

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

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

**Thursday
March 14, 2013**

Governing Board Members Present

George Roberts, Chair
John Alter
Angus Andrews
Gary Clark
Nick Patronis
Bo Spring

Governing Board Members Absent

Jerry Pate, Vice Chair
Stephanie Bloyd
Jon Costello

1. Call to Order and Roll Call

Chair Roberts called the meeting to order at 1:01p.m., ET. Mr. Steverson called the roll and a quorum was declared present.

2. Invocation

Chair Roberts 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. Savannah White stated that item 4. A. Introduction of New Governing Board Member and Oath of Office was added to the agenda.

4. A. Introduction of New Governing Board Member and Oath of Office

Chair Roberts introduced Mr. Gary Clark as our newest Governing Board Member. Mr. Kevin Crowley administered the Oath of Office.

5. Approval of Minutes for February 14, 2013

MOTIONED BY MR. ALTER, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD APPROVE THE FEBRUARY 14, 2013, GOVERNING BOARD MEETING MINUTES. MOTION CARRIED.

6. A. Consent Business Agenda

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

MOTIONED BY MR. SPRING, SECONDED BY MR. ANDREWS, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORT AND SCHEDULE OF DISBURSEMENTS FOR THE MONTH OF JANUARY 2013. MOTION CARRIED.

6. B. Consideration of the District's Anti-Fraud Policy

Ms. Whitten noted that the proposed anti-fraud policy was a result of the findings identified in the State Auditor General's operational audit. She stated that the District had not implemented and the Governing Board had not approved policies for mitigation, detection, and reporting of fraud. She gave a detailed overview of the anti-fraud policy.

Ms. Whitten voiced staff recommendation that the Governing Board approve the Anti-Fraud Policy, as presented.

MOTIONED BY MR. CLARK, SECONDED BY MR. ANDREWS, THAT THE GOVERNING BOARD APPROVE THE ANTI-FRAUD POLICY. MOTION CARRIED.

6. C. Consideration of the District's Internal Audit Activity Charter

Ms. Whitten noted that the internal audit activity charter was a result of the findings identified in the State Auditor General's operational audit. She stated that the District, in contracting with an accounting firm to perform inspector general services, did not ensure that the inspector general services provided were consistent with the standards and duties required by law. She further stated that the District had not used a competitive selection process to acquire inspector general services since November 2005. She gave a detailed overview of the internal audit activity charter.

Ms. Whitten voiced staff recommendation that the Governing Board approve the Internal Audit Activity Charter, as presented.

MOTIONED BY MR. CLARK, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD APPROVE THE INTERNAL AUDIT ACTIVITY CHARTER. MOTION CARRIED.

6. D. Consideration of Inspector General's Report for Fiscal Year 2011-2012 and Audit Work Plan for Fiscal Year 2012-2013

Mr. Richard Law gave a brief overview of the Inspector General's Report for Fiscal Year 2011-2012 and the Audit Work Plan for Fiscal Year 2012-2013.

Mr. Law voiced the Inspector General's Office recommendation that the Governing Board approve the Internal Audit Report for Fiscal Year 2011-2012 and the Audit Work Plan for Fiscal Year 2012-2013, as presented.

MOTIONED BY MR. SPRING, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD APPROVE THE INTERNAL AUDIT REPORTS FOR FISCAL YEAR 2011-2012 AND THE AUDIT WORK PLAN FOR FISCAL YEAR 2012-2013. MOTION CARRIED.

6. E. Consideration of ITB 13B-004; Phipps Park 2013 Timber Sale

Mr. Tyler Macmillan stated that the timber sale will result in the harvest of an estimated 2,220 tons of pine timber products from 132 acres comprised of three stands in Leon County. He reported that on March 12, 2013, at 2:00 p.m. ET, the District opened two sealed bids for the Phipps Park 2013 timber sale.

Mr. Macmillan voiced staff recommendation that the Governing Board approve the bids submitted in response to Invitation to Bid 13B-004, and authorize the Executive Director to enter into an agreement for this timber sale with the high bidder, Canal Wood, LLC, utilizing the timber product per-ton bid prices specified in Exhibit A.

MOTIONED BY MR. ANDREWS, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD APPROVE THE BIDS SUBMITTED IN RESPONSE TO INVITATION TO BID 13B-004, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT FOR THIS TIMBER SALE WITH THE HIGH BIDDER, CANAL WOOD, LLC, UTILIZING THE TIMBER PRODUCT PER-TON BID PRICES SPECIFIED IN EXHIBIT A. MOTION CARRIED.


7. A. Informational Item- Apalachicola River and Bay Retrofit and Restoration Project Development

Mr. Guy Gowens gave a brief overview of the Apalachicola River and Bay Retrofit and Restoration Project development and informed the board that the material was provided for informational purposes only.

8. Legal Counsel Report

Mr. Kevin Crowley stated that there were no legal matters to report.

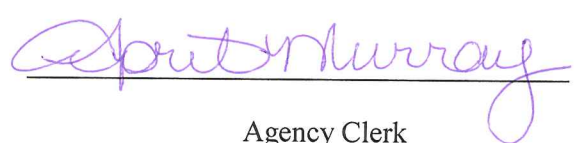
Meeting was adjourned at 1:37 p.m., ET.


Chair

April 11, 2013

Date


Executive Director


Agency Clerk

