

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
GOVERNING BOARD MEETING MINUTES

District Headquarters
81 Water Management Drive
Havana, FL 32333

Thursday
September 10, 2015

Governing Board Members

John W. Alter, Secretary-Treasurer
Gus Andrews
Jon Costello
Ted Everett
Nick Patronis
Bo Spring

Governing Board Members Absent
George Roberts, Chair
Jerry Pate, Vice Chair
Marc Dunbar

1. Opening Ceremonies

Secretary Alter, acting as Chair in the absence of the Chair and Vice Chair, called the meeting to order at 4:10 p.m. ET. Mr. Cyphers called the roll and a quorum was declared present.

2. Additions, Deletions or Changes to the Agenda

Ms. White stated that there were no changes to the agenda.

3. Approval of the Minutes for August 13, 2015

MOTIONED BY MR. EVERETT, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE AUGUST 13, 2015, GOVERNING BOARD MEETING MINUTES. MOTION CARRIED.

4. Approval of the Financial Reports for the Month of July 2015

MOTIONED BY MR. PATRONIS, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF JULY 2015. MOTION CARRIED.

5. Committee Reports and Recommendations for Board Action

Administration, Budget, and Finance Committee:

Consideration of Fiscal Year 2015-2016 Tyler Technologies Support Agreement

MOTIONED BY MR. COSTELLO, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE SOLE SOURCE PURCHASE OF ANNUAL SUPPORT AND LICENSING FOR TYLER TECHNOLOGIES MUNIS SUPPORT FOR INVOICES THAT TOTAL \$65,135.18. MOTION CARRIED.

Consideration of Resolution No. 802 Amending the Fiscal Year 2014-2015 Budget – Amendment No. 10 – Realignment of Budget

MOTIONED BY MR. COSTELLO, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 802 AMENDING THE FISCAL YEAR 2014-2015 BUDGET AND ALLOW STAFF TO REALIGN REVENUES AND RESERVES TO MAINTAIN THE PROPER BALANCE IN EACH FUND. MOTION CARRIED.

Consideration of Resolution No. 803 Committing Fiscal Year 2014-2015 Fund Balances as Required by GASB Statement No. 54

MOTIONED BY MR. COSTELLO, SECONDED BY MR. ANDREWS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 803 TO COMMIT FUND BALANCES FOR FISCAL YEAR 2014-2015 AS FOLLOWS:

- COMMIT \$15,564,765 OF THE GENERAL FUND BALANCE FOR WATER SUPPLY DEVELOPMENT ASSISTANCE GRANTS;
- COMMIT \$3,387,180 OF THE GENERAL FUND BALANCE FOR AN ECONOMIC STABILIZATION FUND;

- COMMIT THE TOTAL ENDING FUND BALANCE IN THE LANDS MANAGEMENT FUND FOR LAND MANAGEMENT OF DISTRICT-OWNED LANDS; AND
- COMMIT THE TOTAL ENDING FUND BALANCE IN THE CAPITAL IMPROVEMENT & LAND ACQUISITION FUND FOR LAND ACQUISITION AND CAPITAL CONSTRUCTION AND IMPROVEMENT ON DISTRICT-OWNED LANDS. MOTION CARRIED.

Consideration of Resolution No. 804 Adopting a District Employee Bonus Plan Policy

MOTIONED BY MR. COSTELLO, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 804 TO APPROVE THE PROVISION OF AN ANNUAL BONUS PLAN FOR EMPLOYEES AND DIRECT AND DELEGATE AUTHORITY TO THE EXECUTIVE DIRECTOR TO INCORPORATE INTO THE DISTRICT'S INTERNAL POLICIES AND PROCEDURES MANUAL THE SCHEME BY WHICH AN ANNUAL BONUS WILL BE IMPLEMENTED, PURSUANT TO THE PROVISIONS OF S. 215.425, F.S. AND DUE TO CONTINGENCY OF FUNDING, CHANGES IN LAW, AND NECESSARY OPERATIONAL ADJUSTMENTS AS IDENTIFIED BY THE EXECUTIVE DIRECTOR WHICH MAY WARRANT A CHANGE TO THE MANUAL'S EVALUATION AND BONUS PROCESSES, THE GOVERNING BOARD AUTHORIZES THE EXECUTIVE DIRECTOR TO MAKE EXCEPTIONS TO THE MANUAL AND IMPLEMENT CHANGES IN ACCORDANCE WITH FLORIDA STATUTES. MOTION CARRIED.

Resource Management Committee:

Consideration of Fiscal Year 2015-2016 Contractual Services to Support Minimum Flows and Levels

MOTIONED BY MR. ANDREWS, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$1,213,200 FOR CONTRACTUAL SERVICES FOR DATA COLLECTION, MODELING, ANALYSIS, AND OTHER ACTIVITIES TO SUPPORT THE DEVELOPMENT OF MINIMUM FLOWS AND LEVELS IN FISCAL YEAR 2015-2016. MOTION CARRIED.

Consideration of Request for Proposal 15-003 for Water Resource Evaluation Services

MOTIONED BY MR. ANDREWS, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE SELECTION COMMITTEES' RESULTS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE HIGHEST RANKED FIRMS TO PROVIDE AS-NEEDED WATER RESOURCES EVALUATION SERVICES IN EACH OF THE FOLLOWING CATEGORIES: (1) HYDROLOGIC AND WATER QUALITY DATA COLLECTION; (2) ECOLOGIC ASSESSMENT; (3) MODELING AND ANALYSIS OF FRESHWATER AND ESTUARINE SYSTEMS, (4) GROUNDWATER FLOW AND TRANSPORT MODELING, AND (5) HYDROGEOLOGIC SERVICES. MOTION CARRIED.

Consideration of Fiscal Year 2015-2016 Ecological Services Support for Regional Wetland Mitigation

MOTIONED BY MR. ANDREWS, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$110,000 FOR CONTRACTUAL ECOLOGICAL SERVICES FOR FISCAL YEAR 2015-2016, CONTINGENT UPON APPROVAL OF THE DISTRICT'S FY 2015-2016 BUDGET. MOTION CARRIED.

Consideration of Joint Funding Agreement with the U.S. Geological Survey for Surface Water Temporal Variance Network

MOTIONED BY MR. ANDREWS, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE JOINT FUNDING AGREEMENT FOR \$148,180 WITH THE USGS FOR CONTINUATION OF STAGE AND DISCHARGE MONITORING AT TELOGIA CREEK, APALACHICOLA RIVER AT SUMATRA, APALACHICOLA RIVER AT CHATTAHOOCHEE, YELLOW RIVER AT SR87, AND SPRING CREEK. MOTION CARRIED.

Consideration of Approval of Continued Participation in the FDEP Surface Water Temporal Variance Network

MOTIONED BY MR. ANDREWS, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THE FDEP FOR THE DISTRICT'S CONTINUED PARTICIPATION IN THE WATER QUALITY SAMPLING PROGRAM FOR THE SURFACE WATER TEMPORAL VARIABILITY NETWORK. MOTION CARRIED.

Lands Committee:

Consideration of Invitation to Bid 15B-014: Econfina Creek 2015 Power Line Pine Timber Sale

MOTIONED BY MR. PATRONIS, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE BIDS SUBMITTED IN RESPONSE TO INVITATION TO BID 15B-014, 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 \$20.70 PER TON. MOTION CARRIED.

Consideration of Invitation to Bid 15B-016 for Rental and Service of Portable Toilets and Maintenance and Servicing of Composting Toilets in Bay, Walton and Washington Counties

MOTIONED BY MR. PATRONIS, SECONDED BY MR. EVERETT, THAT THE GOVERNING BOARD APPROVE THE BID SUBMITTED BY KOUNTRY RENTAL FOR \$87,180 ANNUALLY OR \$261,540 FOR A THREE-YEAR CONTRACT FOR THE RENTAL AND SERVICING OF UP TO 21 ADA COMPLIANT HANDICAPPED AND 11 REGULAR PORTABLE TOILET UNITS AND THE MAINTENANCE AND SERVICING OF FOUR COMPOSTING TOILETS AT PITT, SYLVAN AND WILLFORD SPRINGS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE NEW AGREEMENT, SUBJECT TO APPROVAL OF THE FISCAL YEAR 2015-2016 BUDGET. MOTION CARRIED.

Consideration of Contract Renewal with Terry's Home and Lawn Maintenance, Inc. for Recreation Site Clean up and Maintenance Services: West Region

MOTIONED BY MR. PATRONIS, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE CONTRACT RENEWAL WITH TERRY'S HOME AND LAWN MAINTENANCE, INC. FOR RECREATION SITE CLEAN UP AND MAINTENANCE SERVICES FOR THE WEST REGION FOR A MAXIMUM ANNUAL COMPENSATION OF \$47,163.60 OR \$141,490.80 FOR A THREE-YEAR RENEWAL, SUBJECT TO APPROVAL OF THE FISCAL YEAR 2015-2016 BUDGET. MOTION CARRIED.

6. Consideration of Surplus, Disposal, and Donation Agreement Relating to Marianna Field Office

MOTIONED BY MR. EVERETT, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE DECLARATION OF THE MARIANNA FIELD OFFICE AS SURPLUS, AUTHORIZE STAFF TO DISPOSE OF THE BUILDING BY DONATION TO THE JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS, AND APPROVE THE DONATION AGREEMENT. MOTION CARRIED.

7. Public Hearing on Consideration of Land Acquisition Matters

Secretary Alter called the public hearing to order at 4:28 p.m.

MOTIONED BY MR. EVERETT, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE ADDITIONS AND MODIFICATIONS TO THE FLORIDA FOREVER 2015 FIVE-YEAR WORK PLAN FOR LAND ACQUISITION. MOTION CARRIED.

8. Annual Regulatory Plan
Informational purposes only.

9. Legal Counsel Report

Mr. Breck Brannen stated that there were no legal matters to discuss.


10. Public Hearing on Consideration of Fiscal Year 2015-2016 Tentative Budget

Secretary Alter, acting as Chair in the absence of the Chair and Vice Chair, called the public hearing to order at 5:05 p.m.

MOTIONED BY MR. EVERETT, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD ADOPT THE PROPOSED MILLAGE RATE OF .0378 OF A MILL FOR FISCAL YEAR 2015-2016 AND AUTHORIZE STAFF TO PRESENT IT FOR FINAL ADOPTION AT THE PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 24, 2015, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY MR. PATRONIS, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD ADOPT THE DISTRICT'S TENTATIVE BUDGET FOR FISCAL YEAR 2015-2016 THAT INCORPORATE THE CHANGES PRESENTED TODAY IN THE SUPPLEMENT AND AUTHORIZE STAFF TO PRESENT IT FOR FINAL ADOPTION AT THE PUBLIC HEARING ON THE BUDGET TO BE HELD ON SEPTEMBER 24, 2015, AT THE GULF COAST STATE COLLEGE IN PANAMA CITY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Meeting was adjourned at 5:11 p.m. ET.

	October 8, 2015
Chair	Date

	
Executive Director	Agency Clerk

