

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Lyle Seigler, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: August 12, 2020

SUBJECT: Consideration of Amendment No. 16 to the Fiscal Year 2019-2020 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 875 amending the Fiscal Year 2019-2020 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

Amendment 16 realigns budget within and across funds, programs, activities, projects, and budget categories through cost neutral budget transfers. Below is an explanation for the amendment.

\$384,150 in budget transfers for the following:

- \$253,000 in Salaries and Benefits between activities and projects to provide sufficient budget for unanticipated leave payouts and operational changes that have occurred in FY 2019-2020.
- \$50,000 in Grants and Aids for a water supply development assistance grant for the City of Gretna from Activity 111 Water Supply Planning to Activity 222 Water Supply Development Assistance.
- \$35,000 in Contracted Services for Aquarius migration services from Activity 112 Minimum Flows and Minimum Water Levels (MFL) to Activity 150 Information and Technology Services.
- \$24,750 in Operating Capital Outlay to cover market price increases for computer replacements within the IT Bureau from the Operating Expense category.
- \$17,400 in Contracted Services for Governing Board legal expenses, mainly due to COVID-19 and an Escambia County tax agreement, from the same budget category in Activity 540 Lobbying and from Operating Expense in Activity 611 Executive Direction.
- \$4,000 in Contracted Services for Resource Management Division legal services for contract reviews from the same budget category in Activity 221 Water Resource Development Projects to Activity 113 Other Water Resources Planning and Activity 230 Surface Water Projects.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	119,627	(24,627)	95,000
Land Acquisition Fund	0	(15,000)	(15,000)
Projects Fund	49,212	(99,212)	(50,000)
Lands Management Fund	104,699	(39,699)	65,000
Regulation Fund	108,624	(153,624)	(45,000)
Mitigation Fund	1,989	(51,989)	(50,000)
	<u>384,150</u>	<u>(384,150)</u>	<u>0</u>



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

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

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

RESOLUTION NO. 875 AMENDMENT NUMBER 16 TO FISCAL YEAR 2019-2020 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. 858, after a public hearing on September 26, 2019, 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, 2019 through September 30, 2020; 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 August 12, 2020, requesting Amendment No. 16 to the Fiscal Year 2019-2020 budget. Amendment No. 16 provides for cost-neutral budget transfers in the amount of \$384,150. This amendment recognizes the reallocation of budget authority within and across funds, programs, activities, projects, and budget categories to properly reflect activities performed and accurately assign actual costs with no increase to the total District budget.

ADOPTED AND APPROVED this 27th day of August 2020, A.D.

ATTEST:

George Roberts, Chair

Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

BO SPRING
Port St. Joe