

**Northwest Florida Water Management District
Governing Board Meeting Minutes**

*Thursday, June 27, 2019
DeFuniak Springs Service Office
700 US Highway 331 South
DeFuniak Springs, FL 32435*

1. Opening Ceremonies

Called to order at 1:00 p.m.

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

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

Absent: None

2. Special Thanks and Recognition

Danny Layfield, Kaylee Rivera, and Jarret Dennis won the 2019 Innovator Award.

3. Changes to the Agenda

None.

4. Approval of the Minutes for May 23, 2019

MOTIONED BY TED EVERETT, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR MAY 23, 2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY JOHN ALTER, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF APRIL 2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY JOHN ALTER, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD ACCEPT REPORTS #19-01 AND #19-02 AS PRESENTED BY THE INSPECTOR GENERAL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Fiscal Year 2019-2020 Tentative Budget, Millage Rate and Dates, Times, and Locations of Public Hearings on the Budget

MOTIONED BY JON COSTELLO, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD (1) SET THE AD VALOREM TAX MILLAGE FOR FISCAL YEAR 2019-2020 AT THE CURRENT YEAR AGGREGATE ROLLED-BACK RATE TO BE DETERMINED UPON RECEIPT OF THE CERTIFICATIONS OF TAXABLE VALUE FROM ALL 16 COUNTIES AND IS IN THE INTERIM 0.0338, (2) APPROVE THE FISCAL YEAR 2019-2020 TENTATIVE BUDGET AS PRESENTED, ALLOW STAFF TO MAKE RECOMMENDED ADJUSTMENTS AND CORRECTIONS, AND SUBMIT THE STANDARD FORMAT TENTATIVE BUDGET TO THE GOVERNOR’S OFFICE AND LEGISLATURE BY AUGUST 1, 2019, (3) SCHEDULE THE PUBLIC HEARINGS ON THE BUDGET FOR THURSDAY, SEPTEMBER 12, 2019, AT 5:05 P.M. CT IN PANAMA CITY AND THURSDAY, SEPTEMBER 26, 2019, AT 5:05 P.M. ET AT DISTRICT HEADQUARTERS IN MIDWAY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY TED EVERETT, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE DECLARATION OF THE PROPERTY ITEM LISTED BELOW AS SURPLUS, AUTHORIZE STAFF TO DISPOSE OF THE ITEM IN ACCORDANCE WITH ESTABLISHED PROCEDURES, AND REMOVE THE ITEM FROM THE DISTRICT’S PROPERTY RECORDS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Asset ID#	Serial Number	Item Description	Purchase Price	Value
0381	2BVCGSC174V000257	2004 Bombardier Quest 4 x 4 ATV w/wench	\$5,934.01	\$0.00

9. Consideration of the Purchase of a Hydrologic Modeling Environment

MOTIONED BY TED EVERETT, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE THE EXPENDITURE OF UP TO \$125,000 FOR A HYDROLOGIC MODELING ENVIRONMENT. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Public Hearing on Consideration of Regulatory Matters

Called to order at 1:19 p.m.

A-1 Applicant: Southern Cattle Company
App. No.: 2B-063-6010-5
Use: Agricultural

MOTIONED BY JOHN ALTER, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-063-6010-5, SOUTHERN CATTLE COMPANY, PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Rulemaking Update – Minimum Flows and Minimum Water Levels

Informational purposes only.

12. Legislative Update

Informational purposes only.

13. Legal Counsel Report

No pending cases in which the District is a party.

14. Hurricane Michael Recovery Update

Informational purposes only.

Meeting was adjourned at 1:42 p.m.

Chair

July 25, 2019

Date

Executive Director

Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending May 31, 2019

Balance Forward - Operating Funds	\$46,792,532.82	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$198,575.46	
Contracts Receivable	61,629.78	
Other Deposits/Refunds/Adjustments	12,611.73	
Transfers from Lands Accounts	0.00	
Total Deposits during month	272,816.97	
Total Deposits and Balance Forward		\$ 47,065,349.79
Disbursements:		
Employee Salaries	442,638.18	
Employee Benefits	297,313.44	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	209,316.40	
Operating Expenses - Services	100,110.61	
Operating Expenses - Commodities	22,228.07	
Operating Capital Outlay	19,913.75	
Grants and Aids	706,438.94	
Total Operating Expenses during month	1,797,959.39	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	23,442.05	
Total Funds Disbursed by check during month	1,821,401.44	
Bank Debits (Fees, Deposit Slips, etc.)	0.88	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		1,821,402.32
Cash Balance Operating Funds at month end		\$ 45,243,947.47
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	1,333,927.80	
Payroll Account	6,869.62	
Investment Accounts @ 2.58%		
General Fund	21,039,970.43	
Lands Fee Fund	6,553,354.80	
SWIM Fund	104,446.99	
Springs Protection	57.03	
Mitigation Fund	16,205,070.55	
Total Operating Depositories at month end	\$ 45,243,947.47	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending May 31, 2019

Land Acquisition Funds @ 2.58%	\$	293,966.44	
Total Land Acquisition Funds			293,966.44
Restricted Management Funds:			
Phipps Land Mgmt @ 2.58%		63,112.36	
Total Land Acquisition Funds			
Fla. Board of Administraton Cypress Springs R&M Account @ 2.58%		823,464.73	
Total Restricted Land Management Funds			<u>886,577.09</u>
Total Land Acquisition, and Restricted Management Funds			<u>1,180,543.53</u>
TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u><u>\$ 46,424,491.00</u></u>

Approved: _____
 Chairman or Executive Director

Date: July 25, 2019

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending May 31, 2019
(Unaudited)

	Current Budget	Actuals Through 5/31/2019	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,433,483	\$ 3,250,189	\$ (183,294)	95%
Intergovernmental Revenues	56,084,820	12,316,540	(43,768,280)	22%
Interest on Invested Funds	144,939	704,216	559,277	486%
License and Permit Fees	396,438	310,570	(85,868)	78%
Other	5,250,501	427,857	(4,822,644)	8%
Fund Balance	28,021,745		(28,021,745)	0%
Total Sources	\$ 93,331,926	\$ 17,009,371	\$ (76,322,555)	18%

	Current Budget	Expenditures	Encumbrances¹	Available Budget	%Expended	%Obligated²
Uses						
Water Resources Planning and Monitoring	\$ 6,725,131	\$ 2,206,877	\$ 98,210	\$ 4,420,044	33%	34%
Acquisition, Restoration and Public Works	53,757,714	6,065,775	90,542	47,601,397	11%	11%
Operation and Maintenance of Lands and Works	4,934,424	1,778,712	630,938	2,524,774	36%	49%
Regulation	3,855,871	1,991,826	50,982	1,813,063	52%	53%
Outreach	133,959	82,493	1,284	50,182	62%	63%
Management and Administration	1,977,637	1,204,600	13,717	759,321	61%	62%
Total Uses	\$ 71,384,736	\$ 13,330,283	\$ 885,672	\$ 57,168,781	19%	20%
Reserves	21,947,190			21,947,190	0%	0%
Total Uses and Reserves	\$ 93,331,926	\$ 13,330,283	\$ 885,672	\$ 79,115,971	14%	15%

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 May 31, 2019, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

MAY 2019

VOIDED CHECK	VOIDED CHECK	\$	-72.98
CHECKS	5/2/2019		896,050.35
AP EFT CHECKS	5/3/2019		9,106.34
DIRECT DISBURSEMENT	5/3/2019		150.00
CHECKS	5/9/2019		16,834.58
AP EFT CHECKS	5/10/2019		28,581.50
DIRECT DISBURSEMENT	5/10/2019		100.00
CHECKS	5/16/2019		31,743.48
AP EFT CHECKS	5/17/2019		7,405.42
DIRECT DISBURSMENT	5/17/2019		200.00
CHECKS	5/23/2019		79,471.33
AP EFT CHECKS	5/24/2019		8,271.41
CHECKS	5/30/2019		219,548.12
APT EFT CHECKS	5/31/2019		25,132.61
RETIREMENT	5/31/2019		54,871.70
		\$	<u>1,377,393.86</u>

Chairman or Executive Director

July 25, 2019

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	05/02/2019	7,525.25	AS NEEDED HYDROLOGICAL AND ECO
95	AT&T	05/02/2019	238.04	PHONES- EFO
5089	ATKINS NORTH AMERICA, INC.	05/02/2019	4,902.36	RISK MAP PROGRAM SUPPORT
2992	BANK OF AMERICA	05/02/2019	335.51	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	05/02/2019	340.84	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	05/02/2019	225.00	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	05/02/2019	810.95	ACCOUNT ANALYSIS-03/2019
2992	BANK OF AMERICA	05/02/2019	923.08	ACCOUNT ANALYSIS 02/2019
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/02/2019	592.38	RETIREE MEDICARE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/02/2019	55,255.24	EMPLOYEE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/02/2019	55,255.24	EMPLOYEE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/02/2019	1,618.21	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/02/2019	1,618.21	RETIREE MEDICAL INSURANCE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	05/02/2019	425.30	LABORATORY ANALYSIS - ECONFINA
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	05/02/2019	6,832.50	LABORATORY ANALYSIS - GROUNDWA
744	DEPT. OF THE INTERIOR - USGS	05/02/2019	20,475.75	JOINT FUNDING AGREEMENT
3126	DEWBERRY ENGINEERS, INC	05/02/2019	5,008.75	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	05/02/2019	3,053.82	RISK MAP PROGRAM SUPPORT
3126	DEWBERRY ENGINEERS, INC	05/02/2019	1,745.04	RISK MAP PROGRAM SUPPORT
45	DMS	05/02/2019	1,815.34	DEFUNIAK ETHERNET & LONG DISTANCE
45	DMS	05/02/2019	7,395.31	ETHERNET- ALL
45	DMS	05/02/2019	1,327.23	LOCAL PHONES- HQ
45	DMS	05/02/2019	0.73	MILTON LONG DISTANCE
45	DMS	05/02/2019	0.20	WEB SERVER
45	DMS	05/02/2019	59.02	AUDIO & WEB CONFERENCING
45	DMS	05/02/2019	69.16	LOCAL PHONES- MILTON
45	DMS	05/02/2019	144.26	LONG DISTANCE- HQ
45	DMS	05/02/2019	18.21	AIR CARDS & HOTSPOTS
45	DMS	05/02/2019	24.19	CRESTVIEW LONG DISTANCE
45	DMS	05/02/2019	1,244.85	DEFUNIAK LOCAL PHONES
45	DMS	05/02/2019	0.65	CRESTVIEW LOCAL PHONES
2972	EDWARDS FIRE PROTECTION, INC.	05/02/2019	204.00	FIRE EXTINGUISHER DEMOSTRATION
2972	EDWARDS FIRE PROTECTION, INC.	05/02/2019	554.25	INSPECT BUILDING AND VEHICLE F
4807	WEX BANK	05/02/2019	8,978.37	FUEL
4807	WEX BANK	05/02/2019	1,100.00	WEX TELEMATICS FLEET MANAGEMEN

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

4807	WEX BANK	05/02/2019	25.00	FLEET MANAGEMENT SYSTEM - LAND
4807	WEX BANK	05/02/2019	50.00	WEX TELEMATICS FLEET MANAGEMEN
3759	FORD FARMS	05/02/2019	25,125.00	AG BMP COST SHARE/ CROP ROTATI
666	JEFFERSON COUNTY PROPERTY APPRAISER	05/02/2019	213.07	3RD QTR FY 18-19
5120	JOHNSON'S AUTO REPAIR, INC.	05/02/2019	678.44	VEHICLE REPAIR, WMD2431
5120	JOHNSON'S AUTO REPAIR, INC.	05/02/2019	52.97	OPEN PURCHASE ORDER FOR POOL V
5159	L & R TRACTOR INC.	05/02/2019	1,550.00	FLOATING DOCK REPAIRS - PITT S
2293	LANE'S OUTDOOR EQUIPMENT, INC	05/02/2019	1,639.80	CHAINSAWS FOR FL TRAIL CREW
4873	MAIN STREET AUTOMOTIVE, INC.	05/02/2019	220.00	TRANSMISSION FLUSH 2414
3987	JOHN MORRILL	05/02/2019	1,042.96	OVERPAYMENT OF HEALTH INSURANC
1205	OFFICE DEPOT, INC.	05/02/2019	28.35	ADMIN OFFICE SUPPLIES
4832	SUN LIFE FINANCIAL	05/02/2019	57.00	PREPAID DENTAL ACCT 5
4832	SUN LIFE FINANCIAL	05/02/2019	5,287.04	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	05/02/2019	1,001.28	ACCT 1 AD&D & LIFE INSURANCE
4833	SUN LIFE FINANCIAL	05/02/2019	1,308.90	VOL LTD
3941	TYLER TECHNOLOGIES, INC.	05/02/2019	14,559.88	DISASTER RECOVERY CONTRACT
3941	TYLER TECHNOLOGIES, INC.	05/02/2019	950.00	REGISTRATION FOR MUNIS CONFERE
4557	VERIZON WIRELESS	05/02/2019	120.31	CELL PHONES
5218	WAGeworks, INC.	05/02/2019	158.10	FLEXIBLE SPENDING ACCOUNT ADMI
4618	WAKULLA COUNTY BOCC	05/02/2019	651,081.89	MAGNOLIA GARDENS AND WAKULLA G
5650	ELIZABETH HOLLISTER	05/02/2019	783.12	TRAVEL REIMBURSEMENT

TOTAL CHECKS

896,050.35

3293	ANGUS G. ANDREWS, JR.	05/03/2019	8,125.00	DEFUNIAK SPRINGS LEASE
4966	DAVID REED CHERRY	05/03/2019	110.00	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	05/03/2019	110.00	TRAVEL REIMBURSEMENT
3080	STEVEN COSTA	05/03/2019	110.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	05/03/2019	126.00	TRAVEL REIMBURSEMENT
3942	A & W VENTURES, L.C.	05/03/2019	156.34	PORTABLE TOILET FOR PHIPPS PAR
1095	TYLER MACMILLAN	05/03/2019	90.00	TRAVEL REIMBURSEMENT
5500	RYAN REGA	05/03/2019	110.00	TRAVEL REIMBURSEMENT
5475	LYLE SEIGLER	05/03/2019	90.00	TRAVEL REIMBURSEMENT
5621	MARGARET SEWARD	05/03/2019	79.00	TRAVEL REIMBURSMEENT

TOTAL ACH TRANSFER

9,106.34

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

5556	REFUND OPAY	05/03/2019	50.00	CHARLES WARD REFUND P#286618-1
5556	REFUND OPAY	05/03/2019	100.00	WUP REFUND OF FEES - PATRICK I
TOTAL DIRECT DISBURSEMENT			<u>150.00</u>	
TOTAL AP			<u><u>905,306.69</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4923	JOHN ALTER	05/09/2019	56.07	GOVERNING BOARD MEETING
5243	CARROLL APPRAISAL COMPANY, INC.	05/09/2019	1,200.00	REVIEW APPRAISAL FOR WALLACE T
3902	CITRIX SYSTEMS, INC.	05/09/2019	3,950.79	CITRIX SOFTWARE AND HARDWARE R
5033	JON COSTELLO	05/09/2019	8.90	GOVERNING BOARD MEETING
4748	EAST MILTON WATER SYSTEM	05/09/2019	10.00	WATER- MILTON FIELD OFFICE
3309	FAST SIGNS	05/09/2019	135.00	SIGNS
3309	FAST SIGNS	05/09/2019	76.54	RESTROOM SIGN
2713	FL DEPT OF AG. & CONSUMER SERVICES	05/09/2019	648.00	PRESCRIBED BURN ASSISTANCE
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	05/09/2019	31.08	FAR AD FOR APRIL 25, 2019 GB M
839	FORESTRY SUPPLIERS, INC.	05/09/2019	35.10	SAFETY VESTS FOR STAFF
916	GULF POWER COMPANY	05/09/2019	430.18	ELECTRIC- MILTON FIELD OFFICE
3193	INSURANCE INFORMATION EXCHANGE	05/09/2019	50.80	BACKGROUND SCREENING
5649	JMA ENGINEERING SERVICES, INC.	05/09/2019	100.00	286480-1 REFUND \$100 EPERMITTI
4928	NORTH FLORIDA SOD, INC.	05/09/2019	2,200.00	SOD FOR PITT SPRING RECREATION
4928	NORTH FLORIDA SOD, INC.	05/09/2019	360.00	PITT SPRING RECREATION AREA SO
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	39.38	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	118.13	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	59.63	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	118.13	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	39.38	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	59.63	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	178.88	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	236.25	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	280.13	PORTABLE TOILET SERVICES - CON
4081	POT-O-GOLD RENTALS, LLC	05/09/2019	118.13	PORTABLE TOILET SERVICES - CON
4368	PROFESSIONAL HEALTH EXAMINERS	05/09/2019	100.00	LABORATORY TESTING
3960	GEORGE ROBERTS	05/09/2019	89.00	GOVERNING BOARD MEETING
5651	SGS TECHNOLOGIE, LLC	05/09/2019	373.33	HOSTINA AND MAINTAINING DISTRI
5651	SGS TECHNOLOGIE, LLC	05/09/2019	373.33	HOSTINA AND MAINTAINING DISTRI
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/09/2019	32.97	ADMIN OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/09/2019	1.36	ADMIN OFFICE SUPPLIES
110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/09/2019	89.29	SECURITY LIGHTS
110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/09/2019	259.26	WATER/SEWER- HQ

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

110	TALQUIN ELECTRIC COOPERATIVE, INC.	05/09/2019	3,229.16	ELECTRIC- HQ
3711	US POSTAL SERVICE-HASLER	05/09/2019	1,500.00	REPLENISH HEADQUARTERS POSTAGE
4774	JOHN T WILLIAMSON	05/09/2019	180.00	JANITORIAL SERVICES FOR MILTON
5298	TED EVERETT	05/08/2019	66.75	GOVERNING BOARD MEETING
TOTAL CHECKS			<u>16,834.58</u>	
4961	PETER FOLLAND	05/10/2019	146.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	05/10/2019	15,551.00	EAST REGION LAND MANAGEMENT PL
5368	KOUNTRY RENTAL NWF, INC.	05/10/2019	207.50	CLEANING OF ECONFINA OFFICE AN
5368	KOUNTRY RENTAL NWF, INC.	05/10/2019	4,065.00	PORTABLE & COMPOSTTOILET SERVI
3813	PENNINGTON, P.A.	05/10/2019	8,340.00	LEGAL COUNSEL
3823	KENNETH ANDREW ROACH	05/10/2019	146.00	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	05/10/2019	126.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFER			<u>28,581.50</u>	
5556	REFUND OPAY	05/10/2019	100.00	THOMAS ASBURY 286371 EPERMIT R
TOTAL DIRECT DISBURSEMENT			<u>100.00</u>	
TOTALAP			<u><u>45,516.08</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	05/16/2019	199.99	PET WASTE DISPENSER AND BAGS
2967	BANK OF AMERICA	05/16/2019	95.19	ALUMINUM SIGN
2967	BANK OF AMERICA	05/16/2019	96.01	RMD SUPPLIES FROM AMAZON BUSIN
2967	BANK OF AMERICA	05/16/2019	56.80	LIFTMASTER 312HM RECEIVER FROM
2967	BANK OF AMERICA	05/16/2019	174.79	PERSONAL FLOATATION DEVICES - AM
2967	BANK OF AMERICA	05/16/2019	90.00	RECORDS MANAGEMENT TRAINING SE
2967	BANK OF AMERICA	05/16/2019	166.78	AMAZON ORDER FOR PC SPEAKERS/O
2967	BANK OF AMERICA	05/16/2019	384.00	SURVEY MONKEY RENEWAL - REPLAC
2967	BANK OF AMERICA	05/16/2019	7,153.19	P-CARD PURCHASES
5499	BCC WASTE SOLUTIONS, LLC	05/16/2019	224.00	DUMPSTER FOR ECONFINA OFFICE A
3380	CLIVUS MULTRUM, INC.	05/16/2019	245.00	COMPOSTING RESTROOM PARTS
3126	DEWBERRY ENGINEERS, INC	05/16/2019	2,400.00	WATER RESOURCES PROJECT SUPPOR
4855	ENVIRON SERVICES INCORPORATED	05/16/2019	2,583.34	JANITORIAL SERVICES, HEADQUART
5298	TED EVERETT	05/16/2019	72.98	GOVERNING BOARD MEETING
5648	FLORIDA OUTDOOR EQUIPMENT	05/16/2019	3,293.75	BRUSH CUTTER FOR FLORIDA TRAIL
5644	FTS FORESTRY TECHNOLOGY SYSTEMS LTD	05/16/2019	930.00	DATA LOGGER WITH INTEGRATED CE
3282	W.W. GRAINGER, INC.	05/16/2019	284.42	FIELD SUPPLIES
3282	W.W. GRAINGER, INC.	05/16/2019	148.37	FIELD SUPPLIES
916	GULF POWER COMPANY	05/16/2019	820.00	DEPOSIT AND ACCOUNT SETUP
61	JACKSON COUNTY FLORIDAN	05/16/2019	78.25	WATER USE PERMIT LEGAL AD
1717	JACKSON COUNTY PROPERTY APPRAISER	05/16/2019	563.63	3RD QTR FY 18-19
5120	JOHNSON'S AUTO REPAIR, INC.	05/16/2019	92.09	OPEN PURCHASE ORDER FOR VEHICL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/16/2019	267.97	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/16/2019	112.22	COPIER LEASE FOR ECONFINA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	05/16/2019	242.25	NEW COPIER LEASES FOR REG
2299	LIBERTY COUNTY SOLID WASTE	05/16/2019	32.00	SOLID WASTE- FL RIVER
5146	MICHAEL CORRIE MANNION	05/16/2019	1,694.00	STAFF AUGMENTATION FOR CUSTOM
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	0.41	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	62.33	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	32.34	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	156.74	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	15.33	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	4.82	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	26.39	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	05/16/2019	36.90	COPIER MAINTENANCE RENEWAL

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

1205	OFFICE DEPOT, INC.	05/16/2019	173.55	DESK CHAIR
4854	PANHANDLE STUMP & TREE SERVICE, INC.	05/16/2019	2,250.00	HAZARDOUS TREE TRIMMING/REMOVA
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	05/16/2019	245.00	LABORATORY TESTING
4849	NICK PATRONIS	05/16/2019	89.00	GOVERNING BOARD MEETING
3482	SANTA ROSA COUNTY LANDFILL	05/16/2019	135.00	SOLID WASTE
5646	SERVPRO OF TALLAHASSEE	05/16/2019	373.18	CLEAN LIGHT FIXTURES IN BOARDR
4897	SIGN PRO OF NORTH FLORIDA, INC.	05/16/2019	609.44	SIGN FABRICATION SERVICES
4720	SOUTHWOOD SHARED RESOURCE CENTER	05/16/2019	485.00	OFFSITE DATA STORAGE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	05/16/2019	43.74	EOC NOTEBOOK UPDATE SUPPLIES
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	05/16/2019	3,526.90	RECREATION SITE CLEANUP-CONTRA
4557	VERIZON WIRELESS	05/16/2019	917.24	JETPACKS AND AIRCARDS
5218	WAGeworks, INC.	05/16/2019	59.15	COBRA ADMINISTRATION
	TOTAL CHECKS		<u>31,743.48</u>	
4961	PETER FOLLAND	05/17/2019	146.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	05/17/2019	2,125.00	SUPPORT AND HOSTING FOR LAND M
5624	JESSE GRAY	05/17/2019	1,561.42	EMPLOYEE TUITION REIMBURSEMENT
2268	INNOVATIVE OFFICE SOLUTIONS, INC	05/17/2019	837.00	PHONE MAINTENANCE
1095	TYLER MACMILLAN	05/17/2019	90.00	TRAVEFL REIMBURSEMENT
5500	RYAN REGA	05/17/2019	146.00	TRAVEL REIMBURSEMENT
4270	VIEUX & ASSOCIATES, INC.	05/17/2019	2,500.00	GAUGE ADJUSTED RADAR RAINFALL
	TOTAL ACH TRANSFER		<u>7,405.42</u>	
5556	REFUND OPAY	05/17/2019	100.00	MOORE BASS CONSULTING P286719
5556	REFUND OPAY	05/17/2019	100.00	P8617-2 CLINT GECI EPERMITTING
	TOTAL DIRECT DISBURSEMENT		<u>200.00</u>	
	TOTAL AP		<u>39,348.90</u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5089	ATKINS NORTH AMERICA, INC.	05/23/2019	9,035.44	RISK MAP PROGRAM SUPPORT
2992	BANK OF AMERICA	05/23/2019	332.78	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	05/23/2019	250.53	ACCOUNT ANALYSIS
3113	RAY GLASS' BATTERIES, INC.	05/23/2019	129.99	REPLACEMENT BATTERY - WMD 9621
5652	BUCKEL DESIGN GROUP, LLC	05/23/2019	100.00	P286868 REFUND EPERMITTING DIS
3771	CHOCTAWHATCHEE BASIN ALLIANCE	05/23/2019	25,484.72	RESTORATION PROGRAM
4676	CITY OF MILTON FLORIDA	05/23/2019	66.34	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	05/23/2019	19.36	SEWER-MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	05/23/2019	39.76	LAKESHORE
1035	COLE-PARMER INSTRUMENT COMPANY	05/23/2019	198.88	LAB SUPPLIES
1948	DELL MARKETING L.P.	05/23/2019	14,220.00	DELL COMPUTERS CUSTOMIZED FOR
1292	FISHER SCIENTIFIC	05/23/2019	436.54	LAB AND FIELD SUPPLIES
1292	FISHER SCIENTIFIC	05/23/2019	71.63	LAB AND FIELD SUPPLIES
1292	FISHER SCIENTIFIC	05/23/2019	31.25	LAB AND FIELD SUPPLIES
2702	FISH AND WILDLIFE	05/23/2019	2,739.45	LAW ENFORCEMENT-CONTRACT NO. 1
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	05/23/2019	48.44	RULEMAKING NOTICES
5410	GUARDIAN AUTOMOTIVE	05/23/2019	85.53	OPEN PURCHASE ORDER FOR RMD.
1695	JAMES MOORE & COMPANY	05/23/2019	16,000.00	INDEPENDENT AUDITOR SERVICES
4033	JOHNSTON TRUCKING, LLC	05/23/2019	740.00	ROCK FOR EROSION CONTROL
4952	LAW, REDD, CRONA & MUNROE, P.A.	05/23/2019	6,347.00	INTERNAL AUDIT
3266	LOWE'S COMPANIES INC.	05/23/2019	983.50	CONSTRUCTION SUPPLIES AND MATE
4873	MAIN STREET AUTOMOTIVE, INC.	05/23/2019	53.51	OPEN PURCHASE ORDER FOR ERP-CF
4873	MAIN STREET AUTOMOTIVE, INC.	05/23/2019	242.49	REPAIR VEHICLE WMD2424 IN DFO
5409	MARTIN ENVIRONMENTAL SERVICES, INC	05/23/2019	75.00	PORTABLE TOILETS
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	05/23/2019	75.00	DEFUNIAK ALARM
4091	THE SHOE BOX	05/23/2019	111.10	UNIFORMS FOR DAVID CAMBRON
4228	SOWELL TRACTOR CO., INC.	05/23/2019	1,098.00	WEED TRIMMERS FOR FLORIDA TRAI
5655	JACK GRUBBS	05/23/2019	345.09	TRAVEL REIMBURSEMENT
5656	JASON STORRS	05/23/2019	110.00	TRAVEL REIMBURSEMENT
	TOTAL CHECKS		<u>79,471.33</u>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	05/24/2019	850.40	LAW ENFORCEMENT - CONTRACT NO
4845	CALHOUN COUNTY SHERIFF'S OFFICE	05/24/2019	249.20	LAW ENFORCEMENT - CONTRACT NO

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

4944	BRETT CYPHERS	05/24/2019	72.09	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	05/24/2019	482.00	MAILING SYSTEMS FOR HQ, CRESTV
2516	HAINES J. LAYFIELD JR.	05/24/2019	211.10	TRAVEL REIMBURSEMENT
3185	YAMILA POSEY	05/24/2019	450.20	TRAVEL REIMBURSEMENT
5500	RYAN REGA	05/24/2019	110.00	TRAVEL REIMBURSEMENT
5614	ZACHARY J. SELLERS	05/24/2019	761.42	JANITORIAL SERVICE - DEFUNIAK
5607	SCOTT SUTTERFIELD	05/24/2019	85.00	TRAVEL REIMBURSEMENT
4270	VIEUX & ASSOCIATES, INC.	05/24/2019	2,500.00	GAUGE ADJUSTED RADAR RAINFALL
4270	VIEUX & ASSOCIATES, INC.	05/24/2019	2,500.00	GAUGE ADJUSTED RADAR RAINFALL
TOTAL ACH TRANSFER			<u>8,271.41</u>	
TOTAL AP			<u><u>87,742.74</u></u>	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4923	JOHN ALTER	05/30/2019	56.07	GOVERNING BOARD MEETING
95	AT&T	05/30/2019	253.16	PHONES-EFO
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/30/2019	296.19	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/30/2019	2,338.34	RETIREE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	05/30/2019	49,314.29	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	05/30/2019	78,574.08	EMPLOYEE MEDICAL INSURANCE
5625	CATLETT & COMPANY, INC.	05/30/2019	9,000.00	APPRAISAL OF GAINER SPRINGS PR
4686	MCCASKILL - QUIGLEY FORD, INC	05/30/2019	190.00	VEH REPAIR WMD 96200 - EFO
3538	CITY OF APALACHICOLA	05/30/2019	4,747.33	CONSTRUCTION OF STORMWATER RET
5554	COMCAST	05/30/2019	133.12	INTERNET- MARIANNA FIELD OFFICE
5654	CUSTOM PLASTICS, INC	05/30/2019	410.00	REPAIR LIGHT FIXTURE IN HQ BOA
4264	DELL SECUREWORKS	05/30/2019	7,196.00	QUALYSGUARD RENEWAL
45	DMS	05/30/2019	24.31	AIR CARDS & HOTSPOTS
45	DMS	05/30/2019	626.70	LOCAL PHONES-DEFUNIAK
45	DMS	05/30/2019	132.64	CRESTVIEW LOCAL PHONES
45	DMS	05/30/2019	7.51	CRESTVIEW LONG DISTANCE
45	DMS	05/30/2019	9.06	CONFERENCE CALLS
45	DMS	05/30/2019	69.08	MILTON- LOCAL PHONES
45	DMS	05/30/2019	3.41	WEB SERVER
45	DMS	05/30/2019	0.02	WEB SERVER
45	DMS	05/30/2019	7,395.31	ETHERNET- HQ
45	DMS	05/30/2019	1,329.39	HQ LOCAL PHONES
45	DMS	05/30/2019	156.16	HQ LONG DISTANCE
45	DMS	05/30/2019	1,402.61	DEFUNIAK ETHERNET & LONG DISTANCE
45	DMS	05/30/2019	0.59	MILTON LONG DISTANCE
3424	DURRA-QUICK-PRINT INC.	05/30/2019	60.00	BUSINESS CARDS
4273	ROBERT T. MIXON	05/30/2019	199.95	THOROGOOD 8" LEATHER WORK BOOT
839	FORESTRY SUPPLIERS, INC.	05/30/2019	696.07	FTA EQUIPMENT
2291	GULF COAST ELECTRIC COOPERATIVE,INC	05/30/2019	407.19	ELECTRIC-ECONFINA FIELD OFFICE
5227	MAC'S AUTO SERVICE	05/30/2019	620.45	WMD2424 REPAIRS
1205	OFFICE DEPOT, INC.	05/30/2019	29.36	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	05/30/2019	10.36	OFFICE SUPPLIES
4090	JERRY PATE	05/30/2019	164.65	GOVERNING BOARD MEETING

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4849	NICK PATRONIS	05/30/2019	89.00	GOVERNING BOARD MEETING
71	PETTY CASH	05/30/2019	58.00	PETTY CASH
4091	THE SHOE BOX	05/30/2019	161.50	SAFETY WORK BOOTS FOR FACILITI
4967	SAMUEL SPRING	05/30/2019	84.55	GOVERNING BOARD MEETING
4832	SUN LIFE FINANCIAL	05/30/2019	46.90	PREPAID DENTAL
4832	SUN LIFE FINANCIAL	05/30/2019	5,166.92	PPO DENTAL ACCT 4
4834	SUN LIFE FINANCIAL	05/30/2019	927.78	ACCT 1 AD&D LIFE INSURANCE
4833	SUN LIFE FINANCIAL	05/30/2019	1,358.87	VOL LTD- ACCT 3
3696	URS CORPORATION	05/30/2019	23,454.00	APALACHICOLA RIVER WTRSD TO 117
4557	VERIZON WIRELESS	05/30/2019	165.60	CELL PHONES
5627	W.H. BENSON & COMPANY	05/30/2019	5,900.00	REVIEW APPRAISAL OF GAINER SPR
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	05/30/2019	11,711.60	LAW ENFORCEMENT-CONTRACT NO. 1
5398	WATKINS ROSS, & CO.	05/30/2019	4,500.00	OPEB VALUATION
4038	WINDSTREAM COMMUNICATIONS	05/30/2019	70.00	800#S & EFO LONG DISTANCE

TOTAL CHECKS

219,548.12

3293	ANGUS G. ANDREWS, JR.	05/31/2019	106.80	GOVERNING BOARD MEETING
3506	THOMAS E. BROWN	05/31/2019	179.25	TRAVEL REIMBURSMENT
4944	BRETT CYPHERS	05/31/2019	148.00	TRAVEL REIMBURSSEMENT
4944	BRETT CYPHERS	05/31/2019	21.81	TRAVEL REIMBURSEMENT
5298	TED EVERETT	05/31/2019	66.75	GOVERNING BOARD MEETING
4961	PETER FOLLAND	05/31/2019	146.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	05/31/2019	24,167.00	EAST REGION LAND MANAGEMENT PL
3823	KENNETH ANDREW ROACH	05/31/2019	126.00	TRAVEL REIMBURSEMENT
3350	LUCINDA SCOTT	05/31/2019	171.00	TRAVEL REIMBURSEMENT

TOTAL ACH TRANSFER

25,132.61

TOTAL AP

244,680.73

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

MAY 2019

DIRECT DEPOSIT	5/11/2019	\$	220,942.95
CHECKS	5/11/2019		4,583.97
FLEX SPENDING TRANSFER	TF0046		1,795.99
DIRECT DEPOSIT	5/24/2019		211,499.09
CHECKS	5/24/2019		3,389.59
FLEX SPENDING TRANSFER	TF0048		1,795.99
		\$	<u>444,007.58</u>

APPROVED:

Chairman or Executive Director

July 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, Division of Administration Director

DATE: July 10, 2019

SUBJECT: Consideration of Amendments No. 14, 15, and Modification to No. 1 - EOG# O-0067 to the Fiscal Year 2018-2019 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 852 amending the Fiscal Year 2018-2019 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

The three amendments for consideration realign budget within and across programs, funds, projects, and budget categories. Two of the three, No. 14 and a modification to Amendment No. 1 – EOG# O-0067, require approval from the Executive Office of the Governor (EOG), which was requested on July 2, 2019. Amendment No. 14 recognizes unanticipated revenues for damages sustained during Hurricane Michael; modifications to Amendment No. 1 allow for greater flexibility in responding to Hurricane Michael recovery efforts; and Amendment No. 15 consists of budget transfers in support of the other two.

Below are explanations for the amendments:

No. 14 Recognize \$219,861 in unanticipated revenues for damages sustained during Hurricane Michael of which a portion will reduce the use of General Fund Balance Reserves with the remainder increasing the District's FY 2018-19 budget by \$208,731. Unanticipated revenues include:

- \$91,759 from the District's insurer, Florida Municipal Insurance Trust, for property damage repairs at District Headquarters;
- \$11,130 from the Federal Emergency Management Agency (FEMA) and State of Florida for Category E Buildings and Equipment; and
- \$116,972 from FEMA for Category B Emergency Protective Measures.

No. 15 Recognize \$79,371 in budget transfers of:

- \$68,241 within Activity 250 Facilities Construction and Major Renovations to provide Fixed Capital Outlay budget for property damage repairs at District Headquarters; and
- \$11,130 within Activity 113 Other Water Resources Planning in Salaries and Benefits and Overhead budget to allow for FEMA revenue of this amount to replace the use of General Fund balance reserves.

No. 1 – Modification

Expand the use of the \$1,000,000 approved in Amendment No. 1 - EOG #O-0067 for Hurricane Michael debris removal and disposal under the Contracted Services budget category to also cover repairs and replacement of assets within the District’s Water Management Areas redistributing \$587,500 to additional budget categories of Operating Expense, Operating Capital Outlay, and Fixed Capital Outlay.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	160,000	(68,241)	91,759
Projects Fund	10,167	(10,167)	0
Lands Management Fund	704,472	(587,500)	116,972
	<u>874,639</u>	<u>(665,908)</u>	<u>208,731</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. 852
AMENDMENT NUMBERS 14, 15, AND MODIFICATION TO 1 - EOG#O-0067 FOR FISCAL
YEAR 2018-2019 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. 840, after a public hearing on September 27, 2018, 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, 2018 through September 30, 2019; 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 July 10, 2019, requesting Amendments No. 14, 15, and modification to No. 1 - EOG# O-0067 to the Fiscal Year 2018-2019 budget. These amendments recognize new revenue and the reallocation of budget authority within and across programs, funds, projects, and budget categories to properly reflect activities performed and accurately assign actual costs with an increase to the total District budget.

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

ATTEST:

Jerry Pate, Vice Chair

John W. Alter, Secretary-Treasurer
Brett Cyphers, Acting Secretary-Treasurer

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

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: July 9, 2019

SUBJECT: Consideration of Extension to Agreement 17-032; Choctawhatchee River
2017 Devils Swamp Thinning Timber Sale

Recommendation:

Staff recommends the Governing Board authorize a 180-day extension of Agreement 17-032.

Background:

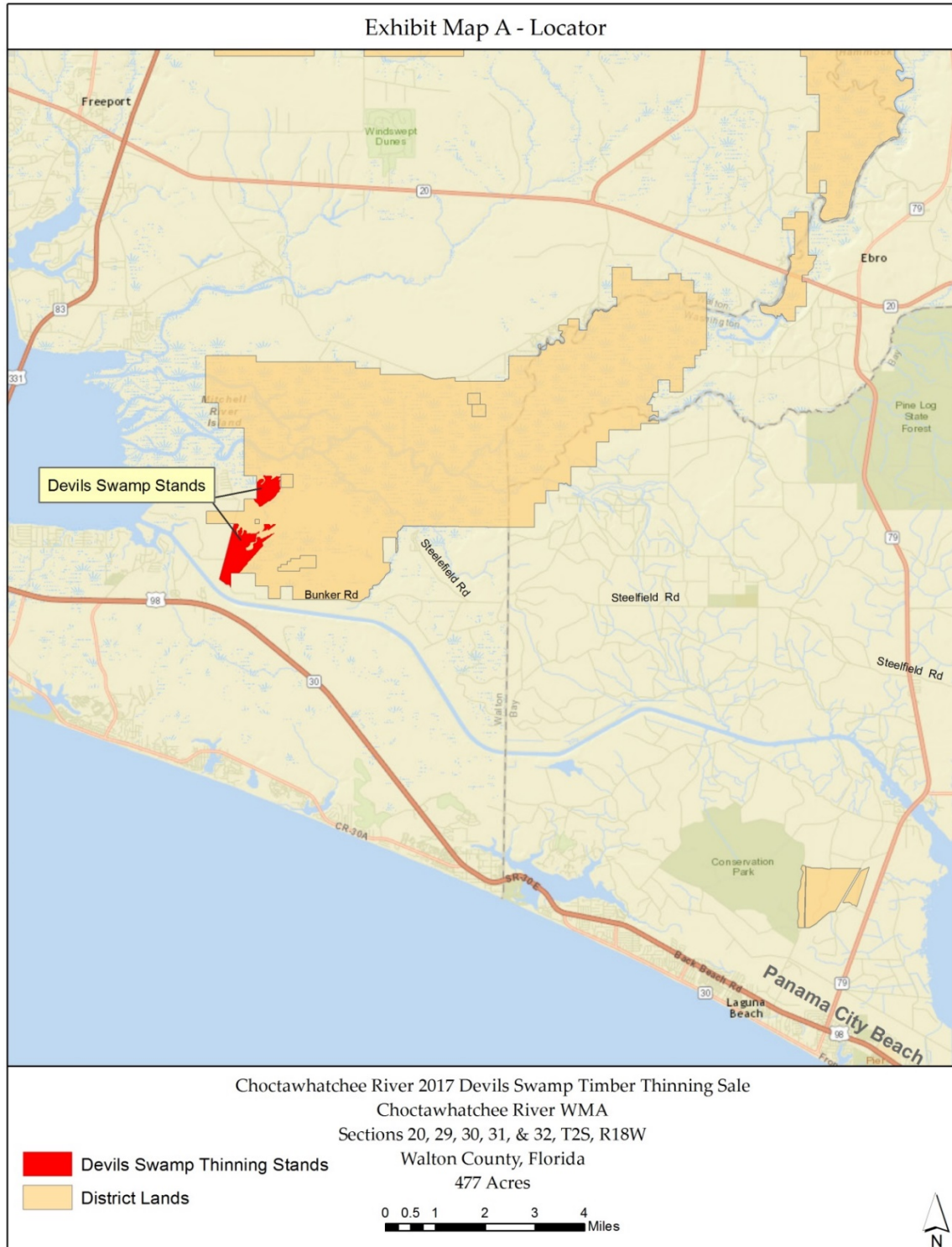
In February 2017 the District executed Agreement 17-032 with DeerPoint Timber Products, Inc. for the “Choctawhatchee River 2017 Devils Swamp Thinning Timber Sale.” This timber sale involved an estimated 22,230 tons of pine timber products from 477 acres in southeast Walton County. These stands are delineated on the attached Exhibit Map A. The total estimated value of the timber was \$309,223 at the time of the timber sale with product prices of \$6.00 per ton for Pine Pulpwood; \$19.00 per ton for Pine Chip-n-Saw; and \$30.00 per ton for Pine Saw Timber.

On wetter sites such as the Devils Swamp tract, the District has historically set the term of timber harvest contracts at 18 months, in recognition of the fact that weather delays are likely to affect the timing of harvest operations. The contractor entered the site in April 2017 and harvested timber until early June 2017, when the site became too wet to continue harvesting without causing substantial resource impacts from logging operations. Dry conditions later in 2017 allowed the loggers to return for four weeks in November and December. In 2018, the site remained too wet for logging operations for the entire year, and Hurricane Michael wreaked havoc on the regional timber industry in October 2018. In 2019, timber market conditions and wet weather have caused further delays to this planned harvest. To date, 18,504 tons of timber has been harvested with total revenue to date of \$147,919.

Two 180-day extensions to the term of the agreement have been executed at the administrative level, extending the Agreement through August 5, 2019. The buyer, DeerPoint Timber Products, Inc., has requested an extension for an additional 180 days, with the hope that the

site will be dry enough during the area's typically dry fall months to allow for completion of the harvest.

State of Florida and District contracting laws and procedures allow for contract extensions when the reason for needing an extension is events beyond the control of the contractor.



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: July 10, 2019

SUBJECT: Consideration of ITB 19B-006; 2019 Site Prep Herbicide Treatment

Recommendation

Staff recommends the Governing Board approve the bids for the 2019 Site Prep Herbicide Treatment project and authorize the Executive Director to execute a purchase order with Back Forty Solutions, in the amount of \$65,299.44 to facilitate this work.

Background

On June 13, 2019, the District issued an Invitation to Bid to prospective contractors to conduct aerial application of chemical herbicide for site preparation activities on District lands located within the Econfina Creek and Chipola River Water Management Areas (WMA) (see attached location map).

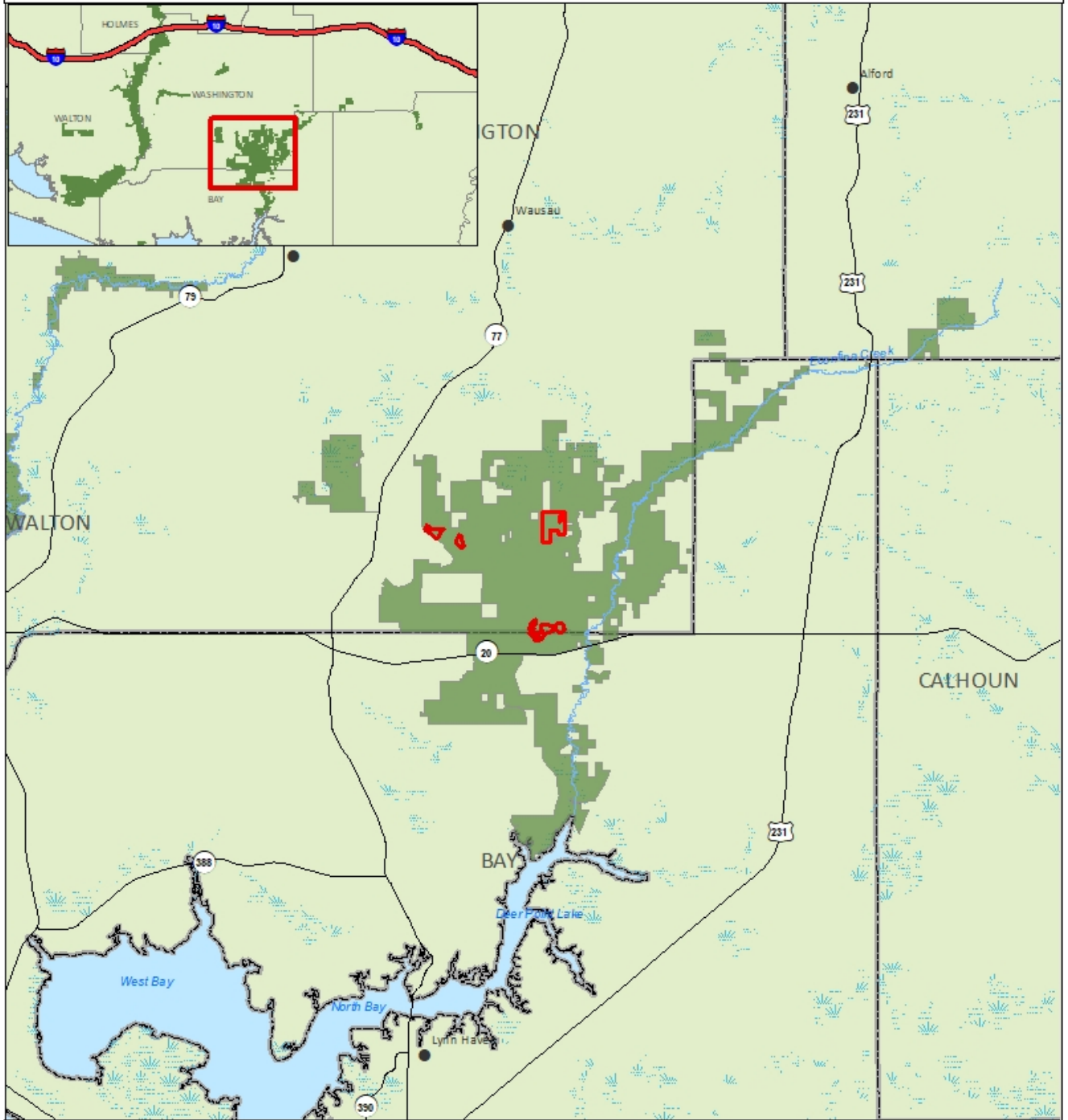
The project will treat five clearcut pine timber stands totaling 1,256 acres. Of this total, 661 acres of the work are within the Econfina Creek WMA and the remaining 595 acres are on the Altha tract of the Chipola River WMA. The site preparation activity involves aerial (helicopter) application of chemical herbicides on clearcut harvest sites to reduce upland oak and scrub vegetation competition in advance of longleaf pine planting activities that will occur in January and February 2020. The contractor will provide all herbicides and mixing agents required to complete the work in accordance with the District's specifications.



On July 9, 2019, at 2:00 p.m. EDT, the District opened six sealed bids in response to this Invitation to Bid. The bids received are listed below for your consideration.

COMPANY	TOTAL BID
B&S Air, Inc.	\$ 105,051.84
Agricultural Air Services LLC	\$ 100,316.72
Ground Level, Inc.	\$ 87,920.00
Coastal Air Service, Inc.	\$ 83,524.00
Vertical Vegetation Management, LLC	\$ 80,999.44
Back Forty Solutions, Inc.	\$ 65,299.44

Back Forty Solutions submitted the lowest bid to conduct the specified services, and there are adequate funds available in the District’s Fiscal Year 2018-2019 budget for these services.

Exhibit Map A



-  Treatment Areas
-  District Lands

General Location Map
2019 Econfina Creek Site Prep Herbicide Treatment
Econfina Creek Water Management Area
Bay and Washington Counties, Florida
661 Acres

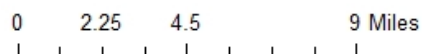
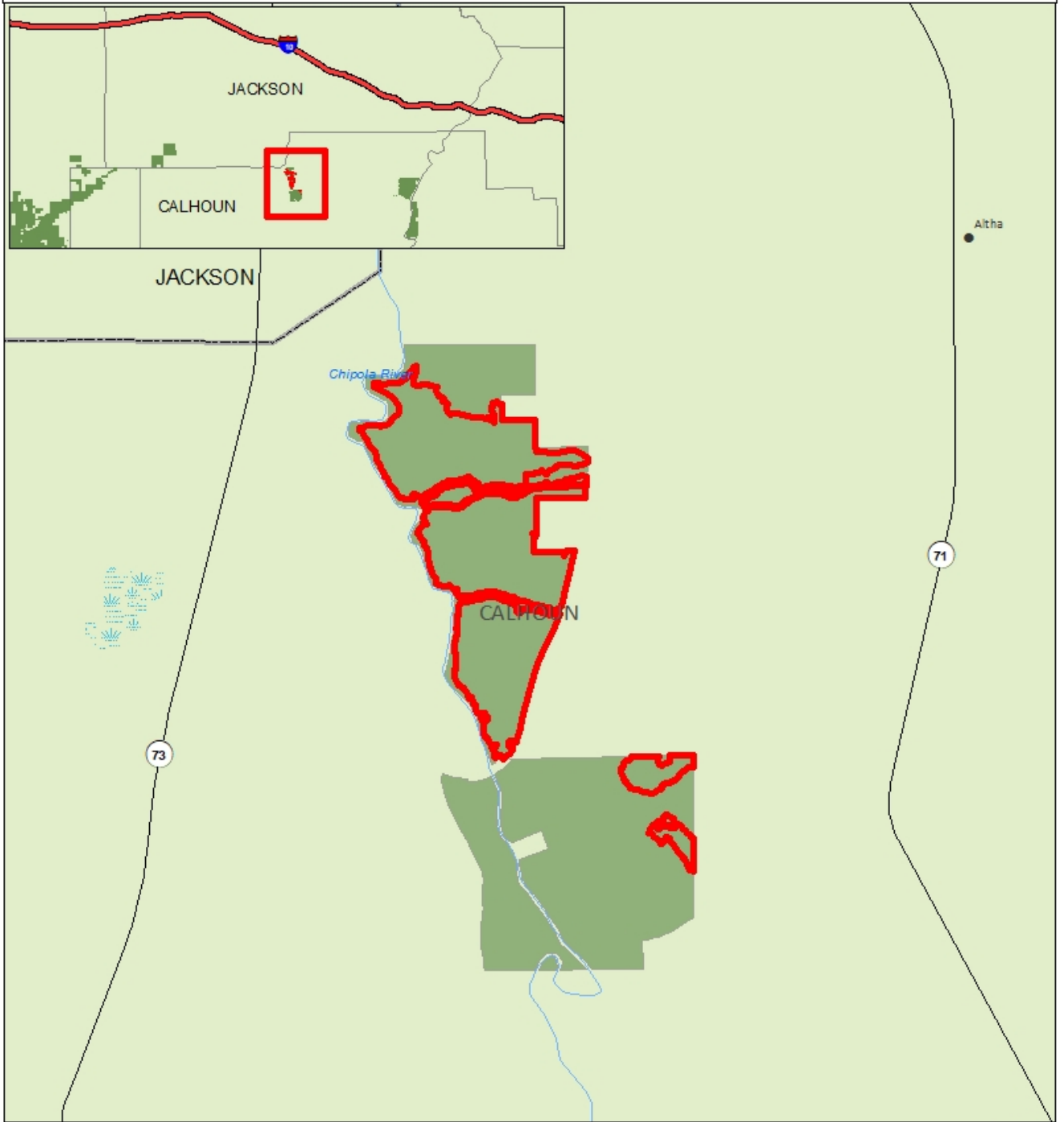


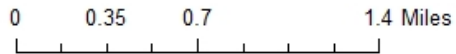


Exhibit Map B



-  Treatment Areas
-  District Lands

General Location Map
2019 Altha Tract Site Prep Herbicide Treatment
Chipola River Water Management Area
Calhoun County, Florida
595 Acres



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: July 10, 2019

SUBJECT: Consideration of ITB 19B-007 for Roof Replacement and Replacing Ceiling Tiles and Insulation on the Headquarters Office Building/Annex

Recommendation

Staff recommends the Governing Board approve the bids for ITB 19B-007 Roof Replacement and Replacing Ceiling Tiles and Insulation on the Headquarters Office Building/Annex and authorize the Executive Director to execute a contract or purchase order with the low responsive bidder.

Background

On June 21, 2019, the District issued an Invitation to Bid for ITB 19B-007 to prospective contractors to replace the roof, ceiling tiles and insulation on the headquarters office building/annex located in Gadsden County, Florida. (see Attachment A).

On July 9, 2019, at 2:30 p.m. EDT, the District opened twelve sealed bids in response to this Invitation to Bid. The bids received are listed below for your consideration.

COMPANY	TOTAL BID
BERNEXIS Construction & Development, LLC	\$ 138,500.00
High Pitch Roofing, Inc.	\$ 128,500.00
Ducky Recovery, LLC	\$ 121,300.00
Burnette Roofing	\$ 119,856.00
Exterior Specialties, Inc.	\$ 118,005.00
Parker Brothers Roofing and Construction, Inc.	\$ 113,000.00
Logan Roofing	\$ 109,200.00
Jenkins Roofing, Inc.	\$ 80,530.00
Total Quality Roofing, Inc.	\$ 68,800.00
Apachee Roofing, Inc.	\$ 65,749.00
Lewis Walker Roofing	\$ 62,517.00
Professional Roof System	\$ 61,250.00

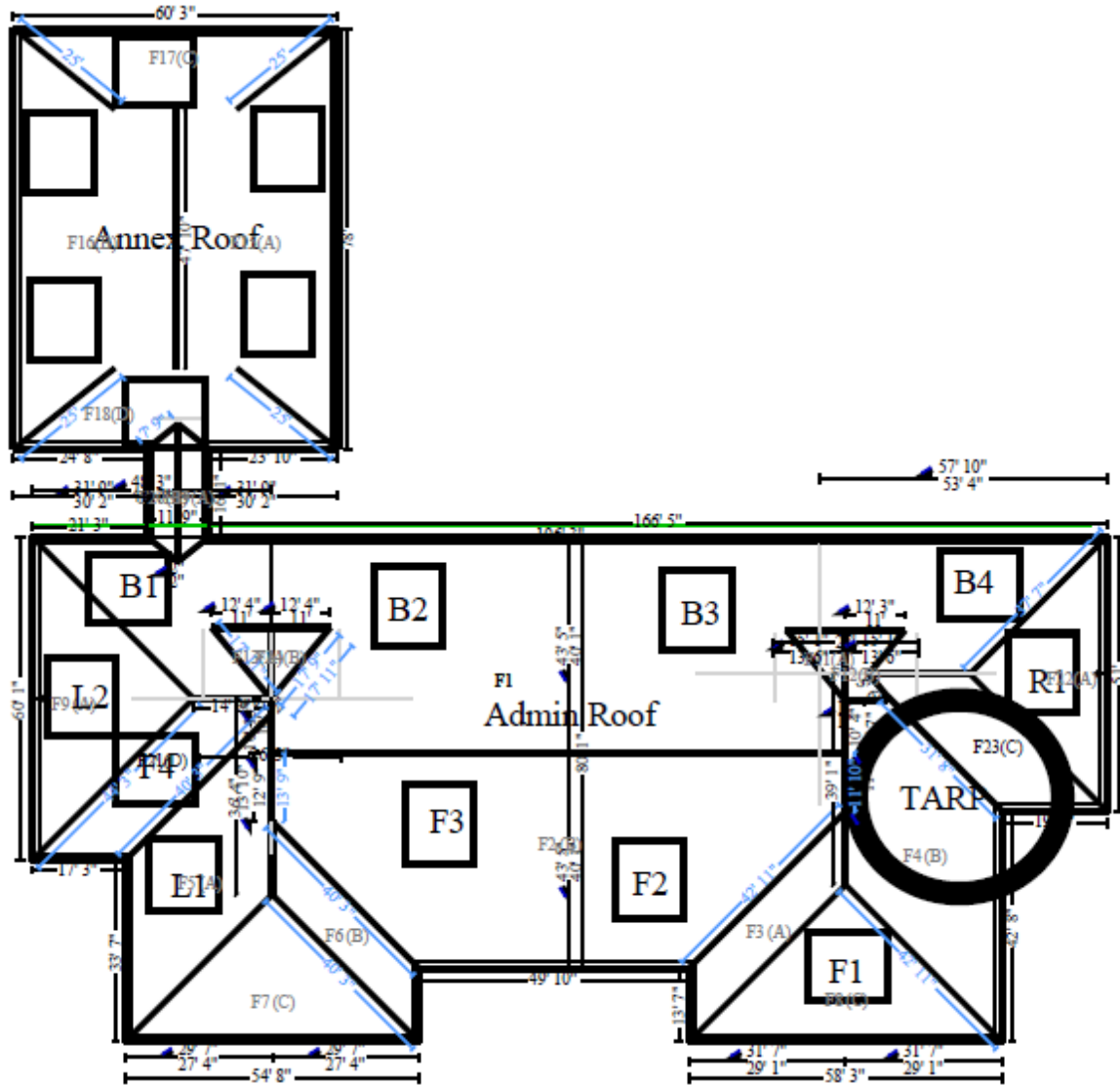
Professional Roof System submitted the lowest bid to conduct the specified services for replacing the roof.

ATTACHMENT A

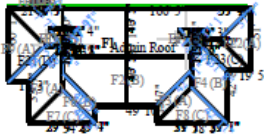
PART V

Diagrams, Dimensions and Specifications

81 Water Management Drive Headquarters Building and Annex



Administration Building

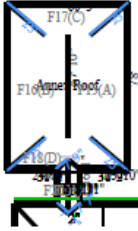


Admin Roof

17979.42	Surface Area	179.79	Number of Squares
706.11	Total Perimeter Length	192.67	Total Ridge Length
330.18	Total Hip Length		

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
***** ROOFING *****							
2. Tear off, haul and dispose of comp. shingles - Laminated	179.79	SQ					
3. Re-nailing of roof sheathing - complete re-nail	17,979.	SF					
Allowed due to code requirements and is recoverable once incurred.							
4. Roofing felt - 30 lb.	179.79	SQ					
5. Valley metal	241.52	LF					
6. Drip edge	706.11	LF					
7. Laminated - High grd - impact resist shingle - w/out felt	207.00	SQ					
8. Ridge cap - composition shingles	522.85	LF					
9. Continuous ridge vent - shingle-over style	192.67	LF					
12. Flashing - pipe jack	6.00	EA					
13. Telehandler/forklift and operator	7.00	HR					
14. Delivery charge (Bid Item)	1.00	EA					
Local average to delivery and pick up the							
***** GUTTERS *****							
15. Gutter / downspout - Detach & reset	706.11	LF					

Annex Building

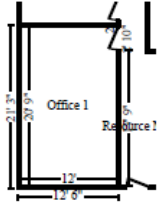


Annex Roof

5217.73	Surface Area	52.18	Number of Squares
297.22	Total Perimeter Length	73.17	Total Ridge Length
99.91	Total Hip Length		

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
***** ROOFING *****							
16. Tear off, haul and dispose of comp. shingles - Laminated	52.18	SQ					
17. Re-nailing of roof sheathing - complete re-nail	5,217.73	SF					
Allowed due to code requirements and is recoverable once incurred.							
18. Roofing felt - 30 lb.	52.18	SQ					
19. Drip edge	297.22	LF					
20. Laminated - High grd - impact resist shingle - w/out felt	60.33	SQ					
21. Ridge cap - composition shingles	173.08	LF					
22. Continuous ridge vent - shingle-over style	73.17	LF					
23. R&R Exhaust cap - through roof - 6" to 8"	4.00	EA					
24. Flashing - pipe jack	2.00	EA					
***** GUTTERS *****							
25. Gutter / downspout - Detach & reset	297.22	LF					
Totals: Annex Roof							

Interior Repairs



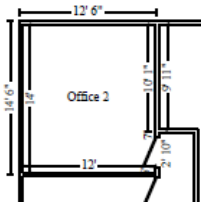
Office 1

Height: 8'

524.00 SF Walls	249.00 SF Ceiling
773.00 SF Walls & Ceiling	249.00 SF Floor
27.67 SY Flooring	65.50 LF Floor Perimeter
65.50 LF Ceil. Perimeter	

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
38. Acoustical Treatments Installer - per hour	1.00	HR					
39. R.&R Suspended ceiling tile - Standard grade - 2' x 4'	24.00	SF					
40. R.&R Batt insulation - 10" - R30 - paper faced	24.00	SF					

Totals: Office 1



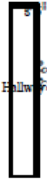
Office 2

Height: 8'

416.00 SF Walls	168.00 SF Ceiling
584.00 SF Walls & Ceiling	168.00 SF Floor
18.67 SY Flooring	52.00 LF Floor Perimeter
52.00 LF Ceil. Perimeter	

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
41. Acoustical Treatments Installer - per hour	0.50	HR					
42. R.&R Suspended ceiling tile - Standard grade - 2' x 4'	4.00	SF					
43. R.&R Batt insulation - 10" - R30 - paper faced	24.00	SF					

Totals: Office 2



Hallway

Height: 8'

1044.00 SF Walls	478.35 SF Ceiling
1522.35 SF Walls & Ceiling	478.35 SF Floor
53.15 SY Flooring	130.50 LF Floor Perimeter
130.50 LF Ceil. Perimeter	

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
51. Acoustical Treatments Installer - per hour	1.00	HR					
52. R&R Suspended ceiling tile - Standard grade - 2' x 4'	24.00	SF					
53. Clean light fixture - fluorescent	1.00	EA					
54. R&R Batt insulation - 10" - R30 - paper faced	24.00	SF					
Totals: Hallway							

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Scott Sutterfield, Chief, Information Technology Bureau

DATE: July 8, 2019

SUBJECT: Consideration of Fiscal Year 2019-2020 Information Technology Purchases

Recommendation

Staff recommends the Governing Board approve the following procurements for Fiscal Year 2019-2020, contingent upon approval of the District's Fiscal Year 2019-2020 budget.

- Department of Management Services (DMS) competitively procured purchase of Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to partner water management districts for DMS in the amount not to exceed \$90,000.
- Sole source purchase of annual support and licensing for Munis (accounting software from Tyler Technologies) in an amount not to exceed \$100,000.
- Sole source purchase of Geographic Information Systems (GIS) ARC GIS and ARC Online licensing, training, support, and consulting from Environmental Systems Research Institute (ESRI) in an amount not to exceed \$200,000.
- State of Florida contract purchase of Microsoft licensing for Microsoft Server and Workstation operating systems and software, SQL Database Server, SharePoint Server, Office 365 to Microsoft through an approved partner in an amount not to exceed \$150,000.

Background

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

The Information Technology Bureau actively pursues competing quotes from a wider range of vendors and considers possible alternative solutions. This ensures that the District continues to get the best value for the taxpayers.

The Information Technology Bureau anticipates the following purchases:

- Internet access, telephony circuits, and security services from the Department of Management Services (DMS) SUNCOM Network. SUNCOM is established within DMS as the state enterprise telecommunications system. DMS competitively procures these services from multiple vendors i.e. Harris, AT&T, CenturyLink, Verizon to provide Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to partner water management districts.
- Enterprise Resource Planning/Financial software named Munis from Tyler Technologies. Munis is the district's core business software for accounting, budget, general ledger, employee self-service, project accounting, purchase orders, requisitions, and administrative reporting. This solution was originally a competitive procurement. Ongoing support, maintenance, and updates are purchased annually as a sole source through Tyler Technologies.
- Geographic Information Systems (GIS), training and consulting from Environmental Systems Research Institute, Inc. (ESRI), including ARC GIS, ARC Online, ARC Collector to provide geospatial data, maps, and applications to District staff and the public. ESRI has announced an intention to raise rates and will require the addition of a workflow module in order to use functionality for new mobile technologies. In addition, the District plans to maintain the level of participation in the ESRI Enterprise Advantage Program (EEAP) for maintenance and updates to meet anticipated needs at a reduced cost per unit.
- Microsoft licensing for Microsoft server and workstation operating systems and software including SQL database server, SharePoint Server, and Office 365 from the lowest price authorized reseller. Our current contract with Microsoft expires this year and the cost upon renewal is expected to be higher than last year.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: July 16, 2019

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