

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

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

**Thursday
February 8, 2018**

Governing Board Members Present

George Roberts, Chair
John Alter, Secretary-Treasurer
Gus Andrews*
Ted Everett*
Bo Spring

Governing Board Members Absent

Jerry Pate, Vice Chair
Jon Costello
Marc Dunbar
Nick Patronis

*via Telephone

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 1:02 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 January 11, 2018

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR JANUARY 11, 2018. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

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

5. Consideration of Renewal of Employee Health and Life Insurance

MOTIONED BY JOHN ALTER, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND SELECT EMPLOYEE HEALTH AND LIFE INSURANCE POLICIES FOR THE YEAR BEGINNING APRIL 1, 2018, AND ENDING MARCH 31, 2019, THAT INCREASE COSTS NO MORE THAN 5 PERCENT OVER THE CURRENT BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of 2018 Consolidated Annual Report

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE 2018 CONSOLIDATED ANNUAL REPORT, SUBJECT TO BOARD APPROVAL OF THE FLORIDA FOREVER WATER MANAGEMENT DISTRICT WORK PLAN. NO PUBLIC

COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Joint Funding Agreement with the United States Geological Survey for the Acquisition of LiDAR Elevation Data

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A JOINT FUNDING AGREEMENT WITH THE UNITED STATES GEOLOGICAL SURVEY FOR THE ACQUISITION OF LIDAR, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Invitation to Bid 18B-004; 2018 Greenhead Road Sand Pine Timber Sale

MOTIONED BY JOHN ALTER, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE BIDS SUBMITTED IN RESPONSE TO INVITATION TO BID 18B-004 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT FOR THIS TIMBER SALE WITH THE HIGH BIDDER, DEERPOINT TIMBER PRODUCTS, INC. AT THE BID PRICE OF \$14.20 PER TON FOR PINE PULPWOOD. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Acceptance of the Appraisals and Approval of the Purchase and Sale Agreement for the Hodson Conservation Easement; Econfina Creek WMA

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD ACCEPT THE APPRAISALS PREPARED BY CARLTON APPRAISAL COMPANY AND BELL, GRIFFITH AND ASSOCIATES, INC. AND THE REVIEW APPRAISAL PREPARED BY BROWN BEVIS REAL ESTATE APPRAISERS, INC. FOR THE HODSON CONSERVATION EASEMENT IN BAY COUNTY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT ON BEHALF OF THE DISTRICT WITH LARRY L. AND CAROLE A. HODSON AS TRUSTEES OF THE HODSON FAMILY TRUST DATED SEPTEMBER 11, 2014 FOR THE ACQUISITION OF THE HODSON CONSERVATION EASEMENT FOR \$572,336.40, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL AND THE SELLER. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Public Hearing on Consideration of Regulatory Matters

Chair Roberts called the public hearing to order at 1:28 p.m.

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

11. Public Hearing on Consideration of Florida Forever Water Management District Work Plan

Chair Roberts called the public hearing to order at 1:29 p.m.

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE FLORIDA FOREVER WATER MANAGEMENT DISTRICT WORK PLAN. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Legislative Update

Informational purposes only.

13. Legal Counsel Report

Brian Newman provided a status report on the case 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

Meeting was adjourned at 1:48 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending January 31, 2018

Balance Forward - Operating Funds	\$43,647,468.08	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$727,469.28	
Contracts Receivable	55,823.28	
Other Deposits/Refunds/Adjustments	160,569.36	
Transfers from Lands Accounts	0.00	
Total Deposits during month	943,861.92	
Total Deposits and Balance Forward		\$ 44,591,330.00
Disbursements:		
Employee Salaries	456,144.27	
Employee Benefits	307,441.27	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	279,258.41	
Operating Expenses - Services	151,350.65	
Operating Expenses - Commodities	77,016.22	
Operating Capital Outlay	19,815.36	
Grants and Aids	1,360,118.02	
Total Operating Expenses during month	2,651,144.20	
Payables, Prior Year	53,610.27	
Other Disbursements or (Credits)	12,064.09	
Total Funds Disbursed by check during month	2,716,818.56	
Bank Debits (Fees, Deposit Slips, etc.)	184.90	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		2,717,003.46
Cash Balance Operating Funds at month end		\$ 41,874,326.54
Operating Depositories:		
Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking	6,201,620.90	
Payroll Account	6,400.74	
Investment Accounts:		
Fla. Board of Administration @ 1.59%		
General Fund	13,694,667.26	
Lands Fee Fund	5,917,370.64	
SWIM Fund	125,689.78	
Springs Protection	55.27	
Mitigation Fund	15,928,271.70	
Total Operating Depositories at month end	\$ 41,874,326.54	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending January 31, 2018

Land Acquisition Funds:

Fla. Board of Administration @ 1.59%	\$ 440,726.77	
Total Land Acquisition Funds		440,726.77

Restricted Land Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 1.59%	129,990.70	
Total Restricted Land Management Funds		<u>129,990.70</u>

Total Land Acquisition, and Restricted Management Funds		<u>570,717.47</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 42,445,044.01</u></u>
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Approved: _____
Chairman or Executive Director

Date: March 8, 2018

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending January 31, 2018
(Unaudited)

	Current Budget	Actuals Through 1/31/2018	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,395,217	\$ 2,766,207	\$ (629,010)	81%
Intergovernmental Revenues	51,623,478	8,662,165	(42,961,313)	17%
Interest on Invested Funds	99,266	130,437	31,171	131%
License and Permit Fees	384,569	137,385	(247,184)	36%
Other	2,392,917	528,281	(1,864,636)	22%
Fund Balance	24,244,620		(24,244,620)	0%
Total Sources	\$ 82,140,067	\$ 12,224,475	\$ (69,915,592)	15%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 7,016,078	\$ 1,037,119	\$ 134,887	\$ 5,844,072	15%	17%
Acquisition, Restoration and Public Works	48,401,021	1,968,684	62,218	46,370,119	4%	4%
Operation and Maintenance of Lands and Works	3,927,952	824,943	183,393	2,919,617	21%	26%
Regulation	3,891,085	1,044,702	70,430	2,775,953	27%	29%
Outreach	178,215	43,391	1,469	133,355	24%	25%
Management and Administration	1,991,908	582,177	30,841	1,378,891	29%	31%
Total Uses	\$ 65,406,259	\$ 5,501,015	\$ 483,237	\$ 59,422,007	8%	9%
Reserves	16,733,808			16,733,808	0%	0%
Total Uses and Reserves	\$ 82,140,067	\$ 5,501,015	\$ 483,237	\$ 76,155,815	7%	7%

¹ Encumbrances represent unexpended balances of open purchase orders.

² Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of January 31, 2018, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

JANUARY 2018

CHECKS	01/05/2018	\$	175,182.99
AP EFT CHECKS	01/05/2018		20,821.87
CHECKS	01/11/2018		81,192.17
AP EFT CHECKS	01/12/2018		3,820.84
CHECKS	01/19/2018		289,735.98
AP EFT CHECKS	01/19/2018		2,534.02
CHECKS	01/25/2018		1,635,123.86
AP EFT CHECKS	01/26/2018		5,586.41
VOIDED CHECK	01/31/2018		-65.86
RETIREMENT EFT	01/31/2018		53,399.96
REV TAX	01/31/2018		890.44
		\$	<u>2,268,222.68</u>

Chairman or Executive Director

March 8, 2018

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5501	ROBERT A ALFORD	01/05/2018	25,837.50	AGRICULTURAL BMP COST SHARE
95	AT&T	01/05/2018	432.50	ECONFINA PHONES
5525	ATKINS GLOBAL	01/05/2018	250.00	P18300 NEEDS REFUND DEP TRANSF
5499	BCC WASTE SOLUTIONS, LLC	01/05/2018	217.00	DUMPSTER FOR ECONFINA OFFICE A
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	01/05/2018	56,423.31	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	01/05/2018	72,988.79	EMPLOYEE MEDICAL INSURANCE
3524	CITY OF CRESTVIEW	01/05/2018	42.40	WATER/SEWER CRESTVIEW FIELD OFFICE
97	THE DEFUNIAK HERALD	01/05/2018	31.50	LEGAL ADS
4045	ECONFINA CREEK CANOE LIVERY, LLC	01/05/2018	228.97	PADDLING TOUR
4518	ENGINEERED COOLING SERVICES, INC.	01/05/2018	1,142.49	SECURE SYSTEM AND LEAK TEST LI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/05/2018	24.36	FAR AD ITB 18B-002 2018 TOM JO
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/05/2018	26.74	FAR AD FOR 12/14/2017 GOVERNIN
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/05/2018	24.36	FAR AD ITB 18B-001 2017 GREENH
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/05/2018	24.08	FAR AD ITB 18B-003 CHOCTAWHATC
65	GADSDEN COUNTY TIMES	01/05/2018	41.12	LEGAL ADS
65	GADSDEN COUNTY TIMES	01/05/2018	41.12	LEGAL ADS
4163	HUSS DRILLING, INC.	01/05/2018	5,750.00	WELL CONSTRUCTION AND TESTING
56	MAC PAPERS INC. - TALLAHASSEE	01/05/2018	772.75	RESTOCK PAPER SUPPLY
1205	OFFICE DEPOT, INC.	01/05/2018	505.80	COPY PAPER/ SUPPLIES
5521	ZACK PRICE	01/05/2018	3,095.00	LABOR TO INSTALL SIGN POSTS
3213	SHI INTERNATIONAL CORP	01/05/2018	850.50	GFI MAIL ARCHIVER RENEWAL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/05/2018	61.50	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/05/2018	32.67	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/05/2018	1.36	OFFICE SUPPLIES
4832	SUN LIFE FINANCIAL	01/05/2018	4,691.80	PPO DENTAL INSURANCE ACCT 4
4833	SUN LIFE FINANCIAL	01/05/2018	1,243.45	EMPLOYEE VOL LTD INSURANCE
4557	VERIZON WIRELESS	01/05/2018	84.12	CELL PHONES
5218	WAGeworks, INC.	01/05/2018	142.80	FLEXIBLE SPENDING ACCOUNT ADMI
4774	JOHN T WILLIAMSON	01/05/2018	175.00	JANITORIAL SERVICES FOR MILTON
TOTAL CHECKS			<u>175,182.99</u>	

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

4944	BRETT CYPHERS	01/05/2018	157.53	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	01/05/2018	135.00	TRAVEL REIMBURSEMENT
5172	FREDDIE WILBON	01/05/2018	750.00	JANITORIAL SERVICES FOR CFO
3942	A & W VENTURES, L.C.	01/05/2018	156.34	PORTABLE TOILET FOR PHIPPS PAR
2268	INNOVATIVE OFFICE SOLUTIONS, INC	01/05/2018	837.00	PHONE MAINTENANCE
5504	ANDREW JOSLYN	01/05/2018	99.00	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	01/05/2018	7,360.00	RENTAL AND SERVICE OF PORTABLE
3813	PENNINGTON, P.A.	01/05/2018	11,201.00	LEGAL COUNSEL
3823	KENNETH ANDREW ROACH	01/05/2018	126.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>20,821.87</u>	
TOTAL AP			<u><u>196,004.86</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5022	AG-PRO LLC	01/11/2018	395.93	LAWN MOWER MULCH KIT
96	APALACHICOLA/CARRABELLE TIMES	01/11/2018	44.10	2018 GB MEETING SCHEDULE
4180	BA MERCHANT SERVICES	01/11/2018	160.18	TRANSACTION FEES FOR E-PERMITT
2507	CALHOUN LIBERTY JOURNAL	01/11/2018	17.25	PUBLISH LEGAL AD IN NEWSPAPER
4455	CITY OF BLOUNTSTOWN	01/11/2018	16,847.93	WATERLINE REPLACEMENT
3904	DADE PAPER & BAG COMPANY	01/11/2018	1,010.30	GENERAL SUPPLIES
45	DMS	01/11/2018	545.63	HQ LONG DISTANCE
45	DMS	01/11/2018	879.04	HQ LOCAL PHONES
45	DMS	01/11/2018	87.84	LAKESHORE DR AND CARR LOCAL PHONES
45	DMS	01/11/2018	3.04	WEB SERVER
45	DMS	01/11/2018	1,909.36	ST JOHNS CONNECTION
45	DMS	01/11/2018	69.04	MILTON LOCAL PHONES
45	DMS	01/11/2018	714.61	CRESTVIEW LOCAL PHONES
45	DMS	01/11/2018	45.79	CRESTVIEW LONG DISTANCE
45	DMS	01/11/2018	4.34	AUDIO & WEB CONFERENCE
45	DMS	01/11/2018	0.17	AUDIO & WEB CONFERENCING- REG
45	DMS	01/11/2018	(24.62)	AIR CARDS/ HOTSPOTS
45	DMS	01/11/2018	1.75	MITLON LONG DISTANCE
45	DMS	01/11/2018	9,561.52	ETHER/INTERNET ALL-
4748	EAST MILTON WATER SYSTEM	01/11/2018	10.00	WATER-MILTON FIELD OFFICE
5348	FLORIDA COAST EQUIPMENT INC.	01/11/2018	13,967.04	KUBOTA RTV-X1120DWL-AS UTILITY
839	FORESTRY SUPPLIERS, INC.	01/11/2018	530.51	FIELD SUPPLIES
5474	HATCHER PUBLISHING INC	01/11/2018	30.00	PUBLISH LEGAL AD IN NEWSPAPER
5474	HATCHER PUBLISHING INC	01/11/2018	42.00	NOTICE OF RULE DEVELOPMENT
374	HOLMES COUNTY TIMES - ADVERTISER	01/11/2018	43.00	PUBLISH LEGAL AD IN NEWSPAPER
3193	INSURANCE INFORMATION EXCHANGE	01/11/2018	179.45	BACKGROUND SCREENING
76	LEON COUNTY PROPERTY APPRAISER	01/11/2018	2,423.00	2ND QTR FY 17-18
277	LIBERTY CO. PROPERTY APPRAISER	01/11/2018	205.27	1ST QTR FY 17-18
2299	LIBERTY COUNTY SOLID WASTE	01/11/2018	32.00	SOLID WASTE- FL RIVER
4986	PATRICIA LUJAN	01/11/2018	7,374.16	CRESTVIEW LEASE
4873	MAIN STREET AUTOMOTIVE, INC.	01/11/2018	46.76	OPEN PURCHASE ORDER FOR ERP-CF
4873	MAIN STREET AUTOMOTIVE, INC.	01/11/2018	224.46	OPEN PURCHASE ORDER FOR ERP-CF
5477	MALLORY TOWING & RECOVERY, INC.	01/11/2018	158.00	TOW WMD 0068 TO ECONFINA FIELD OFFICE
252	MONTICELLO NEWS	01/11/2018	55.00	PUBLISH LEGAL AD IN NEWSPAPER
64	PANAMA CITY NEWS HERALD	01/11/2018	62.96	2018 GB MEETING SCHEDULE
62	PENSACOLA NEWS-JOURNAL	01/11/2018	94.02	PUBLISH LEGAL AD IN NEWSPAPER
71	PETTY CASH	01/11/2018	92.98	PETTY CASH REIMBURSEMENT

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4715	PINE ENVIRONMENTAL SERVICES, INC.	01/11/2018	877.50	RENTAL - SOLINST LEVELOGGER LT
523	SANTA ROSA PRESS GAZETTE	01/11/2018	50.81	PUBLISH LEGAL AD IN NEWSPAPER
5153	ALZO SLADE	01/11/2018	2,055.00	REPAIR FLOOR IN IT BUILDING
342	THE STAR	01/11/2018	44.10	2018 GB MEETING SCHEDULE
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/11/2018	256.86	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/11/2018	87.17	SECURITY LIGHTS- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/11/2018	3,445.76	ELECTRIC- HQ
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	01/11/2018	3,801.60	PUBLIC RECREATION SITE CLEAN U
4557	VERIZON WIRELESS	01/11/2018	942.93	JETPACKS/AIRCARDS
75	WALTON COUNTY PROPERTY APPRAISER	01/11/2018	1,563.63	2ND QTR FY 17-18
382	WASHINGTON COUNTY NEWS	01/11/2018	43.00	PUBLISH LEGAL AD IN NEWSPAPER
3048	YATES CONTRACTING, INC.	01/11/2018	10,180.00	WESTVILLE ROAD REPAIR MATERIAL
	TOTAL CHECKS		<u>81,192.17</u>	
3337	FORESTECH CONSULTING	01/12/2018	3,820.84	HOSTING AND SUPPORT FOR LAND MANAGEMENT
	TOTAL ACH TRANSFER		<u>3,820.84</u>	
	TOTAL AP		<u><u>85,013.01</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5502	CODY ALAN ALFORD	01/19/2018	16,956.41	AGRICULTURAL BMP COST SHARE AG
4923	JOHN ALTER	01/19/2018	61.41	GOVERNING BOARD MEETING
3293	ANGUS ANDREWS	01/19/2018	107.69	GOVERNING BOARD MEETING
2967	BANK OF AMERICA	01/19/2018	50.00	REG SUNPASS FUNDS
2967	BANK OF AMERICA	01/19/2018	6,458.75	P-CARD PURCHASES
325	BAY CO. PROPERTY APPRAISER	01/19/2018	2,149.55	2ND QTR FY 17-18
3158	BELL, GRIFFITH & ASSOCIATES, INC.	01/19/2018	5,000.00	APPRAISAL OF HODSON CE
4153	BROWN BEVIS REAL ESTATE APPRAISERS, INC.	01/19/2018	3,400.00	APPRAISAL REVIEW FOR HODSON CE
5006	BROWN'S REFRIGERATION & EQUIPMENT CO., INC.	01/19/2018	665.00	REPAIR ICE MACHINE AT LAB
735	CARLTON APPRAISAL COMPANY	01/19/2018	2,298.00	APPRAISAL OF HODSON CE
5462	CHLOETA FIRE, LLC	01/19/2018	2,432.00	PRESCRIBED BURNING SERVICES -
5462	CHLOETA FIRE, LLC	01/19/2018	19,392.00	PRESCRIBED BURNING SERVICES -
5422	CITY OF SOPCHOPPY	01/19/2018	102,631.04	WATER SYSTEM IMPROVEMENTS
97	THE DEFUNIAK HERALD	01/19/2018	22.50	PUBLISH LEGAL AD IN NEWSPAPER
1709	DIVISION OF ADMINISTRATIVE HEARINGS	01/19/2018	37.25	DOAH-COX CASE
3424	DURRA-QUICK-PRINT INC.	01/19/2018	30.00	BUSINESS CARDS FOR CAROL BERT
5496	EMPIRE TRUCK SALES, LLC	01/19/2018	1,889.74	DIAGNOSTICS/REPAIRS TO ROAD TR
5496	EMPIRE TRUCK SALES, LLC	01/19/2018	2,020.40	DIAGNOSTICS/REPAIRS TO ROAD TR
4518	ENGINEERED COOLING SERVICES, INC.	01/19/2018	293.00	REPLACE 2 POLE HEAT CONTACTOR
4518	ENGINEERED COOLING SERVICES, INC.	01/19/2018	1,021.75	UNIT # 7 IN ADMINISTRATION WON
4518	ENGINEERED COOLING SERVICES, INC.	01/19/2018	1,447.00	AC REPAIR, LIEBERT.
4518	ENGINEERED COOLING SERVICES, INC.	01/19/2018	285.00	AC REPAIR UNIT#3, HQ
5298	TED EVERETT	01/19/2018	65.86	GOVERNING BOARD MEETING
5298	TED EVERETT	01/19/2018	65.86	GOVERNING BOARD MEETING
839	FORESTRY SUPPLIERS, INC.	01/19/2018	76.43	FIELD SUPPLIES
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	01/19/2018	1,157.84	MAINTENANCE/MONITORING, HQ&CFO
916	GULF POWER COMPANY	01/19/2018	553.22	ELECTRIC-MILTON FIELD OFFICE
3003	HAVANA FORD, INC.	01/19/2018	85.14	OPEN PURCHASE ORDER FOR REG VE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	260.37	NEW COPIER LEASE FOR ADMIN/RMD
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	250.05	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	114.88	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	245.86	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	992.37	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/19/2018	987.17	COPIER LEASE RENEWALS
3266	LOWE'S COMPANIES INC.	01/19/2018	1,282.57	GENERAL SUPPLIES

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

4873	MAIN STREET AUTOMOTIVE, INC.	01/19/2018	28.76	OPEN PURCHASE ORDER FOR ERP-CF
5526	NORTH FLORIDA SAFETY COUNCIL	01/19/2018	220.00	MOT 16HR TRAINING
63	NORTHWEST FLORIDA DAILY NEWS	01/19/2018	57.24	PUBLISH LEGAL AD IN NEWSPAPER
5414	OFFICE BUSINESS SYSTEMS, INC.	01/19/2018	42.95	COPIER MAINTENANCE RENEWAL
4090	JERRY PATE	01/19/2018	162.87	GOVERNING BOARD MEETING
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	01/19/2018	49.00	LABORATORY TESTING
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	01/19/2018	49.00	LABORATORY TESTING
5017	AGFA CORPORATION	01/19/2018	529.05	ADHESIVE PAPER FOR PLOTTER
5251	RANDSTAD NORTH AMERICA, INC.	01/19/2018	1,530.99	STAFF AUG SERVICES
5483	DALLAS QUADRICK RICHARDSON	01/19/2018	75.00	SECURITY FOR 1/11/2018 COMMITT
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	01/19/2018	768.00	SHOP RENOVATIONS,RESTROOM,REIN
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	01/19/2018	300.00	RENOVATIONS TO BARN BATHROOM
3960	GEORGE ROBERTS	01/19/2018	81.88	GOVERNING BOARD MEETING
3213	SHI INTERNATIONAL CORP	01/19/2018	58,677.25	MICROSOFT ANNUAL SUPPORT
4967	SAMUEL SPRING	01/19/2018	85.44	GOVERNING BOARD MEETING
3783	SUTRON CORPORATION	01/19/2018	372.00	IRIDIUM TELEMETRY SERVICE
3783	SUTRON CORPORATION	01/19/2018	2,295.00	SOFTWARE TO ALLOW USERS TO MAN
105	TALLAHASSEE DEMOCRAT	01/19/2018	72.01	PUBLISH LEGAL AD IN NEWSPAPER
3696	URS CORPORATION	01/19/2018	4,484.00	OKALOOSA CO DFIRM UPDATE
3696	URS CORPORATION	01/19/2018	2,721.60	86 GULF CO DFIRM UPDATE
3696	URS CORPORATION	01/19/2018	562.50	COASTAL STUDY PM & COORD
3696	URS CORPORATION	01/19/2018	17,236.64	LOWER OCHLOCKONEE WATERSHED
3696	URS CORPORATION	01/19/2018	24,326.69	110 ENHANCED COASTAL FLOOD RIS
385	WAKULLA NEWS	01/19/2018	47.00	PUBLISH LEGAL AD IN NEWSPAPER
4774	JOHN T WILLIAMSON	01/19/2018	175.00	JANITORIAL SERVICES FOR MILTON
	TOTAL CHECKS		<u>289,735.98</u>	
4944	BRETT CYPHERS	01/19/2018	236.52	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	01/19/2018	1,460.50	SUPPORT AND HOSTING FOR LAND M
2268	INNOVATIVE OFFICE SOLUTIONS, INC	01/19/2018	837.00	PHONE MAINTENANCE
	TOTAL ACH TRANSFER		<u>2,534.02</u>	
	TOTAL AP		<u><u>292,270.00</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2197	A J TROPHIES & AWARDS INC	01/25/2018	29.85	NAME TAG
2967	BANK OF AMERICA	01/25/2018	3,447.60	DELIVERED ROCK FOR ROAD REPAIR
2967	BANK OF AMERICA	01/25/2018	89.17	RMD OFFICE SUPPLIES FROM AMAZO
2967	BANK OF AMERICA	01/25/2018	254.11	CAMERAS FOR ERP
2967	BANK OF AMERICA	01/25/2018	76.99	FIELD STAFF CAMERA
2967	BANK OF AMERICA	01/25/2018	45.00	ANNUAL CREDIT CARD FEE
2967	BANK OF AMERICA	01/25/2018	75.00	CONFERENCE REGISTRATION FOR KA
2967	BANK OF AMERICA	01/25/2018	508.93	AMAZONBUSINESS - DATA COLLECT
2992	BANK OF AMERICA	01/25/2018	253.98	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	01/25/2018	293.18	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	01/25/2018	766.17	ACCONT ANALYSIS
5529	BGWDS HOLDINGS LLC	01/25/2018	100.00	P9573-3 REFUND \$100
3637	JASON M BLANTON	01/25/2018	32,074.02	2014-2016 LONGLEAF PINE TUBELI
3637	JASON M BLANTON	01/25/2018	22,538.24	2014-2016 LONGLEAF PINE TUBELI
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	01/25/2018	56,320.65	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	01/25/2018	72,304.14	EMPLOYEE MEDICAL INSURANCE
3524	CITY OF CRESTVIEW	01/25/2018	129.04	WATER/SEWER CRESTVIEW FIELD OFFICE
4676	CITY OF MILTON FLORIDA	01/25/2018	65.83	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	01/25/2018	19.33	SEWER- MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	01/25/2018	38.83	LAKESHORE
319	THE COUNTY RECORD	01/25/2018	13.50	2018 GB MEETING SCHEDULE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	01/25/2018	1,003.80	LABORATORY ANALYSIS - WAKULLA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	01/25/2018	7,379.10	LABORATORY ANALYSIS - GROUNDWA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	01/25/2018	442.22	DEP INTEREST
744	DEPT. OF THE INTERIOR - USGS	01/25/2018	19,887.25	JOINT FUNDING AGREEMENT
3126	DEWBERRY ENGINEERS, INC	01/25/2018	20,963.25	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	01/25/2018	121,050.00	RISK MAP PROGRAM SUPPORT
5532	EASY CARE TREE SERVICE LLC	01/25/2018	250.00	COTTON LANDING HAZARDOUS TREE
4518	ENGINEERED COOLING SERVICES, INC.	01/25/2018	1,037.00	INSPECT AND FIND LEAK IN LIEBE
4518	ENGINEERED COOLING SERVICES, INC.	01/25/2018	320.00	LIEBERT UNIT IN ALARM
3747	FLORIDA STATE UNIVERSITY	01/25/2018	23,793.00	FNAI 2017 FALL MONITORING
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/25/2018	25.06	FAR AD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/25/2018	39.76	NOTICE OF MEETING/WORKSHOP HEA
2291	GULF COAST ELECTRIC COOPERATIVE,INC	01/25/2018	298.70	ELECTRIC-ECONFINA FIELD OFFICE
3003	HAVANA FORD, INC.	01/25/2018	57.18	OPEN PURCHASE ORDER FOR REG VE

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

5287	JON HICKS	01/25/2018	270.00	AC REPAIR, BOARD ROOM
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/25/2018	179.38	COPIER LEASE RENEWALS
5527	PATRICK O'NEILL	01/25/2018	150.00	PERMIT FEE REFUND
1205	OFFICE DEPOT, INC.	01/25/2018	32.07	COPY PAPER/ SUPPLIES
1205	OFFICE DEPOT, INC.	01/25/2018	5.51	COPY PAPER/ SUPPLIES
288	OKALOOSA CO. PROPERTY APPRAISER	01/25/2018	1,921.51	2ND QTR FY 17-18
4849	NICK PATRONIS	01/25/2018	81.88	GOVERNING BOARD MEETING
4081	POT-O-GOLD RENTALS, LLC	01/25/2018	1,932.60	PORTABLE TOILETS
5404	RIMINI STREET, INC.	01/25/2018	11,328.00	ORACLE SUPPORT
5241	SOUTHERN EARTH SCIENCES, INC.	01/25/2018	5,075.00	GEOTECHNICAL SERVICES
4720	SOUTHWOOD SHARED RESOURCE CENTER	01/25/2018	1,315.48	OFFSITE DATA STORAGE
4832	SUN LIFE FINANCIAL	01/25/2018	159.30	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	01/25/2018	4,727.09	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	01/25/2018	952.98	AD&D EMPLOYEE LIFE INSURANCE
4833	SUN LIFE FINANCIAL	01/25/2018	1,243.45	VOL LTD INSURANCE
3696	URS CORPORATION	01/25/2018	3,478.00	104 COASTAL OVERLAND WAVE MODE
3696	URS CORPORATION	01/25/2018	2,069.95	117 RISK MAP PROJECT FOR APALA
3696	URS CORPORATION	01/25/2018	3,549.60	121 PERDIDO RIVER AND BAY RISK
4557	VERIZON WIRELESS	01/25/2018	63.57	CELL PHONES
5218	WAGeworks, INC.	01/25/2018	59.15	COBRA ADMINISTRATION
4618	WAKULLA COUNTY BOCC	01/25/2018	1,197,845.14	MAGNOLIA GARDENS AND WAKULLA G
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	01/25/2018	12,636.20	LAW ENFORCEMENT AND SECURITY
4038	WINDSTREAM COMMUNICATIONS	01/25/2018	58.12	800#'S & EFO LONG DISTANCE
	TOTAL CHECKS		<u>1,635,123.86</u>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	01/26/2018	1,170.22	11-045 CALHOUN CO. LAW ENF. AG
4966	DAVID REED CHERRY	01/26/2018	3,500.00	TUITION REIMBURSEMENT
4607	MAIL FINANCE INC	01/26/2018	482.00	MAILING SYSTEMS FOR HQ, CRESTV
3340	KAREN KEBART	01/26/2018	434.19	TRAVEL REIMBURSEMENT
	TOTAL ACH TRANSFER		<u>5,586.41</u>	
	TOTAL AP		<u>1,640,710.27</u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

JANUARY 2018

DIRECT DEPOSIT	01/05/2018	\$	230,043.92
CHECKS	01/05/2018		2,001.61
FLEX SPENDING EFT	TF0017		1,355.11
DIRECT DEPOSIT	01/19/2018		210,888.09
CHECKS	01/19/2018		2,952.04
FLEX SPENDING EFT	TF0021		1,355.11
			<hr/>
		\$	<u><u>448,595.88</u></u>

APPROVED:

Chairman or Executive Director

March 8, 2018

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING FOR REGULATORY MATTERS
A G E N D A

District Headquarters
81 Water Management Drive
Havana, Florida 32333
10 Miles West of Tallahassee
U.S. Highway 90

Thursday
March 8, 2018
1:05 p.m., ET

Note: Appeal from any NFWFMD Final Agency Action requires a record of the proceedings. Although Governing Board meetings are normally recorded, affected persons are advised that it may be necessary for them to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based. Persons with disabilities or handicaps who need assistance or reasonable accommodation in order to participate in these meetings should contact the District at least 72 hours in advance of these meetings to make appropriate arrangements.

PART I — CONSENT AGENDA

• WATER USE PERMITS

A. Applications

A-1 Applicant: Department of Management Services
App. No.: 2B-073-99-6
Use: Heating and Cooling Use
Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.84 million gallons per day (277.0 million gallons per month maximum) of groundwater from the Floridan aquifer for heating and cooling use.
Duration Recommended: 20 Years
Staff Recommendation: Approval
Public Comment Received: No

TAP/tp

WATER USE TECHNICAL STAFF REPORT
31-Jan-2018
Application No.: 2B-073-99-6

Owner: Danny G. Callahan
Florida DMS
4050 Esplanade Way
Suite 335-H
Tallahassee, FL 32399
(850) 922-7535

Applicant: Danny G. Callahan
Florida DMS
4050 Esplanade Way
Suite 335-H
Tallahassee, FL 32399
(850) 922-7535

Agent: Danny G. Callahan
Florida DMS
4050 Esplanade Way
Suite 335-H
Tallahassee, FL 32399
(850) 922-7535

Compliance Contact: Danny Glen Callahan
Florida DMS
4050 Esplanade Way
Building 4050, Suite 335-H
Tallahassee, FL 32399-0950
(850) 922-7535

Project Name: Department of Management Services
County: Leon
WRCA: N/A
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.84 million gallons per day (277.0 million gallons per month maximum) of groundwater from the Floridan aquifer for heating and cooling use.

Recommendation: Approval
Reviewers: Dominic Delgado

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be March 1, 2038. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	5,840,000	5,840,000	5,840,000
Maximum Month (GAL)	277,000,000	277,000,000	277,000,000

DESCRIPTION:

Department of Management Services requests renewal of Individual Water Use Permit (IWUP) No. 2B-073-99-6 for the continued authorization of groundwater withdrawals from the Floridan aquifer for heat pump and supply uses without changes to the currently permitted withdrawal amounts.

The applicant utilizes a closed system which returns all pumped water to the same permeable zone it was withdrawn from, excluding minor losses from evaporation and leaks. This use has been permitted since 1983 without any observed or reported impacts. No significant impacts to the resource or interference with existing legal uses in the nearby area are anticipated due to the nature of closed systems and the historical records provided by the applicant.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not harm the water resources of the area or interfere with existing legal uses. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for an annual average daily withdrawal of 5.84 million gallons and a maximum monthly withdrawal of 277.00 million gallons. Staff also recommends that the expiration date of the permit be March 1, 2038, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: Department of Management Services

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
16560	SFDMS #12	10	161	267	-	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
16563	SFDMS #15	10	192	313	300	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial
16564	SFDMS #16	8	244	305	-	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial
16565	SFDMS #17	12	165	350	1,675	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
16566	SFDMS #18	12	355	500	-	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
16567	SFDMS #23	24	-	500	2,500	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
16568	SFDMS #24	24	-	535	2,200	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
16569	SFDMS #25	24	103	322	-	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
17417	SFDMS #01	8	170	300	250	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial
17418	SFDMS #02	6	163	285	-	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial
17419	SFDMS #07	12	252	395	600	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial
17420	SFDMS #08	12	187	400	-	Floridan Aquifer (Undiff)	Inactive	Commercial/Industrial

17467	SFDMS #09	12	200	390	1,200	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
17468	SFDMS #10	8	189	396	-	Floridan Aquifer (Undiff)	Active	Commercial/Industrial
17469	SFDMS #11	12	186	278	1,675	Floridan Aquifer (Undiff)	Active	Commercial/Industrial

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-073-99-6
Department of Management Services

Specific Conditions

1. This permit shall expire on March 1, 2038.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.84 million gallons per day (277.0 million gallons per month maximum) of groundwater from the Floridan aquifer for heating and cooling use. The individual facilities authorized to make this combined withdrawal are shown in the table below in the following condition. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.

3.

Facility ID #	FLUWID	Location SEC,TWN,RNG
SFDMS #07	-	Sec.36,T01N,R01W
SFDMS #08	-	Sec.36,T01N,R01W
SFDMS #09	AAD8508	Sec.36,T01N,R01W
SFDMS #10	AAD8516	Sec.36,T01N,R01W
SFDMS #11	AAD8502	Sec.36,T01N,R01W
SFDMS #12	-	Sec.36,T01N,R01W
SFDMS #13	AAD8501	Sec.36,T01N,R01W
SFDMS #14	-	Sec.36,T01N,R01W
SFDMS #17	AAD8513	Sec.36,T01N,R01W
SFDMS #18	AAD8512	Sec.36,T01N,R01W
SFDMS #23	AAD8507	Sec.36,T01N,R01W
SFDMS #24	AAD8506	Sec.36,T01N,R01W
SFDMS #25	AAD8503	Sec.01,T01S,R01W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAD8508 for SFDMS #09) when submitting reports or otherwise corresponding with the District.
5. Heat Pump Supply Uses – The Permittee shall return nominally 100% of water withdrawn for Heat Pump Supply to the same portion of the aquifer from which it was withdrawn.

6. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.

Standard Conditions

7. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.
8. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
9. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
10. The Permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
11. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage, the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
12. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
13. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.
14. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.

15. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
16. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.
17. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

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: February 21, 2018

SUBJECT: Consideration of Employing an Inspector General Through a Competitive Solicitation Process

Recommendation

Staff recommends the Governing Board:

1. Authorize the District to release a Request for Proposals (RFP) for Inspector General services;
2. Approve the evaluation criteria and timeline specified in this memo; and
3. Appoint a selection committee to evaluate the proposals in response to this RFP to be composed of Wendy Dugan, Director of Administration, Amanda Bedenbaugh, Chief of Finance & Accounting, and Lyn Shiver, Regulatory Support Specialist III from the Division of Regulatory Services with the purpose of ranking and recommending in order of preference to the Governing Board the respondents deemed to be the most highly qualified to perform Inspector General services for the District.

Background

Chapter 373, Laws of Florida, requires the Governing Board to employ an Inspector General who shall report directly to the Board.¹ The method of employment can be in the form of jointly employing an Inspector General (IG) with the Suwannee River Water Management District or establishing an interagency agreement with a state agency or other water management district inspector general. Due to the difficulty of balancing a finite resource and priorities with another district or agency, costs of employing one full-time IG position with the necessary skills, uncertainty of necessitating a full-time position, and/or ensuring an independent environment for

¹ Section 373.079(4)b, Florida Statutes

that employee to work within the District's office, the Board has employed a competitive procurement process to contract for IG services from outside firms.

The last time the District competitively procured IG services was in May 2012. The contract was with Law, Redd, Crona, & Munroe, P.A., and has recently expired after the FY 2016-17 internal audit reports were presented and approved at the December 2017 Board meeting.

In considering whether an employee should be hired to serve as the IG or if the District should continue to use the services of a firm, an analysis of state agency IG salaries was conducted.² The average annual pay of 24 Inspectors General was \$101,290 (median annual pay = \$99,105). Five of the 24 were paid less than \$90,000 with an average of about \$83,500. If the District budgeted for a full-time IG, with an annual salary between \$83,500 and \$101,290, the cost with taxes and benefits would be \$124,429 to \$145,100. Since FY 2012-13, the District's IG charged annual expenses ranging from about \$24,000 to \$44,000 for an average of 232 hours, conducting two or three audits per year. Audits covered various topics such as a review of permitting fees, payroll, information technology, grants/contracts, and tangible personal property with field work usually involving two staff on-site. Given the difficulties mentioned earlier with employing an IG, along with this fiscal analysis, there are advantages to continue the procurement for these services.

When the District last competitively solicited for IG services in 2012, the Board approved three District staff to conduct evaluations of the proposals in response to the RFP. They were the Director of Administration, Chief of Finance & Accounting, and a Regulatory Support Specialist in the Division of Regulatory Services. Each of these positions oversees or manages District operations that involve internal controls routinely audited by the IG. Instead of the selection committee being comprised of District staff, however, the Board may consider the use of an audit committee. Section 218.391(2), Florida Statutes, states that, "The primary purpose of the audit committee is to assist the governing body in selecting an auditor to conduct the annual financial audit required in s. 218.39; however, the audit committee may serve other audit oversight purposes as determined by the entity's governing body." Because the IG will be conducting audits of the District, an audit committee, comprised of a minimum of three Governing Board members³, could be chosen to serve as the selection committee instead of District staff. Statute, though, does not require use of an audit committee for this purpose.

An RFP for IG services has been drafted and includes evaluation criteria factors with points that total to 100 points. The plan is for each selection committee member to complete a separate evaluation form for each proposal and independently evaluate and assign points to the criteria. An average of the points for each criterion from the three selection committee members would be calculated. A proposal's total score would result in the sum of its averages. Proposals would be ranked from highest to lowest scores. Evaluation criteria include:

² State Personnel System, People First data as of 8/21/2017

³ Government Finance Officers Association (GFOA) guidance with respect to the financial auditor selection process

- a) Qualifications of principal and personnel (0 to 25 points)
- b) Relevant experience with priority consideration in the audit of special Districts (0 to 20 points)
- c) Ability to furnish the required services based on timing and staff availability (0 to 15 points)
- d) Location in relation to headquarters (0 to 15 points)
- e) Schedule of Costs to show hourly rates by job title for base term of six (6) years and for the optional renewal term of four (4) years (0 to 10 points).
- f) Minimum of three (3) separate client references (0 to 10 points)
- g) Florida Minority Business Certification (5 points for certification)

Regarding qualifications above, it should be noted that in 2015, s. 20.055, F.S., was amended to include additional qualifications for the position of an IG.⁴ One of the new requirements is, “The inspector general shall possess at appointment, or obtain within the first year after appointment, a certification from the Association of Inspectors General as a certified inspector general.”

The timeline in the draft RFP is:

<u>Date/Time</u>	<u>Action</u>
March 9, 2018	District issues Request for Proposals
March 21, 2018, 2:00 P.M.	Deadline for written inquiries
March 28, 2018, 2:00 P.M.*	Opening of sealed Proposals
April 12, 2018*	Governing Board considers selection committee’s ranked recommendations
April 19, 2018	Anticipated start date of the contract
May 10, 2018*	Governing Board considers for approval the risk assessment and FY 2017-18 annual audit work plan presented by selected firm
September 13, 2018*	Governing Board considers for approval the completed audit(s) from the approved FY 2017-18 annual audit work plan

*Denotes a public meeting. All times denote Eastern Time.

During the presentation of this agenda item, Ms. Candie Fuller, the Florida Department of Environmental Protection’s Inspector General, will provide a brief overview of an Inspector General’s role and responsibilities.

⁴ Chapter 2015-173/HB 371

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

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

DATE: February 21, 2018

SUBJECT: Consideration of Invitation to Bid 18B-005; 2018 Altha South Timber Sale

Recommendation:

Staff recommends the Governing Board approve the bids submitted in response to Invitation to Bid 18B-005, and authorize the Executive Director to enter into an agreement for this timber sale with the high bidder, Panhandle Forestry Inc., at the bid prices of \$16.30 per ton for Pine Pulpwood, \$25.00 per ton for Pine Chip-N-Saw and \$33.00 per ton for Pine Saw Timber.

Background:

On February 2, 2018, the District posted Invitation to Bid No. 18B-005 for the 2018 Altha South 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 9,316 tons of pine timber products from 351 acres in Calhoun County, as described below. These stands are also delineated on the attached General Location Map.

Stand No.	Stand Name	County	Acres	Sections	Township	Range
1	Altha Clearcut	Calhoun	111	19, 20, 30 & 32	2 North	9 West
2	Altha Third Row Select	Calhoun	162	32	2 North	9 West
3	Altha Fourth Row Thinning	Calhoun	78	31 & 32	2 North	9 West
TOTAL			351			

On February 19, 2018, at 2:30 p.m. EST, the District opened seven 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.

Company	Total Estimated Sale Value*
Sapp's Land & Excavating, Inc.	\$ 114,964.00
Cedar Creek Timber Co., Inc.	\$ 150,045.70
Joyner, Inc.	\$ 150,569.80
DeerPoint Timber Products, Inc.	\$ 155,707.00
Whitfield Timber Company	\$ 156,508.80
Longleaf Timber Products, Inc.	\$ 163,464.50
Panhandle Forestry Services, Inc.	\$ 179,256.20

**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 18B-005

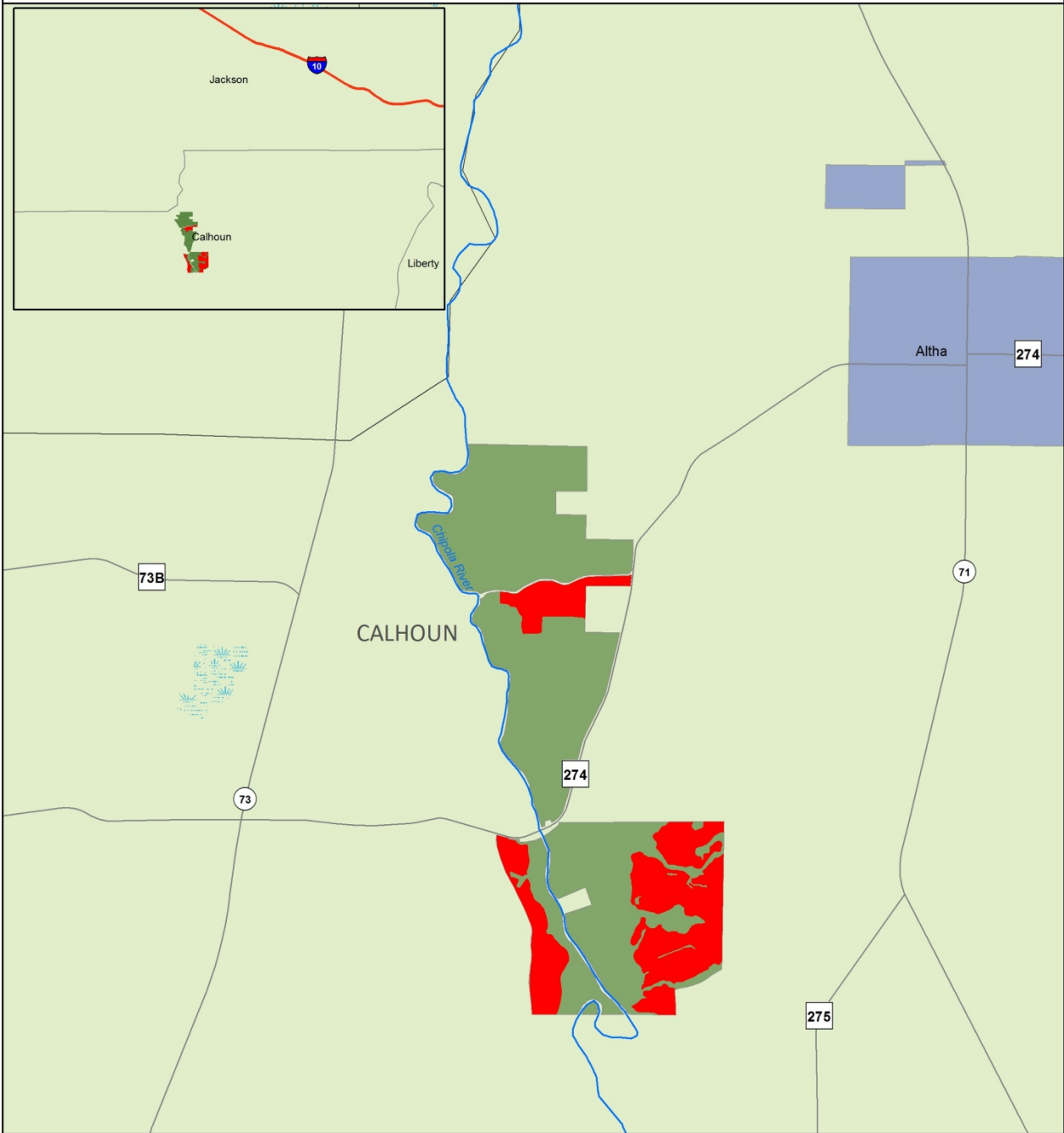
2018 Altha South Timber Sale

2018 ALTHA SOUTH TIMBER SALE
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
BID NUMBER 18B-005, Opened February 19, 2018 2:30 P.M. EST

Product	Estimated Total Tons*	Sapp's Land & Excavating, Inc.		Cedar Creek Timber Co., Inc.		Joyner, Inc.		DeerPoint Timber Products, Inc.	
		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	6,234	\$ 8.00	\$ 49,872.00	\$ 13.05	\$ 81,353.70	\$ 14.20	\$ 88,522.80	\$ 14.50	\$ 90,393.00
Pine Chip-N-Saw	3,008	\$ 21.00	\$ 63,168.00	\$ 22.00	\$ 66,176.00	\$ 20.00	\$ 60,160.00	\$ 21.00	\$ 63,168.00
Pine Saw Timber	74	\$ 26.00	\$ 1,924.00	\$ 34.00	\$ 2,516.00	\$ 25.50	\$ 1,887.00	\$ 29.00	\$ 2,146.00
Estimated Sale Value*		\$ 114,964.00		\$ 150,045.70		\$ 150,569.80		\$ 155,707.00	

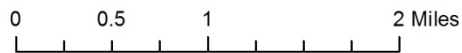
Product	Estimated Total	Whitfield Timber Company, Inc.		Longleaf Timber Products, Inc.		Panhandle Forestry Services, Inc.	
		Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*	Bid Price/Ton	Total For Bid Comparison*
Pine Pulpwood	6,234	\$ 16.80	\$ 104,731.20	\$ 15.25	\$ 95,068.50	\$ 16.30	\$ 101,614.20
Pine Chip-N-Saw	3,008	\$ 16.80	\$ 50,534.40	\$ 22.00	\$ 66,176.00	\$ 25.00	\$ 75,200.00
Pine Saw	74	\$ 16.80	\$ 1,243.20	\$ 30.00	\$ 2,220.00	\$ 33.00	\$ 2,442.00
Estimated Sale Value*		\$ 156,508.80		\$ 163,464.50		\$ 179,256.20	

Exhibit Map A



General Location Map
Altha South 2018 Timber Sale
Chipola River WMA
Calhoun County, Florida
351 Acres

-  Altha Stands
-  District Lands



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

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

DATE: February 21, 2018

SUBJECT: Consideration of Grant Agreement with the City of Apalachicola for Construction of Stormwater Retrofit Facilities

Recommendation

Staff recommends the Governing Board approve grant funding not to exceed \$400,000 to the City of Apalachicola for construction of stormwater retrofit facilities and authorize the Executive Director to execute a grant agreement with the City for implementation of this project.

Background

The 2013 Florida Legislature allocated \$3,000,000 in funding to the District from the Water Management Lands Trust Fund for Apalachicola Bay water quality improvement projects. Of these funds, \$2,547,595 have been expended or encumbered to date to complete multiple stormwater treatment projects to reduce pollutant loading to Apalachicola Bay, to connect residences to central sewer, and to update a hydrodynamic model of Apalachicola Bay.

The proposed project will enable the City of Apalachicola to install a nutrient reducing baffle box system to reduce pollutant loading into Apalachicola Bay from the downtown area, together with installation of an innovative impervious pavement system. The baffle box is effective at removing sediments, nutrients, and other pollutants from stormwater runoff. The pervious pavement system is an innovative approach to reducing impervious surface area and therefore reducing runoff and associated nonpoint source pollution from urban areas. In addition to directly reducing runoff and NPS pollution, the completed facilities will demonstrate feasible approaches for further improvements in stormwater management within the City and in other coastal communities.

The Apalachicola River and Bay system has been designated an Outstanding Florida Water, a State Aquatic Preserve, a National Estuarine Research Reserve, and an International Biosphere Reserve. The District, state and federal agencies, and local governments have made extensive investments in implementing retrofit and restoration projects and in acquiring and protecting lands along both the river and the bay. The proposed project will build upon these efforts, improving local conditions while also addressing state and regional watershed priorities.

Attachment: Proposed Scope of Work

SCOPE OF WORK

PROJECT TITLE: Construction of Stormwater Retrofit Facilities

PROJECT DESCRIPTION: The City of Apalachicola will design and construct stormwater treatment systems and best management practices, specifically to include two components: (1) installation of a nutrient separating baffle box at the terminus of the drainage system discharging from Avenue F into the lower Apalachicola River and (2) construction of a pervious pavement system encompassing approximately 1,400 square feet to displace existing impervious pavement. This system, designed to accommodate on-street parking, will include an underdrain system with biosorption activated media for additional nutrient reduction. These two project components will provide stormwater treatment for two urban basins encompassing approximately 20 acres that discharge directly into the lower Apalachicola River and Apalachicola Bay.

LOCATION: The project area is in Downtown Apalachicola at the intersection of Avenue F and Water Street and on Avenue G near its intersection with Water Street (Figure 1).

BACKGROUND: In cooperation with the District, the City of Apalachicola is working to upgrade its stormwater management and treatment infrastructure, specifically to protect and improve water quality in Apalachicola Bay. The Apalachicola River and Bay system is renowned for its environmental and economic resources and widely recognized as a waterbody of state, national, and international significance. The Apalachicola River and Bay watershed is a Surface Water Improvement and Management (SWIM) priority of the District. Florida has designated the river and bay as Outstanding Florida Waters and portions of the estuary are within two aquatic preserves. The bay and adjacent areas have also been designated as a National Estuarine Research Reserve and International Biosphere Reserve.

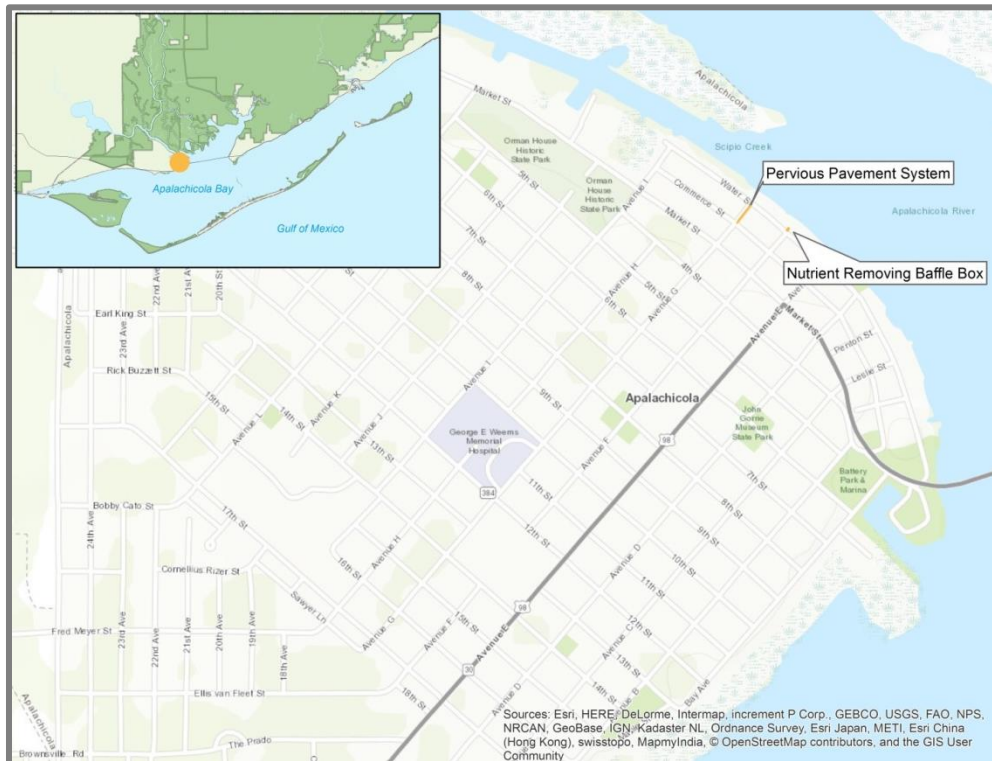


Figure 1 – Project Vicinity

TASKS and DELIVERABLES

Task 1: Project Management

Description: The Grantee will perform project management and construction administration to include overall project coordination and supervision, coordination with the District's project manager, invoicing, contracting solicitation and administration, and financial management and documentation. If the Grantee contracts these services, the Grantee will procure such services in accordance with state law.

Deliverables:

- 1) An electronic copy of the Grantee's executed contract(s) and scope of services for project management submitted to the District's Project Manager provided concurrent with or prior to submitting any invoices for the subcontracted work;
- 2) Progress Reports, as described in Section 5 of the Grant Agreement;
- 3) Final Report, as described in Section 6 of the Grant Agreement;
- 4) Field notes, photo documentation, meeting agendas, and any reports associated with the management of the project; and
- 5) Electronic copy of bid package(s), including advertisement, response to questions, bid tabulation, written notice of selected contractor and copy of executed subcontract(s).

Performance Standard: The District's Project Manager will review the submitted documents and reports to verify they meet the specifications in the Grant Scope of Work and this task description, and provide any comments to the Grantee for incorporation into the next report.

Task 2: Design and Permitting

Description: The Grantee will complete project design and obtain all necessary permits for construction of the project. If the Grantee contracts these services, the Grantee will procure such services in accordance with state law. This task may include surveying and other services if required for construction.

Deliverables: An electronic copy of the final design, including professional certification as applicable, and a list of all required permits identifying issue dates and issuing authorities submitted to the District's Project Manager. Upon request, the Grantee will provide copies of obtained permits or permit related correspondence or documentation, in addition to a paper copy of the final design.

Performance Standard: The District's Project Manager will review the deliverables to verify that they meet the specifications in the Grant Scope of Work and this task description.

Task 3: Construction

Description: The Grantee will construct all project facilities as described above and in accordance with all required permits. This task shall include project construction, field engineering services, construction observation and management, general site conditions, site meetings with construction contractor, and bid preparation.

Deliverables:

- 1) Dated color photographs of the construction site(s) prior to, during, and immediately following construction;
- 2) Contractor's Application(s) for Payment;

Draft

- 3) Written verification that the Grantee has received record drawings and any required final inspection report(s) for the project;
- 4) Signed acceptance of the completed work by the Grantee; and
- 5) Signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the design.

Contractor's Application(s) for Payment shall include the following supporting documentation, where applicable:

- 1) Itemized summary of the materials, labor, and/or services utilized during the period for which payment is being requested;
- 2) Description of the nature of the work performed; the amount expended for such work; the name of the person/entity providing the service or performing the work; proof of payment of the invoices (where applicable); and evidence of all work conducted for which a request for payment is being made; and
- 3) Evidence may include references to any drafts or partially-complete designs, surveys, environmental documents and/or permit applications, drawings, and specifications (which must be made available upon request); and documentation demonstrating partial completion of construction activities.

Performance Standard: The District's Project Manager will review the interim and/or final deliverables to verify that it meets the specifications in the Grant Scope of Work and this task description and that work is being performed in accordance with the Grantee's construction contract documents and specifications. A site visit may be conducted by the District Project Manager during or upon completion of construction to verify work activities and deliverables.

Task 4: Maintenance Procedures, Standards, and Reporting

Description: The Grantee shall develop maintenance standards and guidelines specifically applicable to the pervious pavement system and baffle box constructed through this project. The guidelines shall be produced in a format useful for City maintenance personnel.

Deliverables:

- 1) Draft and final maintenance standards and guidelines document, provided to the District project manager in electronic format; and
- 2) Annual reports on facility maintenance due by September 30 of each year.

Performance Standard: The District's project manager will review the submitted documentation to verify that it meets the specifications in the Grant Scope of Work and this task description, and provide comments to the Grantee, if any. The Grantee shall revise the documentation in response to District comments if necessary.

Draft

PROJECT TIMELINE: All tasks and deliverables must be completed on or before the end of the contract period indicated in Section 2 of the Agreement. The anticipated start and end dates may vary, as long as all deliverables and tasks are completed by the end of the agreement.

Task No.	Task Description	Task Start Date	Task End Date
1	Project Management	Month 1	Month 18
2	Design and Permitting	Month 1	Month 6
3	Construction	Month 6	Month 18
4	Maintenance Procedures, Standards, and Reporting	Month 6	Month 36

PROJECT BUDGET SUMMARY: Grant funding through this Agreement will not exceed \$400,000 and is available for costs to complete the project including engineering design, surveying, permitting, construction, project management, construction administration, and development of maintenance procedures and standards.

Task No.	Task Description	Estimated Cost¹
1	Project Management	\$18,973
2	Design and Permitting	\$30,000
3	Construction	\$344,451
4	Maintenance Procedures, Standards, and Reporting	\$5,000
	Total	\$398,424

¹Costs per category are estimates and may vary, with District Project Manager approval, so long as all required deliverables are completed and provided and the total grant funds expended do not exceed \$400,000.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director

FROM: Jim Lamar, Communications

DATE: February 21, 2018

SUBJECT: Approval of Resolution No. 828 Declaring April 2018 as Water Conservation Month

Recommendation

Staff recommends the Governing Board approve Resolution No. 828 declaring April 2018 as Water Conservation Month.

Background

Florida's Governor has formally recognized April as Water Conservation Month for the past 20 years. More than 100 local governments and other agencies adopt resolutions each year prior to the formal adoption by the Governor.

Each year, the District supports the Governor by issuing its own resolution recognizing April as Water Conservation Month. In addition to this resolution, District staff participate in various community events in our area to promote water conservation.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director

FROM: Jim Lamar, Communications

DATE: February 21, 2018

SUBJECT: Approval of Resolution No. 829 Declaring April 2018 as Springs Protection Awareness Month

Recommendation

Staff recommends the Governing Board approve Resolution No. 829 declaring April 2018 as Springs Protection Awareness Month.

Background

The Florida Legislature is expected to adopt a resolution declaring April 2018 as “Springs Protection Awareness Month” because the state’s springs are essential to the environment, economy, residents, and visitors of the state. The District annually adopts its own resolution in support of the Legislature and to recognize the importance of the more than 250 springs within the Northwest Florida Water Management District.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: February 27, 2018

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.

The Administrative Law Judge ordered that the Petitioners file an amended petition and, thereafter, a final hearing will be set. The Petitioners complied with this order. The final hearing has been set for May 8 – 11, 2018, in Panama City, Florida.

The discovery phase of the litigation is ongoing and the District continues to vigorously defend its decision to issue the ERP.