

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

**Emerald Coast Utilities Authority  
9255 Sturdevant Street  
Pensacola, FL 32514**

**Thursday  
October 12, 2017**

Governing Board Members Present

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

Governing Board Members Absent

Jon Costello

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 1:09 p.m. Brett Cyphers called the roll and a quorum was declared present.

2. Additions, Deletions or Changes to the Agenda

None.

3. Approval of the Minutes for September 14, 2017, and September 28, 2017

MOTIONED BY JOHN ALTER, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR SEPTEMBER 14, 2017, AND SEPTEMBER 28, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY TED EVERETT, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF AUGUST 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Consideration of Invitation to Bid 17B-018; Econfina Creek 2017 Burnt Trailer Sand Pine Timber Sale

MOTIONED BY GUS ANDREWS, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE BID SUBMITTED IN RESPONSE TO INVITATION TO BID 17B-018, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT FOR THIS TIMBER SALE WITH THE SOLE BIDDER, WESTROCK CP, LLC, AT THE BID PRICE OF \$16.32 PER TON FOR PINE PULPWOOD. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Public Hearing on Consideration of Update to the Pensacola Bay System Surface Water Improvement and Management Plan

Chair Roberts called the public hearing to order at 1:16 p.m.

MOTIONED BY MARC DUNBAR, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE PROPOSED UPDATE TO THE PENSACOLA BAY SYSTEM 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. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Public Hearing on Consideration of Surface Water Improvement and Management Plan for the Perdido River and Bay Watershed

Chair Roberts called the public hearing to order at 1:49 p.m.

MOTIONED BY MARC DUNBAR, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE PROPOSED PERDIDO RIVER AND BAY WATERSHED 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. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Public Hearing on Consideration of Update to the Choctawhatchee River and Bay Watershed Surface Water Improvement and Management Plan

Chair Roberts called the public hearing to order at 2:24 p.m.

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE PROPOSED UPDATE TO THE CHOCTAWHATCHEE RIVER AND BAY WATERSHED 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. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Legal Counsel Report

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.

Meeting was adjourned at 3:03 p.m.

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Executive Director**

\_\_\_\_\_  
**Agency Clerk**

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

Balance Forward - Operating Funds	\$44,023,925.16	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$138,733.22	
Contracts Receivable	810,046.49	
Other Deposits/Refunds/Adjustments	127,503.08	
Transfers from Lands Accounts	<u>0.00</u>	
Total Deposits during month	<u>1,076,282.79</u>	
Total Deposits and Balance Forward		\$ 45,100,207.95
Disbursements:		
Employee Salaries	587,994.65	
Employee Benefits	174,429.15	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	620,899.70	
Operating Expenses - Services	36,457.22	
Operating Expenses - Commodities	55,946.51	
Operating Capital Outlay	187,846.66	
Grants and Aids	<u>796,161.93</u>	
Total Operating Expenses during month	<u>2,459,735.82</u>	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	<u>138,824.79</u>	
Total Funds Disbursed by check during month	<u>2,598,560.61</u>	
Bank Debits (Fees, Deposit Slips, etc.)	162.00	
Transfer to Land Acquisition Account	<u>0.00</u>	
Total Funds Disbursed		<u>2,598,722.61</u>
Cash Balance Operating Funds at month end		\$ 42,501,485.34
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	2,957,394.27	
Payroll Account	6,400.74	
Investment Accounts @ 1.36%		
General Fund	17,324,223.26	
Lands Fee Fund	5,888,747.86	
SWIM Fund	128,900.75	
Springs Protection	55.01	
Mitigation Fund	<u>16,195,513.20</u>	
Total Operating Depositories at month end	\$	42,501,485.34

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

Land Acquisition Funds @ 1.36%	\$ 438,594.97	
Total Land Acquisition Funds		438,594.97
Restricted Management Funds:		
Phipps Land Mgmt @ 1.36%	129,361.94	
Total Land Acquisition Funds		129,361.94
Total Land Acquisition, and Restricted Management Funds		<u>567,956.91</u>
 TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		 <u><u>\$ 43,069,442.25</u></u>

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

Date: November 9, 2017

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

SEPTEMBER 2017

CHECKS	09/07/2017	\$ 1,267,376.94
AP EFT CHECKS	09/08/2017	19,951.77
CHECKS	09/15/2017	68,700.78
AP EFT CHECKS	09/15/2017	4,980.00
CHECKS	09/21/2017	145,049.53
AP EFT CHECKS	09/22/2017	846.00
CHECKS	09/28/2017	328,483.79
AP EFT CHECKS	09/29/2017	748.00
RETIREMENT EFT		51,240.95
RETIREMENT EFT		77,034.94
		\$ <u>1,964,412.70</u>

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Chairman or Executive Director

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November 9, 2017  
Date

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

	<b>Current Budget</b>	<b>Actuals Through 9/30/2017</b>	<b>Variance (under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 3,413,531	\$ 3,317,303	\$ (96,228)	97%
Intergovernmental Revenues	45,661,361	10,607,538	(35,053,823)	23%
Interest on Invested Funds	66,266	477,116	410,850	720%
License and Permit Fees	393,250	444,810	51,560	113%
Other	2,236,569	1,836,798	(399,771)	82%
Fund Balance	29,749,934		(29,749,934)	0%
<b>Total Sources</b>	<b>\$ 81,520,911</b>	<b>\$ 16,683,565</b>	<b>\$ (64,837,346)</b>	<b>20%</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	\$ 4,247,735	\$ 66,562	\$ 2,732,353	60%	61%
Acquisition, Restoration and Public Works	45,287,947	6,931,003	142,020	38,214,925	15%	16%
Operation and Maintenance of Lands and Works	3,888,238	3,096,027	171,088	621,123	80%	84%
Regulation	3,954,101	3,300,510	19,958	633,634	83%	84%
Outreach	178,215	155,450	-	22,765	87%	87%
Management and Administration	2,000,109	1,704,141	15,681	280,287	85%	86%
<b>Total Uses</b>	<b>\$ 62,355,259</b>	<b>\$ 19,434,865</b>	<b>\$ 415,308</b>	<b>\$ 42,505,086</b>	<b>31%</b>	<b>32%</b>
Reserves	19,165,652			19,165,652	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 81,520,911</b>	<b>\$ 19,434,865</b>	<b>\$ 415,308</b>	<b>\$ 61,670,738</b>	<b>24%</b>	<b>24%</b>

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

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

**\* This financial statement is nonfinal. There are unrecorded revenues, expenditures and year end adjusting entries which are not reflected in the numbers above.**

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4287	BERRYS WELL DRILLING	09/07/2017	35.00	WELL PERMITTING FEE REFUND
4287	BERRYS WELL DRILLING	09/07/2017	35.00	WELL PERMITTING FEE REFUND
4287	BERRYS WELL DRILLING	09/07/2017	50.00	WELL PERMITTING FEE REFUND
5428	CARDNO, INC	09/07/2017	6,415.67	WATER RESOURCE EVALUATIONS
5128	CITY OF BONIFAY	09/07/2017	35,310.00	PLANNING FOR REUSE OF RECLAME
4663	CITY OF FORT WALTON BEACH	09/07/2017	2,565.41	RECLAIMED WATER SYSTEM IMPROVE
4324	CEDAR CREEK TIMBER CO., INC.	09/07/2017	28,148.57	PERFORMANCE BOND REFUND
744	DEPT. OF THE INTERIOR - USGS	09/07/2017	2,064.00	STATEWIDE ET ESTIMATES
4673	DEWBERRY CONSULTANTS LLC	09/07/2017	26,952.75	RISK MAP PROGRAM SUPPORT
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	09/07/2017	61,800.00	COTTON LANDING/DEVILS HOLE SPR
5426	DIVERSIFIED PROFESSIONAL SERVICES CORP	09/07/2017	19,250.00	COTTON LANDING/DEVILS HOLE SPR
3424	DURRA-QUICK-PRINT INC.	09/07/2017	15.00	BUSINESS CARDS FOR GUY GOWENS
3424	DURRA-QUICK-PRINT INC.	09/07/2017	25.00	BUSINESS CARDS-SHEPARD
4748	EAST MILTON WATER SYSTEM	09/07/2017	10.00	WATER-MILTON FIELD OFFICE
3685	ENVIRONMENTAL & GEOTECHNICAL SPECIALISTS	09/07/2017	100.00	FEE REFUND FOR OVERPAYMENT OF
2171	ESRI, INCORPORATED	09/07/2017	26,000.00	ESRI CONSULTING SERVICES
2702	FISH AND WILDLIFE	09/07/2017	4,039.24	LAW ENFORCEMENT/SECURITY SERVI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	09/07/2017	23.80	FAR AD FOR ITB 17B-016 ALTHA M
5002	FORESTREE NETWORK SERVICES, LLC	09/07/2017	6,045.00	PINE & HARDWOOD
5002	FORESTREE NETWORK SERVICES, LLC	09/07/2017	79,755.00	PINE & HARDWOOD
5002	FORESTREE NETWORK SERVICES, LLC	09/07/2017	4,680.00	PINE & HARDWOOD
839	FORESTRY SUPPLIERS, INC.	09/07/2017	807.03	PURCHASE TREE MARKING PAINT
1746	FRANKLIN COUNTY TAX COLLECTOR	09/07/2017	1.00	REQUEST FOR REFUND-2016 TAXES
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	09/07/2017	600.00	POLYETHYLENE TUBING FOR WATER
916	GULF POWER COMPANY	09/07/2017	602.65	ELECTRIC-MILTON FIELD OFFICE
916	GULF POWER COMPANY	09/07/2017	836.82	ELECTRIC-CRESTVIEW FIELD OFFICE
3003	HAVANA FORD, INC.	09/07/2017	57.18	OPEN PURCHASE FOR REG
5433	INLAND PIPE REHABILITATION HOLDING COMPANY LLC	09/07/2017	44,600.00	PIPE LINING REPAIR AT PHIPPS P
4112	IN-SITU, INC.	09/07/2017	14,667.78	INTEGRATED LEVEL LOGGERS
3193	INSURANCE INFORMATION EXCHANGE	09/07/2017	48.80	BACKGROUND SCREENING
5342	JANICKI ENVIRONMENTAL, INC.	09/07/2017	4,400.00	WATER RESOURCE EVALUATIONS
5237	JEFFERSON COMMUNITIES WATER SYSTEM, INC	09/07/2017	91,592.00	HAYFIELD SPUR RD EXTENSION LOO
5491	GENA JOHNSON	09/07/2017	320.00	REFUND ERP PERMIT 18087-1
5492	JANE S. JOHNSTON	09/07/2017	70.00	REFUND ERP PERMIT #18090-1
2293	LANE'S OUTDOOR EQUIPMENT, INC	09/07/2017	975.92	CHAINSAW AND LEAF BLOWER PURCH
2299	LIBERTY COUNTY SOLID WASTE	09/07/2017	32.00	SOLID WASTE-FL RIVER
5425	NATURE COAST TIMBER, LLC	09/07/2017	26,977.94	PERFORMANCE BOND REFUND

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

4715	PINE ENVIRONMENTAL SERVICES, INC.	09/07/2017	526.50	RENTAL - SOLINST LEVELLOGGER LT
4601	PORTLAND LUMBER YARD, INC	09/07/2017	2,366.70	SIGN INSTALLATION MATERIALS
4368	PROFESSIONAL HEALTH EXAMINERS	09/07/2017	50.00	LABORATORY TESTING
523	SANTA ROSA PRESS GAZETTE	09/07/2017	105.52	LEGAL ADS
3213	SHI INTERNATIONAL CORP	09/07/2017	612.30	UPGRADE MICROSOFT VISUAL STUDI
110	TALQUIN ELECTRIC COOPERATIVE, INC.	09/07/2017	3,089.65	ELECTRIC-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	09/07/2017	269.48	WATER/SEWER- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	09/07/2017	87.17	SECURITY LIGHTS-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	09/07/2017	224,250.00	WATER SUPPLY IMPROVEMENTS
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	09/07/2017	4,059.00	PUBLIC RECREATION SITE CLEAN U
3696	URS CORPORATION	09/07/2017	79,576.21	111 COASTAL PANHANDLE FIRM
4557	VERIZON WIRELESS	09/07/2017	805.19	JETPACKS
4618	WAKULLA COUNTY BOCC	09/07/2017	433,039.21	MAGNOLIA GARDENS AND WAKULLA G
5430	WESTROCK, C.P. LLC	09/07/2017	28,070.45	PERFORMANCE BOND REFUND
2320	YSI INCORPORATED	09/07/2017	561.00	REPAIR GOES READY DATA LOGGER

**TOTAL CHECKS**

**1,267,376.94**

3618	GRACE ADAMS	09/08/2017	149.00	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	09/08/2017	1,173.44	CALHOUN CO SHERIFF-LAW ENFCMT/
3978	CHRISTINA COGER	09/08/2017	615.49	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	09/08/2017	190.00	TRAVEL REIMBURSEMENT
5172	FREDDIE WILBON	09/08/2017	750.00	JANITORIAL SERVICE FOR CRESTVI
3942	A & W VENTURES, L.C.	09/08/2017	151.34	PORTABLE TOILET FOR PHIPPS PAR
5368	KOUNTRY RENTAL NWF, INC.	09/08/2017	207.50	CLEANING OF ECONFINA OFFICE
5368	KOUNTRY RENTAL NWF, INC.	09/08/2017	36.00	HAND SANITIZER BAGS
5368	KOUNTRY RENTAL NWF, INC.	09/08/2017	7,360.00	RENTAL AND SERVICE OF PORTABLE
3813	PENNINGTON, P.A.	09/08/2017	9,129.00	LEGAL COUNSEL
3823	KENNETH ANDREW ROACH	09/08/2017	190.00	TRAVEL REIMBURSEMENT

**TOTAL ACH TRANSFER**

**19,951.77**

**TOTAL AP**

**1,287,328.71**



**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>
3985	STEADHAM ENTERPRISES, INC.	09/15/2017	726.72	STIHL MS291 CHAINSAWS
2967	BANK OF AMERICA	09/15/2017	7,078.67	P-CARD PURCHASES
3113	RAY GLASS' BATTERIES, INC.	09/15/2017	264.47	REPLACEMENT BATTERIES
4598	LANDMARK SPATIAL SOLUTIONS, LLC	09/15/2017	30.00	ELECTRONIC STYLUS
4598	LANDMARK SPATIAL SOLUTIONS, LLC	09/15/2017	55.00	T41 USB CABLE
4952	LAW, REDD, CRONA & MUNROE, P.A.	09/15/2017	10,594.00	INSPECTOR GENERAL SERVICES ENG
1205	OFFICE DEPOT, INC.	09/15/2017	100.65	FLASH DRIVES
1205	OFFICE DEPOT, INC.	09/15/2017	27.82	OFFICE SUPPLIES
3023	PANAMERICAN CONSULTANTS, INC.	09/15/2017	2,625.00	ARCHAEOLOGICAL SURVEY
3023	PANAMERICAN CONSULTANTS, INC.	09/15/2017	2,625.00	PHASE I ARCHAEOLOGICAL SURVEY
3341	PITTMAN PEA RIDGE CASH & CARRY	09/15/2017	2,122.46	LUMBER/WOOD FOR SIGNS
4345	PRIDE ENTERPRISES FORESTRY	09/15/2017	1,309.16	WOOD PARK FENCING
5251	RANDSTAD NORTH AMERICA, INC.	09/15/2017	3,455.67	STAFF AUG SERVICES
5251	RANDSTAD NORTH AMERICA, INC.	09/15/2017	4,374.25	STAFF AUG SERVICES
3213	SHI INTERNATIONAL CORP	09/15/2017	6,560.00	ACROBAT PRO 2017 TO REPLACE OU
105	TALLAHASSEE DEMOCRAT	09/15/2017	111.76	LEGAL ADS
107	TALLAHASSEE STAMP CO.	09/15/2017	65.15	STAMPS
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	09/15/2017	12,051.00	LAW ENFORCEMENT/SECURITY
5479	WILDLAND WAREHOUSE	09/15/2017	14,524.00	UTV FIRE SUPPRESSION SKID UNIT
<b>TOTAL CHECKS</b>			<b><u>68,700.78</u></b>	
4961	PETER FOLLAND	09/15/2017	90.00	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	09/15/2017	90.00	TRAVEL REIMBURSEMENT
4270	VIEUX & ASSOCIATES, INC.	09/15/2017	4,800.00	GAUGE ADJUSTED RADAR RAINFALL
<b>TOTAL ACH TRANSFER</b>			<b><u>4,980.00</u></b>	
<b>TOTAL AP</b>			<b><u><u>73,680.78</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>
4280	B & B SMALL ENGINE REPAIRS & SALES, INC.	09/21/2017	36.60	REPAIR/SERVICE OF POLESAWS
4280	B & B SMALL ENGINE REPAIRS & SALES, INC.	09/21/2017	72.67	REPAIR/SERVICE OF POLESAWS
2967	BANK OF AMERICA	09/21/2017	73.26	OFFICE SUPPLIES
2967	BANK OF AMERICA	09/21/2017	5,279.84	SERVER MEMORY FOR VM HOST
2967	BANK OF AMERICA	09/21/2017	169.99	OFFICE CHAIR
2967	BANK OF AMERICA	09/21/2017	138.82	COMPUTER SUPPLIES - INSPECTOR
2992	BANK OF AMERICA	09/21/2017	309.56	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	09/21/2017	263.88	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	09/21/2017	1,100.54	ACCOUNT ANALYSIS
3289	CITY OF TALLAHASSEE	09/21/2017	37.92	LAKESHORE
744	DEPT. OF THE INTERIOR - USGS	09/21/2017	2,187.00	EXTENSION OF THE HISTORICAL ET
45	DMS	09/21/2017	19.40	AIR CARDS
45	DMS	09/21/2017	3.23	WEB SERVER
45	DMS	09/21/2017	53.71	CARR & CRESTVIEW LONG DISTANCE
45	DMS	09/21/2017	9,561.52	ETHERNET-ALL
45	DMS	09/21/2017	123.23	LONG DISTANCE-HQ
3287	FASTENER SERVICE INC.	09/21/2017	948.00	SIGN FASTENERS
5002	FORESTREE NETWORK SERVICES, LLC	09/21/2017	3,315.00	PINE & HARDWOOD STAND #8
5002	FORESTREE NETWORK SERVICES, LLC	09/21/2017	6,825.00	PINE & HARDWOOD STAND #7
5002	FORESTREE NETWORK SERVICES, LLC	09/21/2017	7,410.00	PINE & HARDWOOD STAND #6
5002	FORESTREE NETWORK SERVICES, LLC	09/21/2017	2,340.00	PINE & HARDWOOD STAND #4
5002	FORESTREE NETWORK SERVICES, LLC	09/21/2017	37,245.00	PINE & HARDWOOD STAND# 5
839	FORESTRY SUPPLIERS, INC.	09/21/2017	898.50	METAL DETECTOR, SAFETY GEAR/SU
5373	GILMORE SERVICES	09/21/2017	109.50	RECORDS/DOCUMENTS SHRED
2804	H & S TRUCK REPAIR, INC.	09/21/2017	2,405.10	LOWBOY TRAILER REPAIRS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	09/21/2017	255.96	NEW COPIER LEASES FOR CRESTVIE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	09/21/2017	255.43	NEW COPIER LEASES FOR CARR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	09/21/2017	115.47	NEW COPIER LEASE FOR HR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	09/21/2017	179.38	LEASE & MAINTENANCE FOR REG CO
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	09/21/2017	335.15	LEASE FOR COPIER OUTSIDE ACCOU
5409	MARTIN ENVIRONMENTAL SERVICES, INC	09/21/2017	140.00	PORTABLE TOILETS
5409	MARTIN ENVIRONMENTAL SERVICES, INC	09/21/2017	140.00	PORTABLE TOILETS
2381	PORT SUPPLY	09/21/2017	179.98	DOCK LADDER
5435	QUANTUM SPATIAL, INC.	09/21/2017	7,161.00	PARCEL DATA ACQUISITION

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

4228	SOWELL TRACTOR CO., INC.	09/21/2017	2,470.72	POWER TOOLS AND PARTS
3792	UNIVERSITY OF FLORIDA-IFAS	09/21/2017	50.00	REGISTRATION FEE-INVASIVE SPEC
5218	WAGeworks, INC.	09/21/2017	60.92	COBRA ADMINISTRATION
5430	WESTROCK, C.P. LLC	09/21/2017	52,778.25	PERFORMANCE BOND REFUND
<b>TOTAL CHECKS</b>			<b><u>145,049.53</u></b>	
2268	INNOVATIVE OFFICE SOLUTIONS, INC	09/22/2017	846.00	PHONE MAINTENANCE
<b>TOTAL ACH TRANSFER</b>			<b><u>846.00</u></b>	
<b>TOTAL AP</b>			<b><u><u>145,895.53</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>
4522	AECOM TECHNICAL SERVICES, INC	09/28/2017	6,280.00	WATER RESOURCES PROGRAM SUPPOR
4923	JOHN ALTER	09/28/2017	61.41	GOVERNING BOARD MEETING
4198	ANDERSON COLUMBIA CO., INC.	09/28/2017	1,933.76	DELIVERED CRUSHED CONCRETE ROA
4198	ANDERSON COLUMBIA CO., INC.	09/28/2017	1,898.24	DELIVERED CRUSHED CONCRETE ROA
5384	APPLIED DRILLING ENGINEERING, INC.	09/28/2017	96,000.00	WELL CONSTRUCTION AND EXPLORIT
95	AT&T	09/28/2017	431.66	PHONES-EFO
5494	BACKWOODS BUILDINGS & TRUSS, LLC	09/28/2017	775.00	PAVILION MAINTENANCE/REPAIR MA
5494	BACKWOODS BUILDINGS & TRUSS, LLC	09/28/2017	4,260.00	WEATHER PAVILION KITS
2217	CHAVERS FEED & SEED	09/28/2017	261.95	GRASS SEED/HAY FOR EROSION STA
3524	CITY OF CRESTVIEW	09/28/2017	69.70	WATER & SEWER CRESTVIEW FIELD OFFICE
4676	CITY OF MILTON FLORIDA	09/28/2017	65.31	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	09/28/2017	19.36	SEWER-MILTON FIELD OFFICE
3157	COAST MACHINERY, INC.	09/28/2017	482.13	MARSH MASTER PARTS
5117	CONSTANT CONTACT, INC.	09/28/2017	40.00	CONSTANT CONTACT E-MAIL DISTRI
5117	CONSTANT CONTACT, INC.	09/28/2017	20.00	CONSTANT CONTACT E-MAIL DISTRI
744	DEPT. OF THE INTERIOR - USGS	09/28/2017	34,160.59	LIDAR COLLECTION & PROCESSING
45	DMS	09/28/2017	3.10	AUDIO CONFERENCING
1836	DUVAL FORD	09/28/2017	34,260.00	2017 F350 4WD PICKUP TRUCK - A
4855	ENVIRON SERVICES INCORPORATED	09/28/2017	2,127.00	JANITORIAL SERVICES, HEADQUARTE
3746	FL DEPT OF ENVIRONMENTAL PROTECTION	09/28/2017	45,668.75	FGS CORING AND WELL CONSTRUCTI
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	09/28/2017	6,953.75	FUEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	09/28/2017	1,100.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	09/28/2017	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	09/28/2017	50.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	09/28/2017	125.00	WEX TELEMATICS FLEET MANAGEMEN
3662	FL DEPT OF ENVIRONMENTAL PROTECTION	09/28/2017	250.00	FDEP PERMIT APPLICATION FOR SE
839	FORESTRY SUPPLIERS, INC.	09/28/2017	911.19	TREE MARKING/ SAFETY SUPPLIES
1746	FRANKLIN COUNTY TAX COLLECTOR	09/28/2017	0.34	2016-0020-0030 PARCEL REFUND
1746	FRANKLIN COUNTY TAX COLLECTOR	09/28/2017	0.32	REFUND REQUEST 2016 TAXES
391	GADSDEN COUNTY TAX COLLECTOR	09/28/2017	119.55	TAG AND TITLE FOR 2017 F350 EF
2291	GULF COAST ELECTRIC COOPERATIVE, INC	09/28/2017	437.47	ELECTRIC-EFO
5294	KRONOS, INCORPORATED	09/28/2017	3.50	TIMESHEET PROGRAM
5175	MCARTHUR FARMS	09/28/2017	9,405.31	AGRICULTURAL BMP COST SHARE AG
4090	JERRY PATE	09/28/2017	162.87	GOVERING BOARD MEETING
5444	PENSACOLA SHOE HOSPITAL & BOOT STORE	09/28/2017	149.95	SAFETY BOOTS-WAITS
5315	JAMES PETERSON JR.	09/28/2017	75.00	SECURITY DETAIL
71	PETTY CASH	09/28/2017	110.00	PETTY CASH REIMBURSEMENT

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

3960	GEORGE ROBERTS	09/28/2017	81.88	GOVERING BOARD MEETING
4130	TRICOR DIRECT	09/28/2017	205.21	SIGNS
3696	URS CORPORATION	09/28/2017	78,849.27	109 PANHANDLE RISKMAP CONV
4557	VERIZON WIRELESS	09/28/2017	93.51	CELL PHONES
3462	WASTE MANAGEMENT OF PANAMA CITY	09/28/2017	160.00	DUMPSTER FOR ECONFINA OFFICE A
4626	WASTE PRO OF FLORIDA, INC	09/28/2017	156.69	SOLID WASTE-HQ
4774	JOHN T WILLIAMSON	09/28/2017	175.00	JANITORIAL SERVICES - MILTON O
4038	WINDSTREAM COMMUNICATIONS	09/28/2017	65.02	800#'S & EFO LONG DISTANCE
	<b>TOTAL CHECKS</b>		<b><u>328,483.79</u></b>	
4961	PETER FOLLAND	09/29/2017	140.00	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	09/29/2017	482.00	MAILING SYSTEMS FOR HQ, CRESTV
3823	KENNETH ANDREW ROACH	09/29/2017	126.00	TRAVEL REIMBURSEMENT
	<b>TOTAL ACH TRANSFER</b>		<b><u>748.00</u></b>	
	<b>TOTAL AP</b>		<b><u><u>329,231.79</u></u></b>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

SEPTEMBER 2017

DIRECT DEPOSIT	09/01/2017	\$	205,108.84
CHECKS	09/01/2017		1,929.75
FLEX SPENDING TRANSFER	TF0076		1,355.11
DIRECT DEPOSIT	09/15/2017		203,808.57
CHECKS	09/15/2017		1,928.15
FLEX SPENDING TRANSFER	TF0079		1,355.11
DIRECT DEPOSIT	09/29/2017		216,180.70
CHECKS	09/29/2017		2,481.68
		\$	<u>634,147.91</u>

APPROVED:

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

November 9, 2017

Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

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

FROM: Savannah White, Executive Assistant

DATE: October 23, 2017

SUBJECT: Approval of the 2018 Governing Board Meeting Schedule

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**Recommendation**

Staff recommends approval of the 2018 Governing Board meeting schedule.

January 11, 2018

February 8, 2018 (*Pensacola*)

March 8, 2018

April 12, 2018

May 10, 2018 (*Apalachicola*)

June 14, 2018

July 12, 2018

August 9, 2018

September 13, 2018 (*4:00 p.m.*)

October 11, 2018

November 8, 2018 (*Port St. Joe*)

December 13, 2018

\*All meetings are scheduled to begin at 1:00 p.m., at District Headquarters, unless otherwise indicated.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

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

FROM: Wendy Dugan, Division of Administration Director

DATE: October 26, 2017

SUBJECT: Consideration of Resolution No. 826 Amending the Fiscal Year  
2016-2017 Budget - Amendment No. 14 - Realignment of Budget

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**Recommendation**

Staff recommends the Governing Board adopt Resolution No. 826 amending the Fiscal Year 2016-2017 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

**Background**

District procedures allow for budget amendments to occur within 60 days following the end of a fiscal year (FY). Based on recent expenditures paid that count toward the FY 2016-2017 budget, several changes are requested to properly align budget with these costs. Amendment No. 14 realigns salaries and benefits, contractual services, and operating expense budget within and across programs, funds, and projects. This amendment does not increase or decrease the total District budget.

Budget realignments include:

- \$86,935 in personnel budget transfers across programs, funds, and projects to accurately reflect where staff time and payments are being charged.
- \$586 in operating expense to contractual services for a technical correction in Activity 260.



Summary of Fund Impact:

<b><u>Fund</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>	<b><u>Impact</u></b>
General Fund	0	(24,419)	(24,419)
Projects Fund	43,655	(44,905)	(1,250)
Mitigation Fund	1,250	(17,611)	(16,361)
Land Acquisition Fund	586	586	0
Land Management Fund	42,030	0	42,030
Regulation Fund	0	0	0
	<u>87,521</u>	<u>(87,521)</u>	<u>0</u>



Brett J. Cyphers  
Executive Director

# Northwest Florida Water Management District

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

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

## RESOLUTION NO. 826

### NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AMENDING THE FISCAL YEAR 2016-2017 BUDGET

**WHEREAS**, chapters 200 and 373, Florida Statutes, require the Governing Board of the Northwest Florida Water Management District (District) to adopt a final budget for each fiscal year; and

**WHEREAS**, by Resolution No. 817, after a public hearing on September 22, 2016, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2016 through September 30, 2017; and

**WHEREAS**, in accordance with section 189.016(7), Florida Statutes, the District will post the adopted amendment on its official website within five days after its adoption; and

**WHEREAS**, a budget amendment involves an action that transfers, increases, or decreases to total appropriated Fund amounts in the budget; and

**WHEREAS**, pursuant to section 120.525, Florida Statutes, the District has provided notice of its intention to amend the Budget in the published notification of the Governing Board meeting at which the amendment will be considered; and

**NOW THEREFORE BE IT RESOLVED** by the Governing Board of the Northwest Florida Water Management District, that:

The Budget is hereby amended as summarized in the memorandum dated October 26, 2017, requesting Amendment No. 14 to the Fiscal Year 2016-2017 budget. Amendment No. 14 reallocates budget authority across programs, funds, projects, and budget categories to properly reflect activities performed and accurately assign actual costs with no increase to the total District budget.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of November, 2017, A.D.

GEORGE ROBERTS  
Chair  
Panama City

JERRY PATE  
Vice Chair  
Pensacola

JOHN W. ALTER  
Secretary-Treasurer  
Malone

GUS ANDREWS  
DeFuniak Springs

JON COSTELLO  
Tallahassee

MARC DUNBAR  
Tallahassee

TED EVERETT  
Chipley

NICK PATRONIS  
Panama City Beach

BO SPRING  
Port St. Joe

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

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George Roberts, Chair

**ATTEST:**

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John W. Alter, Secretary-Treasurer

**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: October 23, 2017

SUBJECT: Consideration of Update to the St. Andrew Bay Watershed Surface Water Improvement and Management Plan

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**Recommendation**

Staff recommends the Governing Board approve the proposed update to the [St. Andrew Bay watershed 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. Andrew Bay watershed was provided to Governing Board members on September 27 in preparation for consideration at the November Governing Board meeting. The plan update was developed in accordance with section 373.453, Florida Statutes. Public meetings were held in April 2016 and February 2017, with participation from a diverse group of stakeholders. The draft plan was released for public review on September 27, 2017. The District received written comments from state and federal agencies 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: October 23, 2017

SUBJECT: Consideration of Update to the Apalachicola River and Bay Watershed Surface Water Improvement and Management Plan

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**Recommendation**

Staff recommends the Governing Board approve the proposed update to the [Apalachicola River and Bay watershed 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 Apalachicola River and Bay watershed was provided to Governing Board members on September 27 in preparation for consideration at the November Governing Board meeting. The plan update was developed in accordance with section 373.453, Florida Statutes. Public meetings were held in April and June 2017, with participation from a diverse group of stakeholders. The draft plan was released for public review on September 27, 2017. The District received written comments from state and federal agencies 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 Cyphers, Executive Director  
Guy Gowens, Chief of Staff  
Carlos Herd, Director, Resource Management Division  
Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

FROM: Christina Coger, Program Manager, Resource Planning

DATE: October 23, 2017

SUBJECT: Fiscal Year 2018-2019 Springs Restoration Funding Cycle

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Discussion

Since FY 2013-2014, the District has received more than \$48.4 million in springs restoration funding for several projects that support the long-term protection and restoration of northwest Florida springs. Out of the \$50 million appropriated annually for springs protection statewide, the District averages about \$15 million each funding cycle. Given this substantial investment in springs protection, staff have developed a funding program schedule to facilitate potential projects. The goal of this more formalized funding process is to provide clear guidance to applicants on project evaluation criteria and to ensure that all parties eligible to apply for funding have the opportunity to do so. The FY 2018-2019 Springs Restoration Funding Cycle schedule is below.

Schedule

<b>Activity</b>	<b>Timeframe</b>
Funding notice, press release and website	November 13, 2017
Project applications due	March 30, 2018
Staff evaluation	April 2018
Recommended projects to the Governing Board & Public Hearing	May 10, 2018
Submit approved projects to DEP	May 2018
DEP notice of funding awards	July – August 2018
Contracting with DEP and grantees	August – September 2018

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: October 30, 2017

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*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 in Basin 1 of FDOT's project for widening of State Road 390 in Panama City, Florida.

FDOT has filed a modification of its application for an ERP for work in Basin 1 of the overall State Road 390 project. The modified application has been approved and the permit, subject to the Petitioners' challenge, has been issued.

A status report is due to the Administrative Law Judge on November 6, at which time we anticipate that the final hearing shall be set.