

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Lands Committee

THROUGH: Jonathan P. Steverson, Executive Director
Brett Cyphers, Assistant Executive Director
William O. Cleckley, Director,
Division of Land Management and Acquisition

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

DATE: June 5, 2013

SUBJECT: Consideration of Agreement with Red Hills Horse Trials, Inc. and the City of Tallahassee for Annual Equestrian Event, Including Construction of Cross-Country Course, at Elinor Klapp-Phipps Park

Recommendation:

Staff recommends that the Governing Board authorize the Executive Director to execute the proposed agreement with Red Hills Horse Trials, Inc. and the City of Tallahassee for an annual equestrian event and construction of a cross-country course at Elinor Klapp-Phipps Park, subject to final legal and administrative review.

Background:

The Red Hills Horse Trials (RHHT) is an annual three-day “eventing” equestrian competition that has been held on District property at Elinor Klapp-Phipps Park (EKPP) in Tallahassee since 1998. Two of the three events (dressage and stadium jumping) are held on EKPP and the third event (cross-country jumping) has historically been held on adjoining property owned by Mr. Colin Phipps. In addition to the two events that are held on EKPP, the park is also the venue for virtually all support and ancillary facilities and activities associated with the competition, including temporary horse stables, sponsor tent, concessionaire facilities, educational booths, administration, parking, etc.

The RHHT usually has 180-225 competitors from around the U.S. and a number of other countries. The event is run almost entirely by volunteers, led by a board of directors and committee chairs. They organize over 400 volunteers from the community to run all aspects of the trials, and in a typical year with good weather, an estimated 15,000-20,000 spectators attend the competition throughout the three days. The nonprofit event runs entirely off of sponsorships, entry fees from competitors and voluntary donations for event tickets. The RHHT also contributes to two designated charities: the Tall Timbers Foundation

and Elinor Klapp-Phipps Park (a park fund controlled by the City of Tallahassee, the District's management partner), with total contributions over the years exceeding \$325,000.

In 2011, Colin Phipps notified the RHHT board that after 2014, the cross-country portion of the event could no longer be held on his property. The RHHT board subsequently asked the District if the cross-country course could be moved to EKPP, and mentioned that they would like to move it to the park a year sooner (in 2014) if possible. Representatives of RHHT, including their course designer Mr. Hugh Lochore, met onsite with District staff to review concepts and later presented their conceptual plan to the Elinor Klapp-Phipps Park Advisory Committee, which was receptive to the idea.

The project will involve construction of five permanent obstacles such as backfilled walls, fixed jumps and two temporary water features. Most of the other jumps and additional facilities associated with the cross-country course are temporary, and are removed from the property each year following the event. District staff will review and approve plans for the obstacles to ensure that they do not conflict with the District's primary land management mission of water resource protection.

In June 2012 the proposal was presented to the Governing Board's Lands Committee, which was receptive to the idea, but wanted to ensure that liability issues were adequately addressed and that the designs for the course and permanent improvements would be reviewed and approved by District staff.

Although most permits for special events on the District's land are issued at the staff level, the nature of this event and the need for a multi-year commitment warrant the use of a more formalized agreement. Staff has worked with RHHT, the City of Tallahassee and General Counsel to develop an agreement that addresses the concerns of the parties and sets up a process for construction and long-term management of the cross-country course improvements.

Central to the proposed agreement is a clause that transfers ownership of all permanent improvements to the City of Tallahassee, which will accept and manage the liability associated with these structures. Also included in the proposed draft agreement are design details, requirements that the District and the City review and approve plans for the new structures, and various other standard terms and conditions.

The proposed draft agreement with RHHT and the City of Tallahassee is attached for consideration by the Governing Board.

/tln

USE AGREEMENT

This Agreement is made and entered into this ____ day of _____, 2013 (the “Effective Date”) by and between the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT (the “District”), and RED HILLS HORSE TRIALS, INC. (“RHHT”) and the CITY OF TALLAHASSEE (“City”), a Florida municipal corporation.

WITNESSETH

WHEREAS, the District owns the real property described on Exhibit “A” hereto (the “District Property”) that is part of the park commonly known as the Elinor Klapp-Phipps Park in Tallahassee, Leon County, Florida (the “Park”);

WHEREAS, the City and the District manage the Park pursuant to a Management Agreement dated October 15, 1992 between the District and the City;

WHEREAS, since 1998, RHHT has conducted its annual three-day equestrian competition known as the “Red Hills Horse Trials” (the “Event”) on the District Property;

WHEREAS, the parties wish to formalize RHHT’s annual use of the District Property for the Event and to authorize RHHT to construct new permanent improvements on the District Property that include a new equestrian cross-country course, all carefully designed and implemented in a manner that is consistent with the District’s primary land management mission of water resource protection;

WHEREAS, the District’s Governing Board, at its regular monthly meeting on the 13th day of June, 2013, has authorized the Executive Director of the District to enter into this Agreement on behalf of the District; and

FURTHER WHEREAS, the parties are authorized to enter into this Agreement.

NOW, THEREFORE, that for and in consideration of the mutual promises and covenants herein contained and the mutual advantages accruing to the District, the City and RHHT, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The District, the City and RHHT hereby adopt and incorporate into this Agreement the recitals set forth hereinabove.

2. Commencing on the Effective Date, and continuing through and including March 9, 2014, RHHT is hereby granted the authority to design and construct, at its sole cost, the permanent improvements on the District Property set forth in **Exhibit "B"** hereto (the "Cross-Country Course").

A. During planning, design and construction of the Cross-Country Course, the following conditions and considerations shall apply:

i. RHHT shall have the authority to close off areas of the District Property that are under active construction.

ii. RHHT must submit the final designs of the Cross-Country Course to the District and City for review and approval by the District and the City prior to installation. The final designs must specify any proposed removal of vegetation, earthmoving, event-specific utility or infrastructure installations, permanent structures, materials, environmental protection measures, and plant lists. If RHHT delivers a proposed final design to the District and City and the District or City does not, within thirty (30) days of receipt thereof, notify RHHT in writing that the final design is approved, approved with conditions, denied, or if additional information is needed to complete the review, then the District or City shall be deemed to have approved the final design. The District or City shall be permitted to reject or request modifications to a final

design if it materially deviates from Exhibit “B” or if deemed a public safety hazard by the City or if the District determines that the proposed design would cause unacceptable natural resource impacts.

iii. Nothing herein shall be construed to prohibit District or City representatives from entering upon the District Property to inspect the construction of the Cross-Country Course to ensure public safety concerns and the prevention of impacts to water resources, other park resources and wildlife are addressed.

iv. If requested by the District and/or the City in writing, RHHT will install appropriate signs to inform Park users of hazards and possible safety issues and repair or replace signage as requested.

B. The District or City shall deliver notice to RHHT of any failure of RHHT to comply with any of the conditions set forth in subsection A. hereinabove, and RHHT shall have a reasonable amount of time (not to exceed 60 days) after receipt of such notice in which to cure any such non-compliance.

C. RHHT will be responsible for all costs of design and construction of the Cross-Country Course, including, but not limited to, securing all construction, building, and/or environmental permits that may be required, and for all erosion control, tree protection, and other environmental safeguards required to complete the construction with minimum impact to the natural resources on and off the District Property.

D. The District will not be required to perform or make any financial contribution toward design, construction or maintenance of the Cross-Country Course.

E. RHHT shall notify the District and City in writing of the completion of the Cross-Country Course. Upon delivery of said notice of completion, ownership of the permanent

improvements of the Cross-Country Course shall be deemed to have vested with the CITY, subject to the rights of RHHT under this Agreement Nothing in this Paragraph 2 shall limit or condition the right of RHHT to maintain, improve, alter and prepare the Cross-Country Course as required by RHHT for the Event on an annual basis as set forth hereinafter, subject to the review process, terms, and conditions herein. RHHT has the exclusive obligation or duty to maintain the Cross-Country Course during the Annual Use Period set forth in Paragraph 3. At all other times, the City shall maintain the Cross-Country Course to protect public safety.

F. If at any time the permanent improvements are deemed a public safety hazard by the City, the City shall have the authority to remove or alter the permanent improvements.

3. Commencing on the Effective Date and continuing through and including April 15, 2023, the District hereby grants to RHHT the authority to use the District Property on an annual basis, including access to the District Property, beginning on February 15th and ending on April 15th each year (the “Annual Use Period”) for the purposes of preparing for, conducting and engaging in all activities associated with the Event. The parties agree that activities associated with the Event may include, but are not limited to, the construction, maintenance and preparation of any and all temporary facilities for the Event, including horse stables, sponsor tent concessionaire facilities, educational booths, administrative structures, and unpaved parking facilities.

4. During the Annual Use Period, RHHT’s use of the District Property for the Event shall be subject to the conditions set forth in **Exhibit “C”** hereto (the “Use Conditions”). The District shall deliver notice to RHHT of any failure of RHHT to comply with the Use

Conditions, and RHHT shall have a reasonable amount of time after receipt of such notice in which to cure any such non-compliance.

5. The grant of authority to RHHT under this Agreement shall be automatically renewed upon the same terms and conditions, without notice, for like successive five (5) year periods ending on April 15th of the last year of the applicable five (5) year period unless the District shall, at least eight (8) months before the expiration of the initial period or applicable successive periods, notify RHHT in writing of the termination of the Agreement.

6. RHHT shall be required to obtain a City Special Event Permit annually prior to the Event.

7. Upon termination of this Agreement, the District or the City may request that RHHT remove some or all permanent improvements and restore the property to its original condition.

8. RHHT indemnifies and holds harmless the District, its agents and employees from claims of any kind whatsoever or of any nature for personal injury, loss of life and property damage arising out of the use of the District Property by RHHT, its agents, the event participants and members of the public. RHHT releases the District from any and all liability to the extent allowable by Florida law for personal injury, loss of life and property damage arising out the authority granted to RHHT under this agreement.

9. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and shall be deemed given on the date served personally, on one (1) day after deposited in Federal Express or other guaranteed overnight courier, or three (3) business days after deposit in prepaid, first-class United States mail, certified or registered. Any such notice, demand, request, consent,

approval, or communication shall be addressed to the other party at the following respective addresses:

DISTRICT: Attn: WILLIAM O. CLECKLEY, Director, Division of Land
Management and Acquisition
81 Water Management Drive
Havana, FL, 32333

RHHT: Attn: JANE BARRON, President
4000 N. Meridian Road
Tallahassee, FL 32312

CITY: Attn: ASHLEY EDWARDS
Asst. Park and Recreation Director
City of Tallahassee
300 South Adams Street
Tallahassee, Florida 32301

Either party may change its address by notifying the other party of the change of address.

10. In no event will the relationship of the District, the City and RHHT under this Agreement be construed to be that of a partnership, joint venture or joint enterprise.

11. The failure of either party to insist on strict performance of any covenant or condition hereof shall not be construed as a waiver of such covenant or condition in any other instance.

12. The District shall have the same Event sponsorship designation as the City.

13. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained

herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality of equal dignity herewith.

14. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all terms and provisions hereof.

IN WITNESS WHEREOF, the District, RHHT and the City have caused this Agreement to be executed effective on the day first written above.

WITNESS:

RED HILLS HORSE TRIALS, INC.,
a Florida non-profit corporation

(Signature)

By: _____

Name: _____

Its: _____

Date: _____

(Print Name)

(Signature)

(Print Name)

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2013, by _____, as _____ of RED HILLS HORSE TRIALS, INC., , a Florida non-profit corporation, on behalf of the corporation, () who is personally known to me OR () who produced _____ as identification.

Notary Signature

Print Notary Name

NOTARY PUBLIC
State of Florida at Large

My Commission Expires

WITNESS:

NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT

(Signature)

By: _____
Jonathan P. Steverson
Executive Director

(Print Name)

Date: _____

(Signature)

(Print Name)

CITY OF TALLAHASSEE:

By: _____
Anita Favors Thompson, City Manager

Attest:

James O. Cooke, IV, City Treasurer-Clerk

Approved as to form:

Kristen L. Coons, Asst. City Attorney

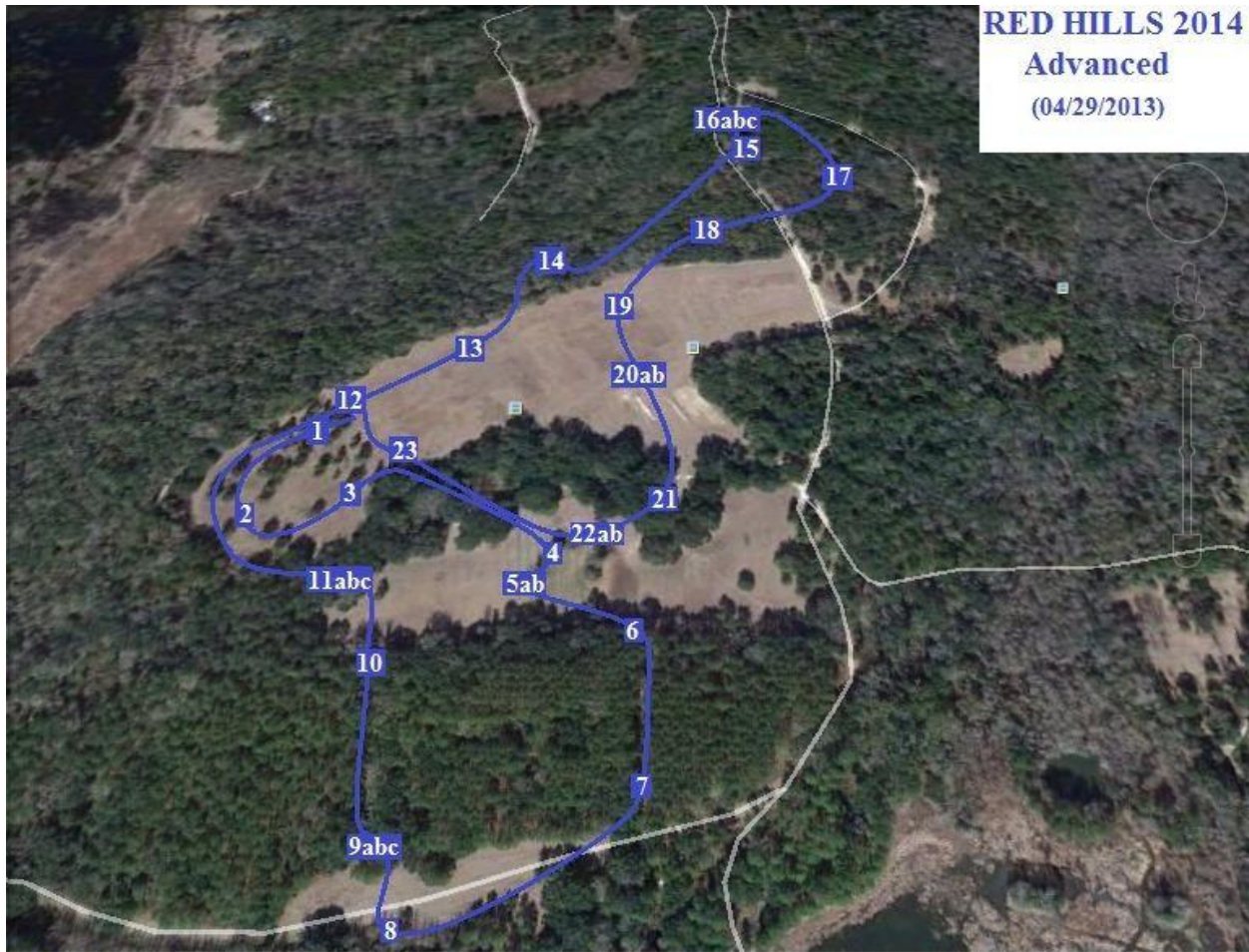
EXHIBIT "A"

(THE DISTRICT PROPERTY)

[INSERT LEGAL]

DRAFT

EXHIBIT "B"
(THE CROSS-COUNTRY COURSE)



RED HILLS 2014
Advanced
(04/29/2013)

- | | | | | | |
|-----------------------|---|-----------------------|---------------------------|--------------------------|--------------------|
| 1. Tree Trunk | s | 6. Open Oxer | 11ABC. Stairway to Heaven | 16ABC. Huck Finn's Folly | 21. London Bench |
| 2. Red Hills Frame | | 7. Down The Lane | 12. Picnic Table | 17. Woodland Walk Trunk | 22AB. Cottages |
| 3. Between the Hedges | | 8. Tyson's Turnaround | 13. Triple Brush | 18. Goliath Gap | 23. Owl About That |
| 4. Cordwood Pile | | 9ABC. Dairy Mounds | 14. Lazy Days Hammock | 19. Chicken Barns | |
| 5AB. Arena | | 10. Park Gate | 15. Road Crossing | 20AB. Skippers Pool | |

Red Hills Improvements for Cross-Country Course relocation 2014

Brief descriptions of permanent infrastructure planned:

Firstly and most importantly RHHT will be grading, seeding and maintaining some 4,500ft of new track throughout the District Property. These tracks will range from 15ft wide to 40ft wide in some places and will intermittently be trimmed out in native plant species to encourage foot traffic to enjoy the lanes throughout the year and to encourage the use by wildlife with special emphasis on The Golden Banded Skipper butterfly.

Topographic Changes and Permanent Improvements:

There will be some earth moving in a 50ft diameter, circular area on the south edge of the south stand of pine trees. Marked on the map as 9ABC, “Dairy Mounds”. This will consist of no structures, no retaining walls, just topographical enhancement.

A new set of steps will be installed going into the west end of The Oak Hammock, “Stairway to Heaven”, marked as 11ABC on the map. This will consist of two vertical walls of 40ft wide and 3’5” high, to make an overall height of approx. 7ft, they will vary from 9ft apart to 19ft apart. These will be immovable objects made from pressure treated lumber that will likely be faced with a faux stone.

The “Lazy Days Hammock”, 14 on the map, is a simple wooden construction that will sit between two large Live Oaks on the north side of the main field. There is not much to describe about this construction other than it is an immovable object of 4ft high, 10ft wide and with a seating depth of 5ft – a good queen-sized hammock for all to enjoy.

The main water jump is sited in what is an obvious spot to the east side of the road coming in Gate B, “Huck Finns Folly” at 16ABC on the map. This 130ft diameter pool will be constructed with a water retaining liner that will have a drainage system in it to allow for the pool to be completely dry for 11 months of the year. The base will be rolled lime rock with a slight topsoil mix that will encourage grass and weed growth throughout the year. This will help stabilize the ground for equestrian use whilst helping it to remain inconspicuous outside of the Red Hills Horse Trials Annual Use Period.

A simple ditch and wall complex will be sited in an existing drainage swale within the north stand of pines, “Goliath Gap” at number 18 on the map. This basically consists of two 3ft high vertical wooden walls, each 25ft long. They will be offset from one and other so as to create a variety of jumping options and routes available to us when complete and so therefore the overall width of the ‘complex’ will be 43ft. This is an example of where a wider galloping lane leading up to and leaving the obstacle is required.

A Dew Pool in the middle of the open field, “Skippers Pool” at 20AB, has a similar job description as the Main water jump. There will be no retaining walls, just some initial ground disturbance while we install a 70ft diameter Butile liner, covering it with a lime rock/top soil mix as at “Huck Finns Folly”, and create small inconspicuous mounds to create interesting topography for the siting of portable jumps to be placed immediately before the trials. This jump will also have a permanent drain so that it will remain empty of rain water throughout the year. The idea behind this obstacle is to create a center piece for the event that offers an educational dimension in that there will be giant carved Golden Banded Skipper butterflies placed in and around the water jump.

EXHIBIT "C"
(THE USE CONDITIONS)

1. RHHT shall be responsible for the restoration of District property to its original condition and to the satisfaction of the District. This shall include, but not be limited to, removal and disposal of all trash, debris and garbage, road repair, revegetation, repair of erosion problems resulting from the Event and other remediation that shall be considered necessary by the District.
2. Upon completion of each annual Event, RHHT shall remove all equipment and temporary structures used for the event including, but not limited to, sanitary facilities, arenas, trailers, tents, concessions, vendor facilities and all other items associated or used during the Event by any person. All equipment and temporary structures used for the Event must be removed from District property no later than 20 working days after the Event, unless such time period is extended. If RHHT has failed to remove all equipment and temporary structures used for the Event during such time period, then the District may seize, impound and remove all equipment and temporary structures at its own expense and seek reimbursement from RHHT for all costs associated with such seizure, impounding and removal.
3. RHHT shall provide for the offsite removal and proper disposal of human and animal waste during the event. Special care shall be taken to ensure that no runoff or discharge of waste material occurs to any waterbody.
4. In the event of any spill, dumping, discharge or other release of pollutants on District property during the Event, RHHT shall be responsible for all necessary clean-up, disposal and other required remedial action consistent with local, state and federal environmental regulations.
5. RHHT shall comply with applicable local and state regulations during the Event.
6. RHHT shall be solely responsible for providing adequate fire/rescue, ambulance, law enforcement and other emergency services to protect all participants and any other person associated with or attending the Event. The District shall have no responsibility or obligation to advise, inspect or provide such emergency services.
7. RHHT shall provide or cause to be provided insurance coverage throughout the initial Cross-Country Course construction period, and thereafter each year for the duration of the Annual Use Period and shall provide coverage for all types of personal injury and property damage for all participants, volunteers, vendors, concessionaires, as well as all other persons attending the Event. RHHT shall provide insurance coverage in an amount not less than \$3,000,000. Copies of the certificate of insurance shall be provided to the District at least 30 days prior to any activity associated with the Event and shall list the District as an insured party.
8. RHHT shall provide for normal public uses and access to the property during the Event in areas that are not designated by RHHT as requiring restricted access to conduct the event.

9. RHHT will not refuse or in any way hinder any member of the public who chooses not to make a donation to RHHT's event. RHHT agrees that that no fees, assessment or charge or other form of consideration will be a condition for use by the public of the District Property.
10. No permanent structures shall be placed on the District Property for the Event, with the exception of drainage improvements and those permanent improvements otherwise expressly authorized by the District.
11. The sale of alcoholic beverages on District land is prohibited, but RHHT shall be permitted to provide and serve alcoholic beverages in areas designated by RHHT.
12. All sites to be utilized for event activities not previously approved shall be submitted for review and consideration by the District at least 14-days prior to any activity associated with the event.
13. The District shall not be responsible for any claims or damages that may result from either interruption, partial or early termination or complete cancellation of the Event.
14. The District grants the authority to RHHT herein in reliance on the oral and written representations made to the District by RHHT that, among other matters, the soil and vegetation on the property can withstand and are appropriate for the type of use proposed to occur in particular areas of the property, such as parking areas, stabling areas, arena areas and the designated routes for driving and for access to and from the District Property to the adjacent private property that RHHT uses to store temporary Event jumps and materials, as designated on the site map presented to the District, attached hereto. The District also grants this authority in reliance on the representations that the vegetation and revegetation of areas prone to erosion will prevent any additional erosion of the areas as a result of this event and that, indeed, the vegetation and revegetation of such areas will survive the Event and continue to prevent or prohibit erosion. As a result of the careful studies performed by RHHT to determine the appropriate uses for particular areas of District land and its assurances as a result of those studies and its commitment to the preservation and enhancement of the property for the purposes for which it was purchased, the District grants these rights. RHHT shall at all times use the property in a manner consistent with the representations to the District regarding the minimal impact to the property of the proposed event and the restoration of the property after the Event.
15. RHHT shall undertake measures to protect listed plant and animal species from Event activities that occur on or adjacent to the event footprint. Special protection measures shall be implemented for gopher tortoises and their burrows. Minimum protection measures required at identified and documented gopher tortoise burrows for the RHHT Event include, but are not limited to, the following:
 - A) Before event activities begin, District representatives and RHHT shall visit all gopher tortoise burrows on and adjacent to the event footprint to discuss and recommend protection measures. If not already protected by rail fencing, all unfenced burrows and their associated tunnel systems shall be protected by a temporary rope or safety fence of

the following circular or rectangular configuration. All dimensions are measured from the burrow opening:

- a) A circle of five (5) meters radius (approximately 16.25 feet).
- b) A minimal rectangle extending three (3) meters or 10 feet in front and on both sides of the burrow opening and four (4) meters or 13 feet behind the burrow opening. The rectangle should be positioned parallel with the tunnel axis, i.e. 3 meters in front and 4 meters behind the burrow opening.

Note: These dimensions provide a protection rectangle of approximately 23 feet by 20 feet

These circular or rectangular protection dimensions may be waived by the District, subject to an onsite inspection of the burrow or burrows in question and District approval of alternative protection measures as agreed to by RHHT. Notwithstanding the above, RHHT shall at all times provide adequate protection of the gopher tortoises and burrows during the event period.

- B) All burrow openings shall remain uncovered (open) unless a burrow opening/tunnel is subject to potential adverse impacts because its location interferes, impedes, prevents or conflicts with the movement of heavy equipment or vehicles or the placement or construction of event structures and buildings, including but not limited to, dressage and stadium jumping arenas, temporary horse stables, trailers of all types, exhibit booths, concessionaire stands, sanitary facilities and portable toilet booths, etc. In the event a gopher tortoise burrow meets the criteria stated above, the following protection measures shall be implemented: The burrow opening shall be temporarily covered with a minimum 4 x 8 sheet of plywood prior to pre-event activities, especially when a burrow has the potential to interfere, impede, prevent or conflict with the movement of heavy equipment or vehicles or the placement or construction of event structures and buildings.
 - C) Mowing operations, especially those utilizing farm tractors/mowers and heavy equipment traffic shall be prohibited from the entrance of all burrow locations per the dimensions listed under A) above to prevent the possible collapse of burrow tunnels.
 - D) In addition, RHHT shall not allow or cause to be allowed any diseased gopher tortoise or tortoises from being introduced onto the property for any reason whatsoever by any exhibitors. Any gopher tortoise(s) that may be brought onto the property by exhibitors for exhibition or demonstration purposes must first be tested for Upper Respiratory Tract Disease (URTD) before the event and RHHT must provide documented proof from a licensed Veterinarian or facility who is qualified to conduct URTD testing. The District shall seize and remove any diseased gopher tortoise from the property at its discretion.
16. The felling, pruning or trimming of any tree(s) located in and adjacent to the event footprint is prohibited by RHHT unless prior approval is obtained from a District representative. A District representative shall be notified by RHHT of any dead or dying tree(s) that may pose

a public safety hazard. Removal of such dead or dying tree(s) must be approved by the District in advance and removal operations must be conducted by a licensed tree surgeon.

17. While in use by RHHT, access gates to the property shall be closed at all times by RHHT except as set forth hereinafter. Access gates may remain open one week prior and one week after the event to accommodate deliveries, etc.
18. District representatives shall be issued appropriate entry and parking passes during all phases of the event (a list of names or the expected number of representatives can be provided upon request). Under no circumstances shall a District representative be prohibited from entering onto any District property, especially the Event footprint, to inspect and verify compliance with these conditions or to perform any other reasonable and necessary land management activity required by the landowner.
19. Full compliance with all terms and conditions is a condition precedent to the use of the District Property for the Red Hills Horse Trials Event.

DRAFT

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Jonathan P. Steverson, Executive Director
Brett Cyphers, Assistant Executive Director
William O. Cleckley, Director, Division of Land Management and
Acquisition

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

DATE: May 22, 2013

SUBJECT: Consideration of Invitation to Bid 13B-007; Central Region 2013 Sand Pine
Timber Sale

Recommendation:

Staff recommends that the Governing Board approve the bids submitted in response to Invitation to Bid 13B-007, and authorize the Executive Director to enter into an agreement for this timber sale with the high bidder, Deerpoint Timber Products, Inc., at the bid price of \$13.11 per ton.

Background:

On April 24, 2013, the District posted Invitation to Bid No. 13B-007 for the “*Central Region 2013 Sand Pine Timber Sale*” on the State’s Vendor Bid System and the District’s website. The sale was advertised in the *Panama City News Herald* and notices were sent to a number of companies that have previously expressed an interest in District timber sales.

This timber sale will result in the harvest of an estimated 35,136 tons of sand pine timber product from 525 acres comprised of three stands in Bay County, one stand in Holmes County, three stands in Walton County, and one stand in Washington County, as described below. These stands are also delineated on the attached Exhibit Map A.

Unit Name	Harvest Method	Acres	Age
Highway 2	Clear-cut	11	28 Years
Lafayette NW	Clear-cut	28	29 Years
Lafayette Middle	Clear-cut	118	31 Years
Lafayette East	Clear-cut	118	28 Years
Blue Springs	Clear-cut	37	37 Years
Highway 2301	Clear-cut	45	22 Years
Hobbs North	Clear-cut	86	24 Years
Hobbs South	Clear-cut	82	25 Years
TOTAL ACRES		525	

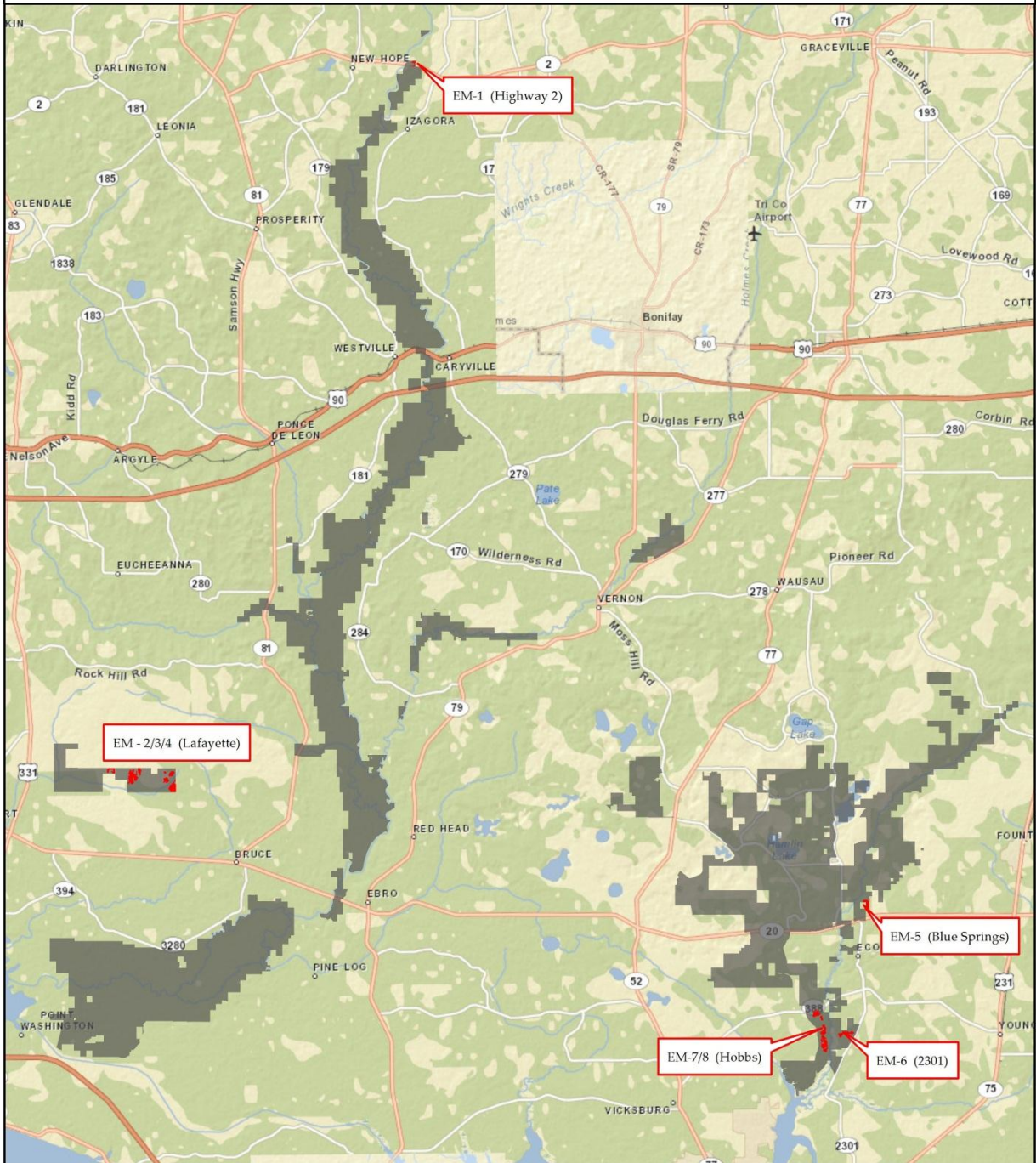
On May 22, 2013, at 2:00 p.m. EDT, the District opened three sealed bids for the purchase of the sand pine pulpwood. The bids received are listed below.

Company	Per Ton Bid Amount Sand Pine Pulpwood
Choctaw Land & Timber, LLC	\$ 9.10
Canal Wood, LLC	\$ 12.25
DeerPoint Timber Products, Inc.	\$ 13.11



Deerpoint Timber Products, Inc. submitted the highest per-ton bid. At this price, the sale is anticipated to generate approximately \$460,000.

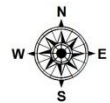
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Exhibit Map A



Central Region 2013 Sand Pine Timber Sale
General Locator Map

-  Sand Pine Stands
-  District Ownership



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
GOVERNING BOARD MEETING MINUTES**

**District Headquarters
81 Water Management Drive
Havana, FL 32333**

**Thursday
May 9, 2013**

Governing Board Members Present

George Roberts, Chair
Jerry Pate, Vice Chair
Angus Andrews
Stephanie Bloyd
Gary Clark
Jon Costello
Nick Patronis
Bo Spring

Governing Board Members Absent

John Alter

1. Call to Order and Roll Call

Chair Roberts called the meeting to order at 1:19 p.m., ET. Mr. Steverson called the roll and a quorum was declared present.

2. Invocation

Vice Chair Pate offered the invocation.

3. Pledge of Allegiance to the Flag

Chair Roberts led the meeting in the Pledge of Allegiance to the Flag.

4. Additions, Deletions or Changes to the Agenda

Ms. White stated that item B-1 had been added to the Regulatory Public Hearing agenda.

5. Approval of Minutes for April 11, 2013

MOTIONED BY MS. BLOYD, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD APPROVE THE APRIL 11, 2013, GOVERNING BOARD MEETING MINUTES. MOTION CARRIED.

6. A. Public Hearing on Consideration of Regulatory Matters

Chair Roberts called the Public Hearing to order at 1:22 p.m., ET.

Ms. Angela Chelette presented item A-1., denial of well permit applications 242342, 243951, 244759, 244761 and 244767. Ms. Chelette stated that based on outstanding enforcement actions pursuant to sections 40A-3.041, 40A3-301, 40A-3.411(1), 40A-3.512(7), 62-532.400, Florida Administrative Code, and Chapter 373.333, Florida Statutes, staff recommends that the Governing Board deny the above applications per the recommendations and conditions of the staff reports.

MOTIONED BY MR. SPRING, SECONDED BY MR. CLARK, THAT THE GOVERNING BOARD DENY WELL PERMIT APPLICATIONS 242342, 243951, 244759, 244761 AND 244767 PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS. MOTION CARRIED.

Mr. Michael Edgar presented the Consent Agenda, which included one temporary permit, Item B-1. Mr. Edgar voiced staff recommendation that the Governing Board approve the Consent Agenda per the recommendations and conditions of the staff reports and per the terms and conditions of the permit documents.

MOTIONED BY MR. COSTELLO, SECONDED BY MR. CLARK, THAT THE GOVERNING BOARD APPROVE THE CONSENT AGENDA PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. MOTION CARRIED.

7. A. Consent Business Agenda

Ms. Jean Whitten presented the Financial Report and Schedule of Disbursements for the month of March 2013.

MOTIONED BY MR. CLARK, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORT AND SCHEDULE OF DISBURSEMENTS FOR THE MONTH OF MARCH 2013. MOTION CARRIED.

7. B. Consideration of Acceptance of the Audited Financial Statements for Fiscal Year 2011-2012

Mr. Bob Powell gave a brief overview of the audited financial statements for Fiscal Year 2011-2012.

Ms. Whitten voiced recommendation that the Governing Board accept the District's September 30, 2012, audited financial statements.

MOTIONED BY MR. SPRING, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE DISTRICT'S SEPTEMBER 30, 2012, AUDITED FINANCIAL STATEMENTS. MOTION CARRIED.

7. C. Consideration of Purchase of 3.14 Mitigation Credits from Nokuse Plantation Mitigation Bank

Mr. David Clayton explained that as part of the Florida Department of Transportation's (FDOT) mitigation process, the District is responsible for providing offsetting mitigation for wetland impacts caused by the widening of US 331 in Walton County from Nokuse Plantation to Edgewood Circle. He reported that the U.S. Army Corps of Engineers (USACE) permit for this project directs FDOT to purchase 3.14 credits from the private Nokuse Plantation Mitigation Bank through the District's Northwest Florida, Umbrella, Watershed-based, Regional Mitigation Plan (UWRMP).

Mr. Clayton stated that funds to implement this mitigation have been obtained by the District from FDOT. He voiced staff recommendation that the Governing Board approve the purchase of 3.14 wetland mitigation credits from the Nokuse Plantation Mitigation Bank for \$219,800, subject to legal counsel review.

MOTIONED BY MR. ANDREWS, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD APPROVE THE PURCHASE OF 3.14 WETLAND MITIGATION CREDITS FROM THE NOKUSE PLANTATION MITIGATION BANK FOR \$219,800, SUBJECT TO LEGAL COUNSEL REVIEW. MOTION CARRIED.

8. A. Informational Item- Regulatory Quarterly Report

Mr. Edgar presented the regulatory quarterly report and informed the Board that the material was provided for informational purposes only.

8. B. Informational Item- Water Reuse Week Recognition

Mr. Steverson announced that Governor Scott has proclaimed May 19-25 as Water Reuse Week. He stated that each year the state of Florida celebrates this week as a way to recognize water reuse as an important tool in ensuring a sustainable water supply for both our residents and our environment.

Mr. Steverson recognized Mr. Richard Griswold, General Manager of Destin Water Users, Inc., Mr. Pete DeBogory of South Walton Utility Company, Inc., and Mr. Tim Haag, Director of Communications and Government Affairs for the Emerald Coast Utilities Authority in Pensacola.

Mr. DeBogory presented the Board with a plaque to thank the District for its support of a recently completed water transmission pipeline, which extends from the General Bill Brown Wellfield north of Freeport, south across Choctawhatchee Bay to coastal Walton County. Mr. Griswold and Mr. Haag gave a brief overview regarding beneficial reuse of reclaimed water.

9. Legal Counsel Report

Mr. Kevin Crowley stated that he had one legal matter to discuss before the Board regarding proposed District action to revoke the water well contractor's license of Lester Basford. He reported that Lester Basford was served with the administrative complaint on the revocation of his license on April 27, 2013, and has until May 20, 2013, to request an administrative hearing.

Mr. Crowley gave a detailed overview of the findings of fact and conclusions of law listed in the administrative complaint against Lester Basford. He noted that Lester Basford had accumulated \$7,900 in unpaid fines and has been assessed 65 points against his water well contractor's license.

Mr. Crowley voiced staff recommendation that subject to Lester Basford not requesting an administrative proceeding within the prescribed time period, the Governing Board take final agency action to revoke Lester Basford's water well contractor's license number 1722 and authorize the executive director to execute the final order of revocation on behalf of the Board after the May 20, 2013, deadline passes.

MOTIONED BY MR. COSTELLO, SECONDED BY MR. PATRONIS, THAT SUBJECT TO LESTER BASFORD NOT REQUESTING AN ADMINISTRATIVE PROCEEDING WITHIN THE PRESCRIBED TIME PERIOD, THE GOVERNING BOARD AUTHORIZE THE DISTRICT TO TAKE FINAL AGENCY ACTION TO REVOKE LESTER BASFORD'S WATER WELL CONTRACTOR'S LICENSE NUMBER 1722 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE FINAL ORDER OF REVOCATION ON BEHALF OF THE BOARD AFTER THE MAY 20, 2013, DEADLINE PASSES. MOTION CARRIED.

Meeting was adjourned at 2:23 p.m., ET.

Chair

June 13, 2013
Date

Executive Director

Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 PUBLIC HEARING FOR REGULATORY MATTERS
AMENDED AGENDA

District Headquarters
 81 Water Management Drive
 Havana, Florida 32333

Thursday
 June 13, 2013
 1:05 p.m., ET

Note: Appeal from any NFWFMD Final Agency Action requires a record of the proceedings. Although Governing Board meetings are normally recorded, affected persons are advised that it may be necessary for them to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based. Persons with disabilities or handicaps who need assistance or reasonable accommodation in order to participate in these meetings should contact the District at least 72 hours in advance of these meetings to make appropriate arrangements.

CONSENT AGENDA

• WATER USE PERMITS

Permit Modification & Renewals

1. Applicant: Sandestin Owners Association, Inc.
 App. No.: I07365
 Location: Permit Area A, Walton County, Water Resource Caution Area
 Use: Landscape and Golf Course Irrigation
 Capacity: 3,038 Gallons per Minute Ground Water
 14,700 Gallons per Minute Surface Water
 Purpose: Applicant applied for modification and renewal of Individual Water Use Permit No. 19980057 with a decrease in the permitted withdrawal amounts.
 Facilities: Same as Current Facility
 Withdrawal Amounts Gallons:

	Permitted	Recommended
Annual Average Daily	3,260,000	1,430,000
Maximum Daily	8,350,000	4,360,000
Maximum Monthly	193,000,000	99,610,000

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

2. Applicant: Bigham Farms, Inc.
 App. No.: I07375
 Location: Permit Area C, Jackson County, 62-524 Delineated Area
 Use: Agriculture Irrigation
 Capacity: 8,700 Gallons per Minute
 Purpose: Applicant applied for modification and renewal of Individual Water Use Permit (IWUP) No. 19880062. Applicant is requesting consolidation of IWUPs 19880062, 19920106, and 19930034 into IWUP 19880062 with no change in the combined permitted authorized amounts and revocation of IWUPs 19920106 and 19930034.

Facilities: Same as Current Facility

Withdrawal Amounts Gallons:	Permitted	Recommended
Annual Average Daily	1,782,000	1,780,000
Maximum Daily	12,528,000	12,530,000
Maximum Monthly	226,900,000	226,900,000

Duration Recommended: 20 Years

Staff Recommendation: Approval

Public Comment Received: No

3. Applicant: City of Port St. Joe
 App. No.: I07379
 Location: Permit Area B, Gulf County
 Use: Diversion & Impoundment, Public Supply
 Capacity: 2,565 Gallons per Minute Ground Water
 35,750 Gallons per Minute Surface Water
 Purpose: Applicant applied for renewal of Individual Water Use Permit No. 19830039 with no change in the permitted withdrawal amounts.

Facilities: Same as Current Permit

Withdrawal Amounts Gallons:	Permitted	Recommended
Annual Average Daily	3,147,000	3,150,000
Maximum Daily	5,107,000	5,110,000
Maximum Monthly	125,030,000	125,030,000

Duration Recommended: 10 Years

Staff Recommendation: Approval

Public Comment Received: No

Temporary Permits Granted By Executive Director Awaiting Final Agency Action on Consumptive Use Permit Application *SUPPLEMENT*

4. App. No.: I07388
 Location: Permit Area C, Jackson County
 Use: Agriculture Irrigation
 Facilities: Same as Previous Permit
 Source: Floridan Aquifer System

Withdrawal Amounts Gallons:	Authorized
Annual Average Daily	180,000
Maximum Daily	1,440,000
Maximum Monthly	18,100,000

INFORMATIONAL ITEM(S)

• ERP INFORMATION ITEM

NFWFMD Environmental Resource Permit Program Activity Status for April 2013		
Activity	Current Month	Fiscal Year to Date Total
Applications Received	13	107
Permits Issued	16	110
Exemption Certifications Issued	4	88
10/2 GP Authorizations	9	92

TAP/tp

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

STAFF REPORT

TO: Governing Board
 FROM: Regulatory Division
 DATE: May 16, 2013
 SUBJECT: Request for Modification and Renewal of Individual Water Use Permit No. 19980057
 Individual Water Use Permit Application No. I07365

Applicant: Sandestin Owners Association, Inc.
 Location: Miramar Beach
 Permit Area A, Walton County, Water Resource Caution Area
 Sections 23-27, 34 and 35; Township 2 South, Range 21 West
 Use: Landscape and Golf Course Irrigation
 Sources: Sand and Gravel Aquifer, Surface Water (Ponds) and Reclaimed Water
 Facilities: See Appendix A
 Capacity: Existing Ground Water: 3,038 Gallons per Minute; 4,374,720 Gallons per Day
 Existing Surface Water: 14,700 Gallons per Minute; 21,168,000 Gallons per Day

Surface Water Withdrawal Information:

Water Use	Permitted	Use*	Requested	Recommended†
Average Day (GPD)	3,260,000	2,082,874	2,154,000	1,430,000
Maximum Day (GPD)	8,350,000	6,493,298	6,837,000	4,360,000
Maximum Month (GAL)	193,000,000	108,017,568	104,201,000	99,610,000

* Reported average pumpage during 2010-2012
 †Recommended withdrawal amounts will be phased in over a 10-year period.

Ground Water Withdrawal Information:

Water Use	Permitted	Use*	Requested	Recommended
Average Day (GPD)	1,610,000	972,898	969,000	969,000
Maximum Day (GPD)	3,060,000	2,375,954	1,672,000	1,670,000
Maximum Month (GAL)	86,200,000	72,007,392	34,795,000	34,800,000

* Reported average pumpage during 2010-2012

Staff Evaluation:

Sandestin Owners Association, Inc. (SOA) is requesting renewal and modification of Individual Water Use Permit (IWUP) No. 19980057, with reductions in the average daily, maximum daily, and maximum monthly withdrawal amounts. SOA has generally complied with the provisions of the existing permit.

SOA operates a 373-acre golf course (approximately 350 acres of roughs and fairways and 23 acres of tees and greens) and provides for the irrigation of approximately 357 acres of landscape throughout the development. Groundwater is used to augment golf course storage ponds throughout the property. Surface water in the storage ponds represent a mixture of ground water pumped from the wells, groundwater seepage into the ponds, and captured stormwater. Surface water from the storage ponds can then flow into the wet wells of surface intakes CCS #1 & #2, TLS #2, and BSS #1, which then pump from the wet wells onto the golf course and common areas for irrigation. Reclaimed wastewater is also provided by the Sandestin Wastewater Treatment Plant. The reclaimed water is initially pumped into an effluent holding pond, where it is then used directly for golf course irrigation via BTS #1 or transferred to the wet wells of surface water intakes CCS #1 & #2, TLS #2, and BSS #1. Therefore, water pumped from the wet wells of CCS #1 & #2, TLS #2, and BSS #1 represents a mixture of surface water, reuse water, and groundwater.

In year 2011, the Permittee performed a detailed survey of irrigated turf, roughs/fairways, and tees/greens on the SOA property, as required by a condition of the IWUP. This survey resulted in an approximate 60% and 20% reduction in irrigated landscape and roughs/fairways, respectively, while the area of tees/greens increased by 39%. The total irrigated acreage was reduced by 47% from the value of 1,376 acres provided on the previous IWUP application to the total of 730 acres listed in the current application. SOA is requesting groundwater and surface water withdrawal amounts based on reapportionment of the currently permitted withdrawal amounts and recent use. However, the currently permitted withdrawals were based on the previous overestimation of irrigated acreage. Therefore, the Permittee will be required to make reductions from recent use in order to remain consistent with the estimated irrigation demands for the current acreage.

Staff utilized the Agricultural Field Scale Irrigation Requirements Simulation (AFSIRS) to estimate the irrigation demand for 350 acres of roughs/fairways, 23 acres of tees/greens, and 357 acres of irrigated turf. In order to accurately model SOA's irrigation demands, input parameters for AFSIRS include daily estimates of evapotranspiration, precipitation, crop type, and soil types of varying permeability and holding capacity. Given that the barrier island complexes of the Northwest Florida Gulf Coast region are typically composed of high porosity and permeability sands which allow for the rapid infiltration of rainwater and irrigation, staff utilized the most highly permeable sands which occur in the area. Staff also modeled SOA's irrigation demands using the soil type's minimum holding capacity. Given the above described parameters, AFSIRS predicts 33.2 inches of irrigation annually for roughs & fairways, 48.2 inches for tees & greens, and 30.8 inches for landscaped turf. Previous studies by A.G. Smajstrala, in conjunction with the Institute of Food and Agricultural Sciences indicate that bahiagrass (more water intensive than St. Augustine grass) in North Florida requires 20 to 25 inches of irrigation annually. Therefore, staff estimates that the AFSIRS-derived withdrawal amounts are adequate to meet SOA's irrigation demands for the permit duration.

Staff recommends authorization of the AFSIRS-derived maximum daily and maximum monthly surface water withdrawal amounts. The recommended average daily surface water withdrawal accounts for the continued use of reclaimed water. The AFSIRS-derived withdrawal amounts and recommended limits accounting for reuse are provided in the table below:

Water Use	Average Day (GPD)	Maximum Day (GPD)	Maximum Month (GPD)
AFSIRS Simulated Withdrawal Amounts	1,770,000	4,360,000	99,610,000
Recommended Surface Water Withdrawal Limits*	1,430,000	4,360,000	99,610,000

*The average daily withdrawal represents the AFSIRS simulated demand minus the minimum average daily reclaimed water flow of 340,000 gallons per day reported for the period 2010-2012

Staff estimates that a minimum of 340,000 gallons per day of the annual average irrigation demand will continue to be met by reclaimed water, which represents 15% of the approximately 2,425,000 gallons per

day used for irrigation. The minimum reuse quantity reflects the 3-year minimum average daily reuse flow for the period 2010-2012. Should reclaimed water availability be lower than anticipated, the permit will allow SOA to increase their annual average surface water withdrawals up to the AFSIRS-derived annual average amount. Staff recommends that the surface water withdrawal amounts be phased in over a ten year period. The transitional period will allow the Permittee time to more carefully manage irrigation quantities and avoid exceedances. The recommended groundwater withdrawal limits reflect the amounts requested by the applicant, which are consistent with recent use. Because this is an existing use with reductions in withdrawal amounts, no additional impacts to water resources or existing legal users are anticipated.

Conclusions and Staff Recommendations:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public interest, and will not harm the water resources of the area or interfere with existing legal users. This determination has been made according to provisions of Chapter 373, Florida Statutes, and Chapter 40A-2, Florida Administrative Code.

The staff recommends that the applicant be granted an Individual Water Use Permit to authorize withdrawals of surface water and ground water according to Specific Condition No. 1 below. Staff also recommends that the permit's expiration date be July 1, 2023 and that the permit be conditioned as per the terms and Standard Conditions of the permit document (NFWFMD Form No. A2-E) and the following Specific Conditions:

1. The Permittee shall limit their withdrawals as follows:

Water Use	Years 2013-2015	Years 2016-2018	Years 2019-2021	Year 2022-2023
<u>Average Day (GPD)</u>				
Groundwater	969,000	969,000	969,000	969,000
Surface Water	<u>1,814,000</u>	<u>1,690,000</u>	<u>1,570,000</u>	<u>1,430,000</u>
Total	1,814,000	1,690,000	1,570,000	1,430,000
<u>Maximum Day (GPD)</u>				
Groundwater	1,670,000	1,670,000	1,670,000	1,670,000
Surface Water	<u>6,840,000</u>	<u>5,970,000</u>	<u>5,220,000</u>	<u>4,360,000</u>
Total	6,840,000	5,970,000	5,220,000	4,360,000
<u>Maximum Month (GAL)</u>				
Groundwater	34,800,000	34,800,000	34,800,000	34,800,000
Surface Water	<u>104,200,000</u>	<u>102,800,000</u>	<u>101,420,000</u>	<u>99,610,000</u>
Total	104,200,000	102,800,000	101,420,000	99,610,000

2. The Permittee may subtract the reclaimed water pumped to calculate the net surface water withdrawals and may also subtract surface water that is transferred by pumping from one surface water site to another. Groundwater that has been introduced into any surface water body shall not be deducted from surface water totals. The Permittee shall maximize the use of reclaimed water and report the amounts received from suppliers each month. Additionally, as the availability of reclaimed increases, the Permittee shall reduce its groundwater and surface water withdrawals proportionately.
3. The Permittee shall irrigate using surface water and reclaimed water only. The Permittee shall not irrigate directly from the ground water wells.
4. The Permittee shall include the IWUP number and shall reference each well by its Florida Unique Identification Number and each surface water intake and transfer pump by its facility identification on all submittals when corresponding with the District.

5. The Permittee shall maintain, in working order, in-line totalizing flow meters at each production well and on each surface water intake and transfer pump. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, by July 31, 2020 and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating to the District. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nfwmd.state.fl.us. The report for the year 2013 is due by January 31, 2014.
6. The Permittee shall record the data required on Water Use Summary Reporting Form NFWMD A2-I for each production well, surface water intake and transfer pump. The Permittee shall record and report the amount of reclaimed water received on a monthly and annual basis on Periodic Water Use Reporting Form A2-G. The Permittee, by January 31 of each year, shall submit the reports to the District for the preceding year's water use, even if no water is used. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nfwmd.state.fl.us. The report for the year 2013 is due by January 31, 2014.
7. The Permittee shall provide for the proper plugging and abandonment, to District Standards in accordance with Section 40A-3.531, Florida Administrative Code, of wells TL #3, SP #3, and SP #4 by December 31, 2014.
8. The Permittee shall collect static water level data for each of the three monitor wells during the first two weeks of January, April, July, and October. The Permittee shall submit this data to the District by the last day of the month in which it is collected (e.g. static water levels measured during the first two weeks of January must be submitted by January 31). The Permittee shall use a District-approved method and all measurements shall be taken from the same measuring point and reflect the depth to water from the measuring point. If the measuring point elevation is different from land surface, the Permittee shall provide the difference between these two elevations. The Permittee, if preferred, may submit the report electronically by e-mailing it to compliance@nfwmd.state.fl.us.
9. The Permittee shall not construct production wells located any closer than 500 feet to an area of wetlands. The Permittee, prior to construction of any production wells, shall modify the Individual Water Use Permit and obtain all required construction permits.
10. The Permittee shall maintain rain sensing devices that will override any automatic irrigation system when adequate rainfall occurs or soil moisture is adequate.
11. The Permittee shall routinely evaluate the efficiency of each of its irrigation units and undertake necessary maintenance, repairs and upgrades to provide for the proper efficiency of its equipment. The Permittee shall operate its irrigation system to prevent wasteful runoff from the property associated with irrigation activity.
12. The Permittee, to the extent feasible, shall implement for the golf courses all practices identified in the document *Best Management Practices for the Enhancement of Environmental Quality on Florida Golf Courses* (2007). The document can be accessed at the website: <http://www.dep.state.fl.us/water/nonpoint/docs/nonpoint/glfbmp07.pdf>. The Permittee, by January 31 of each year, shall report all practices implemented during the previous year by utilizing Appendix E, the *Golf Course Best Management Practices Checklist*

Appendix A

Groundwater Facilities

Well No.	Florida Unique ID	Diameter (Inches)	Total Depth (Feet)	Cased Depth (Feet)	Pump Capacity (gpm)	Status
BS #8	AAB1379	8	80	60	70	Abandoned
TL #6	AAB1377	8	110	70	210	Existing
TL #7b	AAB1378	8	180	45	300	Existing
CC #1	AAB1374	8	85	55	210	Existing
CC #2	AAB1375	8	80	60	110	Existing
CC #4	AAB1376	8	80	60	300	Existing
BT #1	AAB1373	8	93	45	300	Existing
BS #1		2	80	60	36	Abandoned
BS #2		2	80	60	36	Abandoned
TL #2		2	80	60	24	Abandoned
TL #3		2	80	60	48	To be Abandoned
SP #1		2	80	60	60	Abandoned
SP #2		2	80	60	60	Abandoned
NT #1	AAE0565	8	100	70	300	Existing
NT #2	AAE0571	8	100	70	300	Existing
SP #3	AAE0567	2	80	60	30	To be Abandoned
SP #4	AAE0568	2	80	60	30	To be Abandoned
BW #1		2	80	60	60	Abandoned
NT #3	AAD3721	8	100	70	300	Existing
CL #1	AAE0570	8	80	60	300	Existing
BT #2		8	80	60	150	Abandoned
TL #8	AAE0569	8	80	60	300	Existing

Groundwater Monitoring Facilities

MO #1	AAE0562	4	65	45	---	Existing
MO #2	AAE0566	4	60	40	---	Existing
MO #3	AAE0564	4	95	75	---	Existing

Surface Water Facilities

Intake ID	Diameter (Inches)	Pump Horsepower	Pump Capacity (gpm)	Status
TLS #1	24	125	1,500	Existing
TLS #2	24	125	1,500	Existing
BSS #1	18	125	1,500	Existing
BTS #1	24	325	3,200	Existing
CL #1	24	90	900	Existing
CCS #1	24	180	2,200	Existing
CCS #2	24	225	3,000	Existing
CCS #3	24	80	900	Existing

PERMIT MAILOUT ENCLOSURE: WATER USE SUMMARY REPORTING FORM NFWFMD A2-I
WATER USE SUMMARY REPORTING FORM NFWFMD A2-G
FLORIDA FRIENDLY LANDSCAPING BROCHURE

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

STAFF REPORT

TO: Governing Board

FROM: Regulatory Division

DATE: May 21, 2013

SUBJECT: Request for Modification and Renewal of Individual Water Use Permit No. 19880062
 Individual Water Use Permit Application No. I07375
 Request for Revocation of Individual Water Use Permits No. 19920106 and 19930034

Applicant: Bigham Farms, Inc.

Location: Highway 61, Jackson County
 Permit Area C, Chapter 62-524, F.A.C., Delineated Area
 Sections 15-17 & 19-22; Township 6 North; Range 10 West

Uses: Agriculture Irrigation

Source: Floridan Aquifer, Claiborne Aquifer, & Chipola River

Facilities: Appendix A

Proposed Capacity: 8,700 Gallons per Minute; 12,528,000 Gallons per Day

Withdrawal Information:

Water Use	Permitted*	Use**	Requested	Recommended
<u>Average Day (GPD)</u>				
Surface Water†	300,000	0	300,000	300,000
Groundwater	<u>1,782,000</u>	<u>338,211</u>	<u>1,782,000</u>	<u>1,780,000</u>
Total	1,782,000	338,211	1,782,000	1,780,000
<u>Maximum Day (GPD)</u>				
Surface Water†	1,728,000	0	1,728,000	1,728,000
Groundwater	<u>12,528,000</u>	<u>5,217,017</u>	<u>12,528,000</u>	<u>12,530,000</u>
Total	12,528,000	5,217,017	12,528,000	12,530,000
<u>Maximum Month (GAL)</u>				
Surface Water†	32,500,000	0	32,500,000	32,500,000
Groundwater	<u>226,900,000</u>	<u>49,843,950</u>	<u>226,900,000</u>	<u>226,900,000</u>
Total	226,900,000	49,843,950	226,900,000	226,900,000

*Represents combined permitted withdrawal amounts for IWUPs 19880062, 19920106, and 19930034

**Represents combined 3-year average withdrawal amounts for the period 2010-2012

†Emergency back-up use only

Staff Evaluation:

Bigham Farms, Inc. (Bigham) is requesting consolidation of their Individual Water Use Permits (IWUPs) into one permit. This application will combine IWUPS 19880062, 19920106, and 19930034 into IWUP

19880062. Bigham is requesting renewal of the combined currently authorized amounts with no changes in the permitted amounts. Bigham has adequately complied with the provisions of the existing permits.

Staff used the Agricultural Field Scale Irrigation Requirements Simulations (AFSIRS) to determine the irrigation demand associated with 1,970 acres of spring planted corn and fall planted wheat, the two most water intensive crops identified in the application. Staff recommends authorization of the requested average daily and maximum monthly withdrawal rates, which reflect the AFSIRS-derived irrigation needs. The requested and recommended maximum daily withdrawal rate is based on the well capacity to provide the applicant with flexibility in the operation of the center pivot irrigation system.

Staff analyzed potential impacts to the Floridan Aquifer associated with the compressed seasonal spring withdrawals using the computer program DRAWDOWN. Drawdown of approximately 22 feet and 20 feet were predicted at distances of one-half mile and one-mile, respectively, from the center of pumping. Accounting for the predicted drawdown, a survey of static water levels in nearby Floridan wells showed 20-40 feet of water remaining above the bottoms of the well casings. This implies that potentiometric water levels in the Floridan are sufficient to sustain use from neighboring wells when Bigham is pumping at the permitted amounts. If nearby wells have pumps break suction attributable to Bigham's pumping, conditions are proposed requiring Bigham to mitigate those impacts. As conditioned, ground water withdrawals are not anticipated to cause harm to water resources or existing legal users.

Staff also evaluated potential impacts to the Chipola River in the event that surface water withdrawals become necessary. Staff evaluated impacts to the Chipola River resulting from the average daily rate and maximum daily rate at a USGS data station located at Marianna, Jackson County. Average and minimum flows for the Chipola River site near Mariana for the period 1999-2013 were derived from USGS daily measurements of streamflow at the Marianna data station. The maximum daily withdrawal rate represents approximately 0.60% of average flow and 1.76% of minimum flow conditions for the period 1999 through 2013. The average daily rate represents approximately 0.10% of average flow and 0.31% of minimum flow conditions for the period 1999 through 2013. The requested withdrawal amounts do not constitute a large proportion of either the minimum or average flows for the Chipola River. Therefore, surface water withdrawals are not anticipated to cause harm to water resources or existing legal users.

Conclusions and Staff Recommendations:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not harm the water resources of the area or interfere with existing legal users. This determination has been made according to provisions of Chapter 373, Florida Statutes, and Chapter 40A-2, Florida Administrative Code.

The staff recommends that the applicant be granted an Individual Water Use Permit for an annual average daily withdrawal of 1,780,000 gallons, a maximum daily withdrawal of 12,530,000 gallons, and a maximum monthly withdrawal of 226,900,000 gallons. Staff also recommends that the permit's expiration date be July 1, 2033 and that the permit be conditioned as per the terms and Standard Conditions of the permit document (NFWFMD Form No. A2-E) and the following Specific Conditions:

1. The Permittee shall include the IWUP number and shall reference each well by its Florida Unique Identification Number and each surface water intake by its facility identification on all submittals when corresponding with the District.
2. The Permittee is authorized emergency backup use from the Chipola River only in the event of well failure which results in the inability to withdraw ground water. Withdrawals from the Chipola River

shall be discontinued upon the construction or repair of well facilities sufficient to meet the Permittee's permitted ground water withdrawal amounts. The maximum duration for emergency backup use from the Chipola River shall be 60 days. Additionally, the Permittee shall not exceed an average daily withdrawal of 300,000 gallons, a maximum daily withdrawal of 1,728,000 gallons and maximum monthly withdrawal of 32,500,000 gallons from the Chipola River. At no time shall the Permittee's combined ground and surface water use amounts exceed the total authorized by page 2, Standard Condition #5 of the permit document.

3. The Permittee shall notify the District within 7 days of each emergency back-up use event, and shall specify the limitations of the ground water withdrawal/delivery system, expected duration of surface water use, and anticipated daily use amounts.
4. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form NFWFMD A2-I. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nfwfmd.state.fl.us. The report for the year 2013 is due by January 31, 2014.
5. The Permittee, if withdrawing water from the Chipola River, by the fifteenth of each month, shall submit a water use report for the previous month. The Permittee shall record the data required on Water Use Summary Reporting Form NFWFMD A2-I. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nfwfmd.state.fl.us.
6. The Permittee shall periodically evaluate the efficiency of the irrigation system and undertake necessary maintenance, repairs, and upgrades to provide for the efficient use of water. The Permittee shall operate the irrigation system to prevent wasteful irrigation runoff from the property.
7. Permittee, prior to the construction, alteration and/or enhancement of any surface water withdrawal or management system, shall contact the District to determine if a permit will be required. A permit would be required for, but not limited to, sandbagging, sump excavation, any impoundment of water, and any surface water facility maintenance beyond that considered routine or custodial by the District.
8. The Permittee shall equip the irrigation system with anti-siphoning devices if chemicals are applied during irrigation.
9. The Permittee shall mitigate impacts that interfere with users of ground water in the area. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s). The Permittee, upon receipt of an allegation of interference, shall retain the services of a licensed water well contractor or professional geologist to investigate the alleged interference. The Permittee shall ensure their chosen contractor initiates the investigation of any alleged interference within 48 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall undertake the required mitigation. The Permittee shall be responsible for the payment of services rendered by the licensed water well contractor and/or professional geologist. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made and any mitigation action undertaken.

Appendix A

Groundwater Facilities:

Well No.	Florida Unique ID	Diameter (Inches)	Total Depth (Feet)	Cased Depth (Feet)	Pump Capacity (GPM)	Status
ELA #1	AAD9214	18	300	100	800	Existing
ELA #2	AAA1684	16	330	60	650	Existing
ELA #3	AAI7516	12	160	63	600	Existing
ELA #4	AAD8926	14	140	45	1,400	Existing
ELA #5	AAB1345	12	180	60	650	Existing
ELA #6	AAD8927	12	360	80	1,000	Existing
ELA #7	AAD8928	14	150	40	800	Existing
BC #1	AAD9847	12	193	54	600	Existing
BWC #1	AAD3614	12	180	40	1,000	Existing

Surface Water Facilities:

Intake No.	Diameter (Inches)	Pump Horsepower	Pump Capacity (GPM)	Status
ELA #8†	8	200	1,200	Proposed

† For emergency back-up use only

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

STAFF REPORT

TO: Governing Board
 FROM: Regulatory Division
 DATE: May 7, 2013
 SUBJECT: Request for Renewal of Individual Water Use Permit No. 19830039
 Individual Water Use Permit Application No. I07379

Applicant: City of Port St. Joe
 Location: Permit Area B, Gulf County
 Sections 35 & 36; Township 7 South; Range 11 West (wells)
 Section 34; Township 5 South; Range 9 West (canal intakes)
 Uses: Diversion & Impoundment, Public Supply
 Source: Chipola River via Freshwater Diversion Canal

Surface Water Facilities:

Facility Number	Intake Diameter (in)	Pump Capacity (gpm)
CPSJ #1	24	13,500
CPSJ #2	24	13,500
CPSJ #3	18	8,750

Ground Water Facilities (Emergency Back-up Use):

Facility Number	Florida Unique ID	Diameter (inches)	Total Depth (feet)	Cased Depth (feet)	Pump Capacity (gpm)	Aquifers	Well Status
PSJ #1	AAA2251	6	665	230	500	Floridan	Existing
PSJ #3	AAA0419	6	656	420	435	Floridan	Existing
PSJ #4	AAA5500	8	152	82	200	Intermediate	Existing
PSJ #5	AAA2253	6	142	70	200	Intermediate	Existing
WTP #1	AAA2250	10	630	417	631	Floridan	Existing
WTP #3	AAA2249	12	604	410	599	Floridan	Existing

Capacity: Surface Water 35,750 Gallons per Minute; 51,480,000 Gallons per Day
 Groundwater 2,565 Gallons per Minute; 3,693,600 Gallons per Day

Withdrawal Information:

Water Use Totals	Permitted	Requested	Use*	Recommended
Average Day (GPD)	3,147,000	3,147,000	1,389,197	3,150,000
Maximum Day (GPD)	5,107,000	5,107,000	4,875,000	5,110,000
Maximum Month (GAL)	125,030,000	125,030,000	72,963,000	125,030,000

* 2012 reported withdrawal rates

Staff Evaluation:

The City of Port St. Joe (CPSJ) is requesting renewal of Individual Water Use Permit (IWUP) No. 19830039 with no increases in the average daily, maximum daily, and maximum monthly rates. CPSJ has been generally compliant with the conditions of the existing IWUP.

CPSJ withdraws water from a canal supplied by the Chipola River to serve its retail public supply customers, but maintains its groundwater facilities for emergency use. The recommended average daily rate is based on a Bureau of Economic and Business Research derived 1.04% annual growth projected for 10 years, in addition to estimated losses due to evaporation and seepage from the impoundment canal and canal maintenance to eliminate accumulated sand and silt. The recommended maximum daily and monthly rates are based on daily and monthly peaking ratios derived from CPSJ's currently permitted withdrawal amounts. The table summarizes the amounts by source and use classification.

Recommended Amounts			
Use Type	Public Supply	Canal Maintenance, Evaporative losses, etc.	Diversion & Impoundment
Average Day (GPD)	1,640,000	1,510,000	3,150,000
Maximum Day (GPD)	2,670,000	2,440,000	5,110,000
Maximum Month (GAL)	65,080,000	59,950,000	125,030,000

CPSJ's residential per capita water use of 57 gallons per day meets the District's water use efficiency goal of 100 gallons per day or less. According to the American Water Works Association methodology, CPSJ's water losses were approximately 18% in year 2012, which exceeds the District's goal of 10 percent or less. The transition to surface water has necessitated increased flushing in order to maintain water quality, and therefore increased water losses. CPSJ is addressing the District's water loss concerns through replacement and calibration of meters, the adoption of a conservation oriented rate structure, a leak detection survey by the Florida Rural Water Association, among other measures. Staff also recommends a phased approach to reducing CPSJ's water losses over time by setting water loss goals through the permit duration.

Staff evaluated impacts to the Chipola River resulting from the average daily rate and maximum daily rate at a USGS data station located at Altha, Calhoun County. The site is upriver of the withdrawal point and should provide for a conservative estimate of impacts, as flow at the withdrawal point is expected to be higher due to contribution from a larger drainage basin and inputs from the Apalachicola River via the Chipola cutoff at Wewahitchka and other locations. Average and minimum flows (seven day, consecutive low flow with a ten year return frequency) for the USGS Chipola River site near Altha were derived from *USGS Open-File Report 2011-1278*. The maximum daily withdrawal rate represents approximately 0.53% of average flow and 1.95% of minimum flow conditions for the period 1976 through 2010. The average daily rate represents approximately 0.33% of average flow and 0.53% of minimum flow conditions for the period 1976 through 2010. The requested withdrawal amounts do not constitute a large proportion of either the minimum or average flows for the Chipola River. The estimates are also conservative given that they do not taken into account the entire drainage basin for the CPSJ withdrawal points nor contributions from the Apalachicola River. Therefore, the requested withdrawal amounts are not anticipated to cause harm to water resources or existing legal users.

Conclusions and Staff Recommendations:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public’s interest, and will not harm the water resources of the area or interfere with existing legal users. This determination has been made according to provisions of Chapter 373, Florida Statutes, and Chapter 40A-2, Florida Administrative Code.

The staff recommends that the applicant be granted an Individual Water Use Permit to authorize withdrawals of surface water according to Specific Condition No. 1 below. Staff also recommends that the permit expire July 1, 2023, and that the permit be conditioned as per the terms and Standard Conditions of the permit document (NFWFMD Form No. A2-E) and the following Specific Conditions

1. The Permittee is authorized to withdraw surface water as specified:

Water Use Totals	Withdrawal Limitations
<u>Average Day (GPD)</u>	
Freshwater Canal	1,640,000
Chipola River	3,150,000
<i>Total Withdrawals Not to Exceed</i>	3,150,000
<u>Maximum Day (GPD)</u>	
Freshwater Canal	2,670,000
Chipola River	5,110,000
<i>Total Withdrawals Not to Exceed</i>	5,110,000
<u>Maximum Month (GAL)</u>	
Freshwater Canal	65,080,000
Chipola River	125,030,000
<i>Total Withdrawals Not to Exceed</i>	125,030,000

2. The Permittee shall include the IWUP number and shall reference each well by its Florida Unique Identification Number and each surface water intake by its facility identification on all submittals when corresponding with the District.
3. The Permittee shall maintain, in working order, in-line, totalizing flow meters on each production well, Chipola River intake, and freshwater canal intake. The Permittee may use one meter for all Chipola River intakes if configured with a manifold, and one meter for all freshwater canal intakes if configured with a manifold. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, by July 31, 2020 and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating to the District.
4. The Permittee shall provide for separate metering of distinct use types (e.g. public supply, wastewater, industrial, canal maintenance, etc). The Permittee shall install in-line totalizing flow meters on each additional Chipola River or freshwater canal intake at the time of its construction.
5. The Permittee shall record the data required on Water Use Summary Reporting Form NFWFMD A2-I for each production well and surface water intake and shall submit copies by January 31 of each year, even if no water is used. The Permittee shall also report any bulk water purchased or sold. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly and emailing it to compliance@nfwfmd.state.fl.us. The report for the year 2013 is due by January 31, 2014.

6. The Permittee shall have static water levels for Floridan Aquifer well PSJ #1 (FLUWID AAA2251) measured within the first two weeks of January and July. Water levels shall be taken following a minimum 24-hour non-pumping period (if possible) and referenced to the ground surface elevation and mean sea level (MSL). All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measure was taken, and the water level measurement to 0.01 foot precision. The Permittee shall submit the results to the District by the last day of the month in which the measurement is made (e.g. measurements made during the first two weeks of January are due by January 31). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly and emailing it to compliance@nfwmd.state.fl.us
7. If production resumes from any Floridan or Intermediate Aquifer well to provide primary supply for an extended (i.e. more than six months) or indefinite period, water quality tests will resume on Floridan Aquifer wells PSJ #1 (FLUWID AAA2251) and WTP #1 (FLUWID AAA2250). Water quality tests shall be conducted within the same month production resumes, then within the first two weeks of January and July each year while production continues. Prior to sampling, the Permittee shall purge approximately three to five well volumes from each well, and shall report with each set of test results, the duration of purging, purge volume, and purge rates used. All water quality analysis shall be conducted by a laboratory with a FDEP approved Comprehensive Quality Assurance Plan (CompQAP). The water quality analysis shall test for the following chemical concentrations: chloride, sodium, and total dissolved solids. The Permittee shall submit the results by the last day of the following month (e.g., data for samples collected in January are due by February 28). The Permittee, if preferred, may submit the report electronically by e-mailing it to compliance@nfwmd.state.fl.us.
8. The Permittee shall properly maintain the staff gage at the weir outfall, and each day, record the water level reading from the staff gage. At a minimum, the daily readings shall include the date, time and staff gage reading to 0.01 foot precision. The Permittee, by the fifteenth of each month, shall submit a report of measurements taken during the previous month (e.g. the report containing measurements taken during the month of June 2013 is due by July 15, 2013).
9. The Permittee, as soon as feasible, shall implement a comprehensive reuse program within its service area toward the goal of achieving 100 percent beneficial reuse of the utility's treated wastewater. The Permittee, by December 31, 2020, shall provide to the District a Reuse Feasibility Study. The Permittee, by January 31 of each year thereafter, shall submit to the District a report detailing CPSJ's progress in implementing the use of reclaimed water. Additionally, the Permittee shall provide for the acceptance of reuse water by new developments at the time they pay for taps, as well as the installation of reuse distribution systems in new developments as they are constructed.
10. The Permittee shall maintain a Water Conservation and Efficiency Program to achieve the goals listed below. The Permittee, by March 31 of each year, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain the following phased-in water loss reduction goals: Total and real water losses equal to 16% or less of system input by year 2015; total and real losses equal 14% or less of system input by year 2017; and total and real losses equal to 12% or less of system input by

year 2019, and 10 percent or less. The Permittee shall report water loss amounts for the previous calendar year according to the American Water Works Association (AWWA) methodology or other District-approved methods. The Permittee shall provide an explanation for water losses each year, compare estimated water losses to the above goals, and briefly describe ongoing or planned water loss reduction measures.

- b. Maintain average gross per capita water use of 150 gallons per day or less and residential per capita use of 100 gallons per day or less. Gross per capita water use shall be calculated as the annual average total finished water use divided by the estimated population served. The residential per capita water use shall be calculated as the annual average residential water use divided by the estimated population served. The residential population served can be estimated as the average total number of dwelling units served during the calendar year multiplied by an estimate of the average number of persons per household (e.g. 100 dwelling units multiplied by 2.5 persons per household equals 250 estimated population served). The Permittee shall report a summary description of status regarding the per capita use goal.
- c. Implement a comprehensive public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mailouts to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually and shall address indoor and outdoor water use. The Permittee shall provide a description of the public education and information campaign.

11. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a)

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial Uses		
3. Industrial Uses		
4. Agricultural Uses		
5. Non-Residential Recreational Uses		
6. Water Sold/Transferred to Other Utilities		
7. Institutional Uses (schools, hospitals, etc.)		
8. Firefighting, Flushing and Other Utility Uses	-----	
9. Other _____ (describe)		
10. Total Water Losses	-----	
TOTAL (Add items 1 through 10)		

b)

Residential Water Service Category	Average Number of Active Metered Connections	Number of Dwelling Units	Estimated Population Served	Annual Average Metered Residential Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
TOTAL (Add items 1 and 2) (should match line 1 in Table a above)				

For water purchased, sold or transferred to/from other utilities--provide the name of each utility, the type of transaction and the amount of water transferred for each year.

12. The Permittee, by December 31, 2018, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI Geographic Information System (ARCGIS), if available.
13. The Permittee, by March 31 of each year, shall submit to the District a copy of its current rate structure. The Permittee shall consider revising its rate structure periodically to further promote water use efficiency and to discourage wasteful, discretionary use (e.g., irrigation, aesthetic use).

PERMIT MAILOUT ENCLOSURES: WATER USE SUMMARY REPORTING FORM NWFWMDC A2-I
 WATER LOSS REPORTING FORM
 CONSERVATION PAMPHLETS

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Period Ending April 30, 2013

Balance Forward - Operating Funds	\$72,431,803.90	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$195,031.10	
Contracts Receivable	65,014.14	
Other Deposits/Refunds/Adjustments	26,410.36	
Transfers from Lands Accounts	0.00	
Total Deposits during month	286,455.60	
Total Deposits and Balance Forward		\$ 72,718,259.50
Disbursements:		
Employee Salaries	404,821.47	
Employee Benefits	154,461.89	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	227,086.16	
Operating Expenses - Services	137,365.16	
Operating Expenses - Commodities	81,963.10	
Operating Capital Outlay	6,940.00	
Grants and Aids	0.00	
Total Operating Expenses during month	1,012,637.78	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	11,155.81	
Total Funds Disbursed by check during month	1,023,793.59	
Bank Debits (Fees, Deposit Slips, etc.)	308.84	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		1,024,102.43
Cash Balance Operating Funds at month end		\$ 71,694,157.07
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking @ 0.2%	284,122.15	
Payroll Account	6,165.45	
Pensacola Account	135.00	
Marianna Account @ 0.15%	44,094.12	
Investment Accounts @ 0.22%		
General Fund	34,290,077.33	
Lands Fee Fund	8,858,533.17	
SWIM Fund	5,802,719.32	
ETDM	1,857.73	
Water Prot. & Sust. TF	5,445,252.78	
Mitigation Fund	16,304,100.59	
Deposits - Frozen	656,849.18	
Total Operating Depositories at month end	\$ 71,694,157.07	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Period Ending April 30, 2013

Land Acquisition Funds @ 0.22%	\$	622,737.37	
Deposits - Frozen		37,572.23	
Total Land Acquisition Funds			660,309.60
Restricted Management Funds:			
Phipps Land Mgmt @ 0.22%		267,408.36	
Deposits - Frozen		4,703.39	
Total Land Acquisition Funds			272,111.75
Total Land Acquisition, and Restricted Management Funds			932,421.35
TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			\$ 72,626,578.42

Approved: _____
 Chairman or Executive Director

Date: June 13, 2013

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Month ending April 30, 2013
(Unaudited)

	Current Budget	Actuals Through 3/31/2013	Variance (under)/Over Budget	Actuals As A	
				Budget	% of Budget
Sources					
Ad Valorem Property Taxes	\$ 3,287,425	\$ 2,885,857	\$ (401,568)		88%
Intergovernmental Revenues	16,132,618	1,375,814	(14,756,804)		9%
Interest on Invested Funds	166,147	85,120	(81,027)		51%
License and Permit Fees	358,500	162,795	(195,705)		45%
Other	2,200,957	1,367,937	(833,020)		62%
Fund Balance	64,846,222		(64,846,222)		0%
Total Sources	\$ 86,991,869	\$ 5,877,524	\$ (81,114,345)		7%

	Current Budget	Expenditures	Encumbrances ¹	Available	
				Budget	%Obligated ²
Uses					
Water Resources Planning and Monitoring	\$ 4,726,718	\$ 1,091,208	\$ 29,426	\$ 3,606,083	24%
Acquisition, Restoration and Public Works	14,360,871	1,015,905	115,103	13,229,863	8%
Operation and Maintenance of Lands and Works	4,020,869	1,284,913	196,947	2,539,009	37%
Regulation	3,285,410	1,750,268	34,580	1,500,562	54%
Outreach	172,085	79,940	114	92,031	47%
Management and Administration	2,593,315	1,065,997	26,455	1,500,862	42%
Total Uses	\$ 29,159,268	\$ 6,288,232	\$ 402,625	\$ 22,468,411	23%
Reserves	57,832,601			57,832,601	0%
Total Uses and Reserves	\$ 86,991,869	\$ 6,288,232	\$ 402,625	\$ 80,301,012	8%

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 April 30, 2013, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

APRIL 2013

CHECKS	4/4/2013	93,758.10
AP EFT CHECKS	4/5/2013	674.09
CHECKS	4/10/2013	107,831.53
AP EFT CHECKS	4/12/2013	411.97
CHECKS	4/17/2013	54,105.39
AP EFT CHECKS	4/17/2013	494.35
CHECKS	4/25/2013	135,104.85
AP EFT CHECKS	4/26/2013	1,052.69
CHECK	4/30/2013	180,761.57
EFT's Returned by bank	4/30/2013	(568.32)
RETIREMENT		33,088.04
UNEMPLOYMENT EFT		4,675.00
		\$ <u><u>611,389.26</u></u>

Chairman or Executive Director

June 13, 2013

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP COMPUTER PAID/EFT CHECK REGISTER

VENDOR	NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	18,529.70	04/04/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	5,319.90	04/04/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	6,964.70	04/04/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	6,579.20	04/04/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	436.90	04/04/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3458	BATTERY MART	432.08	04/04/2013	DATALOGGER BATTERIES
3269	CDW GOVERNMENT, INC.	274.76	04/04/2013	REPLACEMENT FUSER
3269	CDW GOVERNMENT, INC.	753.84	04/04/2013	RMD OFFICE SUPPLIES --- TONER
4061	BRIAN WILLIAM TAYLOR	80.00	04/04/2013	LAWN SERVICE FOR MARIANNA
45	DMS	778.84	04/04/2013	CRESTVIEW PHONE
45	DMS	7,489.18	04/04/2013	USAGE BASED DATA
45	DMS	144.00	04/04/2013	NETWORK STORAGE
45	DMS	30.79	04/04/2013	SERVER STORAGE
45	DMS	13.96	04/04/2013	MFO/MILTON PHONE
45	DMS	16,265.17	04/04/2013	APR-JUN RENT CARR BLDG - 9W5801
2453	ESCAMBIA COUNTY PROPERTY APPRAISER	3,138.00	04/04/2013	3RD QTR PYMNT
24	FLORIDA PUBLIC UTILITIES COMPANY	621.39	04/04/2013	MFO ELECTRIC SERVICE
4990	INOVIA CONSULTING GROUP	250.00	04/04/2013	REFUND DUE ON ERP APPLICATION
4921	JACKSON COUNTY UTILITIES	29.00	04/04/2013	H2O MFO
1717	JACKSON COUNTY PROPERTY APPRAISER	562.76	04/04/2013	2ND QTR PYMNT
4986	PATRICIA LUJAN	7,374.16	04/04/2013	APRIL RENT CFO
4873	MAIN STREET AUTOMOTIVE, INC.	29.66	04/04/2013	OPEN PURCHASE ORDER FOR ERP-CR
4873	MAIN STREET AUTOMOTIVE, INC.	803.70	04/04/2013	TOWING AND BRAKE REPAIR FOR WM
3813	PENNINGTON, P.A.	10,762.50	04/04/2013	LEGAL FEES
3813	PENNINGTON, P.A.	350.00	04/04/2013	TITLE SEARCH ON THE SARTOR TRA
1180	PRIDE ENTERPRISES	569.78	04/04/2013	LOAD TICKETS
3132	REAL PROPERTY ANALYSTS, INC.	694.00	04/04/2013	APPRAISALS
4136	RICOH AMERICAS CORPORATION	276.59	04/04/2013	RICOH COPIER
4793	SYMANTEC CORPORATION	995.00	04/04/2013	EPERMITTING.NWFWMD.STATE.FL.US
105	TALLAHASSEE DEMOCRAT	1,252.60	04/04/2013	LEGAL AD - PERSONNEL
4286	ULINE, INC.	232.80	04/04/2013	FOAM CORE BOARDS FOR MAPS
353	U. S. POST OFFICE - MARIANNA	382.00	04/04/2013	STAMPS FOR MFO
3454	USDA, APHIS, WILDLIFE SERVICES	206.18	04/04/2013	COOPERATIVE SERVICE AGREEMENT

COMPUTER PAID/EFT CHECK REGISTER

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

4557	VERIZON WIRELESS	297.42	04/04/2013	EMPLOYEE CELL PHONES
4557	VERIZON WIRELESS	837.54	04/04/2013	BB & AIR CARDS
	TOTAL CHECKS	<u>93,758.10</u>		
4076	EDWARD CHELETTE	291.54	04/05/2013	EMPLOYEE TRAVEL
4961	PETER FOLLAND	140.00	04/05/2013	EMPLOYEE TRAVEL
928	MARK IHLEFELD	102.55	04/05/2013	EMPLOYEE REIMBURSEMENT
3823	KENNETH ANDREW ROACH	140.00	04/05/2013	EMPLOYEE TRAVEL

TOTAL ACH TRANSFER

TOTAL ACH TRANSFER

674.09

674.09

TOTAL AP

94,432.19

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP COMPUTER PAID/EFT CHECK REGISTER

VENDOR NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
4812 ALL AMERICAN RENTALS, INC.	140.00	04/10/2013	PORTABLE TOILETS
4812 ALL AMERICAN RENTALS, INC.	140.00	04/10/2013	PORTABLE TOILETS
4881 SUNSHINE CAR CARE, LLC	57.58	04/10/2013	SERVICE & AIR FILTER FOR WMD00
4881 SUNSHINE CAR CARE, LLC	58.38	04/10/2013	OPEN PURCHASE ORDER-ERP
325 BAY CO. PROPERTY APPRAISER	2,026.50	04/10/2013	3RD QTR PYMNT
13 BEN MEADOWS COMPANY, INC.	127.72	04/10/2013	CHEST WADERS - MARK IHLEFELD
4445 JUSTIN G. MCLEAN	4,384.50	04/10/2013	CLEAN UP AND MAINTENANCE SERVI
771 CITY OF MARIANNA	35.94	04/10/2013	WATER/SEWER MFO
45 DMS	15.66	04/10/2013	CONFERENCE CALLS
3424 DURRA-QUICK-PRINT INC.	15.00	04/10/2013	BUSINESS CARDS JOHN ALTER
4748 EAST MILTON WATER SYSTEM	10.93	04/10/2013	WATER MILTON
4855 ENVIRON SERVICES INCORPORATED	1,552.00	04/10/2013	ENVIRON SERVICES-HQ.JANITORIAL
1803 FL. DEPT. OF AG & CONSUMER SVCS	63,028.73	04/10/2013	WETLAND PLANTS
349 GADSDEN COUNTY PROPERTY APPRAISER	403.00	04/10/2013	3RD QTR PYMNT
3078 GEORGIA-FLORIDA BURGLAR ALARM CO, INC	763.53	04/10/2013	FIRE AND SECURITY SERVICES
3003 HAVANA FORD, INC.	32.65	04/10/2013	OPEN PURCHASE ORDER FOR REG IN
3942 A & W VENTURES, L.C.	151.34	04/10/2013	PORTABLE TOILET
2268 INNOVATIVE OFFICE SOLUTIONS, INC	814.00	04/10/2013	CONTRACT 07-037 - MAINTENANCE
3033 JOHN M DIAMOND, JR	2,000.00	04/10/2013	RENTAL OF TRACKED YANMAR & WAT
3921 KOUNTRY RENTAL, INC.	4,163.00	04/10/2013	RENTAL AND SERVICE OF PORTABLE
76 LEON COUNTY PROPERTY APPRAISER	2,245.73	04/10/2013	3RD QTR PYMNT
277 LIBERTY CO. PROPERTY APPRAISER	271.36	04/10/2013	3RD QTR PYMNT
3266 LOWE'S COMPANIES INC.	188.39	04/10/2013	PARTS AND SUPPLIES
1205 OFFICE DEPOT, INC.	25.92	04/10/2013	SUPPLIES
1205 OFFICE DEPOT, INC.	69.38	04/10/2013	OFFICE SUPPLIES
1205 OFFICE DEPOT, INC.	27.41	04/10/2013	OFFICE SUPPLIES
1205 OFFICE DEPOT, INC.	4.59	04/10/2013	OFFICE SUPPLIES
288 OKALOOSA CO. PROPERTY APPRAISER	2,002.79	04/10/2013	3RD QTR PYMNT
62 PENSACOLA NEWS-JOURNAL	155.28	04/10/2013	LEGAL AD
1398 PRECISION COMMUNICATIONS, INC	45.00	04/10/2013	FIRE RADIO REPAIRS AND NARROW
1398 PRECISION COMMUNICATIONS, INC	60.00	04/10/2013	FIRE RADIO REPAIRS AND NARROW
3211 PROVINE HELICOPTER SERVICE, INC.	3,000.00	04/10/2013	HELICOPTER SERVICES FOR AERIAL
3211 PROVINE HELICOPTER SERVICE, INC.	8,642.25	04/10/2013	HELICOPTER SERVICES FOR AERIAL

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP COMPUTER PAID/EFT CHECK REGISTER

519	SOUTHSIDE MOWER & MAGNETO RPR., INC	65.00	04/10/2013	GENERATOR REPAIR
519	SOUTHSIDE MOWER & MAGNETO RPR., INC	82.43	04/10/2013	GENERATOR REPAIR
4720	SOUTHWOOD SHARED RESOURCE CENTER	339.66	04/10/2013	NETWORK STORAGE
110	TALQUIN ELECTRIC COOPERATIVE, INC.	3,365.48	04/10/2013	ELECTRIC HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	107.06	04/10/2013	WATER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	72.00	04/10/2013	SECURITY LIGHTS HQ
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	3,850.00	04/10/2013	PUBLIC RECREATION SITE CLEAN U
3711	US POSTAL SERVICE-HASLER	500.00	04/10/2013	POSTAGE
3723	UPS INC	193.12	04/10/2013	SHIPPING 4 FIBER DRUMS FILLED
3012	WAKULLA COUNTY PROPERTY APPRAISER	428.00	04/10/2013	3RD QTR PYMNT
75	WALTON COUNTY PROPERTY APPRAISER	1,584.00	04/10/2013	3RD QTR PYMNT
424	WALTON COUNTY TAX COLLECTOR	13.66	04/10/2013	REFUND OF TAXES
1305	WASTE MANAGEMENT - LEON COUNTY, INC	53.87	04/10/2013	SOLID WASTE MFO
4626	WASTE PRO OF FLORIDA, INC	148.79	04/10/2013	SOLID WASTE HQ
4774	JOHN T WILLIAMSON	165.00	04/10/2013	JANITORIAL SERVICE FOR MILTON
4774	JOHN T WILLIAMSON	204.90	04/10/2013	GENERAL LABOR SERVICES
	TOTAL CHECKS	<u>107,831.53</u>		
1095	TYLER MACMILLAN	255.98	04/12/2013	EMPLOYEE TRAVEL
4642	COAKLEY TAYLOR	155.99	04/12/2013	EMPLOYEE TRAVEL
	TOTAL ACH TRANSFER	<u>411.97</u>		
	TOTAL AP	<u><u>108,243.50</u></u>		

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPTER PAID/LEFT CHECK REGISTER

VENDOR	NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
4923	JOHN ALTER	61.41	04/17/2013	BOARD TRAVEL
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	1,413.50	04/17/2013	ATTACK ONE FIRE MGT-PRESCRIBED
2197	A J TROPHIES & AWARDS INC	21.75	04/17/2013	NAME PLATES FOR GARY CLARK
2992	BANK OF AMERICA	480.78	04/17/2013	PAYMENT PORTAL FOR WELL PERMIT
2992	BANK OF AMERICA	102.90	04/17/2013	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	734.38	04/17/2013	ACCOUNT ANALYSIS
3164	STEPHANIE BLOYD	77.43	04/17/2013	BOARD TRAVEL
4845	CALHOUN COUNTY SHERIFF'S OFFICE	759.48	04/17/2013	CALHOUN CO SHERIFF-LAW ENFCMT/
3269	CDW GOVERNMENT, INC.	56.14	04/17/2013	HARD DRIVE
4654	CERIDIAN BENEFITS SERVICES, INC	137.70	04/17/2013	ADMIN FEES FOR FSA
4991	GARY CLARK	65.86	04/17/2013	BOARD TRAVEL
1948	DELL MARKETING L.P.	6,240.00	04/17/2013	DELL MAINTENANCE
1948	DELL MARKETING L.P.	14,752.50	04/17/2013	DELL MAINTENANCE
4945	MARCUS A. DIXON	75.00	04/17/2013	SECURITY FOR GOVERNING BOARD M
45	DMS	2,079.77	04/17/2013	CRESTVIEW PHONE
45	DMS	112.55	04/17/2013	MARIANNA PHONE
45	DMS	1,253.38	04/17/2013	CARR PHONE
45	DMS	74.76	04/17/2013	CONFERENCE CALLS
45	DMS	1,457.88	04/17/2013	HQ PHONE
45	DMS	69.52	04/17/2013	MILTON PHONE
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	6,940.00	04/17/2013	ALARM/SECURITY SYSTEM FOR CRES
916	GULF POWER COMPANY	678.51	04/17/2013	CFO UTILITIES
916	GULF POWER COMPANY	434.80	04/17/2013	MILTON UTILITIES
4607	MAIL FINANCE INC	126.00	04/17/2013	POSTAGE METER LEASE AGREEMENT-
4607	MAIL FINANCE INC	205.00	04/17/2013	POSTAGE METER LEASE AGREEMENT-
4607	MAIL FINANCE INC	378.00	04/17/2013	LEASE FOR CRESTVIEW MAIL MACHI
4952	LAW, REDD, CRONA & MUNROE, P.A.	3,374.00	04/17/2013	CONSTRUCTION MATERIAL LUMBER H
3266	LOWE'S COMPANIES INC.	282.82	04/17/2013	CONSTRUCTION MATERIAL LUMBER H
3266	LOWE'S COMPANIES INC.	23.71	04/17/2013	PARTS AND SUPPLIES
63	NORTHWEST FLORIDA DAILY NEWS	106.76	04/17/2013	NEWSPAPER AD FOR RFP FOR PROF
64	PANAMA CITY NEWS HERALD	80.60	04/17/2013	NEWSPAPER AD FOR PROF. SURVEYI
64	PANAMA CITY NEWS HERALD	240.62	04/17/2013	LEGAL AD FOR ITB 13B-005 2013
3023	PANAMERICAN CONSULTANTS, INC.	9,212.00	04/17/2013	PHASE 1 ARCHAEOLOGICAL SURVEY

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPTER PAID/LEFT CHECK REGISTER

4849	NICK PATRONIS	81.88	04/17/2013	BOARD TRAVEL
2381	PORT SUPPLY	21.54	04/17/2013	FUEL & LUBRICANTS
2381	PORT SUPPLY	94.76	04/17/2013	FUEL & LUBRICANTS
3534	MARIANNA AUTO PARTS, INC.	116.70	04/17/2013	WIPER BLADES FOR STOCK
3960	GEORGE ROBERTS	81.88	04/17/2013	BOARD TRAVEL
523	SANTA ROSA PRESS GAZETTE	138.00	04/17/2013	ANNUAL GOV BD MEETING NOTICES
4967	SAMUEL SPRING	85.44	04/17/2013	BOARD TRAVEL
4231	TERMINIX INTERNATIONAL	300.00	04/17/2013	ANNUAL TERMITE INSPECTION
3723	UPS INC	169.16	04/17/2013	SHIPPING 4 FIBER DRUMS FILLED
4557	VERIZON WIRELESS	875.52	04/17/2013	BLACKBERRY'S & AIR CARDS
385	WAKULLA NEWS	31.00	04/17/2013	NEWSPAPER SUBSCRIPTION
		<u>54,105.39</u>		
4961	PETER FOLLAND	274.35	04/17/2013	EMPLOYEE TRAVEL
3823	KENNETH ANDREW ROACH	220.00	04/17/2013	EMPLOYEE TRAVEL
		<u>494.35</u>		
		<u><u>54,599.74</u></u>		

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECK REGISTER

VENDOR NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
4832 ASSURANT EMPLOYEE BENEFITS	4,440.84	04/25/2013	EMPLOYEE PAID DENTAL APRIL
4832 ASSURANT EMPLOYEE BENEFITS	4,342.44	04/25/2013	EMPLOYEE DENTAL MAY
4832 ASSURANT EMPLOYEE BENEFITS	251.24	04/25/2013	EMP PREPAID DENTAL PLAN
4834 ASSURANT EMPLOYEE BENEFITS	1,386.81	04/25/2013	DISTRICT PAID LIFE
4833 ASSURANT EMPLOYEE BENEFITS	2,606.20	04/25/2013	EMP PAID LTD APRIL & MAY
95 AT&T	280.18	04/25/2013	EFO PHONE
2967 BANK OF AMERICA	90.00	04/25/2013	BRAKE DIAGNOSTICS ON WMD0029
2967 BANK OF AMERICA	11.36	04/25/2013	FINANCE CHARGE
1616 BLUE CROSS/BLUE SHIELD OF FLORIDA	684.16	04/25/2013	MEDICARE APR&MAY
1617 CAPITAL HEALTH PLAN	66,856.51	04/25/2013	EMPLOYEE HEALTH
3182 CARQUEST AUTO PARTS	319.92	04/25/2013	HYDRO FLUID
3269 CDW GOVERNMENT, INC.	228.33	04/25/2013	WASP 2X1 PP POLY ASSET TAG 110
4654 CERIDIAN BENEFITS SERVICES, INC	254.75	04/25/2013	ADMIN FEES FOR FSA
3524 CITY OF CRESTVIEW	45.77	04/25/2013	H2O&SEWER CRESTVIEW
4676 CITY OF MILTON FLORIDA	35.50	04/25/2013	DUMPSTER SERVICE
4676 CITY OF MILTON FLORIDA	13.36	04/25/2013	SOLID WASTE MILTON
3289 CITY OF TALLAHASSEE	33.47	04/25/2013	LAKESHORE & I-10
3157 COAST MACHINERY, INC.	250.99	04/25/2013	BOGEY WHEELS FOR MARSH MASTER
3461 DANIELS JANITORIAL SERVICE	250.00	04/25/2013	ONE-TIME FINAL CLEANING FOR 80
3461 DANIELS JANITORIAL SERVICE	750.00	04/25/2013	JANITORIAL SERVICE FOR CRESTVI
3212 DLT SOLUTIONS, INC.	665.02	04/25/2013	AUTOCAD RENEWAL
45 DMS	7,347.18	04/25/2013	NETWORK CHARGES
45 DMS	16.93	04/25/2013	LONG DISTANCE MILTON & MFO
4855 ENVIRON SERVICES INCORPORATED	211.54	04/25/2013	JANITORIAL SERVICES FOR MARIAN
1292 FISHER SCIENTIFIC	522.80	04/25/2013	FIELD SUPPLIES
4807 WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	13,739.50	04/25/2013	MARCH FUEL
26 FL. SECRETARY OF STATE DIV OF ADMIN SERV	50.92	04/25/2013	LEGAL/FAR AD FOR GB MEETING-AP
839 FORESTRY SUPPLIERS, INC.	489.25	04/25/2013	FIELD SUPPLIES
3078 GEORGIA-FLORIDA BURGLAR ALARM CO, INC	15.00	04/25/2013	MONITORING FOR CRESTVIEW 1/2 MARCH
3492 GEOTECH ENVIRONMENTAL EQUIP, INC.	647.90	04/25/2013	FIELD SUPPLIES
2291 GULF COAST ELECTRIC COOPERATIVE, INC	406.60	04/25/2013	ELEC EFO
410 GULF COUNTY TAX COLLECTOR	11.66	04/25/2013	REFUND OF TAXES
61 JACKSON COUNTY FLORIDAN	86.95	04/25/2013	LEGAL AD
666 JEFFERSON COUNTY PROPERTY APPRAISER	170.36	04/25/2013	3RD QTR FY 12-13
3266 LOWE'S COMPANIES INC.	71.04	04/25/2013	FIELD SUPPLIES
4986 PATRICIA LUJAN	7,374.16	04/25/2013	MAY LEASE PAYMENT CRESTVIEW
1205 OFFICE DEPOT, INC.	68.59	04/25/2013	OFFICE SUPPLIES
3630 VEOLIA ES SOLID WASTE SOUTHEAST, INC.	124.00	04/25/2013	DUMPSTERS FOR ECONFINA & CANOE

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECK REGISTER

4081	TSWS, INC.	1,435.00	04/25/2013	PORTABLE TOILETS
4136	RICOH AMERICAS CORPORATION	14.78	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	235.72	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	48.21	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	169.85	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	97.65	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	14.33	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	157.04	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	703.03	04/25/2013	MAINTENANCE AGREEMENTS
4136	RICOH AMERICAS CORPORATION	61.49	04/25/2013	MAINTENANCE AGREEMENTS
4720	SOUTHWOOD SHARED RESOURCE CENTER	228.90	04/25/2013	NETWORK STORAGE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	191.60	04/25/2013	TONER FOR LASERJET PRINTER
4377	STRICKLAND TRAVEL, INC.	857.60	04/25/2013	AIRFARE TO MUNIS CONFERENCE
4377	STRICKLAND TRAVEL, INC.	483.60	04/25/2013	AIRFARE TO MUNIS CONFERENCE
4377	STRICKLAND TRAVEL, INC.	483.60	04/25/2013	AIRFARE TO MUNIS CONFERENCE
3941	TYLER TECHNOLOGIES, INC.	2,085.00	04/25/2013	MUNIS USER CONFERENCE REGISTRA
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	12,636.20	04/25/2013	LAW ENFORCEMENT/SECURITY ON DI
4038	WINDSTREAM COMMUNICATIONS	50.02	04/25/2013	LONG DISTANCE

TOTAL CHECKS

135,104.85

4360	LAUREN CONNELL	264.37	04/26/2013	EMPLOYEE TRAVEL
4961	PETER FOLLAND	220.00	04/26/2013	EMPLOYEE TRAVEL
863	LANCE LAIRD	254.00	04/26/2013	EMPLOYEE TRAVEL
3823	KENNETH ANDREW ROACH	314.32	04/26/2013	EMPLOYEE TRAVEL

TOTAL ACH TRANSFER

1,052.69

TOTAL AP

136,157.54

VENDOR NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
3586 ATTACK-ONE FIRE MANAGEMENT SVCS	2,324.00	04/30/2013	MARSH MASTER/CREW FOR RX BURN
4994 BASS CONSTRUCTION COMPANY, INC.	15,348.00	04/30/2013	CONTRACT 13-019
2417 BEARD EQUIPMENT COMPANY, INC.	3,589.14	04/30/2013	NEW HOLLAND TS100 SERVICE/REPA
1616 BLUE CROSS/BLUE SHIELD OF FLORIDA	38,383.90	04/30/2013	EMP HEALTH INSURANCE
4979 CADENHEAD DEVELOPMENT, INC.	5,951.63	04/30/2013	ADDITIONAL WORK PERFORMED FOR
1023 CAPITAL HITCH SERVICE	7.98	04/30/2013	REPLACEMENT LIGHT FIXTURE FOR
4061 BRIAN WILLIAM TAYLOR	80.00	04/30/2013	LAWN SERVICE FOR MARIANNA
672 DAVIS TROPHIES	65.95	04/30/2013	EMPLOYEE RECOGNITION
45 DMS	112.55	04/30/2013	MFO PHONE
3424 DURRA-QUICK-PRINT INC.	15.00	04/30/2013	BUSINESS CARDS FOR NICK PATRON
1292 FISHER SCIENTIFIC	378.56	04/30/2013	FIELD SUPPLIES
24 FLORIDA PUBLIC UTILITIES COMPANY	529.87	04/30/2013	MFO UTILITIES
839 FORESTRY SUPPLIERS, INC.	27.25	04/30/2013	FIELD SUPPLIES
3282 W.W. GRAINGER, INC.	182.48	04/30/2013	FIELD SUPPLIES
3282 W.W. GRAINGER, INC.	10.92	04/30/2013	FIELD SUPPLIES
3420 GREASE PRO EXPRESS LUBE	153.00	04/30/2013	WMD0043 REPAIRS
1919 GREENSOUTH EQUIPMENT, INC.	190.04	04/30/2013	REQUISITION FOR SERVICING OF M
3266 LOWE'S COMPANIES INC.	12.24	04/30/2013	FIELD SUPPLIES
2758 NORTHERN TOOL & EQUIPMENT COMPANY, INC	642.60	04/30/2013	TOOLS AND SUPPLIES
1205 OFFICE DEPOT, INC.	191.47	04/30/2013	OFFICE SUPPLIES
1463 ORACLE CORPORATION	2,201.91	04/30/2013	ORACLE DATABASE STANDARD EDITI
2663 PATIENTS FIRST APPELYARD, INC	49.00	04/30/2013	PRE EMPLOYMENT, DOT & POST AC
3813 PENNINGTON, P.A.	12,547.50	04/30/2013	LEGAL FEES
2381 PORT SUPPLY	292.61	04/30/2013	DOCK LINE FOR RMD BOATS
4601 PORTLAND LUMBER YARD, INC	541.80	04/30/2013	SIGN FRAME MATERIALS
4136 RICOH AMERICAS CORPORATION	625.00	04/30/2013	MOVING COPYING/PRINTING/SCANNI
4136 RICOH AMERICAS CORPORATION	345.05	04/30/2013	RICOH COPIER
3849 RON'S KAWASAKI, INC	5.93	04/30/2013	KAWASAKI MULE 3010 PART
4228 SOWELL TRACTOR CO., INC.	290.85	04/30/2013	CHAINSAW PARTS/SUPPLIES
4799 STAPLES CONTRACT & COMMERCIAL, INC.	84.34	04/30/2013	OFFICE SUPPLIES
4993 R & S PANAMA CITY, LLC	310.00	04/30/2013	REFUND FOR A# 2023 SOCIAL SECU
4250 UNIVERSITY OF CENTRAL FLORIDA	40,000.00	04/30/2013	COASTAL MODEL DEVELOPMENT & AN
3696 URS CORPORATION	3,050.00	04/30/2013	TASK 58
3696 URS CORPORATION	17,700.00	04/30/2013	TASK 81
3696 URS CORPORATION	2,640.00	04/30/2013	TASK 85
3696 URS CORPORATION	1,980.00	04/30/2013	TASK 85
3696 URS CORPORATION	3,761.00	04/30/2013	TASK 86
3696 URS CORPORATION	1,350.00	04/30/2013	TASK 90
3696 URS CORPORATION	12,500.00	04/30/2013	TASK 91
3696 URS CORPORATION	1,650.00	04/30/2013	TASK 96
3696 URS CORPORATION	10,640.00	04/30/2013	TASK 103

TOTAL CHECKS			<u>180,761.57</u>	
4966	DAVID REED CHERRY	05/03/2013	205.92	EMPLOYEE TRAVEL
3080	STEVEN COSTA	05/03/2013	216.95	EMPLOYEE TRAVEL
TOTAL ACH TRANSFER			<u>422.87</u>	
TOTAL AP			<u><u>181,184.44</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

APRIL 2013

DIRECT DEPOSIT	4/05/2013	196,376.95
CHECKS	4/5/2013	8,340.97
FLEX SPENDING EFT	TF093	1,637.99
DIRECT DEPOSIT	4/19/2013	196,061.96
CHECKS	4/19/2013	8,348.47
FLEX SPENDING EFT	TF096	1,637.99

\$ 412,404.33

APPROVED:

Chairman or Executive Director

June 13, 2013

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Jon Steverson, Executive Director

FROM: Jean Whitten, Director
Division of Administration

DATE: May 29, 2013

SUBJECT: Consideration of Amendment No. 5 to the Fiscal Year 2012-2013 Budget
Adjusting Beginning Fund Balance

Amendment No. 5 to the Fiscal Year 2012-2013 District Budget adjusts the beginning budgeted fund balances based on the audited financial statements at September 30, 2012.

Each year, after completion and approval of the prior year's audited financial statements, the audited balances are brought forward into the current year's budget in the form of an amendment. Funds impacted by the adjusted balances include the General Fund, the Capital Improvement and Lands Acquisition Fund, the Lands Management Fund (Phipps Endowment Account), the Regulation Fund and the Department of Transportation (DOT) Mitigation Fund.

In addition to the fund balance, the audited financial statements provide the actual unearned revenue available for the next year budget. The amounts not currently budgeted in Fiscal Year 2012-2013 are available for current and future year budgets.

Fiscal Year 2012-13 Beginning Fund Balance and Available Resources

	Fund Balance	Unearned Revenue	Available Resources
General Fund	34,154,905		34,154,905
SWIM		4,777,307	4,777,307
Capital Projects and Land Acq.	646,331		646,331
Lands Management	8,882,193	287,347	9,169,540
Regulation	1,779,107		1,779,107
Mitigation	1,324,133	15,303,366	16,627,499
	<u>\$ 46,786,669</u>	<u>\$ 20,368,020</u>	<u>\$ 67,154,689</u>

Summary

The budget adjustments impact the beginning and ending fund balances, they do not impact the expenditure budget amounts.

Recommendation

Staff recommends that the Governing Board approve Amendment No. 5 to the Fiscal Year 2012-2013 District Budget adjusting fund balances.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Jon Steverson, Executive Director

FROM: Jean Whitten, Director
Division of Administration

DATE: May 29, 2013

SUBJECT: Consideration of Resolution 774 Committing Fund Balance for Fiscal Year
Ending September 30, 2012

The District was required to adopt the Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* for Fiscal Year 2010-2011. GASB No. 54 changed how fund balances are reported by government entities.

Under GASB 54, the Board is required to commit fund balances prior to September 30 each year. At the September 27, 2012, meeting the Board adopted Resolution 762, committing a portion of the General Fund balance and total ending fund balances in the special revenue funds. Resolution 774 is a follow up to that resolution and sets the actual amount of funds to be committed by the Board based on the audited financial statements adopted by the Board last month.

The Resolution restates the commitment of \$20,750,456 of the General Fund Balance for future Water Resource Project expenditures; commits \$3,054,750 of the General Fund Balance for an economic stabilization fund; commits \$8,882,193, the total ending fund balance in the Lands Management Fund for land acquisition, land management and capital improvements on District owned land; and commits \$646,331, the total ending fund balance, in the Capital Projects Fund for land acquisition and capital construction and improvement on District-owned lands.

Staff recommends that the Governing Board adopt Resolution 774 committing actual fund balances at September 30, 2012.



Jonathan P. Steverson
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. 774

COMMITTING FUND BALANCE RESERVES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2012, AS REQUIRED BY GASB 54

WHEREAS, the Florida Legislature created the Northwest Florida Water Management District under Chapter 373, Florida Statutes; and

WHEREAS, Fiscal Year 2011-2012 of the Northwest Florida Water Management District extended from October 1, 2011, through September 30, 2012; and

WHEREAS, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new 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 beginning with Fiscal Year 2010-2011; and

WHEREAS, the Governing Board adopted Resolution No. 750 establishing fund balance policies as required by GASB 54 and Resolution No. 762 committing fund balance reserves for Fiscal Year 2011-2012.

NOW THEREFORE BE IT RESOLVED, by the Governing Board of the Northwest Florida Water Management District, that the District's Unassigned General Fund Balance will be maintained to provide the District with a margin of safety to address unanticipated needs and emergencies without borrowing. The Fund Balances may only be appropriated, by the Governing Board, by Resolution adopting a budget or amendment to the Adopted Budget.

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN ALTER
Malone

GUS ANDREWS
DeFuniak Springs

STEPHANIE BLOYD
Panama City Beach

GARY CLARK
Chipley

JON COSTELLO
Tallahassee

NICK PATRONIS
Panama City Beach

BO SPRING
Port Saint Joe

BE IT FURTHER RESOLVED that fund balance reserves, based on fund balances determined by the audited Fiscal Year 2011-2012 financial statements will be committed as follows:

Commit \$20,750,456 of the General Fund Balance for future Water Resource Projects and \$3,054,750 for an economic stabilization fund to maintain sufficient working capital to address unanticipated needs and emergency expenditures.

Commit \$8,882,193, the total ending fund balance in the Lands Management Fund, for management of District-owned lands, land acquisition or capital improvements on District-owned land.

And commit \$646,331, the total ending fund balance, in the Capital Projects Fund for land acquisition and capital construction and improvement on District-owned lands.

PASSED AND ADOPTED this 13th day of June, 2013, A.D.

The Governing Board of the
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

George Roberts, Chair

ATTEST:

Secretary/Treasurer

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Jon Steverson, Executive Director

FROM: Jean Whitten, Director
Division of Administration

DATE: May 29, 2013

SUBJECT: Consideration of Resolution 775 Amending the Fiscal Year 2012-2013 Budget -
Amendment No. 6 Realigning Salary, Benefit and Information Technology
Budget

Amendment No.6 to the Fiscal Year 2012-2013 District Budget realigns salaries, benefits and information technology budget.

Since the development of the FY 2012-2013 budget, the District has come under new executive management and objectives and priorities have been refocused. The current objectives and priorities include enhancing and expanding the District's water resource management network, important to achieving the District's water supply development responsibilities; developing a meaningful minimum flows and levels program; protecting and restoring our region's springs and implementing efficiencies and streamlining regulatory programs.

To properly reflect activities performed and accurately assign actual costs to the appropriate projects and activities, the realignment of salary and benefit budget will be required. The realignment will impact total budget at the fund level, but will not impact the total District budget.

As part of the continuing effort to assign costs to the appropriate program and maintain a realistic administrative overhead percentage, appropriate information technology costs are being reassigned to the Program areas. This realignment will also impact total budget at the fund level, although it will not impact the total District budget.

This amendment does not require the approval of the Executive Office of the Governor under Section 373.536(4), Florida Statutes, as it is considered an accounting realignment. However, it does require the approval of the Governing Board, by resolution, as it increases the budget at the fund level.

Summary of Reallocation impacts:

Fund	Salary and Benefits	Information Technology	Total By Fund
General Fund	(8,878)	(33,665)	(42,543)
SWIM	315,000		315,000
Capital Improvement/Land Acq. Projects	(20,595)		(20,595)
Lands Management	(254,000)	4,731	(249,269)
Regulation	45,745	4,039	49,784
Mitigation		20,164	20,164
	(77,272)	4,731	(72,541)

Summary

The budget amendment realigns salaries, benefits and information technology budget within and across funds to properly reflect activities performed and accurately assign actual costs. The realignment impacts total budget at the fund level but does not increase or decrease the total District budget.

Staff recommends that the Governing Board approve Amendment No. 6 to the Fiscal Year 2012-2013 District Budget realigning salaries, benefits and information technology budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.



Jonathan P. Steverson
Executive Director

Northwest Florida Water Management District

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RESOLUTION NO. 775

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AMENDING THE FISCAL YEAR 2012-2013 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. 761, after a public hearing on September 27, 2012, 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, 2012 through September 30, 2013; and

WHEREAS, in accordance with section 189.418(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 increases or decreases 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 District, that:

1. The Budget is hereby amended as summarized in the memorandum dated May 29, 2013 requesting Amendment No. 6 to the Fiscal Year 2012-2013 budget.
2. The Budget amendment reallocates budget authority across funds and projects to properly reflect activities performed and accurately assign actual costs with no increase to the total District budget.

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN ALTER
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GUS ANDREWS
DeFuniak Springs

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Panama City Beach

GARY CLARK
Chipley

JON COSTELLO
Tallahassee

NICK PATRONIS
Panama City Beach

BO SPRING
Port Saint Joe

PASSED AND ADOPTED this 13th day of June, 2013, A.D.

The Governing Board of the
NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

George Roberts, Chair

ATTEST:

Secretary/Treasurer

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Division of Resource Regulation

DATE: May 22, 2013

SUBJECT: Submittal of Rulemaking Regulatory Plan for July 1, 2013 – June 30, 2014

Program:

General and Procedural, Chapter 40A-1, F.A.C.; Consumptive Uses of Water, Chapter 40A-2, F.A.C.; Water Shortage Plan, Chapter 40A-21, F.A.C.; Regulation of Wells, Chapter 40A-3, F.A.C.; Management and Storage of Surface Waters, Chapter 40A-4, F.A.C.; Regulation of Agricultural and Forestry Surface Water Management Projects, Chapter 40A-44, F.A.C.; Works of the District, Chapter 40A-6, F.A.C.

Issue:

Pursuant to section 120.74(3), Florida Statutes, “[b]eginning in 2012, and no later than July 1 of each year, [the District] shall file with the President of the Senate, the Speaker of the House of Representatives, and the [Joint Administrative Procedures Committee] a regulatory plan identifying and describing each rule the agency proposes to adopt for the 12-month period beginning on the July 1 reporting date and ending on the subsequent June 30, excluding emergency rules.”

Discussion:

Several of the District’s rules are undergoing rulemaking, including Chapters 40A-1, 40A-2, 40A-4, 40A-44, and 40A-6, F.A.C. Chapter 40A-2, F.A.C., Consumptive Uses of Water will be re-opened after the date of November 1, 2013, to incorporate proposed changes being made to Chapter 62-40, F.A.C., by the Department of Environmental Protection. Staff has developed the District’s 2013-2014 Regulatory Plan to be submitted to Office of Fiscal Accountability and Regulatory Reform (Attachment I). The Plan is comprised of a letter and a summary of the rules proposed for revision. Rules currently undergoing rulemaking were listed in a previous Regulatory Plan, so they are not included in the 2013-2014 Regulatory Plan.

Recommendation:

Staff recommends that the Governing Board approve the NFWFMD 2013-2014 Regulatory Plan and authorize staff to submit the plan to the required parties.



Northwest Florida Water Management District

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

Jonathan P. Steverson
Executive Director

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June 30, 2013

Mr. Kenneth J. Plante, Coordinator
Joint Administrative Procedures Committee
680 Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1400

RE: NFWFMD Regulatory Plan for July 1, 2013 – June 30, 2014

Dear Mr. Plante:

Attached, pursuant to section 120.74(3), Florida Statutes, is the Northwest Florida Water Management District’s Regulatory Plan for July 1, 2013, to June 30, 2014. Several of the District’s rules are currently undergoing rulemaking, including Chapters 40A-1, 40A-2, 40A-4, 40A-44, and 40A-6, F.A.C. Those rulemaking efforts began before July 1, 2013, and will be completed in early summer; however, Chapter 40A-2, F.A.C., Consumptive Uses of Water will be re-opened after the date of November 1, 2013, to incorporate proposed changes being made by the Department of Environmental Protection to Chapter 62-40, F.A.C. The rules that are currently undergoing rulemaking were listed in a previous Regulatory Plan, so they are not included in the 2013-2014 Regulatory Plan. If the District determines other rulemaking efforts will be necessary in the coming year, we will request authorization before proceeding.

Sincerely,

Jean Whitten
Accountability and Regulatory Affairs Officer

Attachment

Cc: The Honorable Don Gaetz, President of the Senate
The Honorable Will Weatherford, Speaker of the House of Representatives
Ms. Patricia Nelson, Deputy Director, Office of Fiscal Accountability and Regulatory Reform

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Port Saint Joe

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: Kevin X. Crowley, General Counsel

RE: Legal Counsel Report

DATE: May 30, 2013

Crenshaw, et. al. v. City of DeFuniak Springs, et al., United States District Court for the Northern District of Florida, Case No. 3:13cv50-MCR/EMT. This is a pro se civil rights complaint directed to officials and employees of the City of DeFuniak Springs. The Northwest Florida Water Management District is a named defendant although the complaint contains no allegations against the District. The case is being monitored.