUAL MAINTENANCE AGREEMENTS
5414	OFFICE BUSINESS SYSTEMS, INC.	07/27/2017	119.72	ANNUAL MAINTENANCE AGREEMENTS
4090	JERRY PATE	07/27/2017	162.87	GOVERNING BOARD TRAVEL
4849	NICK PATRONIS	07/27/2017	81.88	GOVERNING BOARD TRAVEL
4081	POT-O-GOLD RENTALS, LLC	07/27/2017	1,275.00	PORTABLE TOILETS
5251	RANDSTAD NORTH AMERICA, INC.	07/27/2017	918.63	STAFF AUG SERVICES
5251	RANDSTAD NORTH AMERICA, INC.	07/27/2017	3,236.91	STAFF AUG SERVICES
5483	DALLAS QUADRICK RICHARDSON	07/27/2017	75.00	SECURITY DETAIL
5183	ROBERT J YOUNG COMPANY, INC	07/27/2017	132.93	COPIER LEASE FOR FACILITIES
3960	GEORGE ROBERTS	07/27/2017	81.88	GOVERNING BOARD TRAVEL
4091	THE SHOE BOX	07/27/2017	200.00	SAFETY SUPPLIES
4967	SAMUEL SPRING	07/27/2017	85.44	GOVERNING BOARD TRAVEL
4793	SYMANTEC CORPORATION	07/27/2017	995.00	RENEWAL OF PORTAL1 SSL CERTIFI
105	TALLAHASSEE DEMOCRAT	07/27/2017	118.12	LEGAL ADVERTISEMENT IN TALLAHA
4557	VERIZON WIRELESS	07/27/2017	99.93	CELL PHONES
5218	WAGeworks, INC.	07/27/2017	59.15	COBRA ADMINISTRATION
382	WASHINGTON COUNTY NEWS	07/27/2017	83.00	LEGAL ADS
5451	JAMES M. WILLIAMS	07/27/2017	29,881.54	AGRICULTURAL BMP COST SHARE
<b>TOTAL CHECKS</b>			<b><u>226,635.52</u></b>	
4961	PETER FOLLAND	07/28/2017	126.00	TRAVEL REIMBURSEMENT
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	07/28/2017	1,157.84	MAINTENANCE- MONITORING HQ - C
3823	KENNETH ANDREW ROACH	07/28/2017	126.00	TRAVEL REIMBURSEMENT
<b>TOTAL ACH TRANSFER</b>			<b><u>1,409.84</u></b>	
<b>TOTAL AP</b>			<b><u>228,045.36</u></b>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

JULY 2017

DIRECT DEPOSIT	7/7/2017	\$	202,292.19
CHECKS	7/7/2017		2,222.05
FLEX SPENDING TRANSFER	TF0062		1,355.11
DIRECT DEPOSIT	7/21/2017		200,159.20
CHECKS	7/21/2017		3,396.77
FLEX SPENDING TRANSFER	TF0066		1,355.11
		\$	<u><u>410,780.43</u></u>

APPROVED:

\_\_\_\_\_  
Chairman or Executive Director

\_\_\_\_\_  
September 14, 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: August 30, 2017

SUBJECT: Consideration of Resolution No. 823 Committing Fiscal Year 2016-17 Fund Balances as Required By GASB Statement No. 54

---

### Recommendation

Staff recommends the Governing Board adopt Resolution No. 823 to commit fund balances for Fiscal Year 2016-17 as follows:

- Commit \$5,605,639 of the General Fund Balance and \$1,034,056 of the Lands Management Fund for Water Supply Development Assistance Grants;
- Commit the amount of the General Fund Balance for an Economic Stabilization Fund pursuant to District policy;
- Commit the remaining ending fund balance in the Lands Management Fund for land management of District-owned lands; and
- Commit the remaining ending fund balance in the Capital Improvement & Land Acquisition Fund for land acquisition and capital construction and improvement on District-owned lands.

### Background

Beginning with the Fiscal Year 2010-11 financial statements, the District adopted the Governmental Accounting Standards Board (GASB) Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*. GASB 54 establishes classifications to which government entities report their fund balances.

Under GASB 54, the Board is required to commit fund balances prior to September 30 each year.

Fund balances are reported under a hierarchy of five classifications:

- Non-spendable – Represents assets that are nonliquid (such as inventory) or legally or contractually required to be maintained intact (such as the principal amount of an endowment).
- Restricted – When constraints are placed on the use of resources for a specific purpose by enabling legislation (legally enforceable), external parties or constitutional provisions.
- Committed – When constraints are created by the governing body on how it will spend its resources. These are enacted via legislation or resolution by the Board and are in place as of the end of the fiscal period. The restraints remain binding until rescinded or changed by the same method the constraints were created.
- Assigned – Designation of amounts by either the governing body or staff (if authorized) to be used for a specific purpose narrower than the purpose of the fund. Only used for General Fund reserves.
- Unassigned – The excess of total ending fund balance not otherwise restricted. Only the General Fund has an unassigned category since money remaining in any other fund is automatically designated or assigned to the purpose of the fund.

The District accounts for all financial resources through a General Fund, the District's primary operating fund, and four Special Revenue Funds and a Capital Projects Fund used to account for revenue sources that are limited to expenditures for specific purposes. Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. If the balance of a Special Revenue Fund is not formally restricted or committed by fiscal year end, then it must be reported as part of the General Fund for year-end audited financial statement purposes. A Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Special Revenue Funds include these four funds:

- Special Projects Fund – Accounts for all resource management projects and activities funded through dedicated revenue sources from grants and contracts with federal, state, or local government entities, foundations, or water utility authorities. Revenues in FY 2016-17 have been from the U.S. Environmental Protection Agency, Florida Department of Environmental Protection (DEP), Federal Emergency Management Agency (FEMA), National Fish and Wildlife Foundation, state appropriations, and local government sources.
- Lands Management Fund - Accounts for activities associated with the management, improvement and maintenance of District-owned lands. State appropriations from the Water Management Lands Trust Fund (terminated in FY 2015-16) have historically provided the primary funding source for the District's land management activities. FY 2016-17 funding has been from state appropriations through the Land Acquisition Trust Fund, timber sales, Arbor Day Foundation, Longleaf Alliance, Florida Forest Service, apiary leases, surplus property, and fund balance reserves and interest.

- Regulation Fund - Provides for all regulatory permitting, licensing and enforcement activities including the Environmental Resource Permitting Program, which is statutorily required to be funded by the State. (Fund balance is restricted.)
- Mitigation Fund - Accounts for all District mitigation projects and activities funded primarily through the DOT. As part of their surface water management programs, the districts administer the DOT stormwater management program. Expenditures include land acquisitions, restorations, monitoring, and other water resource related activities. (Fund balance is restricted.)

Capital Projects Funds include one fund:

Capital Improvement & Land Acquisition Fund - Accounts for the acquisition of fixed assets and construction of major capital projects. The District uses the Capital Improvement & Land Acquisition Fund for all land acquisitions and capital construction and improvements.



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. 823

### COMMITTING FUND BALANCE RESERVES FOR FISCAL YEAR 2016-2017 AS REQUIRED BY GASB Statement No. 54

**WHEREAS**, the 2016-2017 fiscal year of the Northwest Florida Water Management District extends from October 1, 2016, through September 30, 2017; and

**WHEREAS**, the Governmental Accounting Standards Board (GASB) has adopted Statement No. 54 (GASB 54), a standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15, 2010; and

**WHEREAS**, the Northwest Florida Water Management District implemented GASB 54 requirements, to apply to its financial statements beginning with the October 1, 2010, through September 30, 2011 fiscal year and prior to the end of each fiscal year thereafter; and

**WHEREAS**, the Northwest Florida Water Management District implemented a fund balance policy beginning in Fiscal Year 2010-2011, amended in Fiscal Year 2011-2012, which follows:

Fund balance measures the net financial resources available to finance expenditures of future periods.

The District's General Fund Balance will be Committed and Assigned to provide the District with sufficient working capital and a margin of safety to address unanticipated needs and emergencies without borrowing. The General Fund Balance may only be appropriated, by the Governing Board, by Resolution adopting a budget or amendment to the Adopted Budget.

Fund Balances of the District may be committed for a specific source by Resolution of the Governing Board. Amendments or modifications of the committed fund balance must also be approved by the Governing Board by rescinding the Resolution or adopting a new Resolution.

When it is appropriate for fund balances to be assigned, the Board will assign funds or delegate authority to the Executive Director.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

GEORGE ROBERTS  
Chair  
Panama City

JERRY PATE  
Vice Chair  
Pensacola

JOHN W. ALTER  
Secretary-Treasurer  
Malone

GUS ANDREWS  
DeFuniak Springs

JON COSTELLO  
Tallahassee

MARC DUNBAR  
Tallahassee

TED EVERETT  
Chipley

NICK PATRONIS  
Panama City Beach

BO SPRING  
Port St. Joe

**NOW THEREFORE BE IT RESOLVED**, by the Governing Board of the Northwest Florida Water Management District that fund balances will be committed for Fiscal Year 2016-2017 as follows:

Commit \$5,605,639 of the General Fund and \$1,034,056 of the Lands Management Fund for Water Supply Development Assistance Grants.

Commit the amount of the General Fund Balance for an Economic Stabilization Fund, pursuant to District policy.

Commit the remaining ending fund balance in the Lands Management Fund for land management of District-owned lands.

Commit the remaining ending fund balance in the Capital Improvement & Land Acquisition Fund for land acquisition and capital construction and improvement on District-owned lands.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of September, 2017, A.D.

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

---

George Roberts, Chair

**ATTEST:**

---

John W. Alter, Secretary-Treasurer

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board  
FROM: Brett Cyphers, Executive Director  
DATE: August 14, 2017  
SUBJECT: Consideration of Fiscal Year 2017-2018 Funding for Springs Restoration Projects

---

#### Recommendation

Staff recommends the Governing Board authorize the Executive Director to enter into agreements with the Florida Department of Environmental Protection (DEP) to receive \$14,593,106 in new grant funding and to enter into agreements with local governments and agricultural producers to implement springs restoration projects in northwest Florida as described and subject to legal counsel review.

#### Discussion

The Florida Legislature, via DEP, is providing the District with \$14,593,106 to implement springs protection projects in the Wakulla Spring groundwater contribution area in Wakulla and Leon counties; the Jackson Blue Spring groundwater contribution area in Jackson County; the Econfina Creek Springs Complex contribution area in Bay and Washington counties; and Horn Spring, a second magnitude spring along the St. Marks River in southeast Leon County. Combined with \$5,022,000 in matching funding from participating local governments and agricultural producers, this funding will contribute an estimated total of \$19,615,106 towards springs restoration and protection in the District.

Specifically:

- Wakulla County will receive an additional \$1,066,280 to complete the Wakulla Gardens Sewer System project for a total grant funding of \$7,606,280 to connect up to 416 residences to central sewer. The additional funding will be used to increase the capacity of force mains. The project will reduce nitrogen from septic tanks leaching into the Floridan Aquifer in the Wakulla Spring Contribution Area and is scheduled to be completed within two years.
- Leon County will receive \$4,500,000 to complete two sewer system projects (Northeast Lake Munson and Belair/Annawood) connecting an estimated 373 residences to central sewer. The County will provide \$4,500,000 in matching funding. The projects will reduce nitrogen from septic tanks leaching into the Wakulla Spring Priority Focus Area 1 and is scheduled to be completed within two years.
- The Jackson Blue Spring Agricultural Best Management Practice (BMP) Equipment Cost-Share Grant Program in Jackson County will be funded for a fifth year, receiving an additional \$1,500,000. Producers will provide \$500,000 in matching funds for this grant cycle. The District will contract with producers, up to a maximum of \$75,000 per producer, to provide 75 percent of the equipment costs. The BMP grant program, through a separate agreement with DEP, will also provide funding to producers for equipment specific to sod-based rotation.
- The Town of Malone will receive \$432,077 to connect Malone High School to the Malone Wastewater Treatment Plant and abandon 10 septic systems. The project will reduce total



nitrogen loading from septic tanks into the Floridan Aquifer near the Jackson Blue Spring Contribution Area and is scheduled to be completed within two years.

- Jackson County will receive \$729,200 for a stormwater management system to treat stormwater at Jackson Blue Spring. The project will also stabilize the spring headwall and improved recreational use of the spring shoreline. The County will provide \$22,000 in match funds. The project is scheduled to be completed within two years.
- Jackson County will receive an additional \$165,549 to complete the Blue Spring Road Sewer Expansion project for a total grant funding of \$3,566,749. This project will extend central sewer service to the Blue Springs Recreational Area, a county-owned park at the main spring vent, and connect up to approximately 74 residences to the City of Marianna's wastewater treatment facility. This project will reduce total nitrogen loading from septic tanks into the Floridan Aquifer in the Jackson Blue Spring Contribution Area and is scheduled to be completed within two years.
- Jackson County will receive \$2,000,000 to complete an additional phase of the Indian Springs Subdivision Sewer Extension project for a total grant funding of \$3,450,000. The project will connect approximately 214 homes to central sewer. The County will provide \$500,000 towards this project. This project will reduce nitrogen from septic tanks leaching into the Floridan Aquifer in the Jackson Blue Spring Contribution Area and is scheduled to be completed within three years.
- The District will receive \$3,400,000 to acquire (through either fee simple or less-than-fee simple) up to four tracts of land. One project is approximately 200 acres within the Econfina Creek recharge area, the primary source of water to Deer Point Lake Reservoir. Econfina Creek and Springs complex and Deer Point Lake Reservoir are MFL priority waterbodies. The three other acquisitions are in the Wakulla Springs basin and include: (1) acquiring lands south of Tram Road within Wakulla Springs Priority Focus Area 1; (2) acquiring approximately 351 acres containing Black Hole, Mermaid Hole, and Roaring Sink, which flow to Emerald Sink and Wakulla Spring; and (3) approximately 233 acres within Priority Focus Area 2, southwest of Wakulla Spring. These acquisitions will help protect natural systems within the Wakulla Springs basin.
- The District will receive \$500,000 for restoration and improvements at Horn Spring, a second magnitude spring on recently acquired state-owned public lands. Horn Spring is located along the St. Marks River in southeast Leon County. This project will improve water quality and is scheduled to be completed in two years.
- The District will receive an additional \$300,000 to stabilize, restore, and protect approximately 150 feet of stream bank at Blue Spring Campsite for a total grant funding of \$500,000. The site is a major camping and recreation area on District land along Econfina Creek in Washington County. This project will improve water quality and restore shoreline habitat. This project is scheduled to be completed in one year.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

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

FROM: Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

DATE: August 30, 2017

SUBJECT: Consideration of the St. Marks River and Apalachee Bay Watershed Surface Water Improvement and Management Plan Update

---

#### Recommendation

Staff recommends the Governing Board approve the proposed update to the [St. Marks River and Apalachee Bay Surface Water Improvement and Management Plan](#) and authorize the Executive Director to make edits necessary to address agency or public review comments, consistent with the approved plan.

#### Discussion

The draft Surface Water Improvement and Management (SWIM) plan for the St. Marks River and Apalachee Bay watershed was provided to Governing Board members on August 10 in preparation for consideration at the September Governing Board meeting. The plan update was developed in accordance with section 373.453, Florida Statutes. Public meetings were held in April 2016 and January 2017, with significant participation from a diverse group of stakeholders. The draft plan was released for public review on July 7, 2017. The District received written comments from state agencies, local governments, and private and nonprofit organizations. A number of revisions responsive to comments received have been made. Additional minor changes consistent with the plan proposed for approval are being considered.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

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

FROM: Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

DATE: August 30, 2017

SUBJECT: Consideration of the Ochlockonee River Watershed Surface Water Improvement and Management Plan

---

#### Recommendation

Staff recommends the Governing Board approve the proposed [Ochlockonee River and Bay Surface Water Improvement and Management Plan](#) and authorize the Executive Director to make edits necessary to address agency or public review comments, consistent with the approved plan.

#### Discussion

The draft Surface Water Improvement and Management (SWIM) plan for the Ochlockonee River and Bay watershed was provided to Governing Board members on August 10 in preparation for consideration at the September Governing Board meeting. The proposed plan is the first SWIM plan for the Ochlockonee River and Bay watershed brought before the Governing Board for consideration. It encompasses and supersedes the Lake Jackson Management Plan, last approved by the Governing Board in 1997.

The plan update was developed in accordance with section 373.453, Florida Statutes. Public meetings were held in April 2016 and February 2017 with significant participation from a diverse group of stakeholders. The draft plan was released for public review on July 7, 2017. The District received written comments from state agencies, local governments, and private and nonprofit organizations. A number of revisions responsive to the comments received have been made. Additional minor changes consistent with the plan proposed for approval are being considered.

## 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: Carol L. Bert, Lands Administrator III

DATE: August 29, 2017

SUBJECT: Consideration of Deeding 2.53 Acres to Bay County for Scott Road Drainage and Paving Project; Econfina Creek WMA

---

#### **Recommendation:**

Staff requests the Governing Board to: (1) make a determination that the 2.53 acres required for the drainage and paving project requested by Bay County are not required for District conservation purposes but instead are best used for stormwater and public transportation corridors and (2) in furtherance thereof, donate this acreage to Bay County pursuant to Chapter 373.056, Florida Statutes. In addition, staff recommends that the Governing Board choose not to reserve the interest in the property's phosphate, minerals, metals, and petroleum, if any.

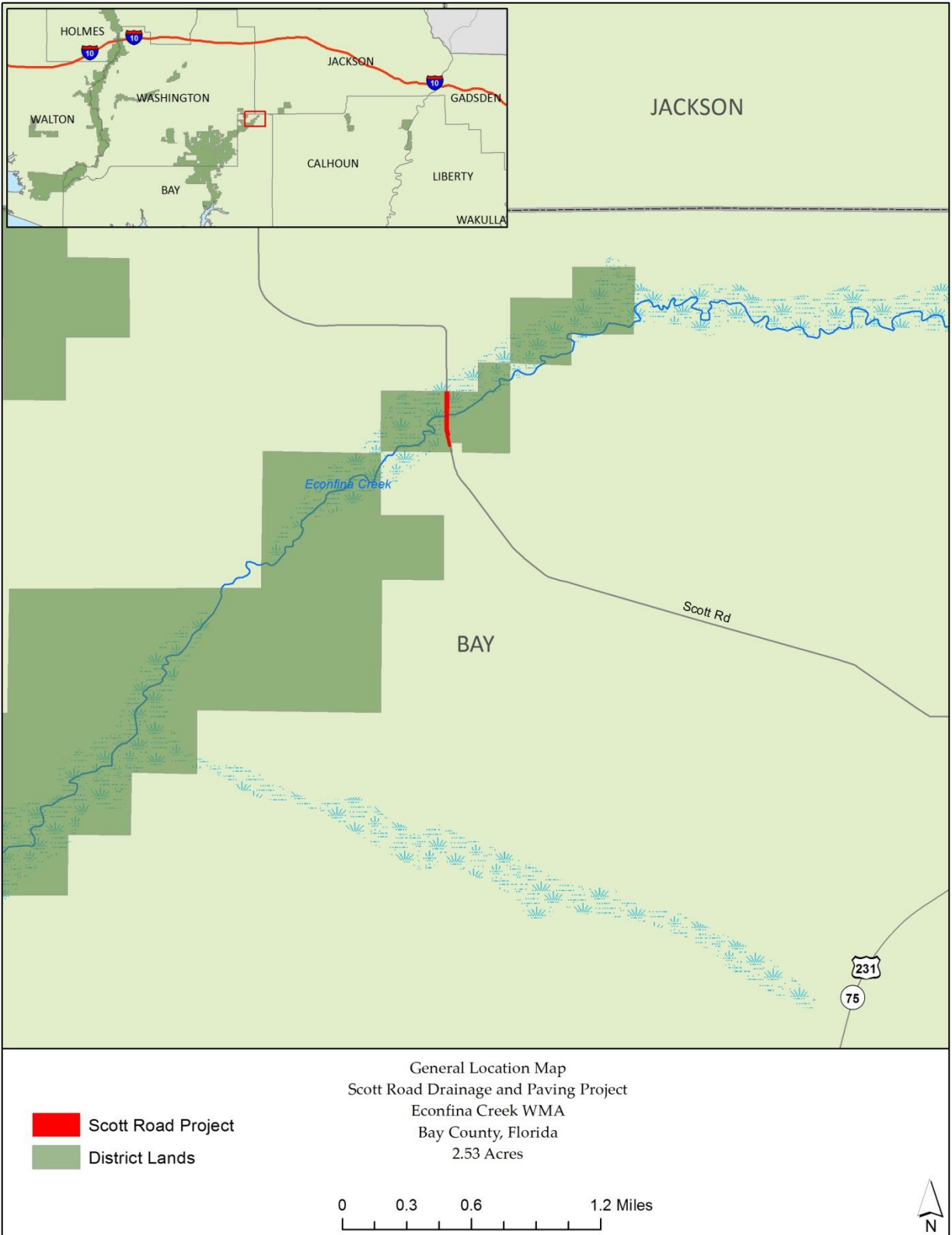
#### **Background:**

Bay County is requesting the donation of 2.53 acres of District owned lands adjacent to Econfina Creek in Bay County (see attached map). The land was purchased in 1996 utilizing Preservation 2000 funds for conservation purposes. Bay County is improving Scott Road from Oak Tree Lane for approximately 2.2 miles to County Line Road. The improvements include the treatment and conveyance of stormwater intended to reduce sedimentation entering Econfina and Sweetwater Creeks.

The project area will be stabilized with open grade asphalt pavement, sod, and by providing adequate roadside shoulders and swales for the treatment and conveyance of stormwater runoff. The project will also include replacing the existing cross and side drains. The project is funded in part by a Section 319 Nonpoint Source Management Program implementation grant from the U.S. Environmental Protection Agency through an agreement with the Nonpoint Source Management Section of the Florida Department of Environmental Protection.

Pursuant to Chapter 373.056(4) F.S., the District has the authority to convey to any governmental entity land or rights in land owned by the District not required for its purposes, under such terms and conditions as the governing board of the District may determine.

Attachment(s)



Prepared by and return to:  
Breck Brannen, Esquire  
Pennington P.A.  
P.O. Box 10095  
Tallahassee, Florida 32302

Deed of Conveyance Pursuant to  
Section 373.056, Florida Statutes

THIS DEED, made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a Florida water management district created pursuant to Section 373.069, whose mailing address is 81 Water Management Drive, Havana, Florida 32333, (the "DISTRICT"), and BAY COUNTY, FLORIDA, a political subdivision of the State of Florida whose address is 840 W. 11<sup>th</sup> Street, Panama City, Florida 32401, (the "GRANTEE").

WITNESSETH that the DISTRICT, for and in consideration of the sum of \$10.00 to it in hand by the GRANTEE, receipt whereof is hereby acknowledged, has granted, bargained and sold to the GRANTEE, its successors and assigns forever, the following described land lying and being in Bay County, Florida:

SEE EXHIBIT "A" ATTACHED HERETO  
AND BY REFERENCE MADE A PART HEREOF

(the "PROPERTY")

STATUTORY AUTHORITY FOR CONVEYANCE AND COMPLIANCE WITH CONDITIONS PRECEDENT. The DISTRICT is authorized to execute this deed and convey its interest in the PROPERTY to the GRANTEE pursuant to Section 373.056, Florida Statutes. The following statements are true and correct:

1. The governing board of the DISTRICT has determined that the PROPERTY is not required for the DISTRICT'S purposes and should be disposed of as provided in this deed. All such determinations were made by the governing board of the District by not less than a two-thirds vote.

NO WARRANTIES OF TITLE. Notice is given that Section 373.099, Florida Statutes, prohibits the DISTRICT from giving any warranties of title to the PROPERTY. Further, the DISTRICT disclaims any responsibility for the accuracy of the above legal description.

INTEREST IN CERTAIN MINERALS. The DISTRICT has chosen and hereby chooses not to reserve the interest in the PROPERTY's phosphate, minerals, metals and petroleum which would otherwise be reserved to the DISTRICT by the operation of Section 270.11, Florida Statutes, if any.

EXECUTION OF THIS DEED. Pursuant to Section 373.099, Florida Statutes, this deed shall be executed in the name of the DISTRICT by its governing board acting by the

chair or vice chair of said board and shall have the corporate seal of the board affixed thereto attested by its secretary and shall thereafter be effective to pass the title or interest of the DISTRICT in the PROPERTY.

**IN WITNESS WHEREOF** the DISTRICT has caused these presents to be executed in its name by its Governing Board acting by the Chair or Vice Chair of said board, the day and year aforesaid.

**GOVERNING BOARD OF THE  
NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

By: \_\_\_\_\_  
George Roberts, Chair

Witnesses:

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

**STATE OF FLORIDA  
COUNTY OF GADSDEN**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2017, by George Roberts, as Chair, Governing Board of the Northwest Florida Water Management District. He is personally known to me.

\_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
John Alter, Secretary/Treasurer



## **EXHIBIT "A"**

Commence at the Southwest corner of Section 22, Township 2 North, Range 12 West, Bay County, Florida; thence N00°00'00"W. Along the West line of said Section 22 for 70.92 feet; thence departing said Section line, N76°24'53"E. for 85.13 feet to the Point of Beginning; thence N13°35'07"W for 393.41 feet; thence N00°11'11"W for 790.03 feet; thence N89°48'49"E for 100.00 feet; thence S00°11'11"E for 778.28 feet; thence S13°35'07"E for 146.67 feet; thence S76°24'53"W for 30.00 feet; thence S13°35'07"E for 235.00 feet; thence S76°24'53"W for 70.00 feet to the Point of Beginning, containing 2.53 acres, more or less.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director  
J. Breck Brannen, Legal Counsel

FROM: Lyle Seigler, Director, Regulatory Services

DATE: August 24, 2017

SUBJECT: Annual Regulatory Plan – Informational Item

---

Chapter 120.74, F.S., requires a list of planned rulemaking to be implemented prior to July 1, a list of new statutes that were amended or created over the previous twelve (12) months that modify the District's duties or authority, and whether these statutes require rulemaking. The law also requires certification on behalf of the agency from the agency head and legal counsel that they have reviewed the plan and confirm that the agency's rules were reviewed to determine if the agency's rules remain consistent with the agency's rulemaking authority and laws implemented. Chapter 120.74, F.S., also requires the Annual Regulatory Plan (ARP) be submitted electronically to the Joint Administrative Procedures Committee, maintained at an active website for ten (10) years after the date of initial publication on the agency's website homepage or another state website, and publish in the Florida Administrative Registrar (FAR) a notice identifying the date of publication of the ARP along with a hyperlink to the plan.

As required by Chapter 120.74, F.S., the District has reviewed its rules to ensure compliance with statutory requirements. The ARP lists the laws which were enacted or amended during the previous twelve (12) months which create or modify the duties or authority of the District. These laws do not require the agency to adopt new or amend current administrative rules for proper implementation. Once certified, the ARP will be posted on the District website homepage and maintained for ten (10) years, and a notice will be posted in the FAR identifying the date of publication of the ARP on the District's website.



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

August 24, 2017

Joint Administrative Procedures Committee  
680 Pepper Building  
111 W. Madison Street  
Tallahassee, FL 32399-1400

RE: Compliance with Chapter 120.74, F.S., Annual Regulatory Plan

To Whom It May Concern:

As required by Section 120.74, F.S., the Northwest Florida Water Management District (District) has reviewed its rules to ensure compliance with statutory requirements. The following laws were enacted or amended during the previous twelve (12) months which create or modify the duties or authority of the agency. The following laws do not require the agency to adopt new or amend current administrative rules for proper implementation. Each of the laws identified below is being implemented by complying with the statutory requirements therein.

SB 500	Florida Statutes/Adoption
SB 502	Florida Statutes/Reviser's Bill
SB 504	Florida Statutes/Reviser's Bill
SB 10	Water Resources
HB 111	Public Records
HB 239	Public Records
HB 401	Notaries Public
SB 80	Public Records
SB 886	Public Records
HB 7109	Taxation
HB 457	Terrorism and Terrorist Activities
HB 181	Natural Hazards
HB 207	Agency Inspectors General
HB 243	Public Records
HB 7093	OGSR/Personal Identifying and Location Information/Specified Agency Personnel, Spouses and Children
SB 2500	General Appropriations Act
SB 2502	General Appropriations Act
SB 7022	Public Employees
SB 1108	Public Records
HB 397	Public Records
HB 573	Water Protection and Sustainability
HB 599	Public Works Projects

GEORGE ROBERTS  
Chair  
Panama City

JERRY PATE  
Vice Chair  
Pensacola

JOHN W. ALTER  
Secretary-Treasurer  
Malone

GUS ANDREWS  
DeFuniak Springs

JON COSTELLO  
Tallahassee

MARC DUNBAR  
Tallahassee

TED EVERETT  
Chipley

NICK PATRONIS  
Panama City Beach

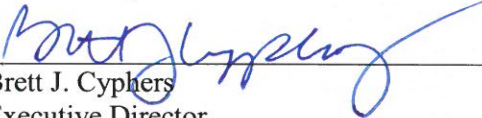
BO SPRING  
Port St. Joe

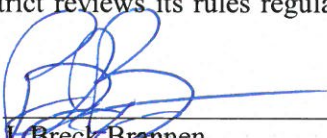
The agency expects to implement by rulemaking changes to Chapters 40A-1, 40A-3, and 40A-6, F.A.C., before July 1, 2018, as indicated below.

<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.

As required, the Annual Regulatory Plan will be available on our website homepage [www.nwfwater.com](http://www.nwfwater.com) for ten (10) years after publishing. By October 1, the District will publish in the Florida Administrative Registrar a notice identifying the date of publication of the Annual Regulatory Plan along with a hyperlink to the plan.

I hereby certify that I have reviewed the plan. The District reviews its rules regularly with 2017 being the most recent period which all rules have been reviewed.

  
Brett J. Cyphers  
Executive Director

  
J. Breck Brannen  
Legal Counsel

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: August 28, 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.

FDOT intends to modify its application for an ERP for work in Basin 1 of the overall State Road 390 project.

The final hearing of this case relating to Basin 1 has been set for November 6 through 9 to be held in Panama City.

The District will evaluate the application modification once received and notice its intended agency action on such modified application as soon as possible.

***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.



## 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: August 30, 2017

SUBJECT: Consideration of Fiscal Year 2017-18 Tentative Budget – 5:05 p.m. First Public Hearing

---

#### **Recommendation**

Staff recommends that the Governing Board adopt the proposed millage rate of .0353 of a mill for Fiscal Year 2017-18 and authorize staff to present it for final adoption at the public hearing on the budget to be held on September 28, 2017, at the Gulf Coast State College in Panama City.

Staff recommends that the Governing Board adopt the District's Tentative Budget for Fiscal Year 2017-18 that incorporate the changes resulting from the proposed edits presented today, and authorize staff to present this budget for final adoption at the second public hearing on the budget to be held on September 28, 2017, at the Gulf Coast State College in Panama City.

#### **Background**

The District is authorized by the Constitution of the State of Florida and Chapter 373, Florida Statutes, to assess ad valorem tax revenues to support water management district operations. The District proposes to levy a millage rate of .0353 of a mill for Fiscal Year 2017-18. The revenues that will be generated by the .0353 millage are necessary to fund District operations as identified in the Tentative Budget for Fiscal Year 2017-18.

The proposed millage rate is the rolled-back rate of .0353, which is less than the .0366 millage assessed in Fiscal Year 2016-17 and 29.4 percent below the legally authorized rate of .0500.

Staff has considered all known fiscal activity for the 2017-18 fiscal year and has completed the preparation of the District's Tentative Budget. The Tentative Budget has been provided to the Executive Office of the Governor and the Florida Legislature in the report format required by law and by the required August 1, 2017, deadline.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
TENTATIVE BUDGET SUMMARY  
OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

<b>Proposed Ad Valorem Millage Rate</b>	.0353 of a mill
29.4% below the legally approved rate of .05 of a mill	
.0013 of a mill less than the rate in the current year	
Ad valorem budgeted in the Tentative is \$18,314 less than the amount in the current year (to align closer to percentage historically collected)	
Rolled-back rate is .0353 of a mill	
<b>Total Expenditure Budget</b>	\$65,250,646
4.8% higher than the Current Year Amended Budget,	
provides \$33,440,734 for Interagency Expenditures/Grants	
Provides for 110.4 full-time equivalent positions, 101.0 authorized & 9.4 equivalent OPS, same as current year	
<b>Total Revenue Received/Earned</b>	\$57,739,834
\$33.0 million in new revenue	
\$24.7 million in carryover from prior years	
<b>Estimated Use of Cash Carryover/Reserves</b>	\$7,510,812

**Budget By Program Area**

1.0 Water Resources Planning and Monitoring	\$ 7,016,078	10.8%
2.0 Land Acquisition, Restoration and Public Works	\$48,233,077	73.9%
3.0 Operation and Maintenance of Lands and Works	\$ 3,927,952	6.0%
4.0 Regulation	\$ 3,891,085	6.0%
5.0 Outreach	\$ 178,215	0.3%
6.0 District Management and Administration	\$ 2,004,239	3.1%
	<u>\$65,250,646</u>	

Included above and in the following charts are proposed edits to the Tentative Budget submitted August 1. They include a:

1. Reduction of \$85,044 in the Contracted Services expenditure category in Program 3, Operations and Maintenance of Lands and Works. The District had applied for Prescribed Fire Enhancement Program funding from the Florida Department of Agriculture and Consumer Services, Florida Forest Service. The award letter dated August 15, 2017, provided an amount lower than budgeted in the August 1 report.
2. Transfer of \$14,203 from the FY 2016-17 ending fund balance for the Economic Stabilization Fund (ESF) to the FY 2016-17 ending fund balance set aside for General



Fund Deficiencies/Cash Flow. The ESF formula is 16.7 percent of the Tentative Budget's operating categories. Due to the \$85,044 reduction in the FY 2017-18 proposed operating budget, the ESF is reduced and the difference is moved into the General Fund Deficiencies fund balance.

3. Reclassification of Minimum Flows and Minimum Levels (MFLs) FY 2016-17 ending fund balance from "Assigned" to "Restricted." This reclassification is to comply with the Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. Any fund balance retained for MFLs before FY 2015-16 consisted of General Fund reserves and was classified as Assigned (e.g., funds for which expenditures are set by the Governing Board and apply to the General Fund only). Beginning in FY 2015-16, the Florida Legislature began appropriating funds to the District for activities related to establishing MFLs. The FY 2016-17 ending fund balance carries forward \$1,336,000 from prior years' unspent MFL appropriations. Classifying this amount as Restricted means these funds must be spent for MFL purposes.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
SUMMARY**

Budget Item	Expense Type	Revenue Type	FY 2017-18 Tentative		9/14/2017 Over/(Under) 8/1/2017
			Original Submittal 8/1/2017	1st Public Hearing 9/14/2017	
FLORIDA FOREST SERVICE PRESCRIBED FIRE ENHANCEMENT PROGRAM - Updated award amount	Contracted Services	State (DACS)	199,044	114,000	(85,044)
Net Operating Decrease					(85,044)
Shift in Fund Balances:					
Economic Stabilization Fund Decrease					(14,203)
General Fund Deficiencies Increase					14,203
MFL Classification as Assigned					(1,336,000)
MFL Classification as Restricted					1,336,000
Total Impact					<u>(85,044)</u>

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
REVENUE CATEGORIES**

	FY 2015-16 Actuals	FY 2016-17 Amended Budget	FY 2017-18 Preliminary	FY 2017-18 Tentative		9/14/2017 Over/(Under)	Tentative O/(U) Amended Budget	
				Original Submittal 8/1/2017	1st Public Hearing 9/14/2017	8/1/2017	9/14/2017	
Ad Valorem Tax	3,280,708	3,413,531	3,344,418	3,395,217	3,395,217	0		
Federal	1,897,779	2,600,667	2,500,669	2,993,734	2,993,734	0	393,067	15.1%
State	11,493,010	41,707,171	38,756,097	47,535,056	47,450,012	(85,044)	5,742,841	13.8%
Mitigation	436,774	1,205,106	990,258	950,523	950,523	0	(254,583)	-21.1%
Local Revenues	174,475	142,417	162,535	128,209	128,209	0	(14,208)	-10.0%
Permit Fees	419,135	393,250	384,569	384,569	384,569	0	(8,681)	-2.2%
Timber Sales	747,246	1,500,000	2,000,000	2,000,000	2,000,000	0	500,000	33.3%
Miscellaneous	638,580	802,835	84,880	437,570	437,570	0	(365,265)	-45.5%
w/o Fund Balance	19,087,707	51,764,977	48,223,426	57,824,878	57,739,834	(85,044)	5,974,857	11.5%
Fund Balance	4,594,098	10,468,782	3,611,310	7,510,812	7,510,812	0	(2,957,970)	-28.3%
w/Fund Balance	23,681,805	62,233,759	51,834,736	65,335,690	65,250,646	(85,044)	3,016,887	4.8%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
EXPENDITURE CATEGORIES**

	FY 2015-16 Actuals	FY 2016-17 Amended Budget	FY 2017-18 Preliminary	FY 2017-18 Tentative		9/14/2017 Over/(Under)	Tentative O/(U) Amended Budget	
				Original Submittal 8/1/2017	1st Public Hearing 9/14/2017	8/1/2017	9/14/2017	
Salaries & Benefits	7,705,242	8,351,646	8,444,859	8,511,397	8,511,397	0	159,751	1.9%
Other Personal Services	238,650	354,920	345,101	343,417	343,417	0	(11,503)	-3.2%
Contracted Services	4,076,026	7,738,094	6,927,775	7,549,387	7,464,343	(85,044)	(273,751)	-3.5%
Operating Expense	1,877,913	2,660,577	2,500,838	2,495,270	2,495,270	0	(165,307)	-6.2%
Operating Capital Outlay	414,624	610,666	684,104	816,432	816,432	0	205,766	33.7%
Operating Categories	14,312,455	19,715,903	18,902,677	19,715,903	19,630,859	(85,044)	(85,044)	-0.4%
Fixed Capital Outlay	379,053	10,661,068	176,100	12,179,053	12,179,053	0	1,517,985	14.2%
Grants	8,990,297	31,856,788	32,755,959	33,440,734	33,440,734	0	1,583,946	5.0%
Non-Operating Categories	9,369,350	42,517,856	32,932,059	45,619,787	45,619,787	0	3,101,931	7.3%
GRAND TOTAL	23,681,805	62,233,759	51,834,736	65,335,690	65,250,646	(85,044)	3,016,887	4.8%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
PROGRAM LEVEL**

Program	FY 2015-16 Actuals	FY 2016-17 Amended Budget	FY 2017-18 Preliminary	FY 2017-18 Tentative			Tentative O/(U) Preliminary Budget <sup>1</sup>	
				Original Submittal 8/1/2017	1st Public Hearing 9/14/2017	9/14/2017 Over/ (Under) 8/1/2017	9/14/2017	
1 Water Resource Plan/Monitoring	4,599,880	7,046,649	7,048,519	7,016,078	7,016,078	0	(32,441)	-0.5%
2 Land Acq/Restor- ation/Public Works	10,671,587	45,250,197	34,826,212	48,233,077	48,233,077	0	13,406,865	38.5%
3 Operations & Maint Land & Works	3,107,125	3,888,238	3,879,883	4,012,996	3,927,952	(85,044)	48,069	1.2%
4 Regulation	3,278,593	3,870,351	3,872,543	3,891,085	3,891,085	0	18,542	0.5%
5 Outreach	162,555	178,215	178,215	178,215	178,215	0	0	0.0%
6 District Management & Admin	1,862,065	2,000,109	2,029,364	2,004,239	2,004,239	0	(25,125)	-1.2%
<b>GRAND TOTAL</b>	<b>23,681,805</b>	<b>62,233,759</b>	<b>51,834,736</b>	<b>65,335,690</b>	<b>65,250,646</b>	<b>(85,044)</b>	<b>13,415,910</b>	<b>25.9%</b>
Combined Outreach and Management & Administration as a Percent of Total Budget <sup>2</sup>				2,182,454 3.3%	2,182,454 3.3%			

The Legislative Budget Commission may reject the District's budget proposals:

<sup>1</sup>In any individual variance in the Tentative Budget that exceeds 25% of the Preliminary Budget

<sup>2</sup>In these two programs that exceed 15% of the total Tentative Budget

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
PROGRAM AND ACTIVITY LEVEL**

	FY 2015-16 Actuals	FY 2016-17 Amended Budget	FY 2017-18 Preliminary	FY 2017-18 Tentative		9/14/2017 Over/(Under)	Tentative O/(U)	
				Original Submittal 8/1/2017	1st Public Hearing 9/14/2017	8/1/2017	Amended Budget	9/14/2017
<b>1.0 Water Resources Planning and Monitoring</b>								
1.1 - District Water Management Planning								
1.1.1 Water Supply Planning	75,793	296,133	229,434	212,681	212,681	0	(83,452)	-28.2%
1.1.2 Minimum Flows and Levels	849,396	1,996,477	2,173,356	1,925,123	1,925,123	0	(71,354)	-3.6%
1.1.3 Other Water Resources Planning	633,722	596,341	634,314	695,168	695,168	0	98,827	16.6%
1.2 - Rsch, Data Collec. /Analysis / Monitor.	928,067	1,323,955	1,013,225	934,550	934,550	0	(389,405)	-29.4%
1.3 - Technical Assistance	1,700,571	2,334,965	2,480,547	2,730,507	2,730,507	0	395,542	16.9%
1.5 - Technology & Information Services	412,331	498,778	517,643	518,049	518,049	0	19,271	3.9%
Total	4,599,880	7,046,649	7,048,519	7,016,078	7,016,078	0	(30,571)	-0.4%
<b>2.0 Acquisition, Restoration and Public Works</b>								
2.1 - Land Acquisition	90,687	9,877,903	74,885	11,261,834	11,261,834	0	1,383,931	14.0%
2.2 - Water Source Development								
2.2.1 Water Resource Development Projects	305,183	978,943	765,549	1,037,331	1,037,331	0	58,388	6.0%
2.2.2 Water Supply Development Assistance	5,604,998	9,065,956	2,675,524	6,685,747	6,685,747	0	(2,380,209)	-26.3%
2.3 - Surface Water Projects	4,287,083	24,382,239	31,044,504	27,778,403	27,778,403	0	3,396,164	13.9%
2.5 - Facilities Constr. and Major Renov.	98,901	100,000	100,000	85,000	85,000	0	(15,000)	-15.0%
2.6 - Other Acquisition and Restor. Activities	222,068	757,500	100,000	1,313,910	1,313,910	0	556,410	73.5%
2.7 - Technology & Information Service	62,666	87,656	65,750	70,852	70,852	0	(16,804)	-19.2%
Total	10,671,587	45,250,197	34,826,212	48,233,077	48,233,077	0	2,982,880	6.6%
<b>3.0 Operation and Maintenance of Lands and Works</b>								
3.1 - Land Management	2,317,235	3,015,472	3,019,425	3,094,297	3,009,253	(85,044)	(6,219)	-0.2%
3.2 - Works	4,538	8,332	9,095	8,754	8,754	0	422	5.1%
3.3 - Facilities	296,777	377,021	373,162	412,972	412,972	0	35,951	9.5%
3.6 - Fleet Services	33,394	57,441	57,389	32,254	32,254	0	(25,187)	-43.8%
3.7 - Technology & Information Services	455,180	429,972	420,812	464,719	464,719	0	34,747	8.1%
Total	3,107,125	3,888,238	3,879,883	4,012,996	3,927,952	(85,044)	39,714	1.0%

## PROGRAM AND ACTIVITY LEVEL (Continued)

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18 Tentative		9/14/2017	Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Original Submittal	1st Public Hearing	Over/(Under)	Amended Budget	
				8/1/2017	9/14/2017	8/1/2017	9/14/2017	
<b>4.0 Regulation</b>								
4.1 - Consumptive Use Permitting	489,272	587,432	593,840	590,868	590,868	0	3,436	0.6%
4.2 - Water Well Constr. Permitting and Contractor Licensing	690,381	785,137	805,292	803,711	803,711	0	18,574	2.4%
4.3 - Env. Resource and Surface Water Permitting	1,167,499	1,393,058	1,400,021	1,418,398	1,418,398	0	25,340	1.8%
4.4 - Other Reg. and Enforcement Activities	283,034	428,039	393,030	383,540	383,540	0	(44,499)	-10.4%
4.5 - Technology & Information Services	648,407	676,685	680,360	694,568	694,568	0	17,883	2.6%
Total	3,278,593	3,870,351	3,872,543	3,891,085	3,891,085	0	20,734	0.5%
<b>5.0 Outreach</b>								
5.2 - Public Information	152,635	167,940	167,940	167,940	167,940	0	-	0.0%
5.4 - Lobbying / Legis. & Cabinet Affairs	9,920	10,275	10,275	10,275	10,275	0	-	0.0%
Total	162,555	178,215	178,215	178,215	178,215	0	-	0.0%
<b>6.0 District Management and Administration</b>								
6.1 - Administrative and Operations Support								
6.1.1 - Executive Direction	605,497	674,732	694,630	680,496	680,496	0	5,764	0.9%
6.1.4 - Administrative Support	815,818	902,901	899,223	909,372	909,372	0	6,471	0.7%
6.1.7 - Human Resources	103,658	120,102	120,102	119,074	119,074	0	(1,028)	-0.9%
6.1.9 - Technology & Information Services	337,091	302,374	315,409	295,297	295,297	0	(7,077)	-2.3%
Total	1,862,065	2,000,109	2,029,364	2,004,239	2,004,239	0	4,130	0.2%
Total District Expenditure Budget	23,681,805	62,233,759	51,834,736	65,335,690	65,250,646	(85,044)	3,016,887	4.8%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
PROJECTED UTILIZATION OF FUND BALANCE**

				Five Year Utilization Schedule					
Designations	Total Projected Designated Amounts at September 30, 2017 8/1/2017 submittal	Change	Total Projected Designated Amounts at September 30, 2017 9/14/2017 Hearing	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Remaining Balance
NONSPENDABLE									
	0		0	0	0	0	0	0	0
NONSPENDABLE SUBTOTAL	0		0	0	0	0	0	0	0
RESTRICTED									
Mitigation - Interest and Other Misc Revenue	1,537,428		1,537,428	75,000	0	0	0	0	1,462,428
Regulation - ERP	1,691,000		1,691,000	15,000	0	0	0	0	1,676,000
Minimum Flows and Levels	0	1,336,000	1,336,000	213,693	154,985				967,322
RESTRICTED SUBTOTAL	3,228,428	1,336,000	4,564,428	303,693	154,985	0	0	0	4,105,750
COMMITTED									
Water Supply Development Assistance Grants (GF)	5,605,639		5,605,639	5,605,639	0	0	0	0	0
Water Supply Development Assistance Grants (Land Mgt Fund)	1,034,056		1,034,056	1,034,056	0	0	0	0	0
Operations & Maintenance of Lands & Works (Land Mgt Fund)	3,517,147		3,517,147	42,424					3,474,723
Capital Improvement Projects (Cap Improv & Land Acq TF)	433,728		433,728	25,000	0	0	0	0	408,728
Economic Stabilization Fund (General Fund)	3,292,556	(14,203)	3,278,353	0	0	0	0	0	3,278,353
COMMITTED SUBTOTAL	13,883,126	(14,203)	13,868,923	6,707,119	0	0	0	0	7,161,804
ASSIGNED									
Minimum Flows and Levels	1,336,000	(1,336,000)	0	0	0	0	0	0	0
Land Acquisition, Restoration, & Public Works (Bay County) (GF)	500,000		500,000	500,000	0	0	0	0	0
General Fund Deficiencies/Cash Flow (General Fund)	4,297,066	14,203	4,311,269	0	0	0	0	0	4,311,269
District Short-Term Projects (General Fund)	1,000,000		1,000,000	0	0	0	0	0	1,000,000
ASSIGNED SUBTOTAL	7,133,066	(1,321,797)	5,811,269	500,000	0	0	0	0	5,311,269
UNASSIGNED									
	0		0	0	0	0	0	0	0
UNASSIGNED SUBTOTAL	0		0	0	0	0	0	0	0
Total	24,244,620	0	24,244,620	7,510,812	154,985	0	0	0	16,578,823
Remaining Fund Balance at Fiscal Year End									
Remaining Fund Balance at Fiscal Year End				16,733,808	16,578,823	16,578,823	16,578,823	16,578,823	16,578,823

NOTE: Figures beyond FY 2017-18 for Minimum Flows and Levels are nonrecurring in nature.



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF FY 2017-18 TENTATIVE BUDGET  
SEPTEMBER 14, 2017, 5:05 P.M., HAVANA, FLORIDA  
9/14/2017 PROPOSED CHANGES  
COMPARISON BY FUND**

<b>DESCRIPTION</b>	<b>General Fund</b>	<b>Capital Improv &amp; Lands Acq</b>	<b>Lands Management</b>	<b>Special Projects</b>	<b>Regulation</b>	<b>Mitigation</b>	<b>TOTAL</b>
<b>Cash Balances Brought Forward</b>	14,695,261	433,728	4,551,203	1,336,000	1,691,000	1,537,428	24,244,620
<b><u>ESTIMATED REVENUES:</u></b>							
Ad Valorem Taxes <b>.0353</b>	1,203,060			217,791	1,974,366		3,395,217
State Water Management Lands TF				1,189,576			1,189,576
Land Acquisition Trust Fund		11,547,171	1,532,372	21,744,076			34,823,619
State Florida Forever Trust Fund		372,480					372,480
State Ecosystem Trust Fund		72,000					72,000
Permitting and Licensing					384,569		384,569
Federal Grants				2,979,477	14,257		2,993,734
Other State Funds	107,647	267,025	114,000	8,361,980	2,141,685	950,523	11,942,860
Local Government Units-Monitoring			340	127,869			128,209
Timber Sales			2,000,000				2,000,000
Miscellaneous Revenues		294,430	65,140		8,000	70,000	437,570
Revenue	1,310,707	12,553,106	3,711,852	34,620,769	4,522,877	1,020,523	57,739,834
Interfund Transfers	2,722,032			500,000			3,222,032
<b>Total Estimated Revenues, Transfers and Balances</b>	<b>18,728,000</b>	<b>12,986,834</b>	<b>8,263,055</b>	<b>36,456,769</b>	<b>6,213,877</b>	<b>2,557,951</b>	<b>85,206,486</b>
<b><u>ESTIMATED EXPENDITURES:</u></b>							
Salaries & Benefits	1,911,660	10,916	1,254,249	2,263,395	2,744,002	327,175	8,511,397
Other Personal Services	12,331		41,423	42,094	245,710	1,859	343,417
Contractual Services	188,200	455,275	1,008,414	5,081,027	169,941	561,486	7,464,343
Operating Expenses	590,929	6,200	827,285	383,128	633,637	54,091	2,495,270
Capital Outlay	106,993	12,103,353	342,601	265,013	97,795	79,730	12,995,485
Grants and Aids (Gen Fund is from reserves)	6,639,695			26,801,039			33,440,734
Total Operating Expenditures	9,449,808	12,575,744	3,473,972	34,835,696	3,891,085	1,024,341	65,250,646
Administrative Overhead Allocation	188,570	2,362	280,304	498,766	646,792	71,182	1,687,976
Interfund Transfers	500,000		1,034,056				1,534,056
Operating Expenditures and Transfers	10,138,378	12,578,106	4,788,332	35,334,462	4,537,877	1,095,523	68,472,678
Reserves	8,589,622	408,728	3,474,723	1,122,307	1,676,000	1,462,428	16,733,808
<b>Total Operating Expenditures, Transfers and Reserves</b>	<b>18,728,000</b>	<b>12,986,834</b>	<b>8,263,055</b>	<b>36,456,769</b>	<b>6,213,877</b>	<b>2,557,951</b>	<b>85,206,486</b>