

Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, March 28, 2019
Apalachicola National Estuarine Research Reserve
108 Island Drive
Eastpoint, Florida 32328

1. Opening Ceremonies

Chairman George Roberts called the meeting to order at 1:26 p.m.

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

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

Absent: Jerry Pate, Vice Chair

2. Special Thanks and Recognition

Dr. Graham Lewis was named the winner of the 2019 “River and Bay Champion.”

MOTIONED BY JON COSTELLO, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE RESOLUTION NO. 846 RECOGNIZING DR. GRAHAM LEWIS AS THE 2019 WINNER OF THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT’S “RIVER AND BAY CHAMPION.” NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

3. Changes to the Agenda

None.

4. Approval of the Minutes for February 28, 2019

MOTIONED BY TED EVERETT, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR FEBRUARY 28, 2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Approval of the Financial Reports for the Month of January 2019

MOTIONED BY NICK PATRONIS, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF JANUARY 2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Amendment No. 10 to the Fiscal Year 2018-2019 Budget

MOTIONED BY TED EVERETT, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 847 AMENDING THE FISCAL YEAR 2018-2019 BUDGET AND ALLOW STAFF TO REALIGN

REVENUES AND RESERVES TO MAINTAIN THE PROPER BALANCE IN EACH FUND. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY JOHN ALTER, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD AUTHORIZE AND DELEGATE THE EXECUTIVE DIRECTOR TO (1) EXECUTE SUB-RECIPIENT FUNDING AGREEMENT, CONTRACT Z0889, AND ANY AMENDMENTS AS DESIGNATED AUTHORIZED AGENT FOR THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND (2) 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.

8. Consideration of Request for Authorization to Declare and Dispose of Surplus Property

MOTIONED BY JON COSTELLO, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE DECLARATION OF THE PROPERTY ITEMS LISTED BELOW AS SURPLUS, AUTHORIZE STAFF TO DISPOSE OF THE ITEMS IN ACCORDANCE WITH ESTABLISHED PROCEDURES, AND REMOVE THEM FROM THE DISTRICT'S PROPERTY RECORDS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Asset ID#	Serial Number	Item Description	Purchase Price	Estimated Value
00463	SECR3117M73K	1973 Seacraft Fiberglass V-hull boat, 23 Ft.	\$ 14,451	< \$2,500
00410	100963	250HP Optima XL Outboard Motor	\$ 14,606	< \$ 5,000
00409	93427242679931150	2426T Seacraft Aluminum Boat Trailer	\$ 2,360	< \$ 2,500

9. Consideration of ITB 19B-005 for Purchase of Longleaf Pine Tubelings

MOTIONED BY TED EVERETT, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD (1) APPROVE THE BID SUBMITTED BY FLATWOODS NATIVES, INC. FOR 1,000,000 LONGLEAF PINE TUBELINGS IN FY 2019-2020 AT A TOTAL COST OF \$140,000; AND THE PRICE OF \$140.00 PER THOUSAND FOR ANY ADDITIONAL TUBELINGS ORDERED IN FY 2019-2020, AS WELL AS FOR FUTURE LONGLEAF PINE TUBELING ORDERS IN FY 2020-2021, FY 2021-2022, FY 2022-2023, AND FY 2023-2024 AND (2) AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH FLATWOODS NATIVES, INC. FOR THE PURCHASE OF 1,000,000 LONGLEAF PINE TUBELINGS AND THE PURCHASE OF ADDITIONAL LONGLEAF TUBELINGS AT THE SAME PRICE PER THOUSAND STATED ABOVE, SUBJECT TO APPROVAL OF FUNDS FOR THE LONGLEAF TUBELINGS IN THE FY 2019-2020 BUDGET IN SEPTEMBER. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Springs Protection Awareness Month

MOTIONED BY JOHN ALTER, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE RESOLUTION NO. 848 DECLARING APRIL 2019 AS SPRINGS PROTECTION AWARENESS MONTH. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Legislative Update

Informational purposes only.

12. Legal Counsel Report

No pending cases in which the District is a party.

13. Hurricane Michael Recovery Update

Informational purposes only.

Meeting was adjourned at 2:16 p.m.

Chair

Date

Executive Director

Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending February 28, 2019

Balance Forward - Operating Funds	\$45,190,838.47	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$361,738.28	
Contracts Receivable	1,121,043.19	
Other Deposits/Refunds/Adjustments	18,832.80	
Transfers from Lands Accounts	0.00	
Total Deposits during month	1,501,614.27	
Total Deposits and Balance Forward		\$ 46,692,452.74
Disbursements:		
Employee Salaries	413,744.11	
Employee Benefits	199,194.05	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	221,314.75	
Operating Expenses - Services	65,769.41	
Operating Expenses - Commodities	216,003.95	
Operating Capital Outlay	58,847.44	
Grants and Aids	889,348.58	
Total Operating Expenses during month	2,064,222.29	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	12,555.30	
Total Funds Disbursed by check during month	2,076,777.59	
Bank Debits (Fees, Deposit Slips, etc.)		
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		2,076,777.59
Cash Balance Operating Funds at month end		\$ 44,615,675.15
Operating Depositories:		
Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking	777,626.56	
Payroll Account	223,160.12	
Investment Accounts:		
Fla. Board of Administration @ 2.66%		
General Fund	20,900,987.98	
Lands Fee Fund	6,510,326.20	
SWIM Fund	104,597.56	
Springs Protection	56.65	
Mitigation Fund	16,098,669.83	
Total Operating Depositories at month end	\$ 44,615,675.15	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending February 28, 2019

Land Acquisition Funds:

Fla. Board of Administration @ 2.66%	\$	292,036.30	
Total Land Acquisition Funds			292,036.30

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 2.66%		62,697.96	
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Fla. Board of Administration Cyoress Springs R&M Account @ 2.66%		818,057.93	
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Total Restricted Land Management Funds			<u>880,755.89</u>
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Total Land Acquisition, and Restricted Management Funds			<u>1,172,792.19</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u><u>\$ 45,788,467.34</u></u>
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Approved: _____
 Chairman or Executive Director

Date: April 25, 2019

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending February 28, 2019
(Unaudited)

	Current Budget	Actuals Through 2/28/2019	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,433,483	\$ 2,949,440	\$ (484,043)	86%
Intergovernmental Revenues	56,074,820	9,655,658	(46,419,162)	17%
Interest on Invested Funds	144,939	410,876	265,937	283%
License and Permit Fees	396,438	169,240	(227,198)	43%
Other	5,250,501	214,037	(5,036,464)	4%
Fund Balance	22,625,033		(22,625,033)	0%
Total Sources	\$ 87,925,214	\$ 13,399,252	\$ (74,525,962)	15%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 6,724,881	\$ 1,192,974	\$ 126,161	\$ 5,405,745	18%	20%
Acquisition, Restoration and Public Works	53,777,964	4,547,233	142,675	49,088,056	8%	9%
Operation and Maintenance of Lands and Works	4,914,424	1,384,992	637,464	2,891,968	28%	41%
Regulation	3,855,871	1,175,972	95,362	2,584,537	30%	33%
Outreach	133,959	52,788	1,421	79,750	39%	40%
Management and Administration	1,977,637	707,084	31,787	1,238,766	36%	37%
Total Uses	\$ 71,384,736	\$ 9,061,042	\$ 1,034,871	\$ 61,288,823	13%	14%
Reserves	16,540,478			16,540,478	0%	0%
Total Uses and Reserves	\$ 87,925,214	\$ 9,061,042	\$ 1,034,871	\$ 77,829,301	10%	11%

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 February 28, 2019, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

FEBRUARY 2019

CHECKS	02/07/2019	\$	921,666.45
AP EFT CHECKS	02/08/2019		4,821.22
DIRECT DISBURSEMENT	02/08/2019		405.00
CHECKS	02/14/2019		268,193.11
AP EFT CHECKS	02/15/2019		3,980.36
CHECKS	02/15/2019		55,212.93
CHECKS	02/21/2019		112,193.18
AP EFT CHECKS	02/21/2019		4,445.25
DIRECT DISBURSEMENT	02/22/2019		1,280.00
CHECKS	02/28/2019		228,475.81
AP EFT CHECKS	02/28/2019		1,436.74
VOIDED CHECKS			-6,674.48
RETIREMENT EFT			54,806.18
		\$	<u>1,650,241.75</u>

APPROVED:

Chairman or Executive Director

April 25, 2019

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3985	STEADHAM ENTERPRISES, INC.	02/07/2019	157.04	REPAIR HONDA WICK PUMPS AND HO
3985	STEADHAM ENTERPRISES, INC.	02/07/2019	155.33	REPAIR HONDA WICK PUMPS AND HO
3985	STEADHAM ENTERPRISES, INC.	02/07/2019	183.13	REPAIR HONDA WICK PUMPS AND HO
96	APALACHICOLA/CARRABELLE TIMES	02/07/2019	44.95	2019 GOVERNING BOARD MEETING S
5089	ATKINS NORTH AMERICA, INC.	02/07/2019	3,473.20	RISK MAP PROGRAM SUPPORT
5499	BCC WASTE SOLUTIONS, LLC	02/07/2019	224.00	DUMPSTER FOR ECONFINA OFFICE A
4676	CITY OF MILTON FLORIDA	02/07/2019	66.34	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	02/07/2019	19.36	WATER- MILTON FIELD OFFICE
2820	CONTINENTAL MILANO IMAGING PRODUCTS	02/07/2019	424.00	PLOTTER PAPER FOR HQ
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	02/07/2019	5,739.30	LABORATORY ANALYSIS - GROUNDWA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	02/07/2019	706.80	REGION II MFL GROUNDWATER QUAL
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	02/07/2019	467.30	LABORATORY ANALYSIS - ECONFINA
3126	DEWBERRY ENGINEERS, INC	02/07/2019	2,384.00	RISK MAP PROGRAM SUPPORT
4748	EAST MILTON WATER SYSTEM	02/07/2019	11.00	WATER- MILTON FIELD OFFICE
1292	FISHER SCIENTIFIC	02/07/2019	278.33	LABORATORY SUPPLIES
1292	FISHER SCIENTIFIC	02/07/2019	185.06	PH BUFFER SOLUTION FOR METER C
2702	FISH AND WILDLIFE	02/07/2019	3,668.51	LAW ENFORCEMENT-CONTRACT NO. 1
5628	FREEPORT LANDING	02/07/2019	250.00	WUP REFUND OF FEES - FREEPORT
65	GADSDEN COUNTY TIMES	02/07/2019	41.12	WATER USE PERMIT LEGAL AD
391	GADSDEN COUNTY TAX COLLECTOR	02/07/2019	15.13	2018 POSTAGE
916	GULF POWER COMPANY	02/07/2019	453.90	ELECTRIC-MILTON FIELD OFFICE
374	HOLMES COUNTY TIMES - ADVERTISER	02/07/2019	43.00	2019 GOVERNING BOARD MEETING S
3193	INSURANCE INFORMATION EXCHANGE	02/07/2019	70.80	BACKGROUND SCREENING
5235	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	02/07/2019	492,598.45	INDIAN SPRINGS SEWER EXTENSION
1717	JACKSON COUNTY PROPERTY APPRAISER	02/07/2019	563.63	2ND QTR FY 18-19
666	JEFFERSON COUNTY PROPERTY APPRAISER	02/07/2019	213.07	COMMISSION BILLING 2ND QTR FY 18-19
5513	MECK LAND HOLDINGS, LLC	02/07/2019	113,903.16	AG BMP COST SHARE AGREEMENT
63	NORTHWEST FLORIDA DAILY NEWS	02/07/2019	156.14	2019 GOVERNING BOARD MEETING S
63	NORTHWEST FLORIDA DAILY NEWS	02/07/2019	130.38	WATER USE PERMIT LEGAL AD
5414	OFFICE BUSINESS SYSTEMS, INC.	02/07/2019	0.31	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	02/07/2019	24.40	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	02/07/2019	35.54	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	02/07/2019	11.90	COPIER MAINTENANCE RENEWAL
64	PANAMA CITY NEWS HERALD	02/07/2019	64.22	2019 GOVERNING BOARD MEETING S
62	PENSACOLA NEWS-JOURNAL	02/07/2019	163.62	2019 GOVERNING BOARD MEETING S
5632	PRAETORIAN GROUP, INC	02/07/2019	1,800.00	CONTINUING EDUCATION
523	SANTA ROSA PRESS GAZETTE	02/07/2019	80.50	2019 GOVERNING BOARD MEETING S

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

4985	SHAW MOVING & STORAGE, INC.	02/07/2019	1,875.00	CRESTVIEW MOVE
4091	THE SHOE BOX	02/07/2019	152.99	SAFETY BOOTS-RUNDEL
3213	SHI INTERNATIONAL CORP	02/07/2019	13,301.92	VMWARE RENEWAL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	02/07/2019	183.21	LASER JET TONER CARTRIDGE
342	THE STAR	02/07/2019	44.95	2019 GOVERNING BOARD MEETING S
3783	SUTRON CORPORATION	02/07/2019	3,295.00	LOGGER WITH INTEGRATED GOES TR
105	TALLAHASSEE DEMOCRAT	02/07/2019	111.76	2019 GOVERNING BOARD MEETING S
107	TALLAHASSEE STAMP CO.	02/07/2019	75.30	OFFICE SUPPLIES
110	TALQUIN ELECTRIC COOPERATIVE, INC.	02/07/2019	252.70	WATER/SEWER- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	02/07/2019	88.17	SECURITY LIGHTS- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	02/07/2019	4,211.98	ELECTRIC- HQ
2855	UNIVERSITY OF FLORIDA	02/07/2019	7,110.09	BMP SOD BASED CROP ROTATION SY
4557	VERIZON WIRELESS	02/07/2019	860.57	JETPACK & AIR CARDS
4618	WAKULLA COUNTY BOCC	02/07/2019	260,917.22	MAGNOLIA GARDENS AND WAKULLA G
382	WASHINGTON COUNTY NEWS	02/07/2019	43.00	2019 GOVERNING BOARD MEETING S
4626	WASTE PRO OF FLORIDA, INC	02/07/2019	155.67	SOLID WASTE-HQ
4774	JOHN T WILLIAMSON	02/07/2019	180.00	JANITORIAL SERVICES FOR MILTON

TOTAL CHECKS

921,666.45

4944	BRETT CYPHERS	02/08/2019	179.78	TRAVEL REIMBURSEMENT
3942	A & W VENTURES, L.C.	02/08/2019	156.34	PORTABLE TOILET FOR PHIPPS PAR
5368	KOUNTRY RENTAL NWF, INC.	02/08/2019	225.50	CLEANING OF ECONFINA OFFICE AN
5368	KOUNTRY RENTAL NWF, INC.	02/08/2019	4,005.00	PORTABLE & COMPOSTTOILET SERVI
2516	HAINES J. LAYFIELD JR.	02/08/2019	144.60	TRAVEL REIMBURSEMENT
5500	RYAN REGA	02/08/2019	110.00	TRAVEL REIMBURSEMENT

TOTAL ACH TRANSFER

4,821.22

5556	REFUND OPAY	02/08/2019	150.00	MARK JAMES WWC LICENSE APP 878
5556	REFUND OPAY	02/08/2019	100.00	REFUND TOBY P HEBER FOR ERP PE
5556	REFUND OPAY	02/08/2019	40.00	REFUND DO-A-285248-1 FDOT - OV
5556	REFUND OPAY	02/08/2019	25.00	REFUND WELL PERMIT LA-A-285391
5556	REFUND OPAY	02/08/2019	90.00	REFUND WELL PERMIT #36711-2 OV

TOTAL DIRECT DISBURSEMENT

405.00

TOTAL AP

926,892.67

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	02/14/2019	8,313.29	P-CARD PURCHASES
2967	BANK OF AMERICA	02/14/2019	26.34	DIGITAL COPY PAPER FOR BUDGET
2967	BANK OF AMERICA	02/14/2019	109.00	CAMERA FOR FIELD STAFF
2967	BANK OF AMERICA	02/14/2019	390.00	CONFERENCE REGISTRATION FOR BE
2967	BANK OF AMERICA	02/14/2019	622.86	AMAZON ORDER FOR ITEMS FOR IT
2967	BANK OF AMERICA	02/14/2019	1,062.02	GPS UNITS
2967	BANK OF AMERICA	02/14/2019	1,889.84	APPLE IPAD AND TEMDAN IPAD WAT
2967	BANK OF AMERICA	02/14/2019	99.95	SOFTWARE FOR TREY GRUBBS - ULT
2967	BANK OF AMERICA	02/14/2019	245.00	SOFTWARE FOR TREY GRUBBS - WIN
3637	JASON M BLANTON	02/14/2019	197,212.45	2014-2016 LONGLEAF PINE TUBELI
2507	CALHOUN LIBERTY JOURNAL	02/14/2019	17.25	2019 GOVERNING BOARD MEETING S
3538	CITY OF APALACHICOLA	02/14/2019	5,481.08	CONSTRUCTION OF STORMWATER RET
3424	DURRA-QUICK-PRINT INC.	02/14/2019	30.00	BUSINESS CARDS
2713	FL DEPT OF AG. & CONSUMER SERVICES	02/14/2019	1,014.00	PRESCRIBED BURN ASSISTANCE
2702	FISH AND WILDLIFE	02/14/2019	31,098.53	COOPERATIVE MANAGEMENT SAND HI
5120	JOHNSON'S AUTO REPAIR, INC.	02/14/2019	66.80	VEH REPAIR WMD2439 , WELLS
4952	LAW, REDD, CRONA & MUNROE, P.A.	02/14/2019	990.00	INTERNAL AUDIT
5146	MICHAEL CORRIE MANNION	02/14/2019	7,238.00	STAFF AUGMENTATION FOR CUSTOM
252	MONTICELLO NEWS	02/14/2019	40.38	2019 GOVERNING BOARD MEETING S
5626	NATIONAL TIRE BROKERS CORPORATION	02/14/2019	650.10	TIRES/BATTERY VEHICLE 2431
1205	OFFICE DEPOT, INC.	02/14/2019	7.55	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	02/14/2019	3.40	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	02/14/2019	104.78	OFFICE SUPPLIES
5620	RGT FOODS INC	02/14/2019	100.00	285421 EPERMITTING DISOUNT REF
5629	ROAD MART OF FLORIDA, LLC	02/14/2019	161.49	WMD 2425 BATTERY
5614	ZACHARY J. SELLERS	02/14/2019	1,300.00	JANITORIAL-MOSSY HEAD
107	TALLAHASSEE STAMP CO.	02/14/2019	62.50	OFFICE SUPPLIES
5478	TOWN OF CARYVILLE	02/14/2019	7,757.50	WATER SYSTEM IMPROVEMENTS
5631	TRED LLC	02/14/2019	100.00	285441 REFUND EPERMITTING DISC
3941	TYLER TECHNOLOGIES, INC.	02/14/2019	1,900.00	MUNIS USER CONFERENCE REGISTRA
5633	DANIEL STANLEY	02/14/2019	99.00	TRAVEL REIMBURSEMENT
TOTAL CHECKS			<u>268,193.11</u>	

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

3978	CHRISTINA COGER	02/15/2019	100.00	REGISTRATION FEE REIMBURSEMENT
4961	PETER FOLLAND	02/15/2019	110.00	TRAVEL REIMBURSEMENT
5504	ANDREW JOSLYN	02/15/2019	70.36	EMPLOYEE REIMBURSEMENT
3813	PENNINGTON, P.A.	02/15/2019	3,420.00	LEGAL COUNSEL
3823	KENNETH ANDREW ROACH	02/15/2019	170.00	TRAVEL REIMBURSEMENT
5607	SCOTT SUTTERFIELD	02/15/2019	110.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>3,980.36</u>	
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	02/15/2019	54,422.93	CIRCLE H PROPERTIES CLOSING
5556	REFUND OPAY	02/15/2019	50.00	REFUND WELL PERMIT DO-C-284950
5556	REFUND OPAY	02/15/2019	320.00	JOHN VOELKEL P285566 ONLINE RE
5556	REFUND OPAY	02/15/2019	420.00	MATT SAUNDERS 285421-1 REFUND
TOTAL DIRECT DISBURSEMENT			<u>55,212.93</u>	
TOTAL AP			<u><u>327,386.40</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4778	BENSON'S HEATING AND AIR CONDITIONING, INC.	02/21/2019	120.00	REPAIR A/C UNIT #6 ASSET MANAG
3269	CDW GOVERNMENT, INC.	02/21/2019	70.79	MAINTENANCE CARTRIDGE FOR PLOT
4676	CITY OF MILTON FLORIDA	02/21/2019	66.34	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	02/21/2019	19.36	SEWER- MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	02/21/2019	39.76	LAKESHORE
4855	ENVIRON SERVICES INCORPORATED	02/21/2019	2,583.34	JANITORIAL SERVICES, HEADQUART
4807	WEX BANK	02/21/2019	5,311.41	FUEL
4807	WEX BANK	02/21/2019	1,075.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	02/21/2019	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WEX BANK	02/21/2019	50.00	WEX TELEMATICS FLEET MANAGEMEN
2701	FLORIDA MUNICIPAL INSURANCE TRUST	02/21/2019	257.50	WC DEDUCTIBLES
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	02/21/2019	33.04	FAR AD FOR JANUARY 24, 2019 ME
839	FORESTRY SUPPLIERS, INC.	02/21/2019	132.76	FIELD SUPPLIES
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	02/21/2019	619.00	REPAIR REDIFLO2
2291	GULF COAST ELECTRIC COOPERATIVE, INC	02/21/2019	337.45	ELECTRIC-ECONFINA FIELD OFFICE
61	JACKSON COUNTY FLORIDAN	02/21/2019	82.15	WATER USE PERMIT LEGAL AD
3603	JIM STIDHAM & ASSOCIATES, INC.	02/21/2019	4,405.00	BASELINE REPORT AND PHASE I ES
5120	JOHNSON'S AUTO REPAIR, INC.	02/21/2019	375.40	REPAIR VEHICLE WMD2413--WELLS
5120	JOHNSON'S AUTO REPAIR, INC.	02/21/2019	1,445.32	VEHICLE SERVICE - WMD2413,REG-
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	372.52	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	117.60	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	275.36	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	261.53	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	179.38	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	02/21/2019	300.83	COPIER LEASE RENEWALS
2299	LIBERTY COUNTY SOLID WASTE	02/21/2019	33.92	SOLID WASTE- FL RIVER
3406	NEECE TRUCK TIRE CENTER INC.	02/21/2019	274.00	TIRES FOR WMD2439 --WELLS TRUC
3406	NEECE TRUCK TIRE CENTER INC.	02/21/2019	282.52	TIRES FOR WMD2439, REG-WELLS
1205	OFFICE DEPOT, INC.	02/21/2019	126.56	OFFICE SUPPLIES
71	PETTY CASH	02/21/2019	55.00	PETTY CASH
5017	AGFA CORPORATION	02/21/2019	529.05	ADHESIVE BACK PAPER FOR HQ
5404	RIMINI STREET, INC.	02/21/2019	11,894.00	ORACLE TECHNOLOGY SUPPORT SERV
4799	STAPLES CONTRACT & COMMERCIAL, INC.	02/21/2019	24.90	OFFICE SUPPLIES
1620	SUPERIOR FORESTRY SERVICE, INC	02/21/2019	3,375.00	2018 HAND PLANTING SERVICES
1620	SUPERIOR FORESTRY SERVICE, INC	02/21/2019	8,200.00	2018 HAND PLANTING SERVICES

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

1620	SUPERIOR FORESTRY SERVICE, INC	02/21/2019	63,297.00	2018 HAND PLANTING SERVICES
105	TALLAHASSEE DEMOCRAT	02/21/2019	99.04	WATER USE PERMIT LEGAL AD
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	02/21/2019	3,401.90	RECREATION SITE CLEANUP-CONTRA
3943	TIM PARTIN LEASING, INC.	02/21/2019	887.86	REFRIGERATED SEMI TRAILERS REN
3943	TIM PARTIN LEASING, INC.	02/21/2019	1,022.44	REFRIGERATED SEMI TRAILERS REN
5218	WAGEWORKS, INC.	02/21/2019	59.15	COBRA ADMINISTRATION
385	WAKULLA NEWS	02/21/2019	75.00	PUBLISH 2019 GOVERNING BOARD M
TOTAL CHECKS			<u>112,193.18</u>	
3337	FORESTECH CONSULTING	02/21/2019	2,343.75	SUPPORT AND HOSTING FOR LAND M
3337	FORESTECH CONSULTING	02/21/2019	552.50	STRATEGIC PLANNING MODEL COMPL
4607	MAIL FINANCE INC	02/21/2019	482.00	MAILING SYSTEMS FOR HQ, CRESTV
2268	INNOVATIVE OFFICE SOLUTIONS, INC	02/21/2019	837.00	PHONE MAINTENANCE
3823	KENNETH ANDREW ROACH	02/21/2019	140.00	TRAVEL REIMBURSEMENT
5621	MARGARET SEWARD	02/21/2019	90.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>4,445.25</u>	
5556	REFUND OPAY	02/22/2019	100.00	LUKE POWEL 285594 REFUND
5556	REFUND OPAY	02/22/2019	1,080.00	MELISSA SINGLETARY 285328 REFU
5556	REFUND OPAY	02/22/2019	100.00	RICHARD REINERT 285624 REFUND
TOTAL DIRECT DISBURSEMENT			<u>1,280.00</u>	
TOTAL AP			<u><u>117,918.43</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5003	THE BALMORAL GROUP, LLC	02/28/2019	5,892.20	WATER SUPPLY PLANNING AND ECON
5499	BCC WASTE SOLUTIONS, LLC	02/28/2019	560.00	30 YARD ROLL OFF DUMPSTER
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	02/28/2019	328.52	RETIREE MEDICARE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	02/28/2019	1,502.18	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	02/28/2019	48,346.77	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	02/28/2019	83,350.47	EMPLOYEE MEDICAL INSURANCE
3538	CITY OF APALACHICOLA	02/28/2019	1,581.08	CONSTRUCTION OF STORMWATER RET
5554	COMCAST	02/28/2019	150.97	INTERNET-MARIANNA FIELD OFFICE
744	DEPT. OF THE INTERIOR - USGS	02/28/2019	20,475.75	JOINT FUNDING AGREEMENT
45	DMS	02/28/2019	31.56	AIR CARDS & HOTSPOTS
45	DMS	02/28/2019	995.53	CRESTVIEW LOCAL PHONES
45	DMS	02/28/2019	25.08	CRESTVIEW LONG DISTANCE
4807	WEX BANK	02/28/2019	7,381.41	FUEL
4807	WEX BANK	02/28/2019	1,075.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	02/28/2019	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WEX BANK	02/28/2019	50.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	02/28/2019	(198.94)	CREDIT FOR UNAUTHORIZED CHARGES
2702	FISH AND WILDLIFE	02/28/2019	2,446.99	LAW ENFORCEMENT-CONTRACT NO. 1
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	02/28/2019	126.98	RULEMAKING NOTICES
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	02/28/2019	210.14	RULEMAKING NOTICES
5634	FNBT BANK	02/28/2019	100.00	P284097-1 REFUND CHECK
5410	GUARDIAN AUTOMOTIVE	02/28/2019	33.75	OPEN PURCHASE ORDER FOR RMD.
666	JEFFERSON COUNTY PROPERTY APPRAISER	02/28/2019	213.07	1ST QTR FY 18-19
3266	LOWE'S COMPANIES INC.	02/28/2019	1,213.02	GENERAL SUPPLIES
1205	OFFICE DEPOT, INC.	02/28/2019	22.27	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	02/28/2019	63.63	OFFICE SUPPLIES
5615	OFFICIAL PAYMENTS CORP	02/28/2019	700.13	ONLINE PERMITTING FEES
5615	OFFICIAL PAYMENTS CORP	02/28/2019	451.00	ONLINE PERMITTING FEES
5615	OFFICIAL PAYMENTS CORP	02/28/2019	598.50	ONLINE PERMITTING FEES
5615	OFFICIAL PAYMENTS CORP	02/28/2019	384.25	ONLINE PERMITTING FEES
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	02/28/2019	2,494.34	SECURITY EQUIPMENT
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	02/28/2019	49.00	LABORATORY TESTING
4832	SUN LIFE FINANCIAL	02/28/2019	61.34	ACCT 5 PREPAID DENTAL
4832	SUN LIFE FINANCIAL	02/28/2019	5,118.98	PPO DENTAL ACCT 4

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

4834	SUN LIFE FINANCIAL	02/28/2019	931.14	AD&D LIFE INSURANCE ACCT1
4833	SUN LIFE FINANCIAL	02/28/2019	1,229.54	VOL LTD INSURANCE
4378	P.M. MARINE ENGINE SERVICE, INC.	02/28/2019	165.00	BOAT MAINTENANCE
3696	URS CORPORATION	02/28/2019	28,000.00	109 PANHANDLE RISKMAP CONV
4557	VERIZON WIRELESS	02/28/2019	209.19	CELL PHONES
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	02/28/2019	12,019.80	LAW ENFORCEMENT-CONTRACT NO. 1
4038	WINDSTREAM COMMUNICATIONS	02/28/2019	61.17	800 NUMBERS/ EFO LONG DISTANCE
TOTAL CHECKS			<u>228,475.81</u>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	02/28/2019	1,010.40	LAW ENFORCEMENT - CONTRACT NO
4961	PETER FOLLAND	02/28/2019	90.00	TRAVEL REIMBURSEMENT
3942	A & W VENTURES, L.C.	02/28/2019	156.34	PORTABLE TOILET FOR PHIPPS PAR
5504	ANDREW JOSLYN	02/28/2019	90.00	TRAVEL REIMBURSEMENT
5500	RYAN REGA	02/28/2019	90.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>1,436.74</u>	
TOTAL AP			<u><u>229,912.55</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

FEBRUARY 2019

DIRECT DEPOSIT	02/01/2019	\$	207,785.68
CHECKS	02/01/2019		2,423.10
FLEX SPENDING EFT	TF0028		1,493.90
DIRECT DEPOSIT	02/15/2019		208,267.21
CHECKS	02/15/2019		5,072.05
FLEX SPENDING EFT	TF0034		1,493.90
		\$	<u><u>426,535.84</u></u>

APPROVED:

Chairman or Executive Director

April 25, 2019

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Wendy Dugan, Director
Division of Administration

DATE: April 10, 2019

SUBJECT: Consideration of Resolution No. 849 Committing Fund Balances
for the Fiscal Year Ending September 30, 2018, as Required by GASB
Statement No. 54

Recommendation

Staff recommends the Governing Board adopt Resolution No. 849 to commit fund balances for Fiscal Year 2017-2018 as follows:

- Commit \$3,301,544 from the General Fund balance for an Economic Stabilization Fund.
- Commit \$2,116,955 from the General Fund balance for Water Supply Development Assistance Grants.
- Commit \$1,000,000 from the General Fund balance for emergency debris removal and disposal related to damages received from Hurricane Michael.
- 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.

Background

The Governmental Accounting Standards Board (GASB) Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions* establishes classifications to which government entities report their fund balances.

Under GASB 54, the Board is required to designate *committed* fund balances prior to September 30 each year. Since the District's fiscal year ends on this date, and outstanding revenues and expenditures have not yet been recorded, the Board adopted Resolution No. 828 on September 13, 2018, that specified estimated fund balance amounts as *committed*. As the District's financial statements ending September 30, 2018, are being finalized, actual cash balances have been determined. Therefore, Resolution No. 849 is the update to Resolution No. 828 and specifies actual cash balance amounts as *committed*. These updated amounts are for the same designations listed as *committed* in the FY 2018-19 Tentative Budget and includes the amount approved in Amendment 1 by the Board in January 2019 related to Hurricane Michael.

Fund balances are reported under a hierarchy of five classifications:

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

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

expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Special Revenue Funds include these four funds:

- Regulation Fund - Provides for all regulatory permitting, licensing, and enforcement activities including the Environmental Resource Permitting Program, pursuant to Sections 373.413 and 373.4131, Florida Statutes. (Fund balance is *restricted*.)
- Special Projects Fund –
 - Accounts for all resource management projects and activities funded through revenue sources from grants and contracts with federal, state, or local government entities, as well as from an annual general operations state appropriation. Revenues have mainly been provided from Florida Department of Environmental Protection (DEP); Federal Emergency Management Agency (FEMA); U.S. Environmental Protection Agency (EPA); and state appropriations from the Land Acquisition Trust Fund (LATF), Ecosystem Management and Restoration Trust Fund, and Water Management Land Trust Fund (WMLTF). If there was an ending balance from these sources, the amounts would revert to the General Fund.
 - Accounts for revenue and expenditure of state funds annually appropriated for the District’s Minimum Flows and Minimum Water Levels (MFLs) program for the purposes of Sections 373.041 and 373.042, Florida Statutes. (Fund balance is *restricted*.)
- Lands Management Fund - Accounts for activities associated with the management, improvement, maintenance, and restoration of District-owned lands. Revenues have been provided through timber sales and annual state appropriations for land management purposes. (Fund balance is *restricted*.)
- Mitigation Fund - Accounts for all District mitigation projects and activities funded primarily through the Florida Department of Transportation for the purposes of Section 373.4137, Florida Statutes. Expenditures include land acquisitions, restorations, monitoring, and other water resource related activities. (Fund balance is *restricted*.)

Capital Projects Funds include this fund:

- Capital Improvement & Land Acquisition Fund - Accounts for the acquisition of fixed assets and construction of major capital projects. The District uses the Capital Improvement & Land Acquisition Fund for all land acquisitions and capital construction and improvements. Funds have been provided mainly from Preservation 2000, Save our Rivers, and Florida Forever revenue sources. (Fund balance is *restricted*.)



Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712

(U.S. Highway 90, 10 miles west of Tallahassee)

Brett J. Cyphers
Executive Director

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

**RESOLUTION NO. 849
COMMITTING FUND BALANCE RESERVES
FOR FISCAL YEAR 2017-2018 AS REQUIRED BY GASB Statement No. 54**

WHEREAS, the 2017-2018 fiscal year of the Northwest Florida Water Management District extends from October 1, 2017, through September 30, 2018; and

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

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

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

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

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

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

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

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

NOW THEREFORE BE IT RESOLVED, by the Governing Board of the Northwest Florida Water Management District that fund balances will be committed for Fiscal Year 2017-2018 as follows:

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN W. ALTER
Secretary-Treasurer
Malone

GUS ANDREWS
DeFuniak Springs

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

NICK PATRONIS
Panama City Beach

BO SPRING
Port St. Joe

Commit \$3,301,544 from the General Fund balance for an Economic Stabilization Fund.

Commit \$2,116,955 from the General Fund balance for Water Supply Development Assistance Grants.

Commit \$1,000,000 from the General Fund balance for emergency debris removal and disposal related to damages received from Hurricane Michael.

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.

ADOPTED AND APPROVED this 25th day of April 2019, A.D.

ATTEST:

George Roberts, Chair

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

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

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

DATE: April 11, 2019

SUBJECT: Consideration of Sand Hill Lakes Mitigation Bank Cooperative Management Agreement Renewal and Approval of Annual Work Plan and Budget

Recommendation

Staff recommends the Governing Board:

1. Approve a five-year renewal (2019-2024) of NFWWMD Agreement No. 14-070 with the Florida Fish and Wildlife Conservation Commission for Cooperative Management of the Sand Hill Lakes Mitigation Bank property; and
2. Approve the Florida Fish and Wildlife Conservation Commission Fiscal Year 2019-2020 Annual Work Plan and Budget for the Sand Hill Lakes Mitigation Bank Cooperative Management Agreement, subject to approval of the District's Fiscal Year 2019-2020 budget in September 2019.

Background

Since 2005, the District has contracted with the Florida Fish and Wildlife Conservation Commission (FWC) to assist with the management of the Sand Hill Lakes Mitigation Bank (Fitzhugh Carter) property in Washington County, consistent with conditions of the state and federal mitigation bank permits.

Under this agreement, the FWC provides comprehensive assessments of the property's fish and wildlife resources as they relate to managing the property's allowable public recreation opportunities and fulfilling the permit requirements. This includes, but is not limited to: operation of the fish and wildlife check station; regulation of public access and use; enhanced law enforcement; and ongoing fish and wildlife studies and assessments. Additionally, FWC staff undertakes the management of nuisance species such as feral hogs.

The property has been open to public hunting since 2005 and was opened to public fishing in 2007. Recreational activities on this property are highly regulated. The mitigation bank permits allow for public access to the property only through a check station system.

The current five-year agreement was executed in 2014 and provided a renewal clause for an additional five-year term. We are approaching the end of the initial five-year term (June 30, 2019), so renewal of the agreement is needed to keep it in effect.

The agreement requires an annual assessment of FWC's activities and development of a Work Plan and Budget for the upcoming fiscal year. Coordinating with District staff, the FWC developed the attached Work Plan and Budget for FWC Fiscal Year 2019-2020, which begins on July 1, 2019. District staff routinely assesses FWC's work plan progress, and FWC has consistently implemented all activities specified in the Work Plan.

The proposed annual Work Plan budget for the upcoming agreement period is \$124,027, which is \$2,814 less than the current year's budget of \$126,841. The decrease is due to projected cost savings associated with the insurance provided for the two full-time FWC staff who are employed through this program.

Attachment: 2019-2020 Work Plan/Budget

FITZHUGH CARTER TRACT/SHLMB WORK PLAN AND BUDGET

2019 – 2020

(Hunting and Fishing Programs)

<u>Service/Product</u>	<u>Description</u>	<u>District Costs/Expenditures</u>
Fish and Wildlife Biologist (Biological Scientist III equivalent)	Implement a comprehensive fisheries and wildlife management program to address Florida Department of Environmental Protection and U.S. Army Corps of Engineers permit requirements for the Sand Hill Lakes Mitigation Bank (SHLMB). Duties include, but are not limited to wild hog management as a priority activity, along with weekly patrols of the fence lines and updating the Boundary Breach Catalog/Map, the collection of wildlife and fisheries data, preparation of annual reports, supervision of the Fish & Wildlife Technician and Check Station Operators, coordination of volunteer program, and coordinate and conduct fish and wildlife surveys.	Biologist Salary...\$ 42,528 <u>Benefits.....\$ 7,714</u> <u>\$ 50,242</u>
Fish and Wildlife Technician	Assist Fish and Wildlife Biologist with multiple aspects of area management including, but not limited to wild hog management as a priority activity, along with weekly patrols of the fence lines and updating the Boundary Breach Catalog/Map, conducting fish and wildlife population surveys, maintenance of boats and boat ramps, coordination with visiting educational groups, and relieving check station operator(s) as needed.	Technician Salary..\$ 30,874 <u>Benefits.....\$ 7,714</u> <u>\$ 38,588</u>
Check Station Operators	Man Check Station during scouting, hunting, and fishing days. Duties include providing education and assistance to hunters and anglers checking into and out of check station (customer service/area public relations), collection of biological data from harvested game and fish, monitoring hunter and fisherman pressure (creel surveys and quota hunt use), issuance of angler provisions (boats, oars, PFD's, creel kits), and adherence to fisherman quotas & pond allocation limits.	<u>3,133 hrs @ \$9.00/hr.</u> <u>\$ 28,197</u>
Estimated Operational Expenses	Boat operation costs during fish surveys, work and safety apparel, continuing education and training, fish & wildlife scientific survey materials, and equipment & supplies.	<u>\$ 7,000</u>
Total		<u>\$ 124,027</u>

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Brett Cyphers, Executive Director

DATE: April 10, 2019

SUBJECT: Consideration of FY 2019-2020 Springs Restoration Funding Requests

Recommendation

Staff recommends the Governing Board (1) approve the projects included in Table 1 totaling \$23,580,356, (2) approve submittal of the projects to the Department of Environmental Protection (DEP) for funding consideration, and (3) authorize the Executive Director to enter into agreements with DEP and cooperators to receive up to the amount requested to implement springs restoration projects as described, subject to budget authority and legal counsel review.

Discussion

The Florida Legislature is expected to appropriate \$50,000,000 for FY 2019-2020 statewide springs restoration and protection projects. This funding will be allocated by DEP to the four water management districts with springs to manage. Since this program began in FY 2013-2014, more than \$59.8 million in springs restoration funding has been awarded in northwest Florida.

In December 2018, the District issued a Notice of Funding Availability for eligible spring restoration and protection projects, with applications due by March 15, 2019. Staff also met with individual stakeholders during the application period to discuss potential projects, several of which are additional phases of current septic-to-sewer and agricultural cost-share projects. As shown in Table 1, the District is requesting approximately \$23.6 million in FY 2019-2020 funding from DEP to implement priority projects in the Panhandle, including:

- \$10.0 million for agricultural restoration efforts due to Hurricane Michael and continuation of the District's Agricultural Best Management Practice (BMP) Cost-Share program with producers in the Chipola River springs groundwater contribution area;
- \$8.2 million for septic tank conversion to central sewer projects in Jackson and Wakulla counties;
- \$4.0 million for fee-simple or less-than-fee land acquisition to protect Chipola River, Econfina Creek, Wakulla Spring, and other spring groundwater contribution areas; and
- \$1.4 million for stormwater improvements for waters discharging to Econfina Creek and springs in Bay and Washington counties.

Final approval of funding for the FY 2019-2020 springs projects is subject to the Governor's approval of the state's budget. Additionally, the District, in cooperation with participating local governments, continues to maintain a long-range springs project plan that identifies planned and potential springs projects across northwest Florida for a 10-year period. This plan remains dynamic and is subject to continued development based on both state funding and local priorities. It provides, however, a useful planning tool and conceptual roadmap for long-term restoration.

Table 1. NFWFMD FY 2019-2020 Springs Restoration Funding Requests

Spring Name	Project Name	County	Project Type	Project description	Nitrogen Reduced (lbs/yr)	Sediment reduced (in lbs/yr)	Quantity of Water Made Available (MGD)	Acres to be Acquired	State Funding Requested	Local Match
Jackson Blue Spring	Agricultural BMP Producer Cost Share Grant Program	Jackson	Agricultural BMPs	Continue agricultural cost-share program in the Chipola groundwater contribution and other BMAP springs areas. Assist 50 producers with retrofits and precision agricultural equipment to restore and protect springs.	250,000 - 300,000 lbs/yr TN, depending on BMPs selected	NA	0.8 - 1.0 MGD, depending on BMPs selected	NA	\$5,000,000	\$1,666,666
Chipola River Springs	Springs Area Forest Restoration Program	Jackson	Agricultural BMPs	Long-term restoration program with willing sellers to protect water quality and quantity benefits of silviculture impacted by Hurricane Michael.	Up to 500,000 lbs/yr TN	NA	6.39 MGD	10,000	\$5,000,000	\$0
Wakulla Spring	Wakulla Gardens Phase 3A	Wakulla	Wastewater Collection & Treatment	Continue septic to central sewer connection project for 200 additional homes in the Wakulla Spring PFA2.	Up to 2,205 lbs/yr TN	NA	NA	NA	\$3,000,000	\$0
Jackson Blue Spring	Indian Springs Sewer Phase 2B	Jackson	Wastewater Collection & Treatment	Continue septic to central sewer connection project for 92 additional homes on the south side of Merritts Mill Pond.	Up to 708 lbs/yr TN	NA	NA	NA	\$2,998,937	\$0
Multiple	Land Acquisition for Springs Restoration and Protection	Multiple	Land Acquisition	Fee simple acquisition and conservation easements of up to 1,000 acres to protect Chipola springs, Wakulla Spring, Econfina springs, and other spring groundwater contribution areas in northwest Florida.	TBD based upon individual properties	NA	NA	1,000	\$4,000,000	\$0
Chipola River Springs	Tara Estates Sewer Project	Jackson	Wastewater Collection & Treatment	Extend central sewer service to the Tara Estates neighborhood located north of Marianna. The project includes abandoning up to 20 aging septic tanks proximate to the Chipola River.	Up to 154 lbs/yr TN	NA	NA	NA	\$680,663	\$0
Jackson Blue Spring	Malone Sewer System Expansion	Jackson	Wastewater Collection & Treatment	Design and construct up to 170 connections and abandon septic tanks in the Town of Malone.	Up to 1,308 lbs/yr TN	NA	NA	NA	\$1,506,000	\$3,534,000
Econfina Creek Springs	Sweetwater Branch Road Sediment Reduction	Bay	Stormwater	Stabilize 3.43 miles of unpaved dirt roads proximate to Sweetwater Branch within the Econfina Springs Groundwater Contribution Area.	Up to 76 lbs/yr TN	Up to 137,897 lbs/yr TSS	NA	NA	\$894,756	\$1,342,136
Econfina Creek Springs	Strickland Road Sediment Reduction	Washington	Stormwater	Stabilize 0.90 miles of unpaved dirt road proximate to Williford and Sylvan springs.	NA	Up to 380,000 lbs/yr TSS	NA	NA	\$500,000	\$0

TOTAL \$23,580,356 \$6,542,802

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: April 10, 2019

There are no pending cases in which the District is a party.