

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: November 4, 2020

SUBJECT: Consideration of Resolution No. 879 Amending the Fiscal Year
2019-2020 Budget - Amendment No. 17

Recommendation

Staff recommends the Governing Board adopt Resolution No. 879 amending the Fiscal Year 2019-2020 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

District procedures allow for budget amendments to occur within 60 days following the end of a fiscal year (FY). Based on expenditures paid that count toward the FY 2019-2020 budget, several changes are requested to properly align budget with these costs. Amendment No. 17 realigns budget categories of Salaries and Benefits (S&B), Contracted Services, and Operating Expenses within and across funds, activities, and projects. This amendment does not increase or decrease the total District budget.

Budget realignments include:

1. \$116,520 in Personnel Budget:
 - a. \$58,040 in S&B related to Other Water Resources Planning (OWRP). Budget is moving from Activity 130 Technical Assistance to Activity 113 OWRP.
 - b. \$58,000 in S&B related to Minimum Flows and Minimum Water Levels. Budget is moving from Activities 120 Research, Data Collection, Analysis and Monitoring (\$20,000) and 150 Technology and Information (\$38,000).

- c. \$400 in S&B related to Surface Water Projects. Budget is moving from Activity 270 Technology and Information Services to Activity 230 Surface Water Projects.
 - d. \$80 in Other Personal Services S&B for Research Data Collection Compensated Absences. Budget is moving from Activity 150 Technology and Information Services to Activity 120 Research, Data Collection, Analysis and Monitoring.
2. \$1,470 in Contracted Services for legal services related to the Governing Board. Budget is being transferred from Operating Expenses within Activity 611 Executive Direction.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	1,470	(35,240)	(33,770)
Projects Fund	116,120	(82,350)	33,770
Mitigation Fund	400	(400)	0
	<u>117,990</u>	<u>(117,990)</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. 879 AMENDMENT NUMBER 17 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 November 4, 2020, requesting Amendment No. 17 to the Fiscal Year 2019-2020 budget. Amendment No. 17 provides for cost-neutral budget transfers in the amount of \$117,990. This amendment recognizes the reallocation of budget authority within and across funds, 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 19th day of November 2020, A.D.

ATTEST:

George Roberts, Chair

Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

GUS ANDREWS
DeFuniak Springs

TED EVERETT
Chipley

NICK PATRONIS
Panama City Beach

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