

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: October 12, 2018

SUBJECT: Presentation on the Development of Land Management Plans and the associated Land Management Review Teams

Recommendation

Staff recommends the Governing Board approve the proposals received for RFP-18-007 and authorize the Executive Director to contract with Forestech Consulting, Inc. (DBA F4 TECH) to develop three land management plans for an amount not to exceed \$280,000.00 and a contract period ending September 30, 2021, subject to approval of the Fiscal Year 2018-2019, 2019-20, and 2020-21 budgets.

Background

The District is required to establish management review teams that conduct periodic reviews to determine whether District lands are being managed for the purposes for which they were acquired and in accordance with land management objectives. By October 1 of each year, the District is to provide its Governing Board with a report indicating which properties have been reviewed and the review team's findings.

To facilitate the land management reviews and to further the District's land management planning efforts, the District issued Request for Proposals (RFP 18-007) seeking qualified firms to provide contractual services to assist in preparing land management plans. The proposals were opened on September 12, 2018 and evaluated by a three-member selection team who finalized their rankings on September 21, 2018, at a publicly noticed meeting. A Notice of Intended Agency Action was posted at 5:00 p.m. September 21 on the Vendor Bid System and the District's web site. No protests were timely filed.

The desired outcome of this planning effort is succinct land management plans for District-owned lands that primarily focus on the protection of water resources and the associated conservation of natural systems. The plans are to be based on scientific, technical, and historic understanding of District resources and how to best manage, develop, and protect the critical surface and subsurface water resources on these lands. The land management plans will assist the District in making

resource allocations that accomplish desired outcomes and measure results in achieving those outcomes.

Staff proposes to develop three regional land management plans representing the Bureau of Land Management's operational designations and related water management areas.

- West: Perdido River, Escambia River, Blackwater River, Yellow River, and Garcon Point
- Central: Choctawhatchee River, Holmes Creek, and Econfina Creek
- East: Chipola River, Apalachicola River, and Elinor Klapp-Phipps Park

Staff anticipates the following regional land management plan development schedule, subject to consultant selection and availability:

- East Region: Draft to Governing Board June 2019
- West Region: Draft to Governing Board June 2020
- Central Region: Draft to Governing Board June 2021

LZ/cb

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

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

DATE: September 26, 2018

SUBJECT: Consideration of RFP 19-001 for Prescribed Burning and Vegetation Management Services

Recommendation:

Staff recommends approval of the selection committee's results and authorize the Executive Director to execute agreements with the qualified firms recommended by the selection committee. The list of qualified firms will be provided in the form of an addendum.

Background

One of the District's most important and cost-effective restoration tools is the ongoing use of prescribed fire to help manage our fire-dependent acreage. Prescribed fire is used to maintain and improve the health of pine forest, marsh, and wet prairie areas to reduce shrub and hardwood intrusion, maintain and promote reproduction of fire-dependent plant species, and to protect these and adjacent lands and developed areas from wildfires by reducing fuel accumulation.

District land management personnel have the training and equipment to perform prescribed burning operations, but additional staff and equipment would be required to meet the District-wide prescribed burning needs, which exceed 15,000 acres annually. As such, the District needs to outsource some of its prescribed burning activities.

The District recently solicited proposals for new three-year contracts with qualified prescribed burn contractors. These contracts can each be renewed once for an additional three-year term, subject to satisfactory performance. Staff plans to propose hiring multiple qualified contractors to ensure the District's burning goals are being met by facilitating multiple prescribed burns on each available burning day.

On September 7, 2018, the District issued a “Request for Proposals (RFP) for Prescribed Burning and Vegetation Management Services.” The RFP specifies the scope of services for the required work and includes the proposed draft contract and the evaluation criteria. On September 19, 2018, a pre-proposal meeting was held to explain the process. This mandatory meeting was attended by eleven individuals representing nine companies.

The District will receive proposals on October 1, 2018, and a selection committee will review and score the proposals for ranking according to the criteria found in the RFP. The selection committee’s results will be provided to the Governing Board at the October 11, 2018, meeting in the form of an addendum.

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NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Asset Management Committee

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

FROM: Carol L. Bert, Asset Management Administrator

DATE: September 26, 2018

SUBJECT: Approval of Resolution No. 841 to the Department of Environmental Protection for Acquisition of the Cypress Spring Conservation Easement; Choctawhatchee River/Holmes Creek WMA

Recommendation:

Staff recommends approval and adoption of Resolution No. 841 to Department of Environmental Protection (DEP) for acquisition of the Cypress Spring Conservation Easement in the Choctawhatchee River/Holmes Creek WMA.

Background:

Resolution No. 841, if approved, will assist the District in requesting funding from DEP for the purchase of the Cypress Spring Conservation Easement. A Purchase and Sale Agreement was approved by the Governing Board on September 13, 2018. The purchase will be made with funds from the Land Acquisition Trust Fund and will also have additional acquisition related costs. These costs include, but are not limited to, appraisals, review appraisal, survey, environmental site assessment, baseline documentation report, title insurance, document preparation, and legal fees.

cb



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. 841 TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ACQUISITION OF THE CYPRESS SPRING CONSERVATION EASEMENT; CHOCTAWHATCHEE RIVER/HOLMES CREEK WMA

WHEREAS, the Governing Board of the Northwest Florida Water Management District (hereinafter referred to as the "District") has the duty and responsibility under Chapter 373, Florida Statutes, for the management of water and related land resources and for preservation of natural resources, fish and wildlife; and

WHEREAS, the Legislature provided funds to the Department of Environmental Protection for distribution to Northwest Florida Water Management District in the Fiscal Year 2016-2017 General Appropriations Act from the Land Acquisition Trust Fund created pursuant to Ch. 375.041, Florida Statutes, line item number 1600, for land acquisition of properties that improve the quality or quantity of water for a spring; and

WHEREAS, the District has identified the Cypress Spring Conservation Easement for purchase for the purposes of conservation and protection of water resources consistent with Section 373.59, Florida Statutes, and with the District's Florida Forever Water Management District Work Plan as filed with the Secretary of the Department of Environmental Protection and the Florida Legislature; and

WHEREAS, the Cypress Spring Conservation Easement is a part of the Choctawhatchee River/Holmes Creek Basin; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated September 19, 2018, for the District's acquisition of the Conservation Easement; and

WHEREAS, closing on the Cypress Spring Conservation Easement is scheduled for December 31, 2018, or before; and

WHEREAS, a general location map and preliminary legal description depicting the location of the Conservation Easement is attached hereto as Exhibit A and made a part hereof by reference. Final acreage will be determined by survey; and

WHEREAS, the per acre purchase price for the Cypress Spring Conservation Easement is \$2,700. Additional associated costs will be requested under this resolution at a later date with the submission of a District invoice and appropriate documentation; and

WHEREAS, the legal interest to be acquired is less than fee simple title; and

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

WHEREAS, the District certifies as to the following:

- (1) That the Cypress Spring Conservation Easement contributes to the Cypress Spring and Holmes Springs Groundwater Contribution Areas;
- (2) That the lands acquired are consistent with the District's updated Florida Forever Water Management District Work Plan as filed on or before February 8, 2018, pursuant to Section 373.199, Florida Statutes, and are identified for acquisition using funding from the Land Acquisition Trust Fund;
- (3) That a public meeting was held on August 31, 2018, pursuant to DEP Guidelines for Florida's Water Management District to discuss acquisition of this land;
- (4) That funds are to be used only for acquisition costs and fees associated with such acquisition;
- (5) That a copy of the certified appraisals which have been approved by this Governing Board is transmitted herewith; and
- (6) That lands or interests being acquired have been reviewed for the presence of state sovereignty submerged lands by determination of the ordinary high water line.

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District does hereby request payment from the Land Acquisition Trust Fund of the State of Florida (GAA Line 1600), utilizing a per acre price of \$2,700.00 for the acquisition of the above-described lands and that the warrant be issued by the Department of Financial Services of the State of Florida to Northwest Florida Water Management District. Additional associated costs are not being requested under this resolution at this time, but will be requested at a later date under this same resolution with a District invoice and supporting documentation.

ADOPTED AND APPROVED this 11th day of October A.D., 2018.

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

ATTEST:

George Roberts, Chair

John Alter, Secretary-Treasurer or
Brett Cyphers, Acting Secretary-Treasurer

EXHIBIT A

Preliminary Legal Description

The land referred to herein below is situated in the County of Washington, State of Florida, and is described as follows:

PARCEL 1:

Beginning at the common corner of Section 18, 13, 19 and 24 of Township 3 North, Range 15 West, Washington County, Florida, thence along the southerly line of Section 13 North 88°54'09" West, a distance of 2668.82 feet to a point; thence continuing along said line North 88°54'04" West, a distance of 1311.98 feet to a point on the easterly right-of-way of State Road 79; thence along said right-of-way along a curve to the right along an arc distance of 667.68 feet, having a radius of 1859.35 feet together with a chord distance of 664.10 feet at North 18°16'44" East to a point; thence continuing along said right-of-way North 28°33'40" East, a distance of 1143.45 feet to a point; thence continuing along said right-of-way along a curve to the right along an arc distance of 1063.64 feet, having a radius of 1859.35 feet together with a chord distance of 1049.20 feet at North 44°56'40" East to a point; thence continuing along said right-of-way North 61°19'40" East, a distance of 1348.89 feet to a point; thence continuing along said right-of-way South 28°39'54" East, a distance of 21.94 feet to a point; thence continuing along said right-of-way North 61°20'06" East, a distance of 354.27 feet to a point; thence continuing along said right-of-way South 28°39'54" East, a distance of 3.00 feet to a point; thence continuing along said right-of-way along a curve to the left along an arc distance of 95.33 feet, having a radius of 1981.34 feet together with a chord distance of 95.32 feet at North 59°57'31" East to a point; thence continuing along said right-of-way North 31°25'03" West, a distance of 3.0 feet to a point; thence continuing along said right-of-way along a curve to the left along an arc distance of 830.17 feet, having a radius of 1981.34 feet together with a chord distance of 824.11 feet at North 46°34'45" East to a point; thence continuing along said right-of-way South 55°26'27" East a distance of 18.00 feet to a point; thence continuing along said right-of-way along a curve to the left along an arc distance of 63.44 feet, having a radius of 1999.34 feet together with a chord distance of 63.44 feet at North 33°40'01" East to a point; thence leaving said right-of-way South 89°14'48" East, a distance of 255.60 feet to a point on the easterly line of Section 13; thence along said Section Line, South 01° 05'55" West, a distance of 1321.79 feet to a point; thence continuing along said Section Line, South 00°23'47" East, a distance of 1291.76 feet to a point; thence continuing along said Section Line South 00°23'47" East, a distance of 1291.76 feet to a point; said point being the POINT OF BEGINNING.

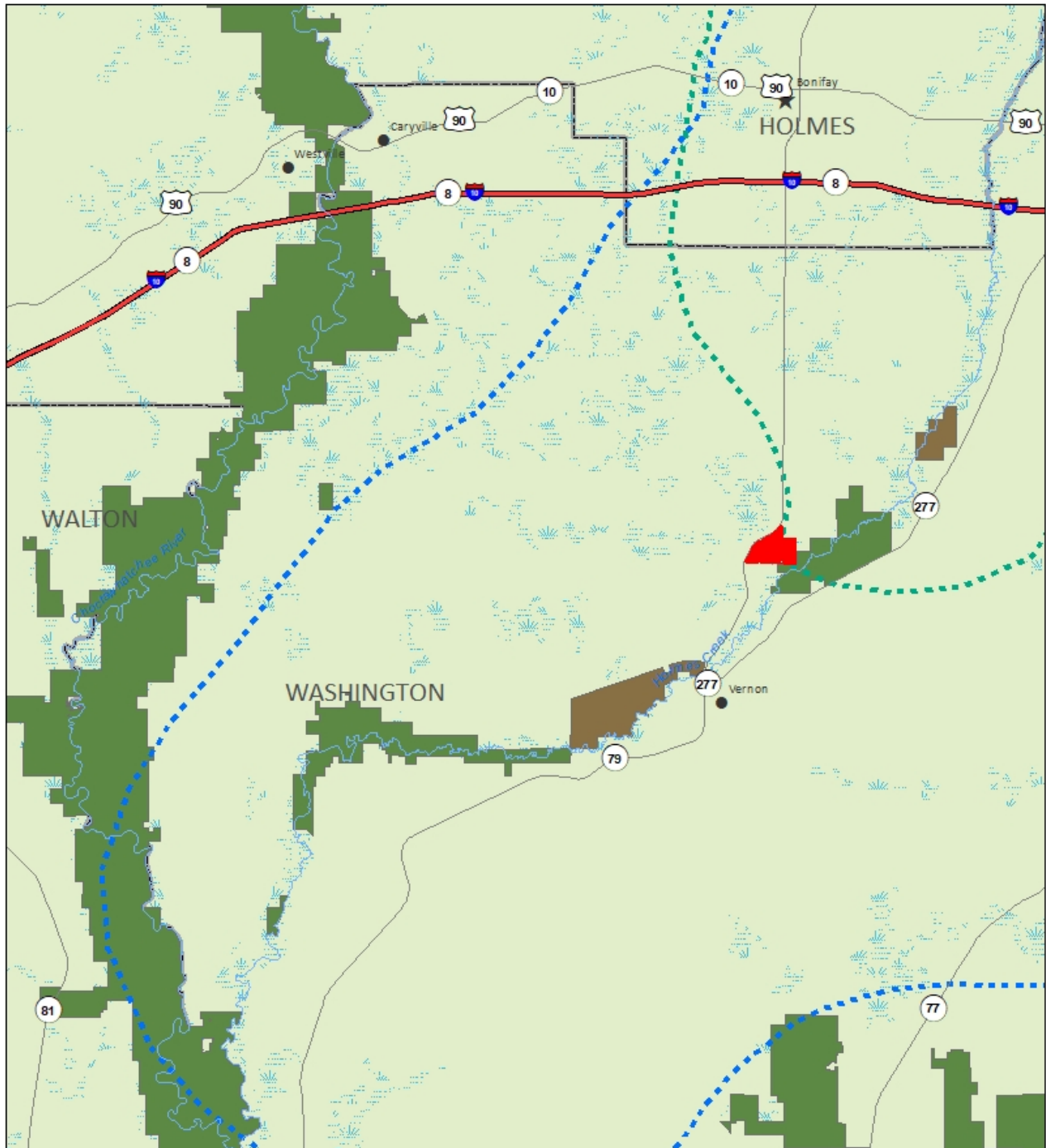
LESS AND EXCEPT the legal described in Official Book 266, Page 1574, Book 946, Page 449 and Book 946, Page 451.

PARCEL 2:

The NW 1/4 of the SW 1/4 of Section 18, Township 3 North, Range 14 West, Washington County, Florida.



PARCEL 3:

The SW 1/4 of the SW 1/4 of Section 18, Township 3 North, Range 14 West, Washington County, Florida.



General Location Map
 Nestle Waters North America Parcels
 Choctawhatchee River/Holmes Creek Water Management Area
 Washington County, Florida
 301 Acres

	Nestle Waters North America Parcels
	Cypress Spring GWCA
	Holmes Springs GWCA
	District Lands
	District Conservation Easements

Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, September 13, 2018
District Headquarters
81 Water Management Drive, Havana, Florida 32333

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 4:22 p.m.

Brett Cyphers called the roll and a quorum was declared present.

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

Absent: Jon Costello

2. Special Thanks and Recognition

None.

3. Additions, Deletions and Changes to the Agenda

Addition:

Consideration of Sub-Recipient Funding Agreement with Florida Division of Emergency Management – Delegation of Authority

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD AUTHORIZE AND DELEGATE AUTHORITY TO THE EXECUTIVE DIRECTOR TO (I) EXECUTE SUB-RECIPIENT FUNDING AGREEMENT, CONTRACT Z0351, AND ANY AMENDMENTS, AS DESIGNATED AUTHORIZED AGENT FOR THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, AND (II) SIGN PROJECT WORKSHEETS, REQUESTS FOR REIMBURSEMENTS, AND OTHER DOCUMENTS, FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY/STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT AGREEMENT. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

4. Approval of the Minutes for August 9, 2018

MOTIONED BY BO SPRING, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR AUGUST 9, 2018. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Approval of the Financial Reports for the Month of July 2018

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF JULY 2018. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Committee Reports and Recommendations for Board Action

Resource Management Committee:

Consideration of FY 2018-2019 Contractual Services to Support Minimum Flows and Minimum Water Levels

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$1,083,500 FOR CONTRACTUAL SERVICES TO SUPPORT THE DEVELOPMENT OF MINIMUM FLOWS AND MINIMUM WATER LEVELS IN FY 2018-2019, CONTINGENT UPON APPROVAL OF THE DISTRICT'S FY 2018-2019 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of RFP 18-006 for Professional Surveying

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE SELECTION COMMITTEE'S RANKINGS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE HIGHEST-RANKED FIRMS TO PROVIDE AS-NEEDED PROFESSIONAL SURVEYING SERVICES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of New FEMA Cooperating Technical Partner Funding for Fiscal Year 2018-2019

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE AMENDMENT TO THE COOPERATING TECHNICAL PARTNER AGREEMENT WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY TO ACCEPT AND AUTHORIZE SPENDING \$2,085,234 IN NEW FUNDING TO DEVELOP TOOLS TO ASSIST COMMUNITIES IN REDUCING FLOOD RISKS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

U.S. Geological Survey Joint Funding Agreement

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A JOINT FUNDING AGREEMENT WITH THE U.S. GEOLOGICAL SURVEY FOR CONTINUATION OF MONITORING AT TELOGIA CREEK, APALACHICOLA RIVER AT CHATTAHOOCHEE, APALACHICOLA RIVER AT SUMATRA, YELLOW RIVER AT STATE ROAD 87, AND SPRING CREEK AT SPRING CREEK, FOR A TOTAL COST NOT TO EXCEED \$81,903 FOR FISCAL YEAR 2018–2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Leon County and City of Tallahassee Stormwater Flow Monitoring

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT TO REPLACE THE REVENUE CONTRACT 17-062 WITH THE CITY OF TALLAHASSEE AND LEON COUNTY THROUGH FISCAL YEAR 2018–2019 FOR UP TO \$104,206. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Fiscal Year 2018-2019 Contractual Services to Support the District's Regional Wetland Mitigation Program

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO APPROVE EXPENDITURES UP TO \$624,145 FOR CONTRACTUAL ECOLOGICAL AND RESTORATION SERVICES TO SUPPORT THE DISTRICT'S REGIONAL WETLAND MITIGATION PROGRAM FOR FISCAL YEAR 2018-2019, CONTINGENT UPON APPROVAL OF THE DISTRICT'S FY 2018-2019 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Asset Management Committee:

Consideration of Sole Source Purchase from F4 Tech for Support, Training and Hosting

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE F4 TECH'S PROPOSAL OF \$30,695 FOR ONGOING ANNUAL SUPPORT, TRAINING, AND HOSTING OF SILVASSIST DASHBOARD, ASSOCIATED SOFTWARE, AND HARDWARE TOOLS AND AUTHORIZE STAFF TO ISSUE A PURCHASE ORDER, SUBJECT TO APPROVAL OF THE FISCAL YEAR 2018-2019 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY NICK PATRONIS, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACTUAL SERVICES AGREEMENT WITH THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES TO RECEIVE FUNDING FOR PRESCRIBED FIRE ENHANCEMENT, SUBJECT TO APPROVAL OF THE DISTRICT'S FISCAL YEAR 2018-2019 BUDGET AND ADMINISTRATIVE AND LEGAL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of ITB 18B-010 for Rental and Service of Portable Toilets for Locations in Escambia and Santa Rosa Counties

MOTIONED BY NICK PATRONIS, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE BID RECEIVED FOR ITB 18B-010 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A THREE-YEAR AGREEMENT WITH POT-O-GOLD RENTALS, LLC, IN THE AMOUNT OF \$91,206, SUBJECT TO THE RESPECTIVE APPROVAL OF THE FISCAL YEAR 2018-2019, 2019-20, AND 2020-21 BUDGETS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of ITB 18B-011 for Public Recreation Site Cleanup and Maintenance for the West Region

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE BIDS RECEIVED FOR ITB 18B-011 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A THREE-YEAR AGREEMENT WITH AN AMOUNT UP TO \$145,000, SUBJECT TO THE RESPECTIVE APPROVAL OF THE FISCAL YEAR 2018-2019, 2019-20 AND 2020-21 BUDGETS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Acceptance of Audit Reports Presented by the District's Inspector General

MOTIONED BY TED EVERETT, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD ACCEPT REPORTS #18-01, #18-02, AND THE ANNUAL REPORT SUMMARIZING THE INSPECTOR GENERAL ACTIVITIES FOR FY 2017-18 AS PRESENTED. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Resolution No. 838 Committing Fiscal Year 2017-2018 Fund Balances as Required by GASB Statement No. 54

MOTIONED BY JERRY PATE, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD GOVERNING BOARD ADOPT RESOLUTION NO. 838 TO COMMIT FUND BALANCES FOR FISCAL YEAR 2017-2018 AS FOLLOWS:

COMMIT \$1,705,000 OF THE GENERAL FUND BALANCE FOR WATER SUPPLY DEVELOPMENT ASSISTANCE GRANTS;

COMMIT \$500,000 FROM THE GENERAL FUND BALANCE FOR THE BAY COUNTY NORTH BAY REUSE GRANT;

COMMIT \$113,829 FROM THE GENERAL FUND BALANCE FOR THE APALACHICOLA BAY GRANT;

COMMIT \$75,000 FROM THE GENERAL FUND BALANCE FOR THE SANTA ROSA INDIAN BAYOU GRANT; AND

COMMIT THE AMOUNT OF THE GENERAL FUND BALANCE FOR AN ECONOMIC STABILIZATION FUND PURSUANT TO DISTRICT POLICY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Acceptance of the Appraisals and Approval of the Exchange Agreement for the District/Porter Exchange and Lease of Land to Bay County; Econfina Creek WMA

MOTIONED BY JERRY PATE, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND THE REVIEW APPRAISAL PREPARED BY KETCHAM APPRAISAL GROUP FOR THE DISTRICT/PORTER EXCHANGE IN BAY COUNTY, DETERMINE THAT THE 22.5 ACRES REQUIRED FOR THIS EXCHANGE ARE NOT NEEDED FOR DISTRICT CONSERVATION PURPOSES BUT INSTEAD ARE BEST USED FOR AN EXCHANGE FOR PROPERTY WITH GREATER RESOURCE PROTECTION TO ULTIMATELY PROVIDE BAY COUNTY WITH LAND FOR A PARK THROUGH A LEASE AGREEMENT THAT WILL MANAGE FOR CONSERVATION AND ALLOW PUBLIC ACCESS AND RECREATION, APPROVE THE EXCHANGE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE EXCHANGE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT FOR THE EXCHANGE OF PROPERTIES AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A LEASE AGREEMENT WITH BAY COUNTY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of the Acceptance of the Appraisals and Approval of the Purchase and Sale Agreement for the Circle H Properties Conservation Easement; Econfina Creek WMA

MOTIONED BY JOHN ALTER, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND THE REVIEW APPRAISAL PREPARED BY BROWN BEVIS REAL ESTATE APPRAISERS, INC. FOR THE CIRCLE H PROPERTIES CONSERVATION EASEMENT IN BAY COUNTY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT, CONSERVATION EASEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT

WITH CIRCLE H PROPERTIES, LLC, FOR THE ACQUISITION OF THE CONSERVATION EASEMENT FOR \$53,994, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL AND THE SELLER AND THE FY 2018-19 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Consideration of Acceptance of the Appraisals and Approval of the Purchase and Sale Agreement for the Cypress Spring Conservation Easement; Choctawhatchee River/Holmes Creek WMA

MOTIONED BY TED EVERETT, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD ACCEPT THE APPRAISALS PREPARED BY CARLTON APPRAISAL COMPANY AND KAUTTU VALUATION AND THE REVIEW APPRAISAL PREPARED BY BROWN BEVIS REAL ESTATE APPRAISERS, INC., FOR THE CYPRESS SPRING CONSERVATION EASEMENT IN WASHINGTON COUNTY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT, CONSERVATION EASEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT WITH NESTLE WATERS NORTH AMERICA, INC., FOR THE ACQUISITION OF THE CYPRESS SPRING CONSERVATION EASEMENT FOR \$812,700, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL AND THE SELLER AND THE FY 2018-19 BUDGET. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Consideration of Fiscal Year 2018-2019 Strategic Water Management Plan

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE FISCAL YEAR 2018-2019 UPDATE TO THE DISTRICT STRATEGIC WATER MANAGEMENT PLAN AND AUTHORIZE THE EXECUTIVE DIRECTOR TO FINALIZE THE PLAN PENDING ANY COMMENTS FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

13. Public Hearing on Consideration of Regulatory Matters

Chair George Roberts called the public hearing to order at 5:00 p.m.

A-1 Applicant: Okaloosa County Water and Sewer
App. No.: 2B-091-33-10
Use: Public Supply

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE MODIFICATION TO WATER USE PERMIT 2B-091-33-10, OKALOOSA COUNTY WATER AND SEWER, 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.

A-2 Applicant: McCall Sod Farm
App. No.: 2B-005-3569-7
Use: Agricultural

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE MODIFICATION TO WATER USE PERMIT 2B-005-3569-7, MCCALL SOD FARM, 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.

14. Annual Regulatory Plan

Informational purposes only.

15. Legal Counsel Report

Matt Bryant provided a status report on the case referenced below.

Northwest Florida Water Management District v. Ox Bottom Mortgage Holdings, LLC; OB Homes of Tallahassee, LLC; G&A Lloyd, LLC; Golden Oak Land Group, LLC; and Ox Bottom Thomasville, LLC, Leon County Circuit Court Case No. 2018 CA 001831

16. Public Hearing on Consideration of Fiscal Year 2018-2019 Tentative Budget

Chair George Roberts called the public hearing to order at 5:06 p.m.

MOTIONED BY JERRY PATE, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD ADOPT THE PROPOSED MILLAGE RATE OF .0338 OF A MILL FOR FISCAL YEAR 2018-2019 AND AUTHORIZE STAFF TO PRESENT IT FOR FINAL ADOPTION AT THE SECOND PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 27, 2018, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY JERRY PATE, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD ADOPT THE DISTRICT'S TENTATIVE BUDGET FOR FISCAL YEAR 2018-2019 THAT INCORPORATES THE CHANGES RESULTING FROM THE PROPOSED EDITS PRESENTED TODAY AND AUTHORIZE STAFF TO PRESENT THIS BUDGET FOR FINAL ADOPTION AT THE SECOND PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 27, 2018, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Meeting was adjourned at 5:15 p.m.

Chair

October 11, 2018

Date

Executive Director

Agency Clerk

Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, September 27, 2018
Gulf Coast State College
5230 West Highway 98, Panama City, Florida 32401

1. Opening Ceremonies

Governing Board Chairman George Roberts called the meeting to order at 5:05 p.m.

Brett Cyphers called the roll and a quorum was declared present.

Present: George Roberts, Chair; Gus Andrews; Jon Costello, via phone; Ted Everett; Nick Patronis; Bo Spring

Absent: Jerry Pate, Vice Chair; John Alter, Secretary-Treasurer

2. Additions, Deletions and Changes to the Agenda

None.

3. Adoption of the Millage Rate for Fiscal Year 2018-2019

MOTIONED BY BO SPRING, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE THE AD VALOREM TAX MILLAGE RATE OF .0338 OF A MILL FOR FISCAL YEAR 2018-2019 BY ADOPTION OF RESOLUTION NUMBER 839. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

4. Adoption of the Budget for Fiscal Year 2018-2019

MOTIONED BY BO SPRING, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NUMBER 840 ADOPTING THE FISCAL YEAR 2018-2019 BUDGET AS PRESENTED. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Meeting was adjourned at 5:15 p.m.

Chair

October 11, 2018
Date

Executive Director

Agency Clerk

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

Balance Forward - Operating Funds	\$44,382,600.65	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$282,624.76	
Contracts Receivable	536,229.58	
Other Deposits/Refunds/Adjustments	15,196.26	
Transfers from Lands Accounts	0.00	
Total Deposits during month	834,050.60	
Total Deposits and Balance Forward		\$ 45,216,651.25
Disbursements:		
Employee Salaries	609,597.55	
Employee Benefits	213,534.80	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	472,419.98	
Operating Expenses - Services	133,264.87	
Operating Expenses - Commodities	29,979.29	
Operating Capital Outlay	10,335.23	
Grants and Aids	2,186,076.06	
Total Operating Expenses during month	3,655,207.78	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	72,389.33	
Total Funds Disbursed by check during month	3,727,597.11	
Bank Debits (Fees, Deposit Slips, etc.)	145.44	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		3,727,742.55
Cash Balance Operating Funds at month end		\$ 41,488,908.70
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	463,049.86	
Payroll Account	6,400.74	
Investment Accounts @ 2.19%		
General Fund	18,596,859.11	
Lands Fee Fund	6,200,714.56	
SWIM Fund	105,740.31	
Springs Protection	55.92	
Mitigation Fund	16,115,837.95	
Total Operating Depositories at month end	\$ 41,488,908.70	

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

Land Acquisition Fund @ 2.19%	\$ 288,283.52	
Total Land Acquisition Funds		288,283.52
Restricted Management Funds:		
Phipps Land Mgmt @ 2.19%	66,996.40	
Total Land Acquisition Funds		66,996.40
Total Land Acquisition, and Restricted Management Funds		<u>355,279.92</u>
 TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		 <u><u>\$ 41,844,188.62</u></u>

Approved: _____
 Chairman or Executive Director

Date: October 11, 2018

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

	Current Budget	Actuals Through 8/31/2018	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,395,217	\$ 3,365,220	\$ (29,997)	99%
Intergovernmental Revenues	51,623,478	14,540,121	(37,083,357)	28%
Interest on Invested Funds	99,266	660,244	560,978	665%
License and Permit Fees	384,569	438,305	53,736	114%
Other	2,392,917	2,170,517	(222,400)	91%
Fund Balance	26,487,338		(26,487,338)	0%
Total Sources	\$ 84,382,785	\$ 21,174,407	\$ (63,208,378)	25%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 6,987,078	\$ 3,619,277	\$ 98,221	\$ 3,269,580	52%	53%
Acquisition, Restoration and Public Works	48,448,578	9,458,985	146,129	38,843,464	20%	20%
Operation and Maintenance of Lands and Works	3,909,865	2,600,196	530,679	778,990	67%	80%
Regulation	3,890,615	2,796,546	60,503	1,033,566	72%	73%
Outreach	178,215	113,740	529	63,946	64%	64%
Management and Administration	1,991,908	1,655,438	26,511	309,959	83%	84%
Total Uses	\$ 65,406,259	\$ 20,244,181	\$ 862,573	\$ 44,299,505	31%	32%
Reserves	18,976,526			18,976,526	0%	0%
Total Uses and Reserves	\$ 84,382,785	\$ 20,244,181	\$ 862,573	\$ 63,276,031	24%	25%

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 August 31, 2018, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

AUGUST 2018

DIRECT DEPOSIT	8/3/2018	\$	206,644.19
CHECKS	8/3/2018		5,255.07
FLEX SPENDING TF	TF0061		1,604.31
DIRECT DEPOSIT	8/17/2018		203,638.12
CHECKS	8/17/2018		2,329.67
FLEX SPENDING TF	TF0063		1,604.31
DIRECT DEPOSIT	8/31/2018		216,019.45
CHECKS	8/31/2018		1,974.92
		\$	<u>639,070.04</u>

APPROVED:

Chairman or Executive Director

October 11, 2018

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4522	AECOM TECHNICAL SERVICES, INC	08/02/2018	5,726.12	FEMA MAP MODERNIZATION - TECHN
5584	AIR CONTROL HEATING AND COOLING	08/02/2018	5,400.00	REMOVE AND REPLACE DUCT WORK U
5089	ATKINS NORTH AMERICA, INC.	08/02/2018	2,891.92	RISK MAP PROGRAM SUPPORT
5089	ATKINS NORTH AMERICA, INC.	08/02/2018	1,000.00	RISK MAP PROGRAM SUPPORT
2197	A J TROPHIES & AWARDS INC	08/02/2018	652.65	PROMOTIONAL ITEMS
2197	A J TROPHIES & AWARDS INC	08/02/2018	930.00	PROMOTIONAL ITEMS
2197	A J TROPHIES & AWARDS INC	08/02/2018	441.00	AWARDS
2197	A J TROPHIES & AWARDS INC	08/02/2018	50.00	TROPHY FOR RIVER AND BAY CHAMP
2197	A J TROPHIES & AWARDS INC	08/02/2018	257.45	TROPHY FOR RIVER AND BAY CHAMP
4180	BA MERCHANT SERVICES	08/02/2018	241.89	TRANSACTION FEES FOR E-PERMITT
4288	HELEN BATTS	08/02/2018	303.74	REIMBURSEMENT FOR OVERPAYMENT
97	THE DEFUNIAK HERALD	08/02/2018	30.38	LEGAL ADS
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/02/2018	469.35	LABORATORY ANALYSIS - WAKULLA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/02/2018	8,199.00	LABORATORY ANALYSIS - GROUNDWA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/02/2018	58.90	REGION II MFL GROUNDWATER QUAL
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	08/02/2018	1,488.45	LABORATORY ANALYSIS - ECONFINA
2241	DEPT. OF THE INTERIOR - USGS	08/02/2018	163,808.33	2018 LIDAR ACQUISITION IN NW F
2241	DEPT. OF THE INTERIOR - USGS	08/02/2018	2,657.00	2018 LIDAR ACQUISITION IN NW F
3126	DEWBERRY ENGINEERS, INC	08/02/2018	33,690.66	RISK MAP PROGRAM SUPPORT
5417	FLORIDA ASSOCIATION OF PROCUREMENT OFFICERS	08/02/2018	120.00	ANNUAL MEMBERSHIP
3782	FLORIDA FORESTRY ASSOCIATION	08/02/2018	345.00	FLORIDA FORESTRY ASSOCIATION A
2702	FISH AND WILDLIFE	08/02/2018	5,361.09	LAW ENFORCEMENT/SECURITY SERVI
2701	FLORIDA MUNICIPAL INSURANCE TRUST	08/02/2018	2,228.22	WC DEDUCTIBLE
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/02/2018	23.66	FAR AD
5594	GARLICK ENVIRONMENTAL ASSOCIATES, INC.	08/02/2018	125.00	ERP REFUND PERMIT 18489-1
2282	GULF ICE SYSTEMS, INC	08/02/2018	130.00	SERVICE/REPAIR ON ICE MACHINE
3692	HYDROLOGICAL SERVICES AMERICA	08/02/2018	3,435.23	ADCP TOWING SYSTEM
2293	LANE'S OUTDOOR EQUIPMENT, INC	08/02/2018	236.60	MOWER AND CHAINSAW SUPPLIES
277	LIBERTY CO. PROPERTY APPRAISER	08/02/2018	205.27	3RD QTR FY 17-18
3266	LOWE'S COMPANIES INC.	08/02/2018	122.16	MATERIAL NEEDED TO LOWER POLE
3266	LOWE'S COMPANIES INC.	08/02/2018	(58.92)	RETURNED ITEMS CREDIT
5513	MECK LAND HOLDINGS, LLC	08/02/2018	40,345.05	AG BMP COST SHARE AGREEMENT
5569	MEEKS SERVICES, INC	08/02/2018	445.00	REPLACE FLOAT SWITCH
2758	NORTHERN TOOL & EQUIPMENT COMPANY, INC	08/02/2018	190.30	TOOLS AND SUPPLIES
1205	OFFICE DEPOT, INC.	08/02/2018	21.17	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	08/02/2018	98.70	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	08/02/2018	11.43	OFFICE SUPPLIES

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

1205	OFFICE DEPOT, INC.	08/02/2018	7.62	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	08/02/2018	3.81	OFFICE SUPPLIES
423	OKALOOSA CO. TAX COLLECTOR	08/02/2018	7.84	PARCEL REFUND
4081	POT-O-GOLD RENTALS, LLC	08/02/2018	1,932.60	PORTABLE TOILETS
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	08/02/2018	350.00	INSTALL TWO FLOATS AT LAKE JA
4091	THE SHOE BOX	08/02/2018	161.99	SAFETY BOOTS FOR INSPECTOR
4091	THE SHOE BOX	08/02/2018	25.50	DIVISION OF ADMINISTRATION UNI
4091	THE SHOE BOX	08/02/2018	2,339.40	REG UNIFORMS
4557	VERIZON WIRELESS	08/02/2018	117.01	CELL PHONES
5218	WAGeworks, INC.	08/02/2018	137.70	FLEXIBLE SPENDING ACCOUNT ADMI
4618	WAKULLA COUNTY BOCC	08/02/2018	1,917,581.97	MAGNOLIA GARDENS AND WAKULLA G
4626	WASTE PRO OF FLORIDA, INC	08/02/2018	152.32	SOLID WASTE- HQ
TOTAL CHECKS			<u>2,204,499.56</u>	
5450	CAITLIN BRONGEL	08/03/2018	467.00	TRAVEL REIMBURSEMENT
3455	DAVID CLAYTON	08/03/2018	209.84	TRAVEL REIMBURSEMENT
4944	BRETT CYPHERS	08/03/2018	89.00	TRAVEL REIMBURSEMENT
5172	FREDDIE WILBON	08/03/2018	750.00	JANITORIAL SERVICES FOR CFO
3942	A & W VENTURES, L.C.	08/03/2018	156.34	PORTABLE TOILET FOR PHIPPS PAR
3813	PENNINGTON, P.A.	08/03/2018	3,260.00	LEGAL COUNSEL
5475	LYLE SEIGLER	08/03/2018	173.86	TRAVEL REIMBURSEMENT
5442	LEONARD ZEILER	08/03/2018	608.38	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>5,714.42</u>	
5557	REFUND VELOCITY	08/03/2018	250.00	JACOB STANTON APP #268005
5556	REFUND OPAY	08/03/2018	320.00	P18627 JASON KENDALL PERMIT TR
TOTAL DIRECT DISBURSEMENT			<u>570.00</u>	
TOTAL AP			<u>2,210,783.98</u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5499	BCC WASTE SOLUTIONS, LLC	08/09/2018	217.00	DUMPSTER FOR ECONFINA OFFICE A
5499	BCC WASTE SOLUTIONS, LLC	08/09/2018	350.00	30 YARD ROLL OFF DUMPSTER
5428	CARDNO, INC	08/09/2018	970.00	WATER RESOURCE EVALUATIONS
4455	CITY OF BLOUNTSTOWN	08/09/2018	8,661.55	WATERLINE REPLACEMENT
3126	DEWBERRY ENGINEERS, INC	08/09/2018	19,608.55	RISK MAP PROGRAM SUPPORT
3424	DURRA-QUICK-PRINT INC.	08/09/2018	15.00	BUSINESS CARDS BRETT CYPHERS
4748	EAST MILTON WATER SYSTEM	08/09/2018	10.00	WATER- MILTON FIELD OFFICE
4963	ECOLOGICAL RESOURCE CONSULTANTS, INC.	08/09/2018	1,500.00	WETLAND DELINEATION
4045	ECONFINA CREEK CANOE LIVERY, LLC	08/09/2018	570.11	KAYAK RENTAL FOR EDUCATIONAL P
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/09/2018	48.86	FAR AD FOR WSA WORKSHOPS
3193	INSURANCE INFORMATION EXCHANGE	08/09/2018	111.10	BACKGROUND SCREENING
5284	JK&M MARINA LLC	08/09/2018	1,023.15	REPAIR FUEL LEAK ON MERCURY/CA
4043	KELLER AMERICA, INC.	08/09/2018	2,350.80	SDI-12 PRESSURE TRANSDUCERS
4822	KING AIR SYSTEMS	08/09/2018	235.00	SERVICE TO AC UNIT AT MILTON O
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	08/09/2018	70.19	COPIER LEASE RENEWALS
259	LEON COUNTY TAX COLLECTOR	08/09/2018	86.95	2017 POSTAGE DUE
2299	LIBERTY COUNTY SOLID WASTE	08/09/2018	32.00	SOLID WASTE- FL RIVER
3266	LOWE'S COMPANIES INC.	08/09/2018	123.20	MAINTENANCE SUPPLYS
3266	LOWE'S COMPANIES INC.	08/09/2018	828.16	GENERAL SUPPLIES
4986	PATRICIA LUJAN	08/09/2018	7,895.37	CRESTVIEW LEASE
1205	OFFICE DEPOT, INC.	08/09/2018	69.30	OFFICE SUPPLIES
4854	PANHANDLE STUMP & TREE SERVICE, INC.	08/09/2018	2,000.00	HAZARDOUS TREE REMOVAL
1180	PRIDE ENTERPRISES	08/09/2018	98.85	PRINTING ENVELOPES
4897	SIGN PRO OF NORTH FLORIDA, INC.	08/09/2018	1,440.32	SIGN FABRICATION SERVICES
5153	ALZO SLADE	08/09/2018	6,900.00	REPAIR DAMAGED HQ WALL
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/09/2018	4,442.24	ELECTRIC- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/09/2018	253.86	WATER- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	08/09/2018	87.17	SECURITY LIGHTS- HQ
2855	UNIVERSITY OF FLORIDA	08/09/2018	17,749.14	BMP SOD BASED CROP ROTATION
3696	URS CORPORATION	08/09/2018	6,178.85	LOWER OCHLOCKONEE WATERSHED
4557	VERIZON WIRELESS	08/09/2018	927.93	JETPACK/ AIR CARDS
4774	JOHN T WILLIAMSON	08/09/2018	175.00	JANITORIAL SERVICES FOR MILTON

TOTAL CHECKS

85,029.65

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

3506	THOMAS E. BROWN	08/10/2018	79.00	TRAVEL REIMBURSEMENT
4966	DAVID REED CHERRY	08/10/2018	90.00	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	08/10/2018	90.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	08/10/2018	126.00	TRAVEL REIMBURSEMENT
5489	CARLOS HERD	08/10/2018	511.35	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	08/10/2018	207.50	CLEANING OF ECONFINA OFFICE AN
5368	KOUNTRY RENTAL NWF, INC.	08/10/2018	7,360.00	SERVICE AND MAINTENANCE OF POR
5500	RYAN REGA	08/10/2018	126.00	TRAVEL REIMBURSEMENT
	TOTAL ACH TRANSFER		<u>8,589.85</u>	
	TOTAL AP		<u><u>93,619.50</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4522	AECOM TECHNICAL SERVICES, INC	08/16/2018	8,273.00	WATER RESOURCES PROGRAM SUPPOR
4923	JOHN ALTER	08/16/2018	56.07	GOVERNING BOARD MEETING
3293	ANGUS ANDREWS	08/16/2018	106.80	GOVERNING BOARD MEETING
96	APALACHICOLA/CARRABELLE TIMES	08/16/2018	123.50	NOTICE OF INTENT TO ADOPT
4881	SUNSHINE CAR CARE, LLC	08/16/2018	77.59	VEHICLE REPAIR WMD96273, REG-W
2967	BANK OF AMERICA	08/16/2018	6,897.70	P-CARD PURCHASES
2507	CALHOUN LIBERTY JOURNAL	08/16/2018	103.50	NOTICE OF INTENT TO ADOPT
4686	MCCASKILL - QUIGLEY FORD, INC	08/16/2018	1,879.59	VEHICLE REPAIR. WMD0004, EFO
5033	JON COSTELLO	08/16/2018	8.90	GOVERNING BOARD MEETING
97	THE DEFUNIAK HERALD	08/16/2018	30.38	LEGAL ADS
744	DEPT. OF THE INTERIOR - USGS	08/16/2018	4,032.00	GOES POTENTIAL AND REFERENCE E
4937	DIGITAL NOW INC.	08/16/2018	842.00	PLOTTER SERVICE AGREEMENT
2679	EXPRESS FORESTRY SERVICE, LLC	08/16/2018	2,211.10	PERFORMANCE BOND REFUND
2679	EXPRESS FORESTRY SERVICE, LLC	08/16/2018	88,444.00	2018 SAND PINE AND HARDWOOD ER
2702	FISH AND WILDLIFE	08/16/2018	6,239.14	LAW ENFORCEMENT/SECURITY SERVI
65	GADSDEN COUNTY TIMES	08/16/2018	41.12	LEGAL ADS
916	GULF POWER COMPANY	08/16/2018	748.76	ELECTRIC- CRESTVIEW
916	GULF POWER COMPANY	08/16/2018	649.84	ELECTRIC-MILTON FIELD OFFICE
4419	KD PROCESS	08/16/2018	35.00	PROCESS SERVER
5409	MARTIN ENVIRONMENTAL SERVICES, INC	08/16/2018	140.00	PORTABLE TOILETS
1995	NELSON PAINT COMPANY	08/16/2018	350.58	BOUNDARY PAINT
63	NORTHWEST FLORIDA DAILY NEWS	08/16/2018	178.44	WSA WORKSHOP LEGAL AD NWF DAIL
63	NORTHWEST FLORIDA DAILY NEWS	08/16/2018	516.75	LEGAL ADS
1205	OFFICE DEPOT, INC.	08/16/2018	28.22	OFFICE SUPPLIES
64	PANAMA CITY NEWS HERALD	08/16/2018	231.53	WSA WORKSHOPS LEGAL AD
64	PANAMA CITY NEWS HERALD	08/16/2018	104.54	LEGAL ADS
4849	NICK PATRONIS	08/16/2018	89.00	GOVERNING BOARD MEETING
62	PENSACOLA NEWS-JOURNAL	08/16/2018	328.56	NOTICE OF INTENT TO ADOPT
71	PETTY CASH	08/16/2018	64.00	PETTY CASH
3960	GEORGE ROBERTS	08/16/2018	89.00	GOVERNING BOARD MEETING
4091	THE SHOE BOX	08/16/2018	177.80	UNIFORMS
4091	THE SHOE BOX	08/16/2018	1,028.90	UNIFORMS
4577	SOUTHERN TIRE MART, LLC	08/16/2018	339.00	VERMEER CHIPPER TIRES AND RIMS

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4720	SOUTHWOOD SHARED RESOURCE CENTER	08/16/2018	485.00	OFFSITE DATA STORAGE
4228	SOWELL TRACTOR CO., INC.	08/16/2018	532.80	POWER TOOL PARTS
4967	SAMUEL SPRING	08/16/2018	84.55	GOVERNING BOARD MEETING
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/16/2018	30.05	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/16/2018	24.83	DYMO LABELS
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	08/16/2018	4,059.00	REC SITE CLEANUP FOR RECREATIO
5218	WAGEWORKS, INC.	08/16/2018	59.15	COBRA ADMINISTRATION
382	WASHINGTON COUNTY NEWS	08/16/2018	83.00	LEGAL ADS
4651	PANAMA CITY CYCLES, INC	08/16/2018	863.75	ATV TIRES FOR SUZUKI 750 KING
TOTAL CHECKS			<u>130,688.44</u>	
4944	BRETT CYPHERS	08/17/2018	611.76	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	08/17/2018	2,337.25	SUPPORT AND HOSTING FOR LAND M
2268	INNOVATIVE OFFICE SOLUTIONS, INC	08/17/2018	837.00	PHONE MAINTENANCE
5574	GUIDESOFT, INC.	08/17/2018	594.00	TEMPORARY ASSISTANCE FOR ADMIN
TOTAL ACH TRANSFER			<u>4,380.01</u>	
TOTAL AP			<u><u>135,068.45</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2992	BANK OF AMERICA	08/23/2018	337.98	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	08/23/2018	268.74	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	08/23/2018	569.33	ACCOUNT ANALYSIS
2924	BAY COUNTY HEALTH DEPARTMENT	08/23/2018	190.00	LIMITED USE WATER PERMIT
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	08/23/2018	1,502.18	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	08/23/2018	53,451.20	EMPLOYEE MEDICAL INSURANCE
4201	CITY OF CHIPLEY	08/23/2018	86,121.00	HWY 77/I-10 INFRASTRUCTURE IMP
3524	CITY OF CRESTVIEW	08/23/2018	42.40	WATER/SEWER- CRESTVIEW
4676	CITY OF MILTON FLORIDA	08/23/2018	65.83	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	08/23/2018	19.36	SEWER- MITLON FIELD OFFICE
3289	CITY OF TALLAHASSEE	08/23/2018	38.83	LAKESHORE
4032	COMPUQUIP TECHNOLOGIES, LLC	08/23/2018	20,364.20	CHECKPOINT FIREWALL MAINTENANC
97	THE DEFUNIAK HERALD	08/23/2018	30.38	LEGAL ADS
97	THE DEFUNIAK HERALD	08/23/2018	12.00	LEGAL AD ERP PERMITS 18489 AND
97	THE DEFUNIAK HERALD	08/23/2018	12.00	LEGAL AD ERP PERMITS 18489 AND
4855	ENVIRON SERVICES INCORPORATED	08/23/2018	2,127.00	JANITORIAL SERVICES, HEADQUART
4807	WEX BANK	08/23/2018	8,410.03	FUEL
4807	WEX BANK	08/23/2018	1,075.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	08/23/2018	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WEX BANK	08/23/2018	50.00	WEX TELEMATICS FLEET MANAGEMEN
3379	FL. DEPT. OF AGRICULTURE & CONSUMER SERVICES	08/23/2018	17,781.25	MOBILE IRRIGATION LAB
2702	FISH AND WILDLIFE	08/23/2018	2,959.95	LAW ENFORCEMENT/SECURITY SERVI
2702	FISH AND WILDLIFE	08/23/2018	21,640.53	COOPERATIVE MANAGEMENT SAND HI
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/23/2018	25.20	FAR AD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	08/23/2018	35.14	AUGUST 9, 2018 FAR AD
2291	GULF COAST ELECTRIC COOPERATIVE, INC	08/23/2018	387.51	ELECTRIC- ECONFINA FIELD OFFICE
3737	GULF COAST UTILITY CONTRACTORS, LLC	08/23/2018	2,500.00	CLAY FOR ROAD REPAIRS
410	GULF COUNTY TAX COLLECTOR	08/23/2018	1,174.06	2017 COMMISSIONS
4187	INTERA, INC.	08/23/2018	7,069.95	WATER RESOURCE EVALUATIONS
61	JACKSON COUNTY FLORIDAN	08/23/2018	80.20	LEGAL ADS
61	JACKSON COUNTY FLORIDAN	08/23/2018	211.00	NOTICE OF INTENT TO ADOPT
1717	JACKSON COUNTY PROPERTY APPRAISER	08/23/2018	581.06	4TH QTR FY 17-18
4802	THE LONGLEAF ALLIANCE, INC	08/23/2018	200.00	HERBICIDES & LONGLEAF TRAINING
5409	MARTIN ENVIRONMENTAL SERVICES, INC	08/23/2018	70.00	PORTABLE TOILETS
1205	OFFICE DEPOT, INC.	08/23/2018	87.55	TONER
4322	PANHANDLE FORESTRY SERVICES, INC.	08/23/2018	53,501.24	PERFORMANCE BOND & ADVANCE PAYMENT REFUND
5344	PARKER SERVICES, INC.	08/23/2018	170.00	REPAIR A/C UNIT #4
5251	RANDSTAD NORTH AMERICA, INC.	08/23/2018	87.49	STAFF AUG SERVICES
5483	DALLAS QUADRICK RICHARDSON	08/23/2018	75.00	SECURITY FOR 8/09/2018 BOARD M

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

5153	ALZO SLADE	08/23/2018	880.00	REPLACE TWO ATTIC ACCESS LADDE
5153	ALZO SLADE	08/23/2018	6,000.00	REPAIR DAMAGED HQ WALL
5153	ALZO SLADE	08/23/2018	225.00	REPAIR DAMAGED HQ WALL
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	08/23/2018	9,000.00	DISTRICT WEBSITE HOSTING
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	08/23/2018	1,200.00	DISTRICT WEBSITE HOSTING
3454	USDA, APHIS, WILDLIFE SERVICES	08/23/2018	129.87	18-002 AGREEMENT WITH USDA APH
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	08/23/2018	12,636.20	LAW ENFORCEMENT AND SECURITY
4038	WINDSTREAM COMMUNICATIONS	08/23/2018	67.92	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			<u>313,488.58</u>	
4961	PETER FOLLAND	08/24/2018	126.00	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	08/24/2018	482.00	MAILING SYSTEMS FOR HQ, CRESTV
5500	RYAN REGA	08/24/2018	126.00	TRAVEL REIMBURSEMENT
4642	COAKLEY TAYLOR	08/24/2018	63.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>797.00</u>	
5556	REFUND OPAY	08/24/2018	100.00	STEVE GECCI REFUND P18451-2
TOTAL DIRECT DISBURSEMENT			<u>100.00</u>	
TOTAL AP			<u><u>314,385.58</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	08/30/2018	4,500.00	XTOOLS PRO 18 CORPORATE LICENS
2967	BANK OF AMERICA	08/30/2018	55.36	REG SUNPASS FUNDS
2967	BANK OF AMERICA	08/30/2018	192.67	POWER BACKUP FOR VELOCITY STAT
5580	JAMES BARNES	08/30/2018	7,204.60	AG BMP COST SHARE AGREEMENT
4778	BENSON'S HEATING AND AIR CONDITIONING, INC.	08/30/2018	22,310.00	AIR CONDITIONING REPLACEMENT A
1617	CAPITAL HEALTH PLAN	08/30/2018	80,796.15	EMPLOYEE MEDICAL INSURANCE
3524	CITY OF CRESTVIEW	08/30/2018	100.00	ROOM RENTAL-DATABASE TRAINING
3524	CITY OF CRESTVIEW	08/30/2018	200.00	ROOM RENTAL-DATABASE TRAINING
4114	CITY OF PORT ST. JOE	08/30/2018	80,000.00	WATERMAIN REPLACEMENT
5554	COMCAST	08/30/2018	140.97	INTERNET MARIANNA FIELD OFFICE
97	THE DEFUNIAK HERALD	08/30/2018	31.50	LEGAL ADS
97	THE DEFUNIAK HERALD	08/30/2018	31.50	LEGAL ADS
45	DMS	08/30/2018	35.01	AIR CARDS & HOTSPOTS
45	DMS	08/30/2018	723.68	CRESTVIEW LOCAL PHONES
45	DMS	08/30/2018	38.66	CONFERENCE CALLS
45	DMS	08/30/2018	35.71	CRESTVIEW LONG DISTANCE
45	DMS	08/30/2018	8,156.93	EHTERNET-ALL
45	DMS	08/30/2018	0.75	WEB SERVER
45	DMS	08/30/2018	70.64	MILTON LOCAL PHONES
45	DMS	08/30/2018	2.21	LONG DISTANCE-MILTON
45	DMS	08/30/2018	1,277.31	LOCAL PHONES- HQ
45	DMS	08/30/2018	178.08	HQ LONG DISTANCE
3424	DURRA-QUICK-PRINT INC.	08/30/2018	50.00	BUSINESS CARDS FOR D STANLEY
3424	DURRA-QUICK-PRINT INC.	08/30/2018	30.00	BUSINESS CARDS
4103	EDDIE ENGLISH COMPANY, INC.	08/30/2018	546.86	TIRES FOR WMD 2411 AND WMD 962
5495	ESCAMBIA RIVER ELECTRIC COOPERATIVE, INC	08/30/2018	10,097.50	INTERCONNECTION OF WALNUT HILL
2941	HACH COMPANY	08/30/2018	48.25	RETURN SHIPPING
5582	HOWARD HODGE, JR	08/30/2018	534.00	AGRICULTURAL BMP COST SHARE AG
3406	NEECE TRUCK TIRE CENTER INC.	08/30/2018	452.72	4 TIRES FOR WMD96204 - POOL VE
3406	NEECE TRUCK TIRE CENTER INC.	08/30/2018	148.72	TIRE FOR WMD1774, REPLACE BAD
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	08/30/2018	49.00	LABORATORY TESTING
4081	POT-O-GOLD RENTALS, LLC	08/30/2018	1,735.10	PORTABLE TOILETS
4091	THE SHOE BOX	08/30/2018	117.75	DISTRICT UNIFORMS
4091	THE SHOE BOX	08/30/2018	216.60	SHIRT ORDER FOR IT
4897	SIGN PRO OF NORTH FLORIDA, INC.	08/30/2018	1,180.20	DURING HUNTING SEASON WEAR SAF

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

3104	SOUTHERN WATER SERVICES, LLC	08/30/2018	250.00	QUARTERLY SAMPLING FOR ECONFIN
4720	SOUTHWOOD SHARED RESOURCE CENTER	08/30/2018	485.00	OFFSITE DATA STORAGE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/30/2018	104.97	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	08/30/2018	69.10	OFFICE SUPPLIES
4832	SUN LIFE FINANCIAL	08/30/2018	61.34	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	08/30/2018	5,360.44	EMPLOYEE PPO DENTAL INSURANCE
4834	SUN LIFE FINANCIAL	08/30/2018	931.56	LIFE AND AD&D INSURANCE
4833	SUN LIFE FINANCIAL	08/30/2018	1,219.66	VOL LTD INSURANCE
5336	TETRA TECH, INC	08/30/2018	20,480.09	WATER RESOURCE EVALUATIONS: GR
5336	TETRA TECH, INC	08/30/2018	29,709.72	WATER RESOURCE EVALUATIONS: GR
4557	VERIZON WIRELESS	08/30/2018	123.50	CELL PHONES
5218	WAGeworks, INC.	08/30/2018	137.70	FLEXIBLE SPENDING ACCOUNT ADMI
4626	WASTE PRO OF FLORIDA, INC	08/30/2018	152.32	SOLDI WASTE- HQ
	TOTAL CHECKS		<u>280,373.83</u>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	08/31/2018	2,408.80	11-045 CALHOUN CO. LAW ENF. AG
4944	BRETT CYPHERS	08/31/2018	34.71	TRAVEL REIMBURSEMENT
2516	HAINES J. LAYFIELD JR.	08/31/2018	190.10	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	08/31/2018	220.00	TRAVEL REIMBURSEMENT
	TOTAL ACH TRANSFER		<u>2,853.61</u>	
5557	REFUND VELOCITY	08/31/2018	50.00	ELAINE DEAN WELL APP # 272055
	TOTAL DIRECT DISBURSEMENT		<u>50.00</u>	
	TOTAL AP		<u><u>283,277.44</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

AUGUST 2018

CHECKS	8/2/2018	\$	2,204,499.56
AP EFT CHECKS	8/3/2018		5,714.42
DIRECT DISBURSEMENT	8/3/2018		570.00
CHECKS	8/9/2018		85,029.65
AP EFT CHECKS	8/10/2018		8,589.85
CHECKS	8/16/2018		130,688.44
AP EFT CHECKS	8/17/2018		4,380.01
CHECKS	8/23/2018		313,488.58
AP EFT CHECKS	8/24/2018		797.00
DIRECT DISBURSEMENT	8/24/2018		100.00
CHECKS	8/30/2018		280,373.83
AP EFT CHECK	8/31/2018		2,853.61
DIRECT DISBURSEMENT	8/31/2018		50.00
RETIREMENT EFT	8/31/2018		52,572.32
			<hr/>
		\$	<u><u>3,089,707.27</u></u>

Chairman or Executive Director

October 11, 2018

Date

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: September 26, 2018

SUBJECT: Consideration of Resolution No. 842 Amending the Fiscal Year
2017-2018 Budget - Amendment No. 6

Recommendation

Staff recommends the Governing Board adopt Resolution No. 842 amending the Fiscal Year 2017-2018 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 expenditures paid that count toward the FY 2017-2018 budget, several changes are requested to properly align budget with these costs. Amendment No. 6 realigns budget categories of Salaries and Benefits (S&B), Contracted Services, Operating Expenses, Operating Capital Outlay (OCO), and Fixed Capital Outlay (FCO) within and across programs, activities, funds, and projects. This amendment does not increase or decrease the total District budget.

Budget realignments include:

1. \$160,794 in personnel budget transfers of:
 - a. \$113,000 in S&B to reflect the District's effort to account for staff time managing and implementing springs projects in the appropriate program. Budget is moving from multiple activities (113, 130, and 221) to Activity 230 Surface Water Projects. This change has been incorporated into the FY 2018-2019 Adopted Budget.
 - b. \$23,000 in S&B to account for a leave payout and align budget with how time was reported in the fiscal year for IT management. Budget is moving between projects across IT activities.

- c. \$10,000 in S&B to reflect increased staff time for engineering, site inspections, and mitigation for projects on District lands. Budget is moving from Activity 370 IT-Asset Management to Activity 310 Land Management.
 - d. \$7,544 in S&B to reflect increased staff time for land acquisitions. Budget is moving from Activity 370 IT-Asset Management to Activity 210 Land Acquisition.
 - e. \$5,500 in S&B to address additional staff time for Apalachicola River and Bay planning and coordination. Budget is moving between projects within Activity 113 Other Water Resources Planning.
 - f. \$1,850 in OPS S&B to support the 2018 update to the Districtwide Water Supply Assessment. Budget is moving from Activity 113 Other Water Resources Planning to Activity 111 Water Supply Planning.
 - g. \$50 in OPS S&B to support administration of grants. Budget is moving from Activity 113 Other Water Resources Planning to Activity 222 Water Supply Development Assistance.
2. \$39,510 for the strategic plan of District timber resources moving Contracted Services budget from Activity 310 Land Management to Activity 370 IT-Asset Management.
 3. \$13,499 for the purchase of Sharepoint enhancement software and additional replacement computer monitors moving Contracted Services budget to Operating Expenses across all IT Activities.
 4. \$12,000 for legal costs moving Contracted Services budget from Activity 440 Other Regulatory and Enforcement to Activity 430 Environmental Resource and Surface Water Permitting.
 5. \$11,000 for field and technical supplies moving OCO budget to Operating Expenses within the same project and Activity 120 Research/Analysis/Monitoring.
 6. \$3,000 for District-provided uniform costs moving OCO and Operating Expenses budget in Activity 120 Research/Analysis/Monitoring and Activity 130 Technical Assistance, respectively, to Operating Expenses in Activity 113 Other Water Resources Planning.
 7. \$1,346 for repair work at the Lake Jackson facility moving Contracted Services budget to Operating Expenses within the same Activity 320 Public Works.
 8. \$100 to complete headquarter renovation associated with closing the Carr field office moving Contracted Services budget in Activity 430 to FCO in Activity 250 Facilities Construction and Major Renovations.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	28,853	(42,853)	(14,000)
Land Acquisition Fund	7,544		7,544
Projects Fund	137,298	(123,298)	14,000
Lands Management Fund	51,442	(58,986)	(7,544)
Regulation Fund	15,975	(15,975)	0
Mitigation Fund	287	(287)	0
	<u>241,399</u>	<u>(241,399)</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. 842 NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AMENDING THE FISCAL YEAR 2017-2018 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. 825, after a public hearing on September 28, 2017, 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, 2017 through September 30, 2018; 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 September 26, 2018, requesting Amendment No. 6 to the Fiscal Year 2017-2018 budget. Amendment No. 6 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 11th day of October, 2018, A.D.

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

ATTEST:

George Roberts, Chair

John Alter, Secretary-Treasurer or
Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN ALTER
Secretary-Treasurer
Malone

GUS ANDREWS
DeFuniak Springs

JON COSTELLO
Tallahassee

MARC DUNBAR
Tallahassee

TED EVERETT
Chipley

NICK PATRONIS
Panama City Beach

BO SPRING
Port St. Joe

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Carol L. Bert, Asset Management Administrator

DATE: September 26, 2018

SUBJECT: Approval of Corrections to the Exchange Agreement with the Porter Family

Recommendation:

Staff recommends approval of corrections to the Exchange Agreement with the Porter Family and also request the Governing Board authorize the Executive Director to make any additional revisions as necessary to bring this exchange to closing.

Background:

Last month, the Governing Board approved an agreement for the exchange of approximately 22.5 acres of District land for approximately 22.5 acres of land in Bay County owned by the Porter family. As the Board will recall, this exchange of land is primarily for the purpose of alleviating a hazardous situation along Highway 388 where vehicles park in an unsafe manner and to alleviate erosion and sediment impacts to Econfina Creek. Ultimately, this exchange will allow the District to lease a portion of this land to Bay County for a county park.

To facilitate the exchange, the following corrections are needed to the Exchange Agreement between the District and the Porter family.

1. The addition of Jeffrey G. Porter to the Exchange Agreement.
2. The District will pay documentary stamp tax for both parcels instead of the Porter family.

cb

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
MEMORANDUM

TO: Governing Board

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

FROM: Karen Kebart, Water Resource Planner IV

DATE: September 26, 2018

SUBJECT: Consideration of Proposed Grant Agreement Extension for the Graceville Water System Improvements Project

Recommendation

Staff recommends the Governing Board approve the proposed extension of the Graceville Water System Improvements Project until December 31, 2018.

Discussion

In November 2014, the Governing Board awarded grant funding to the City of Graceville for the Graceville Water System Improvements Project. The grant agreement provides for up to \$426,729 to allow the purchase of new equipment, replacement of approximately 17,500 linear feet of undersized line with a new 8" main, new fire hydrants, and water meters. While this project is near completion with final water main connections and installation of 23 meters remaining, the city has requested a 90-day extension to complete construction. With approval, the grant agreement will remain in effect until December 31, 2018.

Since initiation of the District's water supply development grant program in 2013, 70 separate projects serving 58 communities across northwest Florida have been approved by the Governing Board. The program has been very successful, with 58 projects thus far completed and \$18.8 million in grant funding expended to date. As is not uncommon with multiyear projects, implementation timelines occasionally must be adjusted given challenges inherent in contracting, permitting, and construction. To provide for continued Board direction and oversight, staff brings requests for extension of projects exceeding four years from the date of initial approval to the Governing Board for consideration.

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
October 11, 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. Permit Modification & Renewals

A-1 Applicant: Destin Water Users, Inc.
App. No.: 2B-091-119-12
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.77 million gallons per day (102.2 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: 5 Years
Staff Recommendation: Approval
Public Comment Received: No

A-2 Applicant: South Walton Utility Company, Inc. - Coastal Wells
App. No.: 2B-131-146-13
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.13 million gallons per day (146.00 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: 5 Years
Staff Recommendation: Approval
Public Comment Received: No

A-3 Applicant: South Walton Utility Company, Inc. – Rockhill Inland Well Field
App. No.: 2B-131-5349-3
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 8.60 million gallons per day (261.60 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: 10 Years
Staff Recommendation: Approval
Public Comment Received: No

WATER USE TECHNICAL STAFF REPORT
11-September-2018
Application No.: 2B-091-119-12

Owner: Lockwood Wernet
Destin Water Users, Inc.
P. O. Box 308
Destin, FL 32540
(850) 837-6146

Applicant: Judd Mooso
Destin Water Users, Inc.
P. O. Box 308
Destin, FL 32540
(850) 837-6146

Agent: Not Applicable

Compliance Contact: Judd Mooso
Destin Water Users, Inc.
P.O. Box 308
Destin, FL 32540
(850) 837-6146

Project Name: Destin Water Users, Inc.
County: Okaloosa
WRCA: Water Resource Caution Area of Okaloosa and Walton counties
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.77 million gallons per day (102.2 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval
Reviewers: Dominic Delgado

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be November 1, 2023. 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)	1,770,000	1,770,000	1,770,000
Maximum Month (GAL)	102,200,000	102,200,000	102,200,000

DESCRIPTION:

Destin Water Users, Inc. (DWUI) requests authorization of Individual Water Use Permit (IWUP) No. 2B-091-119-12 for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply uses without changes to the currently permitted withdrawal amounts.

DWUI withdraws water from the Floridan aquifer and has imported an average of 58 percent of its demand from the South Walton Utility Company, Inc. (SWUCI) Rockhill Inland Well Field for the previous three years to meet the demands of the approximately 22,527 residents within its service area. DWUI plans to maintain the currently permitted allocations for their well field and continue to increase their imports from the SWUCI Rockhill Inland Well Field, with imports projecting to account for 67 percent of their total use, relative to the permitted average daily rate, by 2038.

Compliance data submitted by DWUI for the last three years indicate an average total accounted water loss of approximately 7 percent, which meets the district's goal of 10 percent or less. Additionally, DWUI has demonstrated an average residential per capita daily amount of 71 gallons per day, which exceeds the District's goal of 110 gallons per capita daily or less.

Three-dimensional groundwater modeling was performed by CDM Smith on behalf of DWUI to evaluate impacts to surface water features, the surficial aquifer system, and the Floridan aquifer. CDM's modelling efforts also included a saltwater intrusion component. CDM utilized the modeling code, DYNFLOW, to simulate groundwater flow and DYNSWIM to simulate saltwater intrusion. The groundwater flow model was calibrated to present conditions using District, NOAA, and USGS records from 2005 to 2016. CDM verified the accuracy of their model using a transient simulation. This simulation incorporated the pumping amounts recorded within the model's domain for 2005 to 2016. Model verification was then determined by comparing observed head values to predicted head values and aided using hydrographs, and the model was subsequently recalibrated. Statistical analysis reveals adequate "goodness of fit" and acceptable levels of error, therefore the model is reasonably well calibrated for the purposes and scale of the modeling efforts.

The calibrated steady-state model was then used to perform three separate scenarios which incorporated the uses of each public supply utility within the region. Scenario 1 was run under steady-state conditions using the reported 2015 pumping rates, while Scenario 2 was run under steady-state conditions using the projected 2038 pumping rates for the Rockhill Inland Well Field. Scenario 3 utilized transient conditions using both the groundwater flow and saltwater intrusion models, with the pumping

rate for the Rockhill Inland Well Field increasing in five-year intervals until the projected 2038 pumping conditions were met.

CDM used the program code found in DYNWIM, which simulates the movement of the interface between fluids of differing densities, to estimate impacts related to saltwater intrusion as a result of the requested allocations. They determined the starting position's location for the 2017 model by updating the 2007 model with recorded pumping amounts from 2007-2016 and noting where the interface was in 2015. CDM then used the model predicted 2015 interface as the starting location for the 2017 model. The 2017 model predicted localized advances of 1,000-3,000 feet by 2038. CDM concluded that no impacts to public supply water quality from encroaching saltwater are anticipated.

In addition to modeling efforts described above, professional staff at DWUI reviewed trends in water level and water quality data gathered during the previous 10-year period and concluded that water levels in the Floridan aquifer have rebounded locally since 2009. The applicant attributes these gains in head to reductions in withdrawal quantities from the coastal wellfield, and increased flows from the Rockhill Inland Well Field.

District staff conclude that DWUI's withdrawals are not anticipated to cause harm to water resources or interfere with existing legal uses given the assumptions and results described in the model report and trend analysis. However, DWUI will be required to continue its hydrologic monitoring program, including water level and water quality sampling in production and monitor wells, in order to satisfy the conditions of this permit.

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 1.77 million gallons; and a maximum monthly withdrawal of 102.2 million gallons. Staff also recommends that the expiration date of the permit be November 1, 2023, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: Destin Water Users, Inc.

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
16197	DWU #10	24	490	670	1200	Floridan Aquifer (Undiff)	Active	Public Supply
16198	DWU #2	16	460	662	1300	Floridan Aquifer (Undiff)	Active	Public Supply
16199	DWU #3	16	465	746	1000	Floridan Aquifer (Undiff)	Active	Public Supply
16201	DWU #4R	24	457	746	1000	Floridan Aquifer (Undiff)	Active	Public Supply
16202	DWU #5	16	500	750	1000	Floridan Aquifer (Undiff)	Active	Public Supply
16203	DWU #7	20	425	606	850	Floridan Aquifer (Undiff)	Active	Public Supply
16204	MO #1	6	496	650	-	Floridan Aquifer (Undiff)	Active	Monitor
16205	MO #2	8	920	1083	-	Lower LS Floridan	Active	Monitor

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-091-119-12
Destin Water Users, Inc.

Specific Conditions

1. This permit shall expire on November 1, 2023.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.77 million gallons per day (102.2 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. 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
DWU #2	AAA0464	Sec.029,T02S,R22W
DWU #3	AAA0462	Sec.030,T02S,R22W
DWU #4	AAA3641	Sec.019,T02S,R22W
DWU #5	AAA0461	Sec.024,T02S,R23W
DWU #7	AAA0465	Sec.026,T02S,R22W
DWU #10	AAA3640	Sec.027,T02S,R22W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA0464 for DWU #2) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form (Form 172). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
6. The Permittee shall install and maintain in-line, totalizing flow meters on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of well completion or completion of project construction, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, 2020, and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred,

may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.

8. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign shall consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, Florida Statutes. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
9. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

10. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

- a. Static water level measurements for monitor wells MO #1 (AAD3731) and MO #2 (AAA8717) conducted during the first two weeks of each month and all for Floridan production wells the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0 foot precision for airline methods, respectively. The Permittee, if utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a

description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

11. The Permittee shall collect water quality samples for laboratory analyses from all Floridan production wells (DWU #2, DWU #3, DWU #4, DWU #5, DWU #7, and DWU #10) within the first two weeks of January, April, July, and October in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160 F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, total dissolved solids. The Permittee shall submit results using the Water Quality Report Form (Form 167) from tests conducted in January, April, July, and October to the District by February 28, May 31, August 31, and November 30, respectively, each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
12. The Permittee shall collect water quality samples for laboratory analyses from Indian River Trail MO #1 (AAD3731) within the first two weeks of August 2019 and August 2023. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160 F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, total dissolved solids, calcium, magnesium, potassium, fluoride, bromide, silica, iron, alkalinity, strontium, and sulfate. The Permittee shall submit results using the Water Quality Report Form (Form 167) from tests conducted in August 2019 and August 2023 to the District by September 30 each year, respectively.
13. The Permittee, prior to March 31, 2023, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.
14. The Permittee, by December 31, 2020, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.

15. 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

16. 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.
17. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.
23. 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.

24. 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.
25. 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.
26. 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.

WATER USE TECHNICAL STAFF REPORT
12-September-2018
Application No.: 2B-131-146-13

Owner: South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Applicant: Alicia Keeter
South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Agent: Not Applicable

Compliance Contact: Alicia Keeter
South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Project Name: SWUCI Coastal Wells
County: Walton; Okaloosa
WRCA: Water Resource Caution Area of Okaloosa and Walton Counties
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.13 million gallons per day (146.00 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval
Reviewers: Dominic Delgado

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be November 1, 2023. 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)	1,130,000	1,130,000	1,130,000
Maximum Month (GAL)	146,000,000	146,000,000	146,000,000

DESCRIPTION:

South Walton Utilities Company, Inc. (SWUCI) Coastal Well Field requests authorization of Individual Water Use Permit (IWUP) No. 2B-131-146-13 for the continued authorization of groundwater withdrawals from the Floridan aquifer for Public Supply uses without changes to the currently permitted withdrawal amounts.

SWUCI Coastal Well Field withdraws water from the Floridan aquifer and has imported an average of 71 percent of its use from the SWUCI Rock Hill Inland Well Field for the previous three years to meet the demands of the approximately 17,493 residents. SWUCI Coastal Well Field plans to maintain the currently permitted allocations and continue to increase their imports from the SWUCI Rock Hill Inland Well Field, with the inland well field projecting to account for 78 percent of their total use, relative to the permitted average daily rate, by 2038.

Compliance data submitted by SWUCI for the coastal service area for the last three years available indicate an average water loss of 7 percent, which meets the District's goal of 10 percent or less. Additionally, SWUCI estimated a residential per daily amount of 114 gallons per day, which exceeds the District's goal of 110 gallons per capita daily or less within the Water Resource Caution Area. The applicant is addressing the District's concerns through adoption of an inverted rate structure, implementation of a fixture retrofit program, and the promotion of reclaimed water throughout its service area.

Three-dimensional groundwater modeling was performed by CDM Smith on behalf of SWUCI to evaluate impacts to surface water features, the surficial aquifer system, and the Floridan aquifer associated with SWUCI and DWUI proposed withdrawals. CDM's modelling efforts also included a saltwater intrusion component. CDM utilized the modeling code in DYNFLOW to estimate groundwater flow and DYNWIM to account for saltwater intrusion. The groundwater flow model was calibrated to present conditions using District, NOAA, and USGS records from 2005 to 2016. CDM verified the accuracy of their model using a transient simulation. This simulation incorporated the pumping amounts recorded within the model's domain for 2005 to 2016. Model verification was then determined by comparing observed head values to predicted head values and aided using hydrographs. Statistical analysis reveals adequate "goodness of fit" and acceptable levels of error, therefore the model is reasonably well calibrated for the purposes and scale of the modeling efforts.

The calibrated steady-state model was then used to perform three separate scenarios which incorporated the uses of each public supply utility within the region. Scenario 1 was run under steady-state conditions using the reported 2015 pumping rates, while Scenario 2 was run under steady-state conditions using the projected 2038 pumping rates for the Rockhill Inland Well Field. Scenario 3 utilized transient conditions using both the groundwater flow and saltwater intrusion models, with the pumping rate for the Rockhill Inland Well Field increasing in five-year intervals until the projected 2038 pumping conditions were met.

CDM used the program code found in DYNWIM, which simulates the movement of the interface between fluids of differing densities, to estimate impacts related to saltwater intrusion as a result of the requested allocations. They determined the starting position's location for the 2017 model by updating the 2007 model with recorded pumping amounts from 2007-2016 and noting where the interface was in 2015. CDM then used the model predicted 2015 interface as the starting location for the 2017 model. The 2017 model predicted localized advances of 1,000-3,000 feet by 2038. CDM concluded that no impacts to public supply water quality from encroaching saltwater are anticipated.

District staff conclude that SWUI's withdrawals at the Rockhill Inland Well Field are not anticipated to cause harm to water resources or interfere with existing legal uses given the assumptions and results described in the modeling results. However, SWUI will be required to continue its hydrologic monitoring program, including water level and water quality sampling in production and monitor wells. Additionally, SWUI will be required to mitigate any harm caused by groundwater withdrawals to legal water uses, offsite land uses, water resources and associated environmental features in order to satisfy the conditions of this permit through the recommended permit duration.

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 1.13 million gallons; and a maximum monthly withdrawal of 146.00 million gallons.

Staff also recommends that the expiration date of the permit be November 1, 2023, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: South Walton Utility Company, Inc. Coastal Well Field

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
14730	SWUC #1	16	479	660	700	Floridan Aquifer (Undiff)	Active	Public Supply
14731	SWUC #2	18	400	600	950	Floridan Aquifer (Undiff)	Active	Public Supply
14732	SWUC #3	16	426	572	650	Floridan Aquifer (Undiff)	Active	Public Supply
14733	SWUC #4	16	555	655	60	Floridan Aquifer (Undiff)	Active	Public Supply
14734	SWUC #5	16	435	730	550	Floridan Aquifer (Undiff)	Active	Public Supply
14735	SWUC #6	16	495	713	1000	Floridan Aquifer (Undiff)	Active	Public Supply
14788	SWUC #7	20	480	700	1000	Floridan Aquifer (Undiff)	Active	Public Supply
14790	SWUC MO #3 West	6	498	700	-	Lower LS Floridan	Active	Monitor
14791	SWUC MO #4 Mack Bayou	6	425	600	-	Floridan Aquifer (Undiff)	Active	Monitor

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-131-146-13
SWUCI Coastal Wells

Specific Conditions

1. This permit shall expire on November 1, 2023.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.13 million gallons per day (146.00 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. 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
SWUC #1	AAA0457	Sec.028,T02S,R21W
SWUC #2	AAA6927	Sec.027,T02S,R21W
SWUC #3	AAA0458	Sec.029,T02S,R21W
SWUC #4	AAA0460	Sec.026,T02S,R21W
SWUC #5	AAA6928	Sec.025,T02S,R21W
SWUC #6	AAA0459	Sec.025,T02S,R22W
SWUC #7	AAB1321	Sec.023,T02S,R22W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA6927 for SWUC #2) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Periodic Water Use Reporting Form (Form 173). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
6. The Permittee shall maintain in-line, totalizing flow meters on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of well completion or completion of project construction, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.

7. The Permittee, by October 31, 2020, and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
8. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Achieve and maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign shall consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, Florida Statutes. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
9. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

10. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

- a. Static water level measurements for all monitor and production wells (SWUC #1, SWUC #2, SWUC #3, SWUC #4, SWUC #5, SWUC #6, SWUC #7, SWUC MO #3 West, SWUC MO #4 Mack Bayou) for the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0

foot precision for airline methods, respectively. The Permittee, if utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

11. The Permittee shall collect water quality samples for laboratory analyses from all production wells (SWUC #1, SWUC #2, SWUC #3, SWUC #4, SWUC #5, SWUC #6, SWUC #7) within the first two weeks of January, April, July, and October in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160 F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, and total dissolved solids. The Permittee shall submit results from tests conducted in January, April, July, and October to the District using the Water Quality Report Form (Form 167) by February 28, May 31, August 31, and November 30, respectively, each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
12. The Permittee shall collect water quality samples for laboratory analyses from monitor wells SWUC MO #3 West (AAB1323) and SWUC MO #4 Mack Bayou (AAD9002) within the first two weeks of August 2019 and August 2023. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160, F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, total dissolved solids, calcium, magnesium, potassium, fluoride, bromide, silica, iron, alkalinity, strontium, and sulfate. The Permittee shall submit results from tests conducted in August 2019, and August 2023 to the District using the Water Quality Report Form (Form 167) by September 30 each year, respectively.
13. The Permittee, prior to March 31, 2023, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.
14. The Permittee, by December 31, 2020 and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the

permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.

15. 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

16. 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.
17. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.

23. 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.
24. 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.
25. 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.
26. 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.

WATER USE TECHNICAL STAFF REPORT
11-September-2018
Application No.: 2B-131-5349-3

Owner: South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Applicant: Alicia Keeter
South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Agent: Not Applicable

Compliance Contact: Joe Ream
South Walton Utility Company, Inc.
369 Miramar Beach Drive
Miramar Beach, FL 32550-8034
(850) 837-2988

Project Name: Rockhill Inland Well Field
County: Walton
WRCA: N/A
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 8.60 million gallons per day (261.60 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval

Reviewers: Dominic Delgado

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be November 1, 2028. 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)	8,600,000	8,600,000	8,600,000
Maximum Month (GAL)	261,600,000	261,600,000	261,600,000

DESCRIPTION:

South Walton Utilities Company, Inc. (SWUCI) Rockhill Inland Well Field requests authorization of Individual Water Use Permit (IWUP) No. 2B-131-5349-3 for the continued authorization of groundwater withdrawals from the Floridan aquifer for Public Supply uses without changes to the currently permitted withdrawal amounts.

SWUCI Rockhill Inland Well Field has provided the SWUCI coastal service area with approximately 71 percent and Destin Water Users with approximately 58 percent of their water use for the previous three years to meet the demands of approximately 40,020 residents. SWUCI Rockhill Inland Well Field plans to maintain the currently permitted allocations.

Three-dimensional groundwater modeling was performed by CDM Smith on behalf of SWUCI to evaluate impacts to surface water features, the surficial aquifer system, and the Floridan aquifer. CDM's modelling efforts also included a saltwater intrusion component. CDM utilized the modeling code DYNFLOW to simulate groundwater flow and DYNWIM to simulate saltwater intrusion. The groundwater flow model was calibrated to present conditions using District, NOAA, and USGS records from 2005 to 2016. CDM verified the accuracy of their model using a transient simulation. This simulation incorporated the pumping amounts recorded within the model's domain for 2005 to 2016. Model verification was then determined by comparing observed head values to predicted head values and aided using hydrographs, and the model was subsequently recalibrated. Statistical analysis reveals adequate "goodness of fit" and acceptable levels of error; therefore, the model is reasonably well calibrated for the purposes and scale of the modeling efforts.

The calibrated steady-state model was then used to perform three separate scenarios which incorporated the uses of each public supply utility within the region. Scenario 1 was run under steady-state conditions using the reported 2015 pumping rates, while Scenario 2 was run under steady-state conditions using the projected 2038 pumping rates for the Rockhill Inland Well Field. Scenario 3 utilized transient conditions using both the groundwater flow and saltwater intrusion models, with the pumping rate for the Rockhill Inland Well Field increasing in five-year intervals until the projected 2038 pumping conditions were met.

CDM used the program code found in DYNWIM, which simulates the movement of the interface between fluids of differing densities, to estimate impacts related to saltwater intrusion as a result of the requested allocations. They determined the starting position's location for the 2017 model by updating the 2007 model with recorded pumping amounts from 2007-2016 and noting where the interface was in

2015. CDM then used the model predicted 2015 interface as the starting location for the 2017 mode. The 2017 model predicted localized advances of 1,000-3,000 feet by 2038. CDM concluded that no impacts to public supply water quality from encroaching saltwater are anticipated.

District staff conclude that SWUI's withdrawals are not anticipated to cause harm to water resources or interfere with existing legal uses given the assumptions and results described in the model report and trend analysis. However, SWUI will be required to continue its hydrologic monitoring program, including water level and water quality sampling in production and monitor wells. Additionally, SWUI will be required to mitigate any harm caused by groundwater withdrawals to legal water uses, offsite land uses, water resources and associated environmental features in order to satisfy the conditions of this permit through the recommended permit duration.

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 8.60 million gallons; and a maximum monthly withdrawal of 261.60 million gallons. Staff also recommends that the expiration date of the permit be November 1, 2028, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: South Walton Utility Company, Inc.

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
15563	FAF #15 MO	10	204	500	Unknown	Floridan Aquifer (Undiff)	Active	Monitor
15564	FAF #47 MO	10	234	440	Unknown	Floridan Aquifer (Undiff)	Active	Monitor
15565	SWUC #10	24	225	505	1000	Floridan Aquifer (Undiff)	Active	Public Supply
15566	SWUC #11	24	260	500	1000	Floridan Aquifer (Undiff)	Active	Public Supply
15567	SWUC #12	24	260	500	1000	Floridan Aquifer (Undiff)	Active	Public Supply
15568	SWUC #8	24	240	566	1000	Floridan Aquifer (Undiff)	Active	Public Supply
15569	SWUC #9	24	220	512	1000	Floridan Aquifer (Undiff)	Active	Public Supply
15570	SWUC #9S	4	45	60	Unknown	Surficial (Undiff)	Active	Monitor
15571	SWUC MO #1 (McKinnon)	6	220	520	Unknown	Floridan Aquifer (Undiff)	Active	Monitor
15572	SWUC MO #2 (Burnham Road)	6	220	521	Unknown	Floridan Aquifer (Undiff)	Active	Monitor
15573	SWUC #13	24	250	550	1500	Floridan Aquifer (Undiff)	Active	Public Supply
16100	SWUC #8S	2	32	37	Unknown	Surficial (Undiff)	Active	Monitor

16101	FGS-SWU12	2	23	28	Unknown	Surficial (Undiff)	Active	Monitor
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"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-131-5349-3
Rockhill Inland Well Field

Specific Conditions

1. This permit shall expire on November 1, 2028.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 8.60 million gallons per day (261.60 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. 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
SWUC #8	AAA8367	Sec.013,T01N,R19W
SWUC #9	AAA8368	Sec.018,T01N,R18W
SWUC #10	AAG3688	Sec.017,T01N,R18W
SWUC #11	AAA9965	Sec.016,T01N,R18W
SWUC #12	AAA9964	Sec.015,T01N,R18W
SWUC #13	AAL6576	Sec.022,T01N,R18W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA8367 for SWUC #8) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Periodic Water Use Reporting Form (Form 173). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
6. The Permittee shall maintain in-line, totalizing flow meters on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of well completion or completion of project construction, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, in years 2023 and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred,

may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.

8. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign shall consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, Florida Statutes. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
9. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

10. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

- a. Static water level measurements for all monitor and production wells (FAF #15 MO, FAF #47 MO, SWUC #10, SWUC #11, SWUC #12, SWUC #8, SWUC #9, SWUC #9S, SWUC MO #1 (McKinnon), SWUC MO #2 (Burnham Road), SWUC #13, SWUC #8S, FGS-SWU12) conducted during the first two weeks of each month for the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0 foot precision for airline methods, respectively. The Permittee, if

utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

11. The Permittee shall collect water quality samples for laboratory analyses from all production wells (SWUC #8, SWUC #9, SWUC #10, SWUC #11, SWUC #12, SWUC #13) within the first two weeks of January, April, July, and October in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160 F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, and total dissolved solids. The Permittee shall submit results from tests conducted in January, April, July, and October to the District using the Water Quality Report Form (Form 167) by February 28, May 31, August 31, and November 30, respectively, each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
12. The Permittee shall collect water quality samples for laboratory analyses from monitor well SWUC MO #2 Burnham Road (AAE0524) within the first two weeks of August 2019, August 2023, and August 2028. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160, F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, total dissolved solids, calcium, magnesium, potassium, fluoride, bromide, silica, iron, alkalinity, strontium, and sulfate. The Permittee shall submit results from tests conducted in August 2019, August 2023, and August 2028 to the District using the Water Quality Report Form (Form 167) by September 30 each year, respectively.
13. The Permittee, prior to March 31, 2023, and at the time of modification or renewal shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.
14. The Permittee, by December 31, 2023, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.

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16. 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.
17. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
18. 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.
19. 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.
20. 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.
21. 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.
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23. 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.
24. 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.
25. 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.
26. 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.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: October 2, 2018

Northwest Florida Water Management District v. Ox Bottom Mortgage Holdings, LLC; OB Homes of Tallahassee, LLC; G&A Lloyd, LLC; Golden Oak Land Group, LLC; and Ox Bottom Thomasville, LLC, Leon County Circuit Court Case No. 2018 CA 001831

This is a case brought by the District for environmental resource permit (ERP) violations by the Defendants including construction without an ERP and violating conditions of existing ERPs in Tallahassee, Florida. The Defendants are all related entities controlled by Steve Ghazvini and Thomas Asbury.

The Defendant, Ox Bottom Mortgage Holdings, LLC, properly applied for the necessary ERP and the ERP has been issued by the District.

The District is vigorously pursuing final compliance with ERP rules by requiring the Defendants to pay appropriate penalties.

The litigation is in the early pleading phase and will likely not have to progress further in order to achieve compliance.