

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
DISTRICT LANDS COMMITTEE  
AGENDA**

District Headquarters  
81 Water Management Drive  
Havana, FL 32333

Thursday  
February 13, 2014  
11:30 a.m. ET

1. Call to Order
2. Consideration of ITB 14B-003; Chipola River 2014 Timber Sale
3. Information Item – Overview of Engineering Cost for Pitt and Williford Springs Restoration and Protection Projects
4. Information Item – Overview of Fiscal Year 2013-2014 Restoration Planting Efforts  
*(Presentation Only)*
5. Adjourn

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: January 21, 2014

SUBJECT: Consideration of Invitation to Bid 14B-003; Chipola River 2014 Timber Sale

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**Recommendation:**

Staff recommends that the Governing Board approve the bids submitted in response to Invitation to Bid 14B-003, and authorize the Executive Director to enter into an agreement for this timber sale with the high bidder, Balfour Timber Company, at the bid prices of \$18.50 per ton for Pine Pulpwood; \$18.50 per ton for Pine Chip-N-Saw; \$36.50 per ton for Pine Saw Timber; \$11.50 per ton for Hardwood Pulpwood.

**Background:**

On December 11, 2013, the District posted Invitation to Bid No. 14B-003 for the Chipola River 2014 Timber Sale on the State's Vendor Bid System and the District's website. The sale was advertised in the *Jackson County Floridan* 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 11,500 tons of timber in four product categories comprised of two timber stands totaling 82 acres located in Jackson County, as described below. These stands are also delineated on the attached Exhibit Map A.

<b>Stand No.</b>	<b>Stand Name</b>	<b>Harvest Method</b>	<b>Acres</b>	<b>Species</b>	<b>Age</b>
1	Spring Branch	Seed Tree	54	Loblolly, Slash & Shortleaf	45
2	Long Pond	Clearcut	28	Loblolly	38
<b>TOTAL</b>			<b>82</b>		

On January 16, 2014, at 2:00 p.m. EST, the District opened three sealed bids for the purchase of the designated timber products. A detailed breakdown of the bids with prices for each timber product is found in Exhibit A on the following page. The total estimated sale value amounts are listed below for your consideration.

<u>Company</u>	<u>Total Estimated Sale Value*</u>
Whitfield Timber Company, Inc.	\$ 189,755.00
Morris Timber Products, Inc.	\$ 208,034.00
<b>Balfour Timber Company</b>	<b>\$ 209,071.50</b>

*\*These figures are to be used for bid evaluation and comparison purposes only. Payments to the District will be made on a measured per ton basis.*

/tln

## Exhibit A

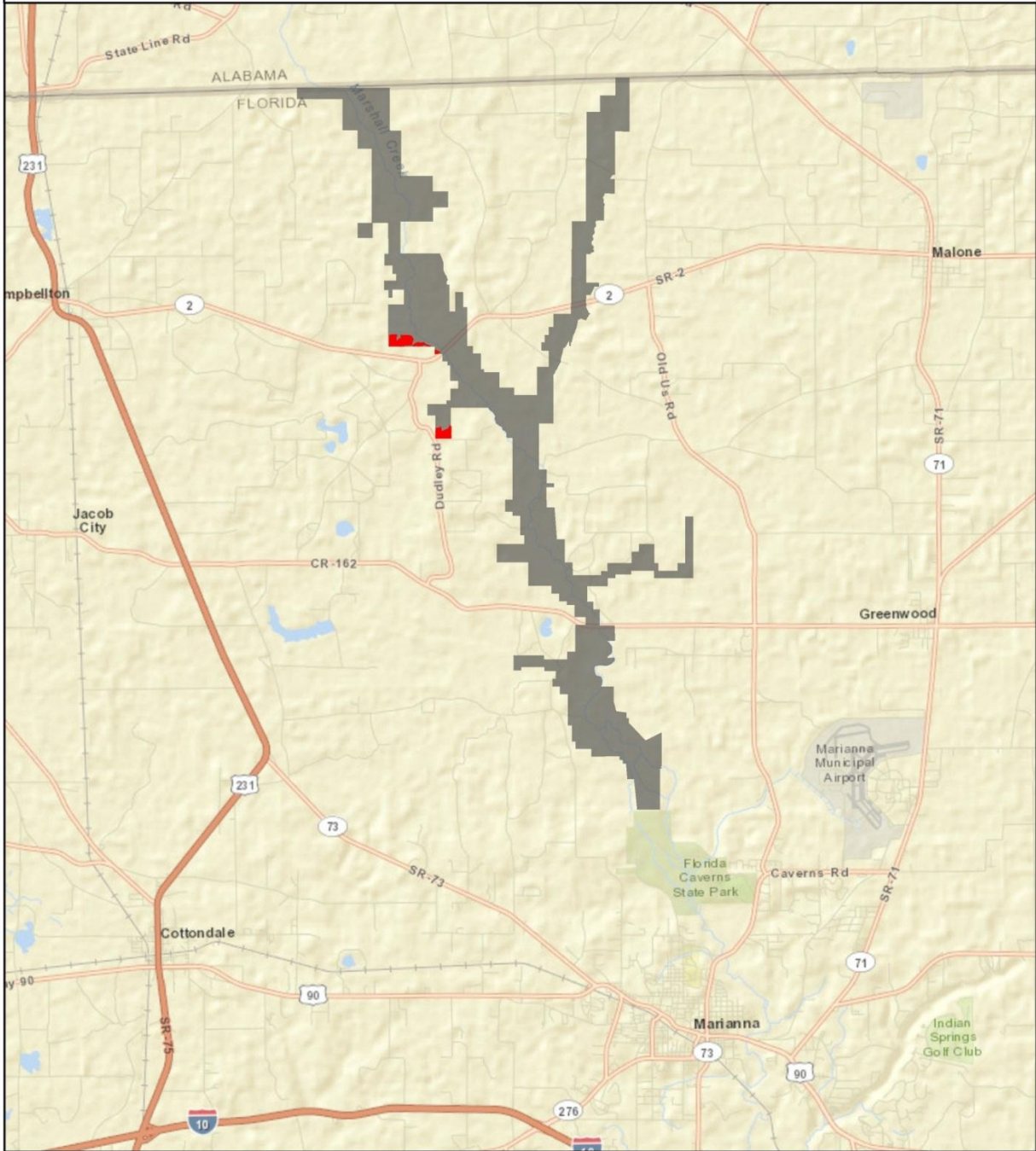
### Bid Prices – NWFWM D ITB 14B-003

#### Chipola River 2014 Timber Sale

Product	Estimated Total Tons	Whitfield Timber Company, Inc.		Morris Timber Products, Inc.		Balfour Timber Company	
		Price/Ton	Total For Bid Comparison *	Price/Ton	Total For Bid Comparison *	Price/Ton	Total For Bid Comparison *
Pulpwood	7,843	\$ 17.00	\$ 133,331.00	\$ 19.00	\$ 149,017.00	\$ 18.50	\$ 145,095.50
Pine Chip-N-Saw	46	\$ 23.00	\$ 1,058.00	\$ 20.00	\$ 920.00	\$ 18.50	\$ 851.00
Pine Saw Timber	869	\$ 26.00	\$ 22,594.00	\$ 26.00	\$ 22,594.00	\$ 36.50	\$ 31,718.50
Hardwood Pulpwood	2,731	\$ 12.00	\$ 32,772.00	\$ 13.00	\$ 35,503.00	\$ 11.50	\$ 31,406.50
<b>Total Estimated Sale Value*</b>			<b>\$ 189,755.00</b>		<b>\$ 208,034.00</b>		<b>\$ 209,071.50</b>

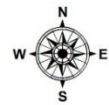
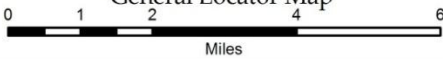
*\*These figures are to be used for bid evaluation and comparison purposes only. Payments to the District will be made on a measured per ton basis.*

# Exhibit Map A



- Timber Sale Stands
- District Ownership

Chipola River 2014 Timber Sale  
Chipola River Water Management Area  
Jackson Co., Florida  
General Locator Map



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: District Lands Committee

THROUGH: Jon Steverson, Executive Director  
Brett Cyphers, Assistant Executive Director

FROM: William O. Cleckley, Director  
Division of Land Management and Acquisition

DATE: January 30, 2014

SUBJECT: Overview of Engineering, Construction and Other Related Costs to Date:  
Econfina Springs Complex – Spring Restoration and Protection Project; Phase I  
and II (Pitt/Sylvan and Williford Springs)

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In an effort to provide the Lands Committee and Governing Board members with an overview of engineering, construction and other related costs for the Econfina Springs Complex–Spring Restoration and Protection projects, staff has provided a summary of actual costs for Phase I (Pitt and Sylvan springs), and actual and budgeted costs for Phase II (Williford Springs) for your information below.

**Phase I, Pitt and Sylvan Springs (Actual Cost)**

<u>Construction Item</u>	<u>Contractor</u>	<u>Fiscal Years</u>	<u>Total Cost</u>	<u>Percent of Total</u>
Engineering Services	GGI/Genesis Group	2009, 2010, 2011 & 2012	\$308,577.56	18.01
Archaeological Services (Permitting)	New South Associates	2010	\$5,362.61	0.31
Aluminum Structures (Purchased by District)	CMI Limited (Gator Docks)	2010	\$35,539.00	2.07
Construction	BCL Civil Contractors	2010, 2011 & 2012	\$1,272,362.65	74.26
Signage	Sign Pro of North Florida	2012	<u>\$91,633.20</u>	<u>5.35</u>
		<b>Total Cost:</b>	<b>\$1,713,475.02</b>	<b>100</b>

**Note:** Booked Value (Fixed Capital Outlay)

**Phase II, Williford Spring (Actual and Estimated)**

<u>Construction Item</u>	<u>Contractor</u>	<u>Fiscal Years</u>	<u>Total Cost To Date (Actual/Estimated)</u>	<u>Comment</u>
1) Engineering Services	GGI/Genesis Group	2009, 2010, 2011, 2012, 2013 & 2014	\$235,951.95	19.93 [includes 1) & 2)]
2) Engineering Services	“	2013	\$34,000	1) Cost saving designs & redesigns
		2014	\$98,500	2) Construction Phase Services
Archaeological Services (Permitting)	Panamerican Consultants	2014	\$5,000	0.27 (Sediment Removal)
Aluminum Structures (Purchased by District)	CMI Limited (Gator Docks)	2014	\$35,500	Opinion of Probable Cost (included in total cost below)
Construction	Unknown	FY 2013-2014	<b>\$1,400,000</b>	75.73 \$1,023,000 District \$ 377,000 DEP
Signage	Sign Pro of North Florida	FY 2014-2015	\$75,000	4.05
		<b>Total Cost:</b>	<b>\$1,848,452(rd)</b>	<b>100 (rd)</b>

**Note One:** *Estimated Booked Value (Fixed Capital Outlay)*

**Note Two:** Archaeological Services (expenditure), Aluminum Structures (expenditure) and \$69,700 in FWC AHRE Section Funding (revenue) will be subject to a proposed FY 13-14 budget amendment at the March GB meeting.

Based on the actual cost for Phase I compared to the actual and budgeted (estimated) costs for Phase II, most of the cost of these two spring restoration and protection projects fall within one to two percentage points of each other. The higher construction cost for Phase II (Williford Spring) is because this project contains more facilities, e.g., large pavilion, mono-pile boardwalk, etc., than Pitt Springs.

Please contact staff if you have any questions concerning the above construction cost information.

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

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

**Thursday  
January 9, 2014**

Governing Board Members Present

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

Governing Board Members Absent

1. Call to Order and Roll Call

Chair Roberts called the meeting to order at 1:03 p.m., ET. Mr. Steverson called the roll and a quorum was declared present.

2. Invocation

Mr. 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 there were no additions, deletions or changes to the agenda.

5. Approval of Minutes for December 12, 2013

MOTIONED BY MR. CLARK, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD APPROVE THE DECEMBER 12, 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 November 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 NOVEMBER 2013. MOTION CARRIED.



6. B. Consideration of Fiscal Year 2014-2015 Proposed Preliminary Budget

Ms. Whitten gave a detailed summary of the proposed preliminary budget. She stated that compared to the Fiscal Year 2013-2014 Adopted Budget, the Preliminary Budget provides a \$3,307,684 (6.9 percent) total budget reduction, consisting of an increase in the operating budget categories of \$548,463 (2.7 percent) and a decrease in the non-recurring categories of \$3,856,147.

Ms. Whitten voiced staff recommendation that the Governing Board approve the Proposed Preliminary Budget as presented and allow staff to submit the final document to the Legislature by January 15, 2014.

MOTIONED BY MR. PATE, SECONDED BY MR. COSTELLO, THAT THE GOVERNING BOARD APPROVE THE PROPOSED PRELIMINARY BUDGET AS PRESENTED AND ALLOW STAFF TO SUBMIT THE FINAL DOCUMENT TO THE LEGISLATURE BY JANUARY 15, 2014. MOTION CARRIED.

6. C. Approval to Utilize Five Previously Selected Top-Ranked Firms for Construction Service Bids and Consideration of Prequalification, Preconstruction, Bidding and Construction Services Fee for Genesis Group for the Econfina Spring Complex-Spring Restoration and Protection Project; Phase II (Williford Spring)

Mr. Bill Cleckley stated that in the late winter or early spring of 2014, the District anticipates beginning construction on the Econfina Springs Complex-Phase II Williford Spring, subject to approval of a Washington County Development Order, regulatory permits and construction bids. He further stated that in order for the District to begin construction immediately after approval of the above, the Governing Board must approve the utilization of five previously selected top-ranked firms to submit construction services fee for the project by Genesis Group.

Mr. Cleckley gave a brief overview of the agreement with Genesis Group to provide professional services during prequalification, bidding and construction on the Econfina Springs Complex-Phase II Williford Spring Restoration Project. He voiced staff recommendation that the Governing Board approve the five most qualified contractors selected under RFQ No. 10Q-001 for Phase I Pitt/Sylvan Springs to prepare and submit construction bids for Phase II Williford Springs, staff further recommends approval of Genesis Group's lump sum fee of \$103,000 to provide prequalification, preconstruction, bidding and construction services for the Econfina Springs Complex-Spring Restoration and Protection Project, Phase II Williford Spring.

MOTIONED BY MR. PATE, SECONDED BY MR. ANDREWS, THAT THE GOVERNING BOARD APPROVE THE FIVE MOST QUALIFIED CONTRACTORS SELECTED UNDER RFQ NO. 10Q-001 FOR PHASE I PITT AND SYLVAN SPRINGS TO PREPARE AND SUBMIT CONSTRUCTION BIDS FOR PHASE II WILLIFORD SPRINGS, APPROVE OF GENESIS GROUP'S LUMP SUM FEE OF \$103,000 TO PROVIDE PREQUALIFICATION, PRECONSTRUCTION, BIDDING AND CONSTRUCTION SERVICES FOR THE ECONFINA SPRINGS COMPLEX-SPRING RESTORATION AND PROTECTION PROJECT, PHASE II WILLIFORD SPRING. MOTION CARRIED.

6. D. Consideration of RFP 14-001; Professional Real Estate Broker Services

Ms. Carol Bert informed the Board that on October 29, 2013, the District issued RFP 14-001 for Professional Real Estate Broker Services to expedite the sale of District lands declared surplus by the Governing Board.

Ms. Bert stated that on November 19, 2013, the District opened three sealed proposals. She reported that Ketcham Realty Group received the highest composite score of 162 points out of a possible 210 points.

Mr. Clark asked Ms. Bert if future parcels declared surplus would be given to Ketcham Realty Group to

market. Ms. Bert stated that the contract would only apply to the current parcels that have been declared surplus. She further stated that any additional parcels declared surplus would be at the discretion of the Governing Board on whether or not they will be marketed by Ketcham Realty Group.

Ms. Bert voiced staff recommendation that the Governing Board authorize the Executive Director to enter into an Exclusive Right of Sale Listing Agreement with Ketcham Realty Group.

MOTIONED BY MR. PATE, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN EXCLUSIVE RIGHT OF SALE LISTING AGREEMENT WITH KETCHAM REALTY GROUP. MOTION CARRIED.

6. E. Consideration of Resolution No. 782 to DEP for the Surplus of Approximately 10 Acres; Econfina Creek WMA

Ms. Bert reminded the Board that during the District Lands Committee meeting in January 2013, the Governing Board approved Resolution No. 765 for the exchange of a District tract on North Silver Lake Road for a 10-acre inholding known as the Sartor tract. She stated that the District purchased the 10-acre inholding (Sartor tract) in September in lieu of exchanging the District tract on North Silver Lake Road for the Sartor tract.

Ms. Bert explained that on the advice of District legal counsel, staff has prepared and is requesting approval of Resolution No. 782 because the District will not be exchanging this tract but selling it. She further explained that Resolution No. 782, if approved, will declare approximately 10 acres in the Econfina Creek WMA for surplus and according to 373.089(6)(c), F.S., all lands for which title was vested in the governing board prior to July 1, 1999, shall be deemed to have been acquired for conservation purposes, this tract was acquired in 1997.

Ms. Bert voiced staff recommendation that the Governing Board approve Resolution No. 782 for the surplus of approximately 10 acres in the Econfina Creek WMA.

MOTIONED BY MR. ALTER, SECONDED BY MR. PATE, THAT THE GOVERNING BOARD APPROVE RESOLUTION NO. 782 FOR THE SURPLUS OF APPROXIMATELY 10 ACRES IN THE ECONFINA CREEK WMA. MOTION CARRIED.

6. F. Authorization of Task Order for Development of New Hydrodynamic Model for Apalachicola Bay

Mr. Graham Lewis stated that as part of the Alabama-Coosa-Tallapoosa/Apalachicola-Chattahoochee-Flint Comprehensive Study during the mid to late 1990s, the District developed a three-dimensional hydrodynamic model to simulate circulation and salinity within Apalachicola Bay. He further stated that District developed the Apalachicola Bay model in house via application of the Princeton Ocean Model (POM) to examine a variety of water management-related freshwater inflow questions.

Mr. Lewis explained that POM was a state-of-the-art model in the mid-1990s and, while still a valid representation of the bay, is an older model that lacks many of the desirable features of newer models. He stated that in support of the State of Florida's priority to protect and restore the water resource values of Apalachicola Bay, the new model will enhance the state and District's modeling capabilities, providing additional features such as a graphical user interface, statistical summaries, and coupling with various water quality and ecological models. Mr. Lewis voiced staff recommendation that the Governing Board authorize the Executive Director to execute Task Order 3 with INTERA, Inc., under the existing District Contract 13-039, for the development of a new hydrodynamic model of Apalachicola Bay.

MOTIONED BY MR. ALTER, SECONDED BY MR. PATE THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER 3 WITH INTERA, INC.,

UNDER THE EXISTING DISTRICT CONTRACT 13-039, FOR THE DEVELOPMENT OF A NEW HYDRODYNAMIC MODEL OF APALACHICOLA BAY. MOTION CARRIED.

6. G. Consideration of St. Johns River Water Management District Consumptive Use Database

Mr. Michael Edgar informed the Board that the Division of Regulatory Services is coordinating with the District’s Bureau of Information Technology to acquire and implement a technical solution to increase efficiency, reduce costs and improve customer service for the acquisition of permits and compliance with the specific conditions of these permits. He explained the benefits of the solution in detail to the Board.

Mr. Edgar voiced staff recommendation that the Governing Board authorize the Executive Director to enter into a Service Level Agreement with the St. Johns River Water Management District to implement a Consumptive Use Permitting Database and approve the licensing fees, up-front costs and connectivity costs for the first year, totaling \$274,000.

MOTIONED BY MR. ALTER, SECONDED BY MR. PATE THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICE LEVEL AGREEMENT WITH THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT TO IMPLEMENT A CONSUMPTIVE USE PERMITTING DATABASE AND APPROVE THE LICENSING FEES, UP-FRONT COSTS AND CONNECTIVITY COSTS FOR THE FIRST YEAR, TOTALING \$274,000. MOTION CARRIED.

7. A. Public Hearing on Consideration of Regulatory Matters

Chair Roberts called the Public Hearing to order at 1:58 p.m., ET.

Mr. Michael Edgar presented the Consent Agenda, which included one permit modification and renewal and one temporary permit. 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 MS. BLOYD, 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.

8. Legal Counsel Report

Mr. Breck Brannen gave a brief update on the Crenshaw case and stated that he is awaiting an order on the motion to dismiss from the District Judge.

Meeting was adjourned at 2:00 p.m., ET.

\_\_\_\_\_  
Chair

February 13, 2014  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
Financial Report  
Summary Statement of Receipts, Disbursements & Cash Balances  
For Period Ending December 31, 2013

Balance Forward - Operating Funds	\$70,698,803.43	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$1,681,743.10	
Contracts Receivable	115,760.06	
Other Deposits/Refunds/Adjustments	13,249.02	
Transfers from Lands Accounts	0.00	
Total Deposits during month	1,810,752.18	
Total Deposits and Balance Forward		\$ 72,509,555.61
Disbursements:		
Employee Salaries	394,785.70	
Employee Benefits	113,953.30	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	241,904.29	
Operating Expenses - Services	69,486.06	
Operating Expenses - Commodities	10,512.82	
Operating Capital Outlay	21,733.69	
Grants and Aids	88,325.00	
Total Operating Expenses during month	940,700.86	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	13,433.98	
Total Funds Disbursed by check during month	954,134.84	
Bank Debits (Fees, Deposit Slips, etc.)	53.65	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		954,188.49
Cash Balance Operating Funds at month end		\$ 71,555,367.12
Operating Depositories:		
Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking @ 0.2%	1,439,142.56	
Payroll Account	6,165.45	
Pensacola Account	50.00	
Investment Accounts:		
Fla. Board of Administration @ 0.16%		
General Fund	32,158,806.09	
Lands Fee Fund	8,895,028.71	
SWIM Fund	5,526,702.05	
ETDM	2,502.68	
Water Prot. & Sust. TF	5,457,253.58	
Mitigation Fund	17,712,271.67	
Fund B Deposits Frozen by SBA	357,194.08	
Total Operating Depositories at month end	\$ 71,555,367.12	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
 Financial Report  
 Summary Statement of Receipts, Disbursements & Cash Balances  
 For Period Ending December 31, 2013

Land Acquisition Funds:

Fla. Board of Administration @ 0.16%	\$	640,642.38	
Fund B Deposits Frozen by SBA		<u>20,431.73</u>	
Total Land Acquisition Funds			661,074.11

Restricted Land Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 0.16%		204,248.94	
Fund B Deposits Frozen by SBA		<u>2,557.71</u>	
Total Restricted Land Management Funds			<u>206,806.65</u>

Total Land Acquisition, and Restricted Management Funds			<u>867,880.76</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u><u>\$ 72,423,247.88</u></u>
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Approved: \_\_\_\_\_  
 Chairman or Executive Director

Date: \_\_\_\_\_ February 13, 2014 \_\_\_\_\_

**Northwest Florida Water Management District**  
**Statement of Sources and Uses of Funds**  
**For the Month ending December 31, 2013**  
**(Unaudited)**

	Current Budget	Actuals Through 12/30/2013	Variance (under)/Over Budget	Actuals As A % of Budget
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 3,329,001	\$ 2,194,564	\$ (1,134,437)	66%
Intergovernmental Revenues	25,145,216	25,163	(25,120,053)	0%
Interest on Invested Funds	130,830	28,676	(102,154)	22%
License and Permit Fees	350,250	58,030	(292,220)	17%
Other	2,323,050	30,549	(2,292,501)	1%
Fund Balance	55,592,515	(55,592,515)		0%
<b>Total Sources</b>	<b>\$ 86,870,862</b>	<b>\$ 2,336,982</b>	<b>\$ (84,533,880)</b>	<b>3%</b>

	Current Budget	Expenditures	Encumbrances <sup>1</sup>	Available Budget	%Expended	%Obligated <sup>2</sup>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 5,992,550	\$ 669,532	\$ 21,675	\$ 5,301,343	11%	12%
Acquisition, Restoration and Public Works	31,444,446	404,426	126,181	30,913,839	1%	2%
Operation and Maintenance of Lands and Works	3,595,133	498,072	133,543	2,963,517	14%	18%
Regulation	4,007,832	839,082	45,585	3,123,165	21%	22%
Outreach	168,044	32,086	-	135,958	19%	19%
Management and Administration	2,693,100	533,376	159,822	1,999,902	20%	26%
<b>Total Uses</b>	<b>\$ 47,901,105</b>	<b>\$ 2,976,575</b>	<b>\$ 486,806</b>	<b>\$ 44,437,724</b>	<b>6%</b>	<b>7%</b>
Reserves	38,969,757			38,969,757	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 86,870,862</b>	<b>\$ 2,976,575</b>	<b>\$ 486,806</b>	<b>\$ 83,407,481</b>	<b>3%</b>	<b>4%</b>

<sup>1</sup> Encumbrances represent unexpended balances of open purchase orders.

<sup>2</sup> Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of December 31, 2013, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

DECEMBER 2013

CHECKS	12/4/2013	134,445.00
AP EFT CHECKS	12/6/2013	522.50
CHECKS	12/12/2013	162,901.16
AP EFT CHECKS	12/13/2013	1,398.70
CHECKS	12/19/2013	153,102.06
AP EFT CHECKS	12/20/2013	502.17
RETIREMENT EFT		76,691.67

\$ 529,563.26

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Chairman or Executive Director

February 13, 2014

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECK REGISTER

VENDOR	NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
95	AT&T	280.18	12/04/2013	EFO PHONE SERVICE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	342.08	12/04/2013	RETIREE MEDICARE
45	DMS	7,472.37	12/04/2013	ETHERNET CHARGES
45	DMS	8.29	12/04/2013	MILTON & MFO LD
45	DMS	70.12	12/04/2013	CFO PHONE SERVICE
5093	FL AVIATION CENTER	500.00	12/04/2013	OBLIQUE AERIALS ACQUISITION
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	40.85	12/04/2013	AR/LEGAL AD FOR NOVEMBER 14, 2
1746	FRANKLIN COUNTY TAX COLLECTOR	11.84	12/04/2013	REFUND OF TAXES
1746	FRANKLIN COUNTY TAX COLLECTOR	21.06	12/04/2013	REFUND OF TAXES
1746	FRANKLIN COUNTY TAX COLLECTOR	21.17	12/04/2013	REFUND OF TAXES
349	GADSDEN COUNTY PROPERTY APPRAISER	428.80	12/04/2013	1ST QTR PYMNT
4042	GGI, LLC, DBA GENESIS GROUP	13,325.12	12/04/2013	CNTRT 06-068 TASK 14
3420	GREASE PRO EXPRESS LUBE	218.00	12/04/2013	WMD 0043 REPAIRS
4709	GROUND LEVEL INC.	5,415.00	12/04/2013	RTRN BID BOND 14B-002
2282	GULF ICE SYSTEMS, INC	227.00	12/04/2013	REPAIR AND SERVICE OF ICE MACH
666	JEFFERSON COUNTY PROPERTY APPRAISER	184.30	12/04/2013	1ST QTR PYMNT
3921	KOUNTRY RENTAL, INC.	4,163.00	12/04/2013	RENTAL AND SERVICE OF PORTABLE
277	LIBERTY CO. PROPERTY APPRAISER	313.96	12/04/2013	1ST QTR PYMNT
3266	LOWE'S COMPANIES INC.	23.78	12/04/2013	FITTINGS FOR REDI-FLO3 SAMPLIN
624	MARPAN SUPPLY COMPANY, INC.	49.95	12/04/2013	STATE FLAG
5025	NATURAL CAPITAL SOLUTIONS, LLC	2,450.00	12/04/2013	CERTIFIED INSTALLATION SPECIAL
5025	NATURAL CAPITAL SOLUTIONS, LLC	500.00	12/04/2013	DEVIL'S HOLE EROSION CONTROL S
1205	OFFICE DEPOT, INC.	40.50	12/04/2013	OFFICE SUPPLIES
3813	PENNINGTON, P.A.	17.50	12/04/2013	LEGAL FEES
5031	PODS ENTERPRISES, INC.	367.00	12/04/2013	POD RENTAL
4136	RICOH AMERICAS CORPORATION	319.32	12/04/2013	RICOH COPIER
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	132.25	12/04/2013	EMERGENCY PLUMBING
5011	SERVICE PLUS OFFICE MACHINES, INC.	640.50	12/04/2013	OFFICE MACHINE QUOTE FOR REPAI
4091	THE SHOE BOX	150.00	12/04/2013	SNAKE BOOTS FOR GARY MEREDITH
3475	SHRUG, INC.	450.00	12/04/2013	SHRUG WORKSHOP REGISTRATION AN
1650	JAMES I. MILLER	50.00	12/04/2013	REVIEW APPRAISAL UPDATE
5034	STERLING PEARSON CONSTRUCTION CO	13,030.00	12/04/2013	RENOVATIONS - SWIM BUILDING
1620	SUPERIOR FORESTRY SERVICE, INC	2,657.30	12/04/2013	RTRN BID BOND 14B-002
4431	RUBY & STEVEN SWETT, LLC	3,789.95	12/04/2013	RTRN BID BOND 14B-002
4231	TERMINIX INTERNATIONAL	2,000.00	12/04/2013	PEST CONTROL



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP**

**COMPUTER PAID/EFT CHECK REGISTER**

4231	TERMINIX INTERNATIONAL	1,000.00	12/04/2013	PEST CONTROL
4289	TRI STATE EMPLOYMENT SERVICE, INC.	72.19	12/04/2013	TEMP SERVICES
4289	TRI STATE EMPLOYMENT SERVICE, INC.	202.81	12/04/2013	TEMP SERVICES
3941	TYLER TECHNOLOGIES, INC.	256.25	12/04/2013	TAX FORMS FOR 2013
4557	VERIZON WIRELESS	286.61	12/04/2013	EMPLOYEE CELL PHONES
3754	WEST FLORIDA RC&D COUNCIL, INC	71,125.00	12/04/2013	MOBILE IRRIGATION LAB
4626	WASTE PRO OF FLORIDA, INC	148.79	12/04/2013	SOLID WASTE HQ
4626	WASTE PRO OF FLORIDA, INC	320.95	12/04/2013	RENO DUMPSTER
5086	WEEKS BAY FOUNDATION, INC.	90.00	12/04/2013	REGISTRATION FEE TO ATTEND ECO
5015	WESTON TRAWICK, INC.	1,231.21	12/04/2013	REPLACE COMPUTER LINE

**TOTAL CHECKS**

**134,445.00**

1892	STEVE L. BROWN	11.17	12/06/2013	EMPLOYEE REIMBURSEMENT
982	WILLIAM O. CLECKLEY	300.00	12/06/2013	EMPLOYEE TRAVEL
4925	NANCY J. WHITTEN	211.33	12/06/2013	EMPLOYEE TRAVEL

**TOTAL ACH TRANSFER**

**522.50**

**TOTAL AP**

**134,967.50**

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

VENDOR	NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
5094	SMITH REFRIGERATION, INC	270.00	12/12/2013	ICE MACHINE REPAIRS
5101	JAMES AKERS	2,775.00	12/12/2013	NWFWMD WEB SITE
4812	ALL AMERICAN RENTALS, INC.	140.00	12/12/2013	PORTABLE TOILETS
4812	ALL AMERICAN RENTALS, INC.	140.00	12/12/2013	PORTABLE TOILETS
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	1,773.30	12/12/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	1,490.60	12/12/2013	ATTACK ONE FIRE MGT-PRESCRIBED
4654	CERIDIAN BENEFITS SERVICES, INC	125.00	12/12/2013	ADMIN FEES FOR FSA
771	CITY OF MARIANNA	30.40	12/12/2013	WATER/SEWER MFO
4061	BRIAN WILLIAM TAYLOR	160.00	12/12/2013	LAWNCARE-MARIANNA
45	DMS	1.96	12/12/2013	CONFERENCE CALLS
45	DMS	144.00	12/12/2013	WEB SERVER
45	DMS	46.29	12/12/2013	WEB SERVER
4748	EAST MILTON WATER SYSTEM	10.65	12/12/2013	MILTON WATER
65	GADSDEN COUNTY TIMES	42.41	12/12/2013	LEGAL AD
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	75.00	12/12/2013	RENOVATION-MAIN BUILD-OLD LIBR
916	GULF POWER COMPANY	401.32	12/12/2013	MILTON ELEC
916	GULF POWER COMPANY	482.42	12/12/2013	CRESTVIEW ELEC
3942	A & W VENTURES, L.C.	151.34	12/12/2013	PORTABLE TOILET FOR PHIPPS PAR
2268	INNOVATIVE OFFICE SOLUTIONS, INC	650.00	12/12/2013	ADDITIONAL PHONE LINES
2268	INNOVATIVE OFFICE SOLUTIONS, INC	918.00	12/12/2013	CONTRACT 07-037
3193	INSURANCE INFORMATION EXCHANGE	48.80	12/12/2013	BACKGROUND INVESTIGATIONS
4921	JACKSON COUNTY UTILITIES	29.00	12/12/2013	MFO WATER
2299	LIBERTY COUNTY SOLID WASTE	28.00	12/12/2013	SOLID WASTE FL RIVER
3266	LOWE'S COMPANIES INC.	327.87	12/12/2013	RENOVATIONS-FLOORING
3266	LOWE'S COMPANIES INC.	434.33	12/12/2013	GENERAL SUPPLIES
3266	LOWE'S COMPANIES INC.	160.55	12/12/2013	RENOVATION SUPPLYS- SWIM BUILD
4873	MAIN STREET AUTOMOTIVE, INC.	18.90	12/12/2013	FLEET SERVICES
1205	OFFICE DEPOT, INC.	76.50	12/12/2013	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	40.55	12/12/2013	2014 CALENDARS
4740	WENDELL M HEWETT	504.00	12/12/2013	FLORIDA TRAILS BRIDGE LUMBER R
3370	PAUL'S MARINE SERVICE INC.	184.50	12/12/2013	MERCURY 9.9HP MAINTENANCE
1180	PRIDE ENTERPRISES	95.11	12/12/2013	OFFICE SUPPLIES
4368	PROFESSIONAL HEALTH EXAMINERS	48.00	12/12/2013	LABORATORY TESTING

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

4943	RENTAL, LLC	252.35	12/12/2013	VIBRATORY PLATE COMPACTOR RENT
4136	RICOH AMERICAS CORPORATION	76.95	12/12/2013	BLACK TONER CARTRIDGE FOR LF 3
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	750.00	12/12/2013	EMERGENCY PLUMBING REPAIR
5010	SCG GOVERNMENTAL AFFAIRS, LLC	1,000.00	12/12/2013	CONSULTING SERVICES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	25.83	12/12/2013	OFFICE SUPPLIES - DOCUMENT STA
4799	STAPLES CONTRACT & COMMERCIAL, INC.	472.25	12/12/2013	OFFICE SUPPLIES - INK CARTRIDG
4799	STAPLES CONTRACT & COMMERCIAL, INC.	188.28	12/12/2013	RMD GENERAL OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	345.47	12/12/2013	OFFICE SUPPLIES
107	TALLAHASSEE STAMP CO.	16.55	12/12/2013	APPROVAL STAMP FOR PAYROLL REP
110	TALQUIN ELECTRIC COOPERATIVE, INC.	117.45	12/12/2013	WATER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	82.00	12/12/2013	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	3,526.40	12/12/2013	ELEC HQ
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	3,930.00	12/12/2013	PUBLIC RECREATION SITE CLEAN U
4289	TRI STATE EMPLOYMENT SERVICE, INC.	254.38	12/12/2013	TEMP SERVICES
3696	URS CORPORATION	4,934.16	12/12/2013	TASK 68 CNT 07-029
3696	URS CORPORATION	6,422.40	12/12/2013	TASK 74 CNT 07-029
3696	URS CORPORATION	1,950.00	12/12/2013	TASK 90 CNT 07-029
3696	URS CORPORATION	2,575.20	12/12/2013	TASK 84 CNT 07-029
3696	URS CORPORATION	3,404.00	12/12/2013	TASK 81 CNT 07-029
3696	URS CORPORATION	7,840.00	12/12/2013	TASK 112 CNT 07-029
3696	URS CORPORATION	18,948.32	12/12/2013	TASK 110 CNT 07-029
3696	URS CORPORATION	2,544.18	12/12/2013	TASK 109 CNT 07-029
3696	URS CORPORATION	62,621.64	12/12/2013	TASK 108 CNT 07-029
3696	URS CORPORATION	24,965.93	12/12/2013	TASK 107 CNT 07-029
4968	WANTMAN GROUP, INC.	3,450.00	12/12/2013	SURVEYING SERVICES
1305	WASTE MANAGEMENT - LEON COUNTY, INC	53.62	12/12/2013	SOLID WASTE MFO
4774	JOHN T WILLIAMSON	165.00	12/12/2013	JANITORIAL SERVICES FOR THE WF
4774	JOHN T WILLIAMSON	165.00	12/12/2013	JANITORIAL SERVICES FOR THE WF

**TOTAL CHECKS** 162,901.16

4944	BRETT CYPHERS	554.87	12/13/2013	EMPLOYEE TRAVEL
4972	LAUREN ENGEL	59.00	12/13/2013	EMPLOYEE TRAVEL
4961	PETER FOLLAND	200.00	12/13/2013	EMPLOYEE TRAVEL

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

ACCOUNT NUMBER	NAME	DATE	AMOUNT	DESCRIPTION
5012	JENNIFER K. KELLY	12/13/2013	90.00	EMPLOYEE TRAVEL
3823	KENNETH ANDREW ROACH	12/13/2013	197.98	EMPLOYEE TRAVEL
4934	JON STEVERSON	12/13/2013	79.00	EMPLOYEE TRAVEL
4934	JON STEVERSON	12/13/2013	98.35	GAS REIMBURSEMENT
4934	JON STEVERSON	12/13/2013	119.50	EMPLOYEE TRAVEL

**TOTAL ACH TRANSFER**      1,398.70

**TOTAL AP**      164,299.86

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/EFT CHECK REGISTER

VENDOR	NAME	INVOICE NET	CHECK DATE	INVOICE DESCRIPTION
3630	ADVANCED DISPOSAL SERVICES	140.00	12/19/2013	DUMPSTERS FOR ECONFINA & CANOE
4923	JOHN ALTER	61.41	12/19/2013	BOARD TRAVEL
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	1,285.00	12/19/2013	ATTACK ONE FIRE MGT-PRESCRIBED
3586	ATTACK-ONE FIRE MANAGEMENT SVCS	925.20	12/19/2013	ATTACK ONE FIRE MGT-PRESCRIBED
2197	A J TROPHIES & AWARDS INC	20.00	12/19/2013	DOOR PLATE INSERTS
2967	BANK OF AMERICA	229.90	12/19/2013	DOMAIN NAME FOR NWFWATER.COM
2967	BANK OF AMERICA	848.00	12/19/2013	PCARD PURCHASES
2992	BANK OF AMERICA	473.40	12/19/2013	PAYMENT PORTAL FOR WELL PERMIT
2992	BANK OF AMERICA	128.11	12/19/2013	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	815.58	12/19/2013	ACCOUNT ANALYSIS
4180	BA MERCHANT SERVICES	173.98	12/19/2013	TRANSACTION FEES FOR E-PERMIT
4262	BAY COUNTY BOARD OF CO COMMISSIONERS	250.00	12/19/2013	PERMIT FEE REFUND
13	BEN MEADOWS COMPANY, INC.	515.93	12/19/2013	MONITORING FIELD SUPPLIES
3164	STEPHANIE BLOYD	104.13	12/19/2013	BOARD TRAVEL
3538	CITY OF APALACHICOLA	17,200.00	12/19/2013	BATTERY PARK BASIN STORMWATER
4676	CITY OF MILTON FLORIDA	14.86	12/19/2013	MILTON WATER
4676	CITY OF MILTON FLORIDA	35.50	12/19/2013	DUMPSTER SERVICE
3289	CITY OF TALLAHASSEE	33.97	12/19/2013	LAKE SHORE DATA COLLECTION
4991	GARY CLARK	65.86	12/19/2013	BOARD TRAVEL
4085	DARRELL CLARK	50.00	12/19/2013	REFUND OVERPAYMENT ON PERMIT
4754	CUMMINS POWER SOUTH	710.81	12/19/2013	GENERATOR SERVICE
4264	DELL SECUREWORKS	3,978.00	12/19/2013	NETWORK PENETRATION TESTING
3212	DLT SOLUTIONS, LLC	612.77	12/19/2013	AUTOCAD MAINTENANCE
45	DMS	112.55	12/19/2013	MFO PHONE
45	DMS	1,261.46	12/19/2013	CARR PHONE
45	DMS	1,348.87	12/19/2013	CRESTVIEW PHONE
45	DMS	1,463.45	12/19/2013	HQ PHONE
4796	DOLOMITE, INC	2,115.00	12/19/2013	#57 LIMEROCK TO REPAIR LOW WAT
4855	ENVIRON SERVICES INCORPORATED	1,552.00	12/19/2013	ENVIRON SERVICES-HQ JANITORIAL
4855	ENVIRON SERVICES INCORPORATED	1,552.00	12/19/2013	ENVIRON SERVICES-HQ JANITORIAL
2526	ENVIRONMENTAL SIMULATIONS, INC.	440.00	12/19/2013	GROUNDWATER VISTAS VERSION UPG
3747	FLORIDA STATE UNIVERSITY	19,213.00	12/19/2013	MITIGATION MONITORING
5105	FLATWOODS FORESTRY, INC.	12,847.45	12/19/2013	ECON CREEK WMA PINE FOREST INVENTORY
3710	FLORIDA DEPT OF STATE	115.71	12/19/2013	40A-2 RULE AMENDMENTS
2702	FISH AND WILDLIFE	2,608.85	12/19/2013	LAW ENFORCEMENT/SECURITY SERVI
2701	FLORIDA MUNICIPAL INSURANCE TRUST	25,615.00	12/19/2013	SECON INSTALLMENT
4479	FONDRIEST ENVIRONMENTAL	855.76	12/19/2013	COMMUNICATION CABLE FOR DATALO

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP

COMPUTER PAID/LEFT CHECK REGISTER

3337	FORESTECH CONSULTING	4,404.75	12/19/2013	F4 TECH FOR LAND MANAGEMENT DA
4950	FRIENDS OF THE RESERVE, INC.	30.00	12/19/2013	COASTAL RESTORATION PROJECT DE
4773	GABRIEL ROEDER SMITH & COMPANY	1,200.00	12/20/2013	ONLICE ACCESS FOR OPEB REPORTING
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	769.39	12/19/2013	GROUNDWATER SAMPLE TUBING AND
32	GLASS SERVICE CENTER OF TALL., INC	2,817.00	12/19/2013	SECURITY DOORS-GLASS
2291	GULF COAST ELECTRIC COOPERATIVE, INC	269.24	12/19/2013	ELEC EFO
4607	MAIL FINANCE INC	205.00	12/19/2013	POSTAGE METER LEASE AGREEMENT-
4607	MAIL FINANCE INC	126.00	12/19/2013	POSTAGE METER LEASE AGREEMENT-
3003	HAVANA FORD, INC.	86.75	12/19/2013	FLEET SERVICES
3003	HAVANA FORD, INC.	32.65	12/19/2013	FLEET SERVICES
4187	INTERA, INC.	9,897.50	12/19/2013	MINIMUM FLOWS AND LEVELS
4946	ULYSSES D. JENKINS	75.00	12/19/2013	SECURITY FOR GOVERNING BOARD M
1310	F. GRAHAM LEWIS	218.55	12/19/2013	EMPLOYEE TRAVEL
4986	PATRICIA LUJAN	7,374.16	12/19/2013	CRESTVIEW LEASE JANUARY
63	NORTHWEST FLORIDA DAILY NEWS	205.34	12/19/2013	LEGAL AD FOR NOTICE OF INTENT
63	NORTHWEST FLORIDA DAILY NEWS	229.20	12/19/2013	LEGAL AD FOR RFP 14-001 - REAL
1205	OFFICE DEPOT, INC.	39.53	12/19/2013	2014 CALENDARS/OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	13.83	12/19/2013	2014 CALENDARS/OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	1.86	12/19/2013	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	64.38	12/19/2013	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	6.30	12/19/2013	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	8.78	12/19/2013	OFFICE SUPPLIES
64	PANAMA CITY NEWS HERALD	194.72	12/19/2013	LEGAL AD FOR ITB -14B-002
62	PENSACOLA NEWS-JOURNAL	126.96	12/19/2013	LEGAL AD FOR RFP 14-001
4081	TSWS, INC.	1,382.50	12/19/2013	PORTABLE TOILETS
3126	PREBLE-RISH, INC.	4,575.00	12/19/2013	PROFESSIONAL SURVEYING SERVICE
5106	PRO BUILDING SYSTEMS, INC.	60.00	12/19/2013	REFUND FOR A#2253 MILTON CHEVR
3960	GEORGE ROBERTS	81.88	12/19/2013	BOARD TRAVEL
523	SANTA ROSA PRESS GAZETTE	75.00	12/19/2013	LEGAL AD
523	SANTA ROSA PRESS GAZETTE	332.19	12/19/2013	LEGAL AD FOR NOTICE OF INTENT
5103	SILCOX LUMBER, INC	104.65	12/19/2013	LUMBER NEEDED TO REDECK TRAIL
4967	SAMUEL SPRING	85.44	12/19/2013	BOARD TRAVEL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	39.40	12/19/2013	RMD GENERAL OFFICE SUPPLIES
4289	TRI STATE EMPLOYMENT SERVICE, INC.	302.50	12/19/2013	TEMP SERVICES
4557	VERIZON WIRELESS	720.18	12/19/2013	BB & AIR CARDS
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	12,084.80	12/19/2013	LAW ENFORCEMENT/SECURITY
382	WASHINGTON COUNTY NEWS	116.00	12/19/2013	LEGAL AD FOR RFP-14-001
4626	WASTE PRO OF FLORIDA, INC	336.48	12/19/2013	DUMPSTER FOR RENOVATIONS

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AP**

**COMPUTER PAID/EFT CHECK REGISTER**

4038	WINDSTREAM COMMUNICATIONS	41.00	12/19/2013	EFO PHONE AND 800#'S
2320	YSI INCORPORATED	3,814.64	12/19/2013	YSI DATASONDE SENSORS
2320	YSI INCORPORATED	780.00	12/19/2013	YSI DATASONDE SENSORS

**TOTAL CHECKS**

**153,102.06**

4961	PETER FOLLAND	220.00	12/20/2013	EMPLOYEE TRAVEL
928	MARK IHLEFELD	14.88	12/20/2013	REIMBURSEMENT
928	MARK IHLEFELD	47.29	12/20/2013	REIMBURSEMENT
3823	KENNETH ANDREW ROACH	220.00	12/20/2013	EMPLOYEE TRAVEL

**TOTAL ACH TRANSFER**

**502.17**

**TOTAL AP**

**153,604.23**

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

DECEMBER 2013

DIRECT DEPOSIT	12/13/2013	\$	200,896.26
CHECKS	12/13/2013		10,889.00
FLEX SPENDING EFT	TF039		1,637.99
VOIDED CHECK	12/13/2013		-949.18
DIRECT DEPOSIT	12/13/2013		949.18
DIRECT DEPOSIT	12/27/2013		201,068.49
CHECKS	12/27/2013		8,441.85
FLEX SPENDING EFT	TF041		1,637.99
		\$	<u>424,571.58</u>

APPROVED:

\_\_\_\_\_  
Chairman or Executive Director

\_\_\_\_\_  
February 13, 2014

Date



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**  
**MEMORANDUM**

TO: Governing Board

THROUGH: Jon Steverson, Executive Director

FROM: Jean Whitten, Director  
 Division of Administration

DATE: February 11, 2014

SUBJECT: REVISED Consideration of Renewal of Employee Health and Life Insurance

The District’s employee health coverage, a dual option plan with Capital Health Plan (CHP) of Tallahassee (an HMO) and Florida Blue (a PPO) will expire on March 31. The insurance is renewed on an annual basis with the approval of the Governing Board.

To maintain a comparable level of health insurance coverage for District employees, and with the current providers, the premiums will increase by 5.9 percent over the current year rate. The increase is a combination of the normal premium rates and new fees imposed by the federal government and passed through to the consumers. The fees comprise approximately four to five percent of the proposed increase. The District contributes 87 percent of the premium for regular staff and 98 percent for those in management positions.

<b>Florida Blue(BCBS) / CHP Health Insurance Renewal</b>				
	Current 2013	April 2014 Renewal		
	Rates	Rates	Increase	
Employee	\$548.70	\$580.92	\$32.22	5.9%
Employee/Children	\$946.30	\$1,001.87	\$55.57	5.9%
Employee/Spouse	\$1,141.28	\$1,208.30	\$67.02	5.9%
Full Family	\$1,639.42	\$1,735.70	\$96.28	5.9%

In addition to health insurance, the District provides a \$25,000 life insurance policy for employees in authorized positions.

The rate on the life insurance is increasing by \$.01 per \$1,000 of coverage; the accidental death and dismemberment insurance will remain at the current rate.

<b>Life and Accidental Death and Dismemberment Rates-Assurant</b>				
<b>Policy</b>	<b>Current 2013</b>	<b>April 2014 Renewal</b>		
	<b>Rate per \$1,000 Coverage</b>	<b>Increase</b>		
Life	\$0.25	\$0.26	\$0.01	4.0%
Accidental Death	\$0.04	\$0.04	\$0.00	0.0%
Total District Monthly Premium	\$688.75	\$712.50	\$23.75	3.4%

Our agent with the Earl Bacon Agency has conducted a rate comparison to ensure we are getting the best rates for the insurance products purchased. In our panhandle counties there are only three options for providing health insurance coverage, including Florida Blue, Aetna and United Health Care. The best policy United provides is equal to our Florida Blue rates, but provides 80 percent coinsurance compared to the 100 percent that we have with Florida Blue, as well as higher copays. Aetna proposed competitive rates and benefits; however, current laws do not require Florida Blue or CHP to provide medical loss data. As Aetna is basing the proposed premiums on employee gender, date of birth and our current premium structure, there is potential we could see substantial rate increases after the first year if our loss experience is high. Under our current plans, 40 percent of covered employees are with Florida Blue and 60 percent are with CHP. Florida Blue does use loss experience to set premiums, but CHP does not. CHP is community-based and uses demographics to set rates, which lowers the risk of higher premiums based on the loss exposure.

Under the Health Insurance Portability and Accountability Act (HIPPA) we are required to hold an annual open enrollment. We would like to start the open-enrollment period next week and give employees 30 days to review their options. The open enrollment allows employees to discuss coverage details with the company representatives, make changes to insurance options including the supplemental insurance products offered through the District, and make changes to dependent coverage.

Staff recommends that the Governing Board approve the renewal of the District’s current Employee Health and Life insurance policies for the year beginning April 1, 2014, and ending March 31, 2015.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

M E M O R A N D U M

TO: Governing Board

FROM: Division of Resource Management

DATE: January 29, 2014

SUBJECT: Consideration of Amendment to Grant Agreement with the City of Apalachicola for the Construction of the Battery Park Basin Stormwater Improvement Project

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Recommendation

Staff recommends that the Governing Board authorize the Executive Director to amend the Battery Park Stormwater Improvement Project Agreement with the City of Apalachicola to provide up to \$443,000 in grant funding for the construction of stormwater retrofit facilities and extend the Agreement Period. A previous grant in the amount of \$71,500 funded the project design, which was completed in January 2014. The project will be funded by the Ecosystem Management and Restoration Trust Fund, pursuant to a Legislative Appropriation for the Apalachicola Bay SWIM Program.

Discussion

The Battery Park Stormwater Improvement Project will treat stormwater that currently discharges directly into Apalachicola Bay. The project includes two primary components: a treatment train in the upper reaches of the basin and a nutrient separating baffle box at its terminus, prior to the discharge of stormwater into the bay. Improvements to the conveyance system will include swales to capture and convey runoff to the water quality systems. By implementing this project, the city will retrofit the existing drainage system to improve stormwater quality before it discharges into Apalachicola Bay.

The Battery Park basin encompasses approximately 67 acres of downtown Apalachicola and consists of a network of stormwater drainage pipes and open swale ditches that deliver stormwater runoff directly into Apalachicola Bay, currently with little or no treatment. As a result, an array of nonpoint source pollutants, including nutrients, bacteria, suspended solids, and heavy metals, are regularly discharged into the bay, impacting water quality and aquatic habitat. Additionally, localized flooding occurs within the basin due to the presently inadequate stormwater infrastructure.

The Apalachicola River and Bay system is renowned for its environmental and economic resources and widely recognized as a waterbody of state and national significance. It is the District's highest priority under the Surface Water Improvement and Management (SWIM) program, and it has been designated an Outstanding Florida Water, a State Aquatic Preserve, and an International Biosphere Reserve. The bay also includes the Apalachicola Bay National Estuarine Research Reserve and the St. Vincent National Wildlife Refuge. The District, state and federal agencies, and local governments have made extensive investments in implementing retrofit and restoration projects and in acquiring and protecting lands along both the river and the bay. This proposed project will build upon these efforts, improving local conditions while also addressing state and regional watershed priorities.

Attachment: Proposed Grant Agreement Amendment  
Amended Attachment 1 – Scope of Work

**AMENDMENT NO. 3 TO GRANT AGREEMENT**  
**BETWEEN**  
**THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**  
**AND**  
**THE CITY OF APALACHICOLA**  
**FOR**  
**THE BATTERY PARK BASIN STORMWATER IMPROVEMENTS PROJECT**  
**NFWWMD CONTRACT NUMBER 13-022**

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THIS AGREEMENT AMENDMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public entity created by Chapter 373, Florida Statutes, as amended, for itself, herein after referred to as the “DISTRICT,” and the THE CITY OF APALACHICOLA, FLORIDA, a political subdivision of the State of Florida, hereinafter referred to as the “GRANTEE.”

In consideration of services to be performed for the public benefit hereunder, the DISTRICT and the GRANTEE hereby agree to amend DISTRICT CONTRACT Number 13-022 referenced above as follows:

1. Paragraph 1.A. is revised to read as follows:  
“1.A. To provide funding, on a reimbursement basis, not to exceed \$514,500 for implementation of the Battery Park Basin Stormwater Improvements Project, as described in the Scope of Work (ATTACHMENT 1).”
2. Paragraph 3.A. is revised to read as follows:  
“3.A. This AGREEMENT shall remain in effect until March 31, 2014, unless extended by mutual written consent.”
3. Attachment 1 – Estimated Additional Project Costs is revised to read as follows:

The Engineer’s Opinion of Probable Cost is as follows:

Upstream Treatment Train Construction	\$341,000
Nutrient Separating Baffle Box Construction	\$102,000
<b><i>Total</i></b>	<b><i>\$443,000</i></b>

4. Grant funding amounts listed in ATTACHMENT 2: Single Audit Act Requirements are revised to reflect the revised funding amount in Paragraph 1.A.
5. All other provisions of the AGREEMENT and associated exhibits remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year last below written.

**NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

**CITY OF APALACHICOLA**

By: \_\_\_\_\_  
Jonathan P. Steverson, Executive Director

By: \_\_\_\_\_  
Van Johnson, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND  
THE CITY OF APALACHICOLA

ATTACHMENT 1 – SCOPE OF WORK

**Battery Park Basin Stormwater Improvements Project**

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**Background**

The Battery Park basin encompasses approximately 67 acres of downtown Apalachicola and consists of a network of closed piping systems and open swales that convey stormwater runoff directly into Apalachicola Bay with little or no treatment. As a result, an array of common nonpoint source pollutants, including nutrients, bacteria, suspended solids, and heavy metals, are regularly discharged into the bay, diminishing water and aquatic habitat quality. Additionally, localized flooding occurs at sites within the basin due to currently inadequate stormwater infrastructure.

**Project Description**

The Battery Park Basin Stormwater Improvements Project will consist of constructing a nutrient separating baffle box in the general area of the Battery Park baseball field and an upstream treatment train that will pre-treat runoff and address localized flooding. The baffle box will improve water quality by capturing a wide variety of pollutants prior to discharge into the bay. The project will implement the following best management practices (BMPs):

- Upstream Treatment Train. The city has identified areas within the upstream basin to incorporate open swales with ditch blocks or shallow exfiltration trenches to provide pre-treatment and increase the overall time of concentration to the baffle box at Battery Park. These BMPs will be located within the City’s right-of-way where favorable water table and soil conditions exist.
- Nutrient Separating Baffle Box. A nutrient separating baffle box has been selected as the primary stormwater treatment component of the project. The box will be installed in the vicinity of the existing Battery Park baseball field. This BMP was selected due to size constraints following the community’s decision to retain the baseball field as an important part of the annual Seafood Festival. The baffle box will capture a wide variety of pollutants including suspended solids, sediment, debris, organic material, hydrocarbons, and trash.
- In addition to the above, best management practices may be incorporated into the stormwater improvement project as appropriate to increase the treatment capability of the overall system.

## **Agreement Implementation**

This AGREEMENT provides funding not to exceed \$71,500 for engineering, surveying, design, and permitting. Upon satisfactory completion of this work and subsequent review of the completed project design, it is anticipated that this AGREEMENT will be amended to provide additional funding for facility construction and completion.

## **Deliverables**

The GRANTEE shall complete the above project description.

1. With each invoice the GRANTEE shall provide the following:
  - a. Description of activities completed during the invoice period;
  - b. Design drawings and project area map, if not previously provided;
  - c. Photographic documentation of construction activities;
  - d. Estimated pollution loading from the basin, and estimated pollutant load reduction from the specific facilities designed; and
  - e. Documentation of costs incurred to date, in sufficient detail for proper pre-audit and post-audit.
2. The GRANTEE shall provide a Final Project Summary Report upon completion of the project, to include the following:
  - a. Project Summary Statement outlining accomplishments, problems encountered solutions, and future recommendations.
  - b. Design drawings and project area map.
  - c. Photographic record of project activities and completion.
  - d. Estimated pollution loading from the basin, and estimated pollutant load reduction from the specific facilities constructed; and
  - e. Documentation of project costs, including grant funding and funding from other sources.

Specified deliverables may be provided in electronic format.

## **Estimated Additional Project Costs**

The Engineer's Opinion of Probable Cost is as follows:

Upstream Treatment Train Construction	\$341,000
Nutrient Separating Baffle Box Construction	\$102,000
<b><i>Total</i></b>	<b><i>\$443,000</i></b>

Expenses eligible for reimbursement under this AGREEMENT include:

- Engineering, design, surveying, and permitting,
- Construction
- Construction management

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

FROM: Division of Resource Management

DATE: January 29, 2014

SUBJECT: Consideration of a Grant Agreement with the City of Callaway for Stormwater Retrofit Projects in the St. Andrew Bay Watershed

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Recommendation:

Staff recommends that the Governing Board authorize the Executive Director to enter into an agreement with the City of Callaway to provide up to \$705,218 in District grant funding for stormwater retrofit projects to improve water quality in the St. Andrew Bay watershed.

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Discussion:

Attached is a proposed agreement with the City of Callaway City providing grant funding for installation of stormwater treatment systems that will reduce pollution and improve water quality in the St. Andrew Bay watershed. This project will develop a new stormwater management facility for the purpose of improving water runoff quality, while also providing some flood attenuation within the limits of the City of Callaway. The City has proposed the construction of three interconnected stormwater treatment ponds and associated drainage systems, along with an outfall drainage connection which will replace the existing outfall along Lake Drive. The City will assume maintenance of the system.

Starting in 2005, the Florida Legislature allocated funding to the District for implementation of St. Andrew Bay Surface and Water Improvement and Management (SWIM) projects. The Fiscal Year 2013-2014 budget includes \$3,937,300 for implementation of grant projects to protect and restore water quality and watershed resources in St. Andrew Bay.

The St. Andrew Bay system is renowned for its environmental and economic resources and is widely recognized as a waterbody of state and national significance. It is a high priority under the SWIM program, and it has been designated a State Aquatic Preserve. Significant improvements have been accomplished in this watershed including stormwater retrofit and restoration projects, land acquisition, and wastewater improvements. This proposed project will build upon these efforts, improving local conditions while also addressing state and regional watershed priorities.

Attachment: Proposed Grant Agreement



# GRANT AGREEMENT

BETWEEN

THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AND

THE CITY OF CALLAWAY

FOR

STORMWATER IMPROVEMENT PROJECTS IN THE ST. ANDREW BAY WATERSHED

NFWWMD CONTRACT NUMBER 14-XXX

WITNESSETH:

WHEREAS, the City of Callaway, a Florida Municipal Corporation (hereinafter referred to as the GRANTEE) located in Bay County, Florida, has proposed construction of stormwater retrofit facilities and other stormwater improvements to improve the treatment of stormwater runoff prior to its discharge into bayous that ultimately flow into St Andrew Bay; and

WHEREAS, the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public entity created by Chapter 373, Florida Statutes (hereinafter referred to as the DISTRICT) has developed and approved a Surface Water Improvement and Management (SWIM) plan with the objective of protecting and restoring water quality and watershed resources throughout the St. Andrew Bay Watershed; and

WHEREAS, the DISTRICT, is authorized under 373.083(1), Florida Statutes to contract with public agencies; and

WHEREAS, the Florida Legislature has appropriated funding to the DISTRICT for “St. Andrew Bay Surface Water Improvement and Management (SWIM) Project,” and

WHEREAS, the installation of stormwater improvement projects in the St. Andrew Bay watershed, as proposed by the GRANTEE, will retrofit existing stormwater facilities and in the process provide needed water quality treatment; and

NOW, THEREFORE, in consideration of services to be performed for the public benefit hereunder, the DISTRICT and GRANTEE agree as follows:

The DISTRICT agrees:

- A. To provide funding, on a reimbursement basis, not to exceed seven hundred and five thousand two hundred and eighteen dollars (\$705,218) for stormwater improvement projects in the St. Andrew Bay watershed, as described in the Scope of Work (ATTACHMENT 1).
- B. To provide payment of funds indicated in Paragraph 1.A. for work satisfactorily completed within 30 days of receipt of approved invoices from the GRANTEE. Invoices may be submitted no more frequently than quarterly. All invoices must be

submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof.

2. The GRANTEE agrees:
  - A. To complete stormwater improvement projects in the St. Andrew Bay watershed, as described in the Scope of Work (ATTACHMENT 1).
  - B. To obtain all necessary permits for project construction and operation.
  - C. To administer any engineering and construction contracts.
  - D. To invoice the DISTRICT for approved expenses in support of the survey and engineering for stormwater improvement projects in the St. Andrew Bay Watershed, as described in the Scope of Work (ATTACHMENT 1). Invoices may be submitted no more frequently than quarterly and must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof. Supporting documentation shall reflect actual out-of-pocket expenses.
  - E. To provide to the DISTRICT all deliverables specified in the Scope of Work (ATTACHMENT 1). Deliverables will be provided to District staff during project implementation. Final deliverables may be submitted in either hard copy or electronic format.
  - F. To construct, own, operate, and maintain the facilities constructed in accordance with all necessary permits, including those issued by the DISTRICT, Bay County, the GRANTEE, the Florida Department of Environmental Protection, and the U.S. Army Corps of Engineers.
  - G. To provide all necessary services associated with facility design, permitting, and construction, including surveying, contract management, land acquisition, legal services, right-of-way acquisition, zoning, replatting, comprehensive plan amendment, code variance, and other services, as necessary.
  - H. To use funds obtained from the DISTRICT pursuant to this AGREEMENT solely for the purposes of the survey and engineering for stormwater improvement projects in the St. Andrew Bay Watershed, as described in the Scope of Work (ATTACHMENT 1).
  - I. To comply with all applicable federal, state and local rules and regulations in providing services under this AGREEMENT. The GRANTEE acknowledges that this requirement includes compliance with all applicable federal, state, and local health and safety rules and regulations.
  - J. To maintain books, records, and documents directly pertinent to performance under this AGREEMENT in accordance with generally accepted accounting principles consistently applied. The DISTRICT, the State of Florida, or their authorized representatives shall have access to such records for auditing purposes during the term of this AGREEMENT and for three years following project completion.

3. It is mutually understood and agreed that:
- A. This AGREEMENT shall remain in effect until September 30, 2015, unless extended by mutual written consent.
  - B. The DISTRICT shall have no liability or responsibility to the GRANTEE, its contractors, any governmental entity, or the employees, agents, representatives, licensees, invitees, and guests of the GRANTEE and its contractors or any other person or entity associated with the project as a result of, or arising out of, the GRANTEE's use of DISTRICT funds.
  - C. This AGREEMENT may be terminated by either of the parties upon at least 30 days written notice prior to the award of construction contracts.
  - D. The DISTRICT may unilaterally cancel this AGREEMENT for refusal by the GRANTEE to allow access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the GRANTEE in conjunction with this AGREEMENT.
  - E. This AGREEMENT is subject to the availability of funds anticipated at the time of execution. Should funding be discontinued or reduced, the AGREEMENT will be terminated or amended, as appropriate. In this event, the GRANTEE shall be compensated for work or services satisfactorily completed prior to termination or amendment of the AGREEMENT.
  - F. This AGREEMENT constitutes the entire agreement between the DISTRICT and the GRANTEE and may be amended or extended only in writing, signed by both the DISTRICT and the GRANTEE.
  - G. The DISTRICT and the GRANTEE may, by written order designated to be an Amendment to this AGREEMENT, agree that additional work shall be undertaken within the general scope of this AGREEMENT.
  - H. To the extent required by law, all contractors shall be required to secure and maintain such insurance as will protect it from claims under the Workers' Compensation Act and from claims for bodily injury, death, or property damage which may arise from the performance of its services under this AGREEMENT.
  - I. These funds should be considered state financial assistance under the Florida Single Audit Act, under Florida Catalog of State Financial Assistance (CSFA) #37.039. As a recipient of these funds, your entity, as the GRANTEE, must comply with the Single Audit Act. These requirements also flow down to any sub-recipients of these funds. The GRANTEE shall satisfy specific requirements, as set forth in ATTACHMENT 3, Single Audit Act Requirements.
  - J. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid or contract with a public entity for construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY

TWO for a period of 36 months from the date of being placed on the convicted vendor list.

- K. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.
- L. As provided under Section 216.347, Florida Statutes, expenditure of DISTRICT grant funds for purposes of lobbying, including of the Legislature, judicial branch, or any state agency, is prohibited.
- M. Notices provided for in this AGREEMENT shall be delivered to the GRANTEE by delivery to the GRANTEE’s Project Manager and to the DISTRICT by delivery to the DISTRICT Project Manager. The Project Managers are:

**CITY OF CALLAWAY**

Jeff Grindle, Public Works  
City of Callaway  
6601 East Highway 22  
Callaway, FL 32404  
(850) 871-6000  
jgrindle@cityofcallaway.com

**NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

John Crowe, Associate Hydrologist  
NFWFMD  
81 Water Management Drive  
Havana, Florida 32399-3700  
(850) 539-5999  
John.Crowe@nfwfmd.state.fl.us

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year last below written.

**NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

**CITY OF CALLAWAY**

By: \_\_\_\_\_  
Jonathan P. Steverson, Executive Director

By: \_\_\_\_\_  
Thomas W. Abbott, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND  
THE CITY OF CALLAWAY

ATTACHMENT 1 – SCOPE OF WORK

**STORMWATER IMPROVEMENT PROJECTS IN THE ST. ANDREW BAY WATERSHED**

**Background**

This project consists of the development of a new stormwater management facility for the purpose of improving water runoff quality while providing some attenuation within the limits of the City of Callaway (City).

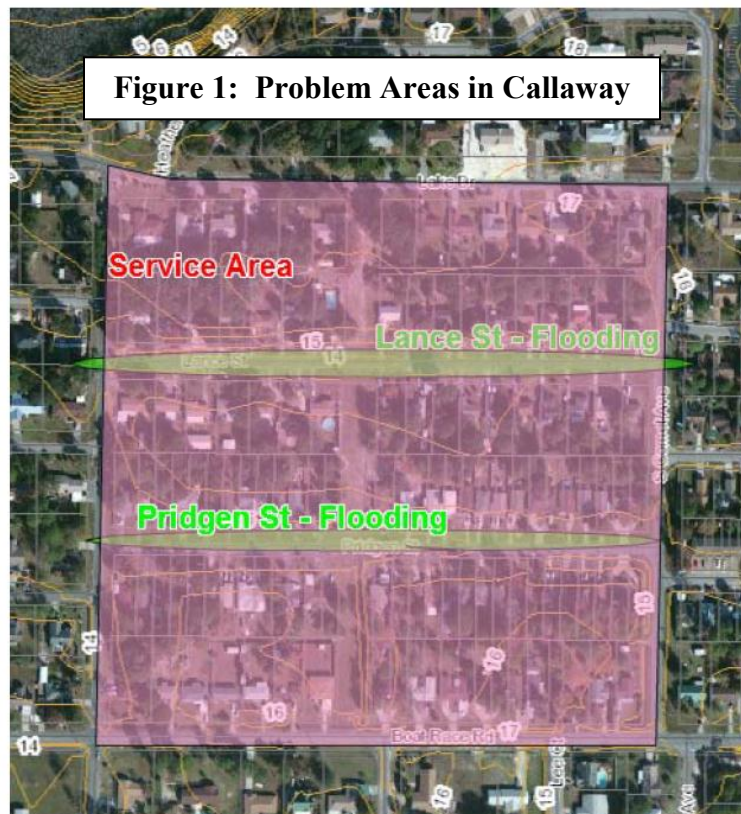
A recent report which examined the St. Andrew Bay area for pollutant discharge and known flooding hazard areas identified several areas of concern within the City which are prone to flooding and create excessive pollutant discharge levels during extreme storm events (Figure 1). The intent of this project is to reduce the impact of pollutant discharge and flood stage levels by providing management area for stormwater runoff. This project addresses areas of concern by creating a new stormwater detention area within the right of way owned by the City (Figure 2) central to the problem areas.

**Project Description**

Water quality is a serious issue within the area of concern for this project. The lack of appropriate stormwater treatment facilities and drainage infrastructure compounds the problem by stagnating storm runoff and not providing treatment when runoff makes its way to the final discharge point. The map below defines the stagnant areas which contribute to the pollutant load. Additionally, flooding associated with rainfall events results in property damage.

The extent of deficient water quality within the area of need cannot be addressed by any single project. The intent of this project is to address as much water quality and flooding as possible using immediately available resources (i.e., City-owned land).

The City currently owns a right of way which can be converted to water quality and flood management. By constructing a management facility on the City-owned property shown below,





the City hopes to provide direct relief to the areas mentioned above by treating runoff before it reaches the final discharge to St. Andrews Bay.

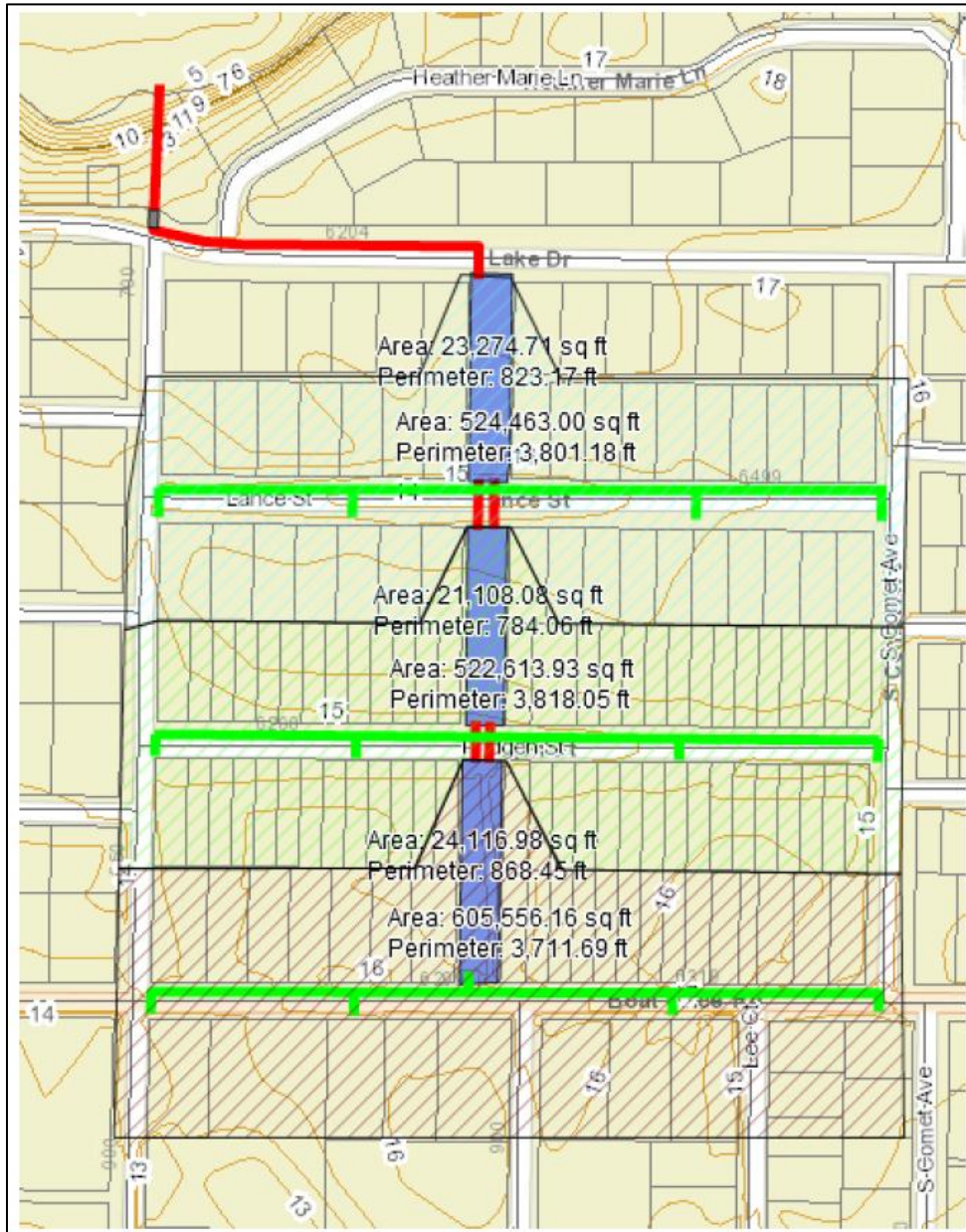


Figure 2: Pond Sites in Callaway

The City proposes to construct three interconnected stormwater treatment ponds and associated drainage systems along with an outfall drainage connection which will replace the existing outfall along Lake Drive. The City will assume maintenance of the system and explore further options for treatment in the near future.

As the property shown is the only nearby, City-owned available land, it represents the only immediately actionable water quality management option. The property is ideally situated to address the lack of drainage and stormwater management facilities in the vicinity and will greatly

benefit the severely substandard water quality standards in its service area. Future improvements will need to be implemented to address further flooding and water quality issues; however, these options will require land acquisition, and thus, cannot be immediately addressed. Future options will need to be addressed as land acquisition becomes feasible.

**Task A -Grant Administration and Coordination:** The City's contractor will work with the Northwest Florida Water Management District (NFWFMD) to administer any grant funds appropriate for this project. This effort will include providing project data as necessary and responding to requests for additional Information for the project. The contractor will attend meetings with the NFWFMD and provide project updates and coordination as needed.

**Task B – Data Collection and Surveying Services:** The City's contractor will obtain and review available existing information for the study area from the District & the City, including but not limited to: existing land use maps, wetlands map/national wetlands inventory coverage, LiDAR data, historical rainfall data, National Resource Conservation Service (NRCS) soil data, wet season groundwater elevations/geotechnical data (NRCS) and wastewater treatment plant (WWTP) reporting, existing engineering reports, existing Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) for the study area, available existing survey and as-built data, available survey data for water surface elevation during historic storm events, topographical survey data will be collected for the study area, size, type and elevation data will be collected for all drainage structures in the study area, limits and types of driveways, roadways, and other significant features will be identified in the study area.

#### **Task C – Stormwater Modeling**

The City's contractor will develop a stormwater model for the study area using either Interconnected Pond Routing (ICPR) Software or XP-SWMM, version v2011 depending on the level of detail and data available. The City's contractor will utilize the software to simulate the hydrologic runoff conditions for the 2-, 5-, 10-, 25-, and 100-year storm events. The City's contractor will incorporate land use data, soils data (NRCS) and overland flow characteristics required to develop the input data set(s) to simulate the storm events above. It will be necessary for the City and the City's contractor to verify the threshold/baseline storm event when flooding occurs.

Based on the data provided by the City and the survey data collected, the City's contractor will delineate drainage patterns/basins within the study area. The survey data obtained in the field will be critical in establishing the data point sets required for developing an accurate stormwater model. Prior to developing the model, The City's contractor will prepare a Preliminary model schematic (GIS Exhibit) of the study area that will illustrate the hydrologic units, loading points, basin network nodes, linkages (conveyance elements) and storage elements to be reviewed and confirmed by the City.

Once the model has been developed, the City's contractor will calibrate the stormwater model to the baseline storm event that flooding occurs and for treatment purposes. Calibration will be achieved by comparing the high-water observations to the stage elevations generated in the model. In addition, the City's contractor will compare the high-water mark elevation data and

historic rainfall data to correlate the appropriate baseline storm event. The calibrated model will be used by the City's contractor to estimate flows and treatment throughout the study area under existing land use and hydraulic conditions for the 2-, 5-, 10-, 25-, and 100- year design storm events. Peak stages resulting from the design storm simulations will be tabulated and compared to known structural elevations (roads, houses etc.) to determine the level of service currently provided by the City's drainage system. The model will be validated by comparing known flooding deficiencies at known flooding locations.

#### **Task D – Design Services**

The City's contractor will develop conceptual/design improvements to achieve target levels of treatment as well as street and building flooding protection throughout the study area. The proposed improvements will include a combination of conveyance and storage improvements sized to provide appropriate levels of service under existing land use conditions. The City's contractor will prepare a cost opinion of construction. Model results for the five design storm events with the recommended improvements in place will be presented as peak flood stages in tabular format. Upon completion of the analysis, the City's contractor will define the proposed improvements that will be necessary to achieve a 25-year level of service.

Based on the results of model simulations, the City's contractor will review elevations and sizes of drainage structures (if required) within the study area to remediate localized flooding conditions and maximize treatment. The size and location of the structures will be based on the available storage to remediate localized flooding and provide necessary treatment. The City's contractor will develop conceptual inter-basin discharge structure improvements including but not limited to cross drains, side drains, open channels and swales within the drainage basin study area. The calibrated model results will verify areas where conveyance/drainage is limited or under sized. The City's contractor will incorporate various improvements in the model and identify the level of service that may be achieved once constructed. Model results will be provided to City staff in tabular format with corresponding maps that identify the proposed improvements and locations.

The City's contractor will identify potential property locations and coordinate with City staff to discuss possible future land acquisition potential. Coordination with City staff on potential future pond sites should occur prior to beginning Phase II (future) of the stormwater improvements project. The City's contractor will develop GIS Exhibits that identify the location(s) and quantified area(s) to be considered for improvement locations.

The City's contractor will Prepare a detailed engineers cost opinion for design, construction, permitting, and appropriate contingencies. The cost opinions will be summarized in tabular format and will be included as part of the analysis and design. The City's contractor will provide geotechnical information for the stormwater facility as well as various locations throughout the study area. Tests will provide valuable information that will be used to site the drainage structures and determine the amount of treatment and storage the design will provide. The City's contractor will obtain necessary permits for the construction of the stormwater improvements to include as required by the following: Florida Department for Environmental Protection (FDEP) Environmental Resource Permit, Bay County Right of Way Permit (as required), Florida Department of Transportation (FDOT) Utility Permit (as required).



**Anticipated Project Cost and Funding**

Once these proposed conceptual improvements are approved by the City and the District, the City’s contractor will prepare a set of construction drawings to illustrate the recommended improvements. These drawings will include the existing conditions survey, proposed improvements, and sufficient detail for a Contractor to construct the project (Table 1).

The City’s contractor will prepare contract documents and specifications for bidding, coordinate project advertisement and respond to additional information requests. Once all bids are received, the City’s contractor will review each bid for accuracy and completeness before making a recommendation of award to the City. The City’s contractor will coordinate execution of the contract documents and provide the City and the contractor with a conformed set of specifications and drawings. The City’s contractor will conduct periodic site inspections during the construction phase to confirm that the project construction is conforming to the project specifications and permitting requirements. The City’s contractor will review contractor pay requests to ensure accurate quantities and progress statements are reflected. A project certification of completion will be completed for the project and submitted to appropriate agencies.

***Grant Project Budget Table***

***Project:*** City of Callaway Stormwater Improvements

***Grantee:*** City of Callaway

<b><i>Budget by Task</i></b>	<b><i>NFWWMD Grant</i></b>	<b><i>Matching Funds</i></b>	<b><i>Source</i></b>
<b><i>1) Data Collection &amp; Surveying</i></b>	<b><i>\$28,500.00</i></b>		<b><i>NFWWMD</i></b>
<b><i>2) Stormwater Modeling &amp; Design Permitting</i></b>	<b><i>\$44,374.00</i></b>		<b><i>NFWWMD</i></b>
<b><i>3) Construction Engineering &amp; Inspection Services</i></b>	<b><i>\$25,638.51</i></b>		<b><i>NFWWMD</i></b>
<b><i>4) Land Acquisition (or value)1</i></b>		<b><i>\$188,400.00</i></b>	<b><i>City</i></b>
<b><i>5) Construction</i></b>	<b><i>\$606,704.97</i></b>		<b><i>NFWWMD</i></b>
<b><i>Total</i></b>	<b><i>\$705,217.48</i></b>	<b><i>\$188,400.00</i></b>	

## **Deliverables**

The GRANTEE shall complete the above project description.

1. With each invoice the GRANTEE shall provide the following:
  - a. Description of activities completed during the invoice period;
  - b. Design drawings and project area map, if not previously provided;
  - c. Photographic documentation of construction activities;
  - d. Documentation of costs incurred to date, in sufficient detail for proper pre-audit and post-audit.
2. The GRANTEE shall provide a Final Project Summary Report upon completion of the project, to include the following:
  - a. Project Summary Statement outlining accomplishments, problems encountered solutions, and future recommendations.
  - b. Design drawings and project area map.
  - c. Photographic record of project activities and completion.
  - d. Estimated pollution loading from the basin, and estimated pollutant load reduction from the specific facilities constructed; and
  - e. Documentation of project costs, including grant funding and funding from other sources.

Specified deliverables may be provided in electronic format.

**TABLE 1**

City of Callaway - Stormwater Management					
Pay Item	Description	Unit	Quantity	Unit Price	Cost
<b>Stormwater Pond Improvements</b>					
0101 1	MOBILIZATION	LS	1.000	\$ 75,000.00	\$ 75,000.00
0102 1	MAINTENANCE OF TRAFFIC	LS	1.000	\$ 22,692.84	\$ 22,692.84
0102 3	COMMERCIAL MATERIAL FOR DRIVEWAY MAINTENANCE	CY	450.000	\$ 12.77	\$ 5,746.50
0104 10 3	SEDIMENT BARRIER	LF	9,600.000	\$ 1.04	\$ 9,984.00
0104 11	FLOATING TURBIDITY BARRIER	LF	150.000	\$ 9.86	\$ 1,479.00
0104 18	INLET PROTECTION SYSTEM	EA	16.000	\$ 75.52	\$ 1,208.32
0107 1	LITTER REMOVAL	AC	6.880	\$ 19.40	\$ 133.47
0107 2	MOWING	AC	6.880	\$ 29.25	\$ 201.24
0110 1 1	CLEARING & GRUBBING	LS	1.000	\$ 7,723.80	\$ 7,723.80
0120 1	REGULAR EXCAVATION	CY	26,845.000	\$ 4.31	\$ 115,701.95
0120 6	EMBANKMENT	CY	1,525.000	\$ 5.94	\$ 9,058.50
0160 4	TYPE B STABILIZATION	SY	512.000	\$ 2.73	\$ 1,397.76
0162 1 11	PREPARED SOIL LAYER, FINISH SOIL LAYER, 6"	SY	7,500.000	\$ 0.74	\$ 5,550.00
0285706	OPTIONAL BASE, BASE GROUP 06	SY	512.000	\$ 13.69	\$ 7,009.28
0334 1 23	SUPERPAVE ASPH CONC, TRAF C, PG76-22	TN	240.000	\$ 93.43	\$ 22,423.20
0425 1541	INLETS, DT BOT, TYPE D, <10'	EA	10.000	\$ 2,708.61	\$ 27,086.10
0425 1543	INLETS, DITCH BOTTOM, TYPE D, J BOT, <10'	EA	4.000	\$ 4,038.73	\$ 16,154.92
0425 2 91	MANHOLES, J-8, <10'	EA	4.000	\$ 4,734.63	\$ 18,938.52
0430175124	PIPE CULVERT,OPTIONAL MATERIAL,ROUND, 24"S/CD	LF	200.000	\$ 55.88	\$ 11,176.00
0430175136	PIPE CULVERT, OPT MATERIAL, ROUND, 36"S/CD	LF	240.000	\$ 80.42	\$ 19,300.80
0430175242	PIPE CULVERT, OPT MATERIAL, OTHER SHAPE - ELIP/ARCH, 42"S/CD	LF	150.000	\$ 115.20	\$ 17,280.00
0430175248	PIPE CULVERT, OPT MATERIAL, OTHER SHAPE - ELIP/ARCH, 48"S/CD	LF	200.000	\$ 138.09	\$ 27,618.00
0430982138	MITERED END SECTION, OPTIONAL ROUND, 36" CD	EA	4.000	\$ 1,848.41	\$ 7,393.64
0430982641	MITERED END SECTION, OPTIONAL - ELLIPTICAL / ARCH, 48" CD	EA	1.000	\$ 6,084.00	\$ 6,084.00
0524 1 2	CONCRETE DITCH PAVEMENT, NON REINFORCED, 4"	SY	100.000	\$ 41.89	\$ 4,189.00
0530 3 4	RIPRAP, RUBBLE, F&I, DITCH LINING	TN	50.000	\$ 90.41	\$ 4,520.50
0550 10222	FENCING, TYPE B, 5.1-6.0, W/ VINYL COATING	LF	2,250.000	\$ 14.48	\$ 32,580.00
0550 60235	FENCE GATE, TYPE B, SLIDING/CANTILEVER, 20.1-24' OPENING	EA	3.000	\$ 2,610.88	\$ 7,832.64
0570 1 1	PERFORMANCE TURF	SY	24,000.000	\$ 0.49	\$ 11,760.00
0570 1 2	PERFORMANCE TURF, SOD	SY	5,000.000	\$ 2.00	\$ 10,000.00
0580 1 1	LANDSCAPE COMPLETE- SMALL PLANTS	LS	1.000	\$ 42,433.00	\$ 42,433.00
0705 10 2	OBJECT MARKER, TYPE 2	EA	24.000	\$ 78.86	\$ 1,892.64
<b>Total Construction Cost</b>					<b>\$ 551,549.62</b>
	SURVEYING	LS	1.000	\$ 28,500.00	\$ 28,500.00
	ENGINEERING	LS	1.000	\$ 44,374.10	\$ 44,374.10
	CONSTRUCTION INSPECTION	LS	1.000	\$ 25,638.51	\$ 25,638.51
	CONTINGENCIES (10%)	LS	1.000	\$ 55,154.96	\$ 55,154.96
<b>Total Project Cost</b>					<b>\$ 705,217.20</b>

# GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND THE CITY OF CALLAWAY

## ATTACHMENT 3: Single Audit Act Requirements

Pursuant to Grant Award No. **14-XXX**, state financial assistance was awarded to the GRANTEE as follows:

Statewide Surface Water Restoration and Wastewater Projects: Ecosystem Management and Restoration Trust Fund: **\$705,218.**

These funds should be considered state financial assistance under the Florida Single Audit Act, under CSFA# 37.039. As a recipient of these funds your entity, as the Grantee, must comply with the Single Audit Act. These requirements also flow down to any sub-recipients of these funds.

- A. The Grantee shall comply with the applicable provisions contained in the **Attachment Section 2, Special Audit Requirements**, attached hereto and made a part hereof. **Exhibit 1** to the **Attachment** summarizes the funding sources supporting the Agreement for purposes of assisting the Grantee in complying with the requirements of the **Attachment**. A revised copy of **Exhibit 1** must be provided to the Grantee for each amendment which authorizes a funding increase or decrease. If the Grantee fails to receive a revised copy of **Exhibit 1**, the Grantee shall notify the District's Grants Manager at 850/539-5999 to request a copy of the updated information.
- B. The Grantee is hereby advised that the Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. The Grantee shall consider the type of financial assistance (federal and/or state) identified in the **Attachment, Exhibit 1** when making its determination. For federal financial assistance, the Grantee shall utilize the guidance provided under OMB Circular A-133, Subpart B, Section \_\_.210 for determining whether the relationship represents that of a sub-recipient or vendor. For state financial assistance, the Grantee shall utilize the form entitled "Checklist for Non-state Organizations Recipient/Sub-recipient vs. Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website:

<https://apps.fldfs.com/fsaa>

The Grantee should confer with its chief financial officer, audit director or contact the District for assistance with questions pertaining to the applicability of these requirements.

It is the responsibility of the District to notify recipients of state and federal financial assistance of their responsibility to file single audit reports to the proper authorities if they expend \$500,000 or more within their fiscal year. Attached is a copy of the Special Audit Requirements for your reference and convenience.

If you have any questions please contact Jean Whitten or Amanda Bedenbaugh at (850) 539-5999. Fax: (850) 539-2777.

## ATTACHMENT 3, Section 2

### SPECIAL AUDIT REQUIREMENTS

The administration of resources awarded by the Northwest Florida Water Management District (*which may be referred to as the "District", or "Grantor", or other name in the contract/agreement*) to the recipient (*which may be referred to as the "Contractor", Grantee" or other name in the contract/agreement*) may be subject to audits and/or monitoring by the Northwest Florida Water Management District, as described in this attachment.

#### MONITORING

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by District staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Northwest Florida Water Management District. In the event the Northwest Florida Water Management District determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the District to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer or Auditor General.

#### AUDITS

##### PART I: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such recipient, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this Agreement indicates state financial assistance awarded through the Northwest Florida Water Management District by this Agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Northwest Florida Water Management District, other state agencies, and other non-state entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a non-state entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required.

In the event that the recipient expends less than \$500,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).

4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.state.fl.us/audgen>.

## **PART II: OTHER AUDIT REQUIREMENTS**

*(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)*

## **PART III: REPORT SUBMISSION**

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by PART I of this Attachment shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:
  - A. The Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712
  - B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132
  - C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.
2. Pursuant to Section .320(f), OMB Circular A-133, as revised, the recipient shall submit a copy of

the reporting package described in Section .320(c), OMB Circular A-133, as revised, and any management letters issued by the auditor, to the Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

3. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:
  - A. The Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

- B. The Auditor General's Office at the following address:

State of Florida Auditor General  
Room 401, Claude Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

4. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

5. Any reports, management letters, or other information required to be submitted to the Northwest Florida Water Management District pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
6. Recipients, when submitting financial reporting packages to the Northwest Florida Water Management District for audits done in accordance with OMB Circular A-133, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

#### **PART IV: RECORD RETENTION**

The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of **5** years from the date the audit report is issued, and shall allow the Northwest Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General access to

such records upon request. The recipient shall ensure that audit working papers are made available to the Northwest Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General upon request for a period of 3 years from the date the audit report is issued, unless extended in writing by the Northwest Florida Water Management District.

**ATTACHMENT 3, Exhibit 1**

**FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**

<b>State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:</b>				
Federal Program Number	Federal Agency	CFDA	CFDA Title	Funding Amount

<b>State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:</b>					
State Program Number	Funding Source	District Fiscal Year	CSFA Number	CSFA Title or Funding Source Description	Funding Amount
	<i>SWIM (Ecosystem TF)</i>	<i>2013-2014</i>	<i>37.039</i>	<i>Engineering and Construction Grant</i>	<b>\$705,218</b>

*(1.) Contact District for specific funding source amounts.*

<b>Total Award</b>				<b>\$705,218</b>
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For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<http://12.46.245.173/cfda/cfda.html>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>]. The services/purposes for which the funds are to be used are included in the Contract scope of services/work. Any match required by the recipient is clearly indicated in the Contract.



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

FROM: Division of Resource Management

DATE: January 29, 2014

SUBJECT: Consideration of a Grant Agreement with the City of Parker for Stormwater Retrofit Projects in the St. Andrew Bay Watershed

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Recommendation:

Staff recommends that the Governing Board authorize the Executive Director to enter into an agreement with the City of Parker to provide up to \$1,013,476 in District grant funding for stormwater retrofit projects to improve water quality in the St. Andrew Bay watershed.

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Discussion:

Attached is a proposed agreement with the City of Parker providing grant funding for installation of stormwater treatment systems that will reduce pollution in the St. Andrew Bay watershed. This project consists of stormwater improvements to an 810 acre urban watershed that discharges into Parker Bayou, which is part of the St. Andrew Bay system. Water quality is an important issue to address within the project's area, as currently there is no stormwater treatment in this basin. The lack of appropriate stormwater treatment facilities and drainage infrastructure compounds the issue by stagnating storm runoff and providing no treatment when runoff makes its way to the final discharge point. The proposed project includes: stormwater drainage improvements, construction of a stormwater retention facility, and the installation of a baffle box with a nutrient filtration system. The stormwater improvements proposed by the City of Parker were selected by the City's Engineer and Northwest Florida Water Management District staff based on the City of Parker's environmental and public benefit.

Starting in 2005, the Florida Legislature allocated funding to the District for implementation of St. Andrew Bay Surface and Water Improvement and Management (SWIM) projects. The Fiscal Year 2013-2014 budget includes \$3,937,300 for implementation of grant projects to protect and restore water quality and watershed resources in St. Andrew Bay. The St. Andrew Bay system is renowned for its environmental and economic resources and widely recognized as a waterbody of state and national significance and it has been designated a State Aquatic Preserve. Significant improvements have been accomplished in this watershed including stormwater retrofit and restoration projects, land acquisition, and wastewater improvements. This project will build upon these efforts, improving local conditions while also addressing state and regional watershed priorities.

Attachment: Proposed Grant Agreement

# GRANT AGREEMENT

BETWEEN

THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AND

THE CITY OF PARKER

FOR

STORMWATER IMPROVEMENT PROJECTS IN THE ST. ANDREW BAY WATERSHED

NFWWMD CONTRACT NUMBER 14-XXX

WITNESSETH:

WHEREAS, the City of Parker, a Florida Municipal Corporation (hereinafter referred to as the GRANTEE) located in Bay County, Florida, has proposed construction of stormwater water quality facilities and other improvements to reduce pollutants and improve the water quality of stormwater runoff prior to its discharge into bayous that ultimately flow into St Andrew Bay; and

WHEREAS, the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public entity created by Chapter 373, Florida Statutes (hereinafter referred to as the DISTRICT) has developed and approved a Surface Water Improvement and Management (SWIM) plan with the objective of protecting and restoring water quality and watershed resources throughout the St. Andrew Bay Watershed; and

WHEREAS, the DISTRICT, is authorized under 373.083(1), Florida Statutes to contract with public agencies; and

WHEREAS, the Florida Legislature has appropriated funding to the DISTRICT for “St. Andrew Bay Surface Water Improvement and Management (SWIM) Project,” and

WHEREAS, the installation of stormwater improvement projects in the St. Andrew Bay watershed, as proposed by the GRANTEE, will retrofit existing stormwater facilities and in the process provide needed water quality treatment; and

NOW, THEREFORE, in consideration of services to be performed for the public benefit hereunder, the DISTRICT and GRANTEE agree as follows:

The DISTRICT agrees:

- A. To provide funding, on a reimbursement basis, not to exceed one million and thirteen thousand four hundred seventy six dollars (\$1,013,476) for stormwater improvement projects in the St. Andrew Bay watershed, as described in the Scope of Work (ATTACHMENT 1).
- B. To provide payment of funds indicated in Paragraph 1.A. for work satisfactorily completed within 30 days of receipt of approved invoices from the GRANTEE. Invoices may be submitted no more frequently than quarterly. All invoices must be

submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof.

2. The GRANTEE agrees:
  - A. To complete stormwater improvement projects in the St. Andrew Bay watershed, as described in the Scope of Work (ATTACHMENT 1).
  - B. To obtain all necessary permits for project construction and operation.
  - C. To administer any engineering and construction contracts.
  - D. To invoice the DISTRICT for approved expenses in support of the survey and engineering for stormwater improvement projects in the St. Andrew Bay Watershed, as described in the Scope of Work (ATTACHMENT 1). Invoices may be submitted no more frequently than quarterly and must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof. Supporting documentation shall reflect actual out-of-pocket expenses.
  - E. To provide to the DISTRICT all deliverables specified in the Scope of Work (ATTACHMENT 1). Deliverables will be provided to District staff during project implementation. Final deliverables may be submitted in either hard copy or electronic format.
  - F. To construct, own, operate, and maintain the facilities constructed in accordance with all necessary permits, including those issued by the DISTRICT, Bay County, the GRANTEE, the Florida Department of Environmental Protection, and the U.S. Army Corps of Engineers.
  - G. To inspect and maintain the stormwater treatment systems pursuant to manufacturers recommended requirements to ensure the intended level of treatment. The maintenance schedule will be determined by evaluating each site to determine the frequency of maintenance required to maintain the treatment systems at optimal operational condition to provide the intended level of treatment. Maintenance of the systems will include removing all the accumulated stormwater sediment and debris and providing a maintenance report to the DISTRICT. The maintenance report(s) will be provided to the DISTRICT biannually for four years after completion and installation of the stormwater treatment systems. This maintenance report requirement may be terminated by the DISTRICT with a written notice.
  - H. To provide all necessary services associated with facility design, permitting, and construction, including surveying, contract management, land acquisition, legal services, right-of-way acquisition, zoning, replatting, comprehensive plan amendment, code variance, and other services, as necessary.
  - I. To use funds obtained from the DISTRICT pursuant to this AGREEMENT solely for the purposes of surveying, engineering, permitting and constructing the stormwater improvement projects, as described in the Scope of Work (ATTACHMENT 1).
  - J. To comply with all applicable federal, state and local rules and regulations in providing services under this AGREEMENT. The GRANTEE acknowledges that this requirement includes compliance with all applicable federal, state, and local health and safety rules and regulations.

- K. To maintain books, records, and documents directly pertinent to performance under this AGREEMENT in accordance with generally accepted accounting principles consistently applied. The DISTRICT, the State of Florida, or their authorized representatives shall have access to such records for auditing purposes during the term of this AGREEMENT and for three years following project completion.
3. It is mutually understood and agreed that:
- A. This AGREEMENT shall remain in effect until September 30, 2015, unless extended by mutual written consent.
  - B. The DISTRICT shall have no liability or responsibility to the GRANTEE, its contractors, any governmental entity, or the employees, agents, representatives, licensees, invitees, and guests of the GRANTEE and its contractors or any other person or entity associated with the project as a result of, or arising out of, the GRANTEE's use of DISTRICT funds.
  - C. This AGREEMENT may be terminated by either of the parties upon at least 30 days written notice prior to the award of construction contracts.
  - D. The DISTRICT may unilaterally cancel this AGREEMENT for refusal by the GRANTEE to allow access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the GRANTEE in conjunction with this AGREEMENT.
  - E. This AGREEMENT is subject to the availability of funds anticipated at the time of execution. Should funding be discontinued or reduced, the AGREEMENT will be terminated or amended, as appropriate. In this event, the GRANTEE shall be compensated for work or services satisfactorily completed prior to termination or amendment of the AGREEMENT.
  - F. This AGREEMENT constitutes the entire agreement between the DISTRICT and the GRANTEE and may be amended or extended only in writing, signed by both the DISTRICT and the GRANTEE.
  - G. The DISTRICT and the GRANTEE may, by written order designated to be an Amendment to this AGREEMENT, agree that additional work shall be undertaken within the general scope of this AGREEMENT.
  - H. To the extent required by law, all contractors shall be required to secure and maintain such insurance as will protect it from claims under the Workers' Compensation Act and from claims for bodily injury, death, or property damage which may arise from the performance of its services under this AGREEMENT.
  - I. These funds should be considered state financial assistance under the Florida Single Audit Act, under Florida Catalog of State Financial Assistance (CSFA) #37.039. As a recipient of these funds, your entity, as the GRANTEE, must comply with the Single Audit Act. These requirements also flow down to any sub-recipients of these funds. The GRANTEE shall satisfy specific requirements, as set forth in ATTACHMENT 3, Single Audit Act Requirements.
  - J. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid or contract with a public entity for construction or repair of a public building or public work, may not submit

bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

- K. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.
- L. As provided under Section 216.347, Florida Statutes, expenditure of DISTRICT grant funds for purposes of lobbying, including of the Legislature, judicial branch, or any state agency, is prohibited.
- M. Notices provided for in this AGREEMENT shall be delivered to the GRANTEE by delivery to the GRANTEE’s Project Manager and to the DISTRICT by delivery to the DISTRICT Project Manager. The Project Managers are:

**City of Parker**

Nancy Rowell, City Clerk  
City of Parker  
1001 West Park Street  
Parker, FL 32404  
(850) 871-6156  
[narowell@cityofparker.com](mailto:narowell@cityofparker.com)

**NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

John Crowe, Associate Hydrologist  
NWFWM  
81 Water Management Drive  
Havana, Florida 32399-3700  
(850) 539-5999  
[John.Crowe@nwfwm.state.fl.us](mailto:John.Crowe@nwfwm.state.fl.us)

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year last below written.

**NORTHWEST FLORIDA  
WATER MANAGEMENT DISTRICT**

**CITY OF PARKER**

By: \_\_\_\_\_  
Jonathan P. Steverson, Executive Director

By: \_\_\_\_\_  
Richard Musgrave, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND  
THE CITY OF PARKER

ATTACHMENT 1 – SCOPE OF WORK

**STORMWATER IMPROVEMENT PROJECTS IN THE ST. ANDREW BAY WATERSHED**

**Background**

This project consists of the development of a new stormwater management facility for the purpose of improving water runoff quality while providing flood attenuation within the limits of the City of Parker (City). The intent of this project is to reduce the impact of pollutant discharge and flood stage levels by providing a storage and treatment area for stormwater runoff. This project will address identified problem areas by creating a new stormwater detention area on a parcel owned by the City (Figure 1).

**Project Description**

Water quality is impaired within the area of concern for this project. The lack of appropriate stormwater treatment facilities and drainage infrastructure compounds the problem by poor drainage with no treatment of stormwater runoff before it discharges into the bay.

The water quality problems within this area cannot be addressed by a single stormwater treatment facility. The intent of this project is to address as much water quality and flooding as possible using City owned land and easements to address water quality and flooding issues.

The City currently owns a parcel which can be converted to a water quality and flood management facility. By constructing a stormwater management facility on the city owned property (Figure 1), the city intends to provide direct relief to the problem areas, as well as providing indirect relief to downstream areas such as the Cheri Lane Apartments by providing attenuation and treatment before it reaches the final discharge to St. Andrews Bay. Additionally, insufficient drainage



Figure 1: Water Quality Management Service Area

structures at the final discharge cause the storm runoff to stagnate near the Cheri Lane Apartments. Since the water is detained, pollutant loads are allowed to concentrate before being discharged to St. Andrews Bay during severe storm events. By adding a larger cross-drain under U.S. 98 as well as a baffle box, flooding and pollution concerns will be addressed. The baffle box will consist of a diversion weir, bar rack grate and a nutrient filtration system. The diversion weir will be located in the center of the baffle box and will redirect base flow into the trash rack in the top of the box. The water will flow through the trash rack at the top of the treatment vault allowing floating debris to collect above the waterline. The nutrient filter located at the end of the baffle box will remove up to 87% total phosphorus and 47% total nitrogen.

The maintenance of the baffle box is also a key element in maintaining the removal efficiency. The baffle box is designed to allow for easy access through a man hole at the top of the box, and will open to allow for good access to properly maintain the structure. The baffle box will be cleaned on a regular schedule that will be determined after installation and scheduled inspections. The City will retain perpetual maintenance responsibilities for the baffle box.

#### **Task A - Grant Administration and Coordination**

The City's contractor will work with the Northwest Florida Water Management District (NFWMD) to administer any grant funds appropriated for this project. This effort will include providing project data as necessary and responding to requests for additional information for the project. The City's contractor will attend meetings with the NFWMD and provide project updates and coordination as needed.

#### **Task B – Data Collection and Surveying Services**

The City's contractor will obtain and review available existing information for the study area from the District & the City, including but not limited to: existing land use maps, wetlands map/national wetlands inventory coverage, LiDAR data, historical rainfall data, National Resource Conservation Service (NRCS) soil data, wet season groundwater elevations/geotechnical data (NRCS) and wastewater treatment plant (WWTP) reporting, existing engineering reports, existing Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs) for the study area, available existing survey and as-built data, available survey data for water surface elevation during historic storm events, topographical survey data will be collected for the study area, size, type and elevation data will be collected for all drainage structures in the study area, limits and types of driveways, roadways, and other significant features will be identified in the study area.

#### **Task C – Stormwater Modeling**

The City's contractor will develop a stormwater model for the study area using either Interconnected Pond Routing (ICPR) Software or XP-SWMM, version v2011 depending on the level of detail and data available. The City's contractor will utilize the software to simulate the hydrologic runoff conditions for the 2, 5, 10, 25, and 100 year storm events. The City's contractor will incorporate land use data, NRCS soils data and overland flow characteristics required to develop the input data sets to simulate the storm events above. It will be necessary for the City and the City's contractor to verify the threshold/baseline storm event when flooding occurs.

Based on the data provided by the City and the survey data collected, the City's contractor will delineate drainage patterns and basins within the study area. The survey data obtained in the field will be critical in establishing the data point sets required for developing an accurate stormwater model. Prior to developing the model, The City's contractor will prepare a Preliminary model schematic (GIS Exhibit) of the study area that will illustrate the hydrologic units, loading points, basin network nodes, linkages (conveyance elements) and storage elements to be reviewed and confirmed by the City.

Once the model has been developed, the City's contractor will calibrate the stormwater model to the baseline storm event for water quality treatment purposes. Calibration will be achieved by comparing the high-water observations to the stage elevations generated in the model. In addition, the City's contractor will compare the high-water mark elevation data and historic rainfall data to correlate the appropriate baseline storm event. The calibrated model will be used by the City's contractor to estimate flows and treatment throughout the study area under existing land use and hydraulic conditions for the 2, 5, 10, 25, and 100 year design storm events. Peak stages resulting from the design storm simulations will be tabulated and compared to known structural elevations (roads, houses etc.) to determine the level of service currently provided by the City's drainage system. The model will be validated by comparing known flooding deficiencies at known flooding locations.

#### **Task D – Design Services**

The City's contractor will develop design improvements to achieve target levels of treatment as well as street and building flooding protection throughout the study area. The proposed improvements will include a combination of conveyance and storage improvements sized to provide appropriate levels of service under existing land use conditions. The City's contractor will prepare a cost opinion of construction. Model results for the five design storm events with the recommended improvements in place will be presented as peak flood stages in tabular format. Upon completion of the analysis, the City's contractor will define the proposed improvements that will be necessary to achieve a 25 year level of service.

Based on the results of model simulations, the City's contractor will review elevations and sizes of drainage structures (if required) within the study area to remediate localized flooding conditions and maximize treatment. The size and location of the structures will be based on the available storage to remediate localized flooding and provide necessary treatment. The City's contractor will develop conceptual inter-basin discharge structure improvements including but not limited to cross drains, side drains, open channels and swales within the drainage basin study area. The calibrated model results will verify areas where conveyance and drainage is limited or under sized. The City's contractor will incorporate various improvements in the model and identify the level of service that may be achieved once constructed. Model results will be provided to City staff in tabular format with corresponding maps that identify the proposed improvements and locations.

The City's contractor will identify property locations that can be utilized to improve stormwater management and coordinate with City staff to discuss potential future land acquisitions. Coordination with City staff on potential future pond sites will occur prior to beginning future



phases of the stormwater improvements. The City's contractor will develop GIS Exhibits that identify the locations and quantified areas to be considered for stormwater improvements.

The City's contractor will prepare a detailed engineers cost opinion for design, construction, permitting, and appropriate contingencies. The cost opinions will be summarized in tabular format and will be included as part of the analysis and design. The City's contractor will provide geotechnical information for the stormwater facility as well as various locations throughout the study area. The City's contractor will obtain necessary permits for the construction of the stormwater improvements to include, but not limited to: Florida Department for Environmental Protection (FDEP) Environmental Resource Permit, Bay County Right of Way Permit (as required), Florida Department of Transportation (FDOT) Utility Permit (as required).

### **Anticipated Project Cost and Funding**

Once these proposed conceptual improvements are approved by the City and the District, the City's contractor will prepare a set of construction drawings to illustrate the recommended improvements. These drawings will include the existing conditions survey, proposed improvements, and construction plans for a Contractor to construct the project (Table 1).

The City's contractor will prepare contract documents and specifications for bidding, coordinate project advertisement and respond to additional information requests. Once all bids are received, the City's contractor will review each bid for accuracy and completeness before making a recommendation of award to the City. The City's contractor will coordinate execution of the contract documents and provide the City and the contractor with a conformed set of specifications and drawings. The City's contractor will conduct periodic site inspections during the construction phase to confirm that the project construction is conforming to the project specifications and permitting requirements. The City's contractor will review contractor pay requests to ensure accurate quantities and progress statements are reflected. A project certification of completion will be completed for the project and submitted to appropriate agencies.

**Grant Project Budget Table**

**Project:** City of Parker Stormwater Improvements

**Grantee:** City of Parker

<b>Budget by Task</b>	<b>NFWWMD Grant</b>	<b>Matching Funds</b>	<b>Source</b>
<b>1) Data Collection &amp; Surveying</b>	<b>\$29,700.00</b>		<b>NFWWMD</b>
<b>2) Stormwater Modeling &amp; Design Permitting</b>	<b>\$60,578.94</b>		<b>NFWWMD</b>
<b>3) Construction Engineering &amp; Inspection Services</b>	<b>\$33,065.81</b>		<b>NFWWMD</b>
<b>4) Land Acquisition (or value)<sup>1</sup></b>		<b>\$37,950.00</b>	<b>City</b>
<b>5) Construction</b>	<b>\$890,130.78</b>		<b>NFWWMD</b>
<b>Total</b>	<b>\$1,013,475.53</b>	<b>\$37,950.00</b>	

**Deliverables**

The GRANTEE shall complete the above project description.

1. With each invoice the GRANTEE shall provide the following:
  - a. Description of activities completed during the invoice period;
  - b. Design drawings and project area map, if not previously provided;
  - c. Photographic documentation of construction activities;
  - d. Documentation of costs incurred to date, in sufficient detail for proper pre-audit and post-audit.
  
2. The GRANTEE shall provide a Final Project Summary Report upon completion of the project, to include the following:
  - a. Project Summary Statement outlining accomplishments, problems encountered solutions, and future recommendations.
  - b. Design drawings and project area map.
  - c. Photographic record of project activities and completion.
  - d. Estimated pollution loading from the basin, and estimated pollutant load reduction from the specific facilities constructed; and
  - e. Documentation of project costs, including grant funding and funding from other sources.
  - f. Completion of stormwater retrofit and enhancement activities described above.

Specified deliverables may be provided in electronic format.

TABLE 1

City of Parker - Stormwater Management					
Pay Item	Description	Unit	Quantity	Unit Price	Cost
<b>Lake Drive Stormwater Pond Improvements</b>					
0101 1	MOBILIZATION	LS	1.000	\$ 75,000.00	\$ 75,000.00
0102 1	MAINTENANCE OF TRAFFIC	LS	1.000	\$ 23,818.07	\$ 23,818.07
0102 3	COMMERCIAL MATERIAL FOR DRIVEWAY MAINTENANCE	CY	600.000	\$ 12.77	\$ 7,662.00
0104 10 3	SEDIMENT BARRIER	LF	6,400.000	\$ 1.04	\$ 6,656.00
0104 11	FLOATING TURBIDITY BARRIER	LF	200.000	\$ 9.86	\$ 1,972.00
0104 18	INLET PROTECTION SYSTEM	EA	12.000	\$ 75.52	\$ 906.24
0107 1	LITTER REMOVAL	AC	5.000	\$ 19.40	\$ 97.00
0107 2	MOWING	AC	5.000	\$ 29.25	\$ 146.25
0110 1 1	CLEARING & GRUBBING	LS	1.000	\$ 7,723.80	\$ 7,723.80
0120 1	REGULAR EXCAVATION	CY	20,480.000	\$ 4.31	\$ 88,268.80
0120 6	EMBANKMENT	CY	1,890.000	\$ 5.94	\$ 11,226.60
0160 4	TYPE B STABILIZATION	SY	780.000	\$ 2.73	\$ 2,129.40
0162 1 11	PREPARED SOIL LAYER, FINISH SOIL LAYER, 6"	SY	3,200.000	\$ 0.74	\$ 2,368.00
0285706	OPTIONAL BASE, BASE GROUP 06	SY	780.000	\$ 13.69	\$ 10,678.20
0334 1 23	SUPERPAVE ASPH CONC, TRAF C, PG76-22	TN	240.000	\$ 93.43	\$ 22,423.20
0425 1541	INLETS, DT BOT, TYPE D, <10'	EA	12.000	\$ 2,708.61	\$ 32,503.32
0425 1543	INLETS, DITCH BOTTOM, TYPE D, J BOT, <10'	EA	6.000	\$ 4,038.73	\$ 24,232.38
0425 2 91	MANHOLES, J-8, <10'	EA	8.000	\$ 4,734.63	\$ 37,877.04
0430175124	PIPE CULVERT, OPTIONAL MATERIAL, ROUND, 24"S/CD	LF	180.000	\$ 55.88	\$ 10,058.40
0430175136	PIPE CULVERT, OPT MATERIAL, ROUND, 36"S/CD	LF	300.000	\$ 80.42	\$ 24,126.00
0430175242	PIPE CULVERT, OPT MATERIAL, OTHER SHAPE - ELIP/ARCH, 42"S/CD	LF	160.000	\$ 115.20	\$ 18,432.00
0430175248	PIPE CULVERT, OPT MATERIAL, OTHER SHAPE - ELIP/ARCH, 48"S/CD	LF	80.000	\$ 138.09	\$ 11,047.20
0430982138	MITERED END SECTION, OPTIONAL ROUND, 36" CD	EA	2.000	\$ 1,848.41	\$ 3,696.82
0430982641	MITERED END SECTION, OPTIONAL - ELLIPTICAL / ARCH, 48" CD	EA	2.000	\$ 6,084.00	\$ 12,168.00
0524 1 2	CONCRETE DITCH PAVEMENT, NON REINFORCED, 4"	SY	200.000	\$ 41.89	\$ 8,378.00
0530 3 4	RIPRAP, RUBBLE, F&I, DITCH LINING	TN	150.000	\$ 90.41	\$ 13,561.50
0550 10222	FENCING, TYPE B, 5.1-6.0, W/ VINYL COATING	LF	4,369.000	\$ 14.48	\$ 63,263.12
0550 60235	FENCE GATE, TYPE B, SLIDING/CANTILEVER, 20.1-24' OPENING	EA	2.000	\$ 2,610.88	\$ 5,221.76
0570 1 1	PERFORMANCE TURF	SY	24,000.000	\$ 0.49	\$ 11,760.00
0570 1 2	PERFORMANCE TURF, SOD	SY	3,200.000	\$ 2.00	\$ 6,400.00
0580 1 1	LANDSCAPE COMPLETE- SMALL PLANTS	LS	1.000	\$ 30,432.00	\$ 30,432.00
0705 10 2	OBJECT MARKER, TYPE 2	EA	12.000	\$ 78.86	\$ 946.32
<b>Total Construction Cost</b>					<b>\$ 575,179.42</b>
	SURVEYING	LS	1.000	\$ 11,200.00	\$ 11,200.00
	ENGINEERING	LS	1.000	\$ 43,059.00	\$ 43,059.00
	CONSTRUCTION INSPECTION	LS	1.000	\$ 23,502.90	\$ 23,502.90
	CONTINGENCIES (10%)	LS	1.000	\$ 57,517.94	\$ 57,517.94
<b>Total Project Cost</b>					<b>\$ 710,459.25</b>
<b>Stormwater Outfall Improvements</b>					
0102 1	MAINTENANCE OF TRAFFIC	LS	1.000	\$ 4,821.12	\$ 4,821.12
0102 3	COMMERCIAL MATERIAL FOR DRIVEWAY MAINTENANCE	CY	200.000	\$ 12.77	\$ 2,554.00
0104 10 3	SEDIMENT BARRIER	LF	2,400.000	\$ 1.04	\$ 2,496.00
0120 1	REGULAR EXCAVATION	CY	1,800.000	\$ 4.31	\$ 7,758.00
0120 6	EMBANKMENT	CY	200.000	\$ 5.94	\$ 1,188.00
0162 1 11	PREPARED SOIL LAYER, FINISH SOIL LAYER, 6"	SY	2,200.000	\$ 0.74	\$ 1,628.00
0430175136	PIPE CULVERT, OPT MATERIAL, ROUND, 36"S/CD	LF	320.000	\$ 80.42	\$ 25,734.40
0524 1 2	CONCRETE DITCH PAVEMENT, NON REINFORCED, 4"	SY	500.000	\$ 41.89	\$ 20,945.00
0530 3 4	RIPRAP, RUBBLE, F&I, DITCH LINING	TN	100.000	\$ 90.41	\$ 9,041.00
0570 1 1	PERFORMANCE TURF	SY	2,200.000	\$ 0.49	\$ 1,078.00
0570 1 2	PERFORMANCE TURF, SOD	SY	12,000.000	\$ 2.00	\$ 24,000.00
<b>Total Construction Cost</b>					<b>\$ 101,243.52</b>
	SURVEYING	LS	1.000	\$ 10,300.00	\$ 10,300.00
	ENGINEERING	LS	1.000	\$ 7,579.28	\$ 7,579.28
	CONSTRUCTION INSPECTION	LS	1.000	\$ 4,137.00	\$ 4,137.00
	CONTINGENCIES (10%)	LS	1.000	\$ 10,124.35	\$ 10,124.35
<b>Total Project Cost</b>					<b>\$ 133,384.15</b>
<b>Business 98 Cross Drain</b>					
0102 1	MAINTENANCE OF TRAFFIC	LS	1.000	\$ 2,989.85	\$ 2,989.85
0104 10 3	SEDIMENT BARRIER	LF	480.000	\$ 1.04	\$ 499.20
0104 11	FLOATING TURBIDITY BARRIER	LF	200.000	\$ 9.86	\$ 1,972.00
0104 18	INLET PROTECTION SYSTEM	EA	6.000	\$ 75.52	\$ 453.12
0107 1	LITTER REMOVAL	AC	0.750	\$ 19.40	\$ 14.55
0107 2	MOWING	AC	0.750	\$ 29.25	\$ 21.94
0110 1 1	CLEARING & GRUBBING	LS	1.000	\$ 7,723.80	\$ 7,723.80
0120 1	REGULAR EXCAVATION	CY	280.000	\$ 4.31	\$ 1,206.80
0120 6	EMBANKMENT	CY	400.000	\$ 5.94	\$ 2,376.00
0160 4	TYPE B STABILIZATION	SY	160.000	\$ 2.73	\$ 436.80
0162 1 11	PREPARED SOIL LAYER, FINISH SOIL LAYER, 6"	SY	380.000	\$ 0.74	\$ 281.20
0285706	OPTIONAL BASE, BASE GROUP 06	SY	160.000	\$ 13.69	\$ 2,190.40
0334 1 23	SUPERPAVE ASPH CONC, TRAF C, PG76-22	TN	60.000	\$ 93.43	\$ 5,605.80
0425 1543	INLETS, DITCH BOTTOM, TYPE D, J BOT, <10'	EA	2.000	\$ 4,038.73	\$ 8,077.46
0430175248	PIPE CULVERT, OPT MATERIAL, OTHER SHAPE - ELIP/ARCH, 48"S/CD	LF	180.000	\$ 138.09	\$ 24,856.20
0530 3 4	RIPRAP, RUBBLE, F&I, DITCH LINING	TN	30.000	\$ 90.41	\$ 2,712.30
0570 1 1	PERFORMANCE TURF	SY	600.000	\$ 0.49	\$ 294.00
0570 1 2	PERFORMANCE TURF, SOD	SY	380.000	\$ 2.00	\$ 760.00
0705 10 2	OBJECT MARKER, TYPE 2	EA	4.000	\$ 78.86	\$ 315.44
MISC. 1	BAFFLE BOX W/ FILTRATION (SUNTREE TECHNOLOGIES)	EA	1.000	\$ 70,000.00	\$ 70,000.00
<b>Total Construction Cost</b>					<b>\$ 132,786.86</b>
	SURVEYING	LS	1.000	\$ 8,200.00	\$ 8,200.00
	ENGINEERING	LS	1.000	\$ 9,940.67	\$ 9,940.67
	CONSTRUCTION INSPECTION	LS	1.000	\$ 5,425.92	\$ 5,425.92
	CONTINGENCIES (10%)	LS	1.000	\$ 13,278.69	\$ 13,278.69
<b>Total Project Cost</b>					<b>\$ 169,632.13</b>
<b>Total Surveying Cost</b>					<b>\$ 29,700.00</b>
<b>Total Engineering Cost</b>					<b>\$ 60,578.94</b>
<b>Total Construction Inspection Cost</b>					<b>\$ 33,065.81</b>
<b>Total Contingencies</b>					<b>\$ 80,920.98</b>
<b>Complete Project Cost</b>					<b>\$ 1,013,475.53</b>

GRANT AGREEMENT BETWEEN THE NORTHWEST FLORIDA WATER MANAGEMENT  
DISTRICT AND THE CITY OF PARKER

**ATTACHMENT 3: Single Audit Act Requirements**

Pursuant to Grant Award No. 14-XXX, state financial assistance was awarded to the GRANTEE as follows:

Statewide Surface Water Restoration and Wastewater Projects: Ecosystem Management and Restoration Trust Fund: **\$1,013,476.**

These funds should be considered state financial assistance under the Florida Single Audit Act, under CSFA# 37.039. As a recipient of these funds your entity, as the Grantee, must comply with the Single Audit Act. These requirements also flow down to any sub-recipients of these funds.

- A. The Grantee shall comply with the applicable provisions contained in the **Attachment Section 2, Special Audit Requirements**, attached hereto and made a part hereof. **Exhibit 1** to the **Attachment** summarizes the funding sources supporting the Agreement for purposes of assisting the Grantee in complying with the requirements of the **Attachment**. A revised copy of **Exhibit 1** must be provided to the Grantee for each amendment which authorizes a funding increase or decrease. If the Grantee fails to receive a revised copy of **Exhibit 1**, the Grantee shall notify the District's Grants Manager at 850/539-5999 to request a copy of the updated information.
  
- B. The Grantee is hereby advised that the Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. The Grantee shall consider the type of financial assistance (federal and/or state) identified in the **Attachment, Exhibit 1** when making its determination. For federal financial assistance, the Grantee shall utilize the guidance provided under OMB Circular A-133, Subpart B, Section \_\_.210 for determining whether the relationship represents that of a sub-recipient or vendor. For state financial assistance, the Grantee shall utilize the form entitled "Checklist for Non-state Organizations Recipient/Sub-recipient vs. Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website:

<https://apps.fldfs.com/fsaa>

The Grantee should confer with its chief financial officer, audit director or contact the District for assistance with questions pertaining to the applicability of these requirements.

It is the responsibility of the District to notify recipients of state and federal financial assistance of their responsibility to file single audit reports to the proper authorities if they expend \$500,000 or more within their fiscal year. Attached is a copy of the Special Audit Requirements for your reference and convenience.

If you have any questions please contact Jean Whitten or Amanda Bedenbaugh at (850) 539-5999. Fax: (850) 539-2777.

## ATTACHMENT 3, Section 2

### SPECIAL AUDIT REQUIREMENTS

The administration of resources awarded by the Northwest Florida Water Management District (*which may be referred to as the "District", or "Grantor", or other name in the contract/agreement*) to the recipient (*which may be referred to as the "Contractor", Grantee" or other name in the contract/agreement*) may be subject to audits and/or monitoring by the Northwest Florida Water Management District, as described in this attachment.

#### MONITORING

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by District staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Northwest Florida Water Management District. In the event the Northwest Florida Water Management District determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the District to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer or Auditor General.

#### AUDITS

##### **PART I: STATE FUNDED**

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2) (m), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such recipient, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this Agreement indicates state financial assistance awarded through the Northwest Florida Water Management District by this Agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Northwest Florida Water Management District, other state agencies, and other non-state entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a non-state entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required.

In the event that the recipient expends less than \$500,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).

4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.state.fl.us/audgen>.

## **PART II: OTHER AUDIT REQUIREMENTS**

*(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)*

## **PART III: REPORT SUBMISSION**

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by PART I of this Attachment shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:
  - A. The Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712
  - B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132
  - C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.

2. Pursuant to Section .320(f), OMB Circular A-133, as revised, the recipient shall submit a copy of the reporting package described in Section .320(c), OMB Circular A-133, as revised, and any management letters issued by the auditor, to the Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

3. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

- B. The Auditor General's Office at the following address:

State of Florida Auditor General  
Room 401, Claude Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

4. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Northwest Florida Water Management District at the following address:

**Bureau of Finance & Accounting**  
Northwest Florida Water Management District  
81 Water Management Drive  
Havana, Florida 32333-4712

5. Any reports, management letters, or other information required to be submitted to the Northwest Florida Water Management District pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
6. Recipients, when submitting financial reporting packages to the Northwest Florida Water Management District for audits done in accordance with OMB Circular A-133, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

#### **PART IV: RECORD RETENTION**

The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of 5 years from the date the audit report is issued, and shall allow the Northwest

Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Northwest Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **3** years from the date the audit report is issued, unless extended in writing by the Northwest Florida Water Management District.

**ATTACHMENT 3, Exhibit 1**

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

<b>State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:</b>				
Federal Program Number	Federal Agency	CFDA	CFDA Title	Funding Amount

<b>State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:</b>					
State Program Number	Funding Source	District Fiscal Year	CSFA Number	CSFA Title or Funding Source Description	Funding Amount
	<i>SWIM (Ecosystem TF)</i>	<i>2013-2014</i>	<i>37.039</i>	<i>Engineering and Construction Grant</i>	<i>\$1,013,476</i>

*(1.) Contact District for specific funding source amounts.*

<b>Total Award</b>					<b>\$1,013,476</b>
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For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<http://12.46.245.173/cfda/cfda.html>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>]. The services/purposes for which the funds are to be used are included in the Contract scope of services/work. Any match required by the recipient is clearly indicated in the Contract.



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Resource Management Division

DATE: January 30, 2014

SUBJECT: Consideration of Grant Funding Awards for Local Water Supply Development Projects

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Recommendation

Staff recommends that the Governing Board approve the projects listed in Table 1 for grant funding totaling \$9,910,000 and authorize the Executive Director to enter into agreements with the listed applicants to provide funding not to exceed the amounts stated. The majority of the projects listed serve financially disadvantaged communities, many of which are unable to match District grant funding. Grants for projects serving non-financially disadvantaged communities will not exceed 50 percent of the total project costs.

Discussion:

In July 2013, the Governing Board authorized staff to solicit competitive proposals for water supply development grants. The FY 2013-2014 budget dedicated \$10 million in funding to help communities across northwest Florida meet local water supply challenges while also addressing regional priorities for water resource protection and management.

The District announced the Water Supply Development Community Assistance Initiative on August 1, 2013. Subsequently, 81 applications were received requesting over \$40,500,000 in assistance (Table 2). Applications were received from all 16 counties in the Panhandle and 59 local governments and utilities.

The number of applications submitted and the level of funding requested illustrates the extent and depth of the need that currently exists in northwest Florida. Many communities struggle to secure the financial resources necessary to retrofit aging infrastructure, and upgrades have not always kept pace with changing conditions, regulations, and operational standards. Thus, many facilities need to be substantially replaced or upgraded, and in some cases there is an urgency to address acute water supply and safety needs. Among the problems facing many of our communities are:

- Aging and deteriorating water distribution and treatment infrastructure;
- Water loss and diminished system reliability, often associated with aging distribution systems;

- Water quality limitations;
- Inadequate fire protection;
- Underserved and unserved neighborhoods; and
- Inadequate reclaimed water storage and transmission infrastructure.

Rural communities face an additional set of challenges, because in many cases the populations served are too small to support the level of debt required for conventional financing of major capital investments. Other sources of grant funding, primarily federal funding provided through the U.S. Department of Agriculture (USDA) and the Community Development Block Grant program, are insufficient to comprehensively address the needs across the region.

Given these significant and widespread challenges, the District grant funding will provide an important contribution to the health and well-being of the region's communities. District funding will also help leverage additional federal funding by giving communities the ability to meet non-federal match requirements.

The funding can also provide a direct or indirect benefit for the region's economy. While inadequate water supply systems can constrain economic growth, improvements to such infrastructure can act as a foundation for future economic development.

The large number of applications, all of which address important needs, has resulted in a highly competitive process – especially given that the funding requested far exceeds the available budget. As a result, many worthy projects will remain beyond the ability of the District to fund during the current year. Staff has been working to identify and develop additional funding resources. The District has determined that over \$600,000 in USDA funding may be available in the near-term for several projects serving rural communities. Staff will coordinate closely with the USDA to help encumber these funds and expand the overall set of projects funded.

In January, the Governing Board approved the Preliminary FY 2014-2015 budget. This budget provides additional grant funding to further address water supply development needs, potentially including some of the proposed projects the District is unable to fund this fiscal year. Staff will also continue to pursue and cultivate additional funding sources for water supply and water resource development throughout northwest Florida.

**Table 1. FY 2013-2014 Grant Funding Recommendations**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Amount</b>	<b>Comments</b>
Calhoun County BOCC	Pine Island Water System	Construct approximately 15,000 linear feet (LF) of water main and three fire hydrants connecting and serving the Pine Island community.	\$409,844	Addresses an urgent situation requiring replacement of an inadequate and abandoned private system.
Chumuckla Water System, Inc.	Chumuckla Water System Upgrades	Upgrade well motor controls; upgrade SCADA system; acquire excavator/trailer and ground penetrating radar for water main location.	\$100,721	Addresses lengthy system outages and water loss; increases system reliability. Grantee will match the District grant funding.
City of Blountstown	SR 20 Waterline Replacement	Construct approximately 6,135 LF of water line and install 13 fire hydrants.	\$235,845	Replaces aging facility and greatly increases system reliability. Provides additional assistance to current grant.
City of Bonifay	City of Bonifay Waterline Replacement	Replace approximately 4,590 LF of asbestos cement and lead joint water main.	\$268,900	Reduces water loss and protects public and environmental health.
City of Bristol	Water Storage Capacity	Construct 200,000 gallon ground storage tank and two high service pumps.	\$537,500	Addresses critical storage need and fire flow.
City of Chipley	Highway 77/I-10 Infrastructure Improvements	Construct new 16" well and associated distribution system improvements.	\$440,000	Alleviates current threat to water supply, water quality, and addresses continuing deficiency in ability to fill storage tank (pressure).
City of DeFuniak Springs	Water Main Replacement	Replace approx. 10,714 LF of asbestos cement water main and install 30 fire hydrants.	\$473,750	Addresses water loss and public health and safety; includes replacement of deteriorating asbestos-concrete water lines.
City of Gretna	Water System Upgrades	Complete design and surveying for two wells and transmission and treatment improvements.	\$150,000	Provides planning and engineering to address storage, capacity, and fire flow deficiencies.
City of Gulf Breeze	SSRUS Reclaimed Water Elevated Storage Tank	Construct 300,000 gallon reclaimed water storage tank.	\$345,500	Provides reclaimed water storage; improves system reliability. RWSP priority. Grantee will match the District grant funding.
City of Marianna	Chipola River Protection and Stormwater Reuse Project	Expand existing stormwater pond and develop as stormwater reuse irrigation system.	\$671,340	Innovative demonstration project. Also improves water quality treatment.

(Table continues on the following pages.)

**Table 1. FY 2013-2014 Grant Funding Recommendations (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant</b>	<b>Comments</b>
City of Monticello	Monticello Water Extension	Extend water main approximately two miles north of the city, abandoning several private systems.	\$837,000	Provides public water supply to underserved areas. Additional cooperative funding being explored with USDA.
City of Niceville	Highway 285 Reclaimed Water Main Upgrade	Replace 3,100 LF six and eight inch reuse lines with 12 inch lines to increase capacity.	\$144,000	Increases the capacity of system providing residential, commercial, and institutional reuse. RWSP priority. Grantee will match the District grant funding.
City of Port St. Joe	Chipola River Pump #2 Rehabilitation	Rehabilitate supply pump and add a new diesel electric generator.	\$195,000	Addresses public health and safety by ensuring water supply system reliability.
Emerald Coast Utilities Authority	CWRF Reclaimed Water System Expansion	Planning, design, and construction of major reuse extension to the UWF main campus and Scenic Hills Golf Course.	\$522,000	Provides strategic extension of reclaimed water resource to UWF and northeastern Pensacola. Grantee will match the District grant funding.
Okaloosa County Water and Sewer System	Mid-County Tank #4	Construct 1,000,000 gallon elevated water tank and associated facilities.	\$1,250,000	Enhances service in mid-County service area and adds inland storage for system interconnected with coastal service areas. RWSP priority. Grantee will match District grant.
Pace Water System, Inc.	Santa Rosa Soccer and Horse Complex Reclaimed Water Extension	Construct approximately 2.8 mile reuse transmission main.	\$160,000	Extends reclaimed water to recreational facility and 2.8 mile corridor, reducing groundwater pumping. Grantee will match District grant funding.
Panacea Area Water System, Inc.	Panacea Area Water System - Sopchoppy Water System Interconnect	Install approximately 13,750 LF interconnection with Sopchoppy water system.	\$348,947	Provides interconnection that will provide supplemental water and address persistent water quality problems. Grantee will match District grant funding.
Town of Altha	Altha Water System Phase 3	Install approximately 9,550 LF of water main and 25 fire hydrants.	\$540,000	Improves capacity, reliability, and fire protection.

(Table continues on the following page.)

**Table 1. FY 2013-2014 Grant Funding Recommendations (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant</b>	<b>Comments</b>
Town of Esto	Water Main Replacement	Replace approximately 4,850 LF of water line.	\$149,690	Provides for replacement of aging water pipes with significant water loss reduction. Cooperative funding anticipated from USDA.
Town of Grand Ridge	Water Extension to I-10 Interchange	Construct approximately 11,530 LF water main.	\$321,339	Extends system to I-10 interchange. Cooperative funding anticipated from USDA for economic development.
Town of Greenwood	Greenwood/Marianna Interconnecting Water Mains	Install approximately 5,300 LF of interconnection and replace approximately 4,000 LF of distribution main.	\$230,308	Provides system interconnection to help resolve persistent potable water quality problem.
Town of Havana	Town of Havana Water System Improvements	Construct new well, 120,000 gallon storage tank, and treatment and water line improvements.	\$500,000	Provides a new source of water to resolve a persistent potable water quality problem. Grantee will provide match.
Town of Jay	Town of Jay Asbestos Watermain Replacement	Replace approximately 10,200 LF of asbestos-concrete water line.	\$663,024	Reduces water loss and protects public and environmental health.
Town of Noma	Noma Water Line Replacement Project	Replace 28,100 LF distribution system; 25 fire hydrants. Additional valve and meter installation.	\$415,292	Addresses critical deficiencies in existing system. Cooperative funding anticipated from USDA.
<b>Total Recommended</b>			<b>\$9,910,000</b>	

**Table 2 – Grant Applications Received**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant Request</b>
Auburn Water System, Inc.	Auburn Water System Improvements	Construct 28,140 LF of 6"-10" distribution main.	\$483,500.00
Auburn Water System, Inc.	Auburn Water System Well #8	Construct potable water well.	\$330,000.00
Calhoun County BOCC	Pine Island Water System	Construct 15,000 LF of water main (4" and 8") connecting and serving the pine island community. Install three fire hydrants.	\$409,843.75
Chumuckla Water System, Inc.	Chumuckla Water System Upgrades	Upgrade Well #2 motor controls to solid state soft starter; upgrade SCADA system; acquire excavator/trailer; acquire ground penetrating radar for water main location.	\$100,721.10
City of Apalachicola	Apalachicola Water System Improvements	Construct system intertie, connecting northern extent of the system more directly with the WTP, limiting formation of disinfection byproducts. Also, extends to unserved area. Includes 14,295 LF of 6"-12" transmission main and 15 fire hydrants.	\$569,500.00
City of Apalachicola	Apalachicola Water Treatment Plant Improvements	Improve water treatment train to eliminate disinfection byproducts from treated water.	\$1,228,000.00
City of Blountstown	SR 20 Waterline Replacement	Construct 5,580 LF of 12" and 6" waterline; install 13 fire hydrants.	\$474,799.00
City of Bonifay	City of Bonifay Waterline Replacement	Replace 4,590 LF of six-inch asbestos cement and lead joint water main.	\$268,900.00
City of Bristol	Water Storage Capacity	Construct 200,000 gallon ground storage tanks; install two high service pumps.	\$537,500.00
City of Bristol	Bristol Supply Well	Construct supply well, SCADA, and chlorination system.	\$314,250.00
City of Carrabelle	Carrabelle-Lanark Village Water Intertie	Construct interconnection with 27,638 LF of 12" water main.	\$1,190,000.00
City of Carrabelle	Lighthouse Estates Water Extension	Construct 44,828 LF of water main extension with fire hydrants. Divided into two phases of 20,348 LF (\$915,000) and 24,480 LF (\$1,033,000) respectively.	\$1,948,000.00
City of Chattahoochee	River Landing Campground Water System	Install 1,300 LF of 4" water main throughout River Landing Campground, replacing existing system.	\$49,255.80
City of Chipley	Highway 77/I-10 Infrastructure Improvements Project	Construct new 16" well, 400,000 gallon elevated storage tank, and associated distribution system improvements.	\$500,000.00
City of Crestview	City of Crestview Reclaimed Water Implementation Plan	Develop reclaimed water implementation plan, to include hydraulic network and model and preliminary cost estimates.	\$30,000.00
City of DeFuniak Springs	Water Main Replacement	Replace approximately 40,000 LF of asbestos cement water main and install 114 fire hydrants.	\$1,968,304.32
City of Freeport	Freeport Water System Upgrades and Expansions	Construct system extensions and enhancements, including 25,370 LF of water main, 17 fire hydrants, and associated facilities.	\$850,147.00

**Table 2 – Grant Applications Received (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant Request</b>
City of Freeport	Freeport Water System US 331 North tie-in to DeFuniak Springs System	Construct 22,000 LF 10" water main, 14 fire hydrants, and one well; interconnecting Freeport and DeFuniak Springs.	\$1,165,198.00
City of Gretna	Water System Upgrades	Design, surveying, and permitting for two new wells, 9.2 miles of 12" transmission main, and treatment systems.	\$336,850.00
City of Gulf Breeze	South Santa Rosa Utility System Reclaimed Water Elevated Storage Tank	Constructed 300,000 gallon elevated reclaimed water storage tank.	\$345,500.00
City of Laurel Hill	Laurel Hill Hwy 393, Steele Mill Creek, and Millside Road Water Improvements	Construct 31,200 LF 6" water main, 26 gate valves, and 22 fire hydrants. Extend water main to unserved area.	\$885,455.00
City of Laurel Hill	Laurel Hill SR 2, CR 602 Old Ebenezer Road and Walker Road Water System Upgrades	Construct 35,505 LF 6" water main, 25 gate valves, and 20 fire hydrants.	\$971,400.00
City of Lynn Haven	Metered Water Improvements	Procure and install 1,108 water meters (3/4 inch).	\$90,651.00
City of Marianna	Chipola River Protection and Stormwater Reuse Project	Expand existing stormwater pond from 1.6 to 6.75 acres; develop as stormwater reuse irrigation system for Chipola College. Also treats 192 acres of runoff.	\$671,340.00
City of Marianna	City of Marianna Water System Improvements	Construct 7,000 LF of 12" water main, interconnecting existing 12" sections and two existing elevated storage tanks. Also replaces 3,500 LF of 8" line.	\$566,380.00
City of Mexico Beach	Mexico Beach Alternate Water Supply Project	Construct two new potable water wells as secondary source to Deer Point Lake Reservoir. Also construct 20,000 LF of water main to treatment plant.	\$1,592,308.31
City of Milton	Roeville Water Supply Well	Construct test well; conduct pump test and analysis; construct production well with treatment systems; install generator and associated facilities.	\$410,500.00
City of Monticello	Monticello Water Extension	Extend 8" water main approximately two miles north of the city. Abandoning several private systems.	\$837,000.00
City of Monticello	Monticello Elevated Tank Repair	Repair existing elevated storage tank.	\$125,000.00
City of Niceville	Highway 285 Reclaimed Water Main Upgrade	Replace 3,100 LF six inch and eight inch reuse lines with 12 inch lines.	\$144,000.00
City of Niceville	Reclaimed Water System Flowmeters	Install reclaimed water flow meters at seven locations.	\$26,000.00
City of Parker	City of Parker Water System Improvements	Replace 30 deteriorated gate valves; replace 2,400 water meters.	\$554,044.20
City of Parker	Wastewater Collection/Transmission System Improvements	Replace wastewater force mains, manholes, and pump stations.	\$763,746.50
City of Port St. Joe	Chipola River Pump #2 Rehabilitation	Rehabilitate supply pump and add a new diesel electric generator.	\$195,000.00

**Table 2 – Grant Applications Received (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant Request</b>
City of Sopchoppy	Elevated Tank at Wakulla Environmental Institute	Construct 10,000 LF 8" water line, 300,000 gallon elevated storage tank, and related yard piping. Install 15 fire hydrants.	\$1,190,380.00
City of Valparaiso	Sunset Cemetery Alternate Water Supply	Construct test production well(s) to develop Surficial aquifer as alternative to Floridan aquifer for irrigation.	\$17,000.00
Cottage Hill Waterworks, Inc.	Water Line Replacement Phase 1	Replace aging water lines, primarily along SR 95-A.	\$195,421.00
Cottage Hill Waterworks, Inc.	Water Line Replacement Phase 2	Replace aging water lines, primarily along Phalrose Street and Williams Ditch Road.	\$214,959.00
Destin Water Users, Inc.	Destin West Destin Water Supply Analysis	Upgrade system model for analysis purposes, focused on increasing line sizes in western service area.	\$40,000.00
Eastpoint Water and Sewer District	Eastpoint Water System Improvements	Install well pump and gate valves, construct transmission line, abandon coastal wells, perform system study to identify areas of concern and provide a unidirectional flushing plan.	\$359,910.00
Emerald Coast Utilities Authority	CWRF Reclaimed Water System Expansion	Plan, design, and construct reuse extension to the UWF main campus and Scenic Hills Golf Course. Will include approximately 10,000 LF of 24" pipe.	\$522,000.00
Emerald Coast Utilities Authority	CWRF Wellfield Feasibility Evaluation and Groundwater Modeling	Construct two test wells and associated monitoring wells; implement hydrologic monitoring plan to assess and characterize any potential impacts to streams and wetlands on the CWRF property; conduct aquifer modeling. Update and application of groundwater model, and develop preliminary wellfield design.	\$238,250.00
Fairpoint Regional Utility System, Inc.	Fairpoint Ground Storage Tank and Booster Pump Station	Design high service booster pump and ground storage tank.	\$60,200.00
Fairpoint Regional Utility System, Inc.	Fairpoint Regional Utility System - SCADA Improvements	Replace outdated SCADA system	\$121,000.00
Gonzalez Utilities Association, Inc.	Gonzalez Utilities System Upgrades	Upgrade Well #1 Chlorine and Well #2 PH injection systems; install soft starter systems for well #1 & #2; install SCADA system.	\$78,540.00
Holt Water Works, Inc.	Holt Water Works Interconnection with Baker Water System	Construct 1,100 LF of 6" interconnection with the Baker Water System.	\$8,700.00
Holt Water Works, Inc.	Potable Water Production Well	Construct new potable water production well to replace Well #1.	\$350,000.00
Inlet Beach Water System, Inc.	Water Well No. 1 Replacement Program	Construct new well; abandon one existing well.	\$628,475.00
Lake Talquin Water Company, Inc.	Replacement of Water Tanks	Replace three 1,000 gallon ground storage tanks with 1,558 gallon tanks.	\$71,500.00



**Table 2 – Grant Applications Received (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant Request</b>
Liberty County BOCC	Hosford/Telogia Water System	Construct 100,000 gallon ground storage tank, upgrade existing well, construct additional well, upgrade well pump and motor, add two new service pumps, add generator, and complete associated improvements.	\$822,000.00
Liberty County BOCC	Sumatra Water System	Apply new liners to interior and exterior of ground storage tank; upgrade existing well; construct additional well; install two new service pumps; renovate control building.	\$460,000.00
Lighthouse Utilities Co., Inc.	Water Plant Number 1 Improvements	Install hydrogen sulfide removal system on raw water line, install 60,000 gal. GST & 5,000 gal. hydropneumatic tank.	\$585,000.00
Lighthouse Utilities Co., Inc.	Water Plant Number 2 Improvements	Install hydrogen sulfide removal system on raw water line.	\$281,000.00
Midway Water System, Inc.	Bayshore Waterline and Fire Protection Improvements	Install 5,350 LF of 6" water line; install 10 fire hydrants and 7 gate valves.	\$316,000.00
Midway Water System, Inc.	Hickory Shores Waterline and Fire Protection Improvements	Install 13,525 LF of 6" water line. Also 11 fire hydrants and 14 gate valves.	\$367,500.00
Molino Utilities, Inc.	Molino Utilities Watermain Upgrade - Meherg Road South to Casey Lane	Construction of 9,300 linear feet of watermain and appurtenances with fire hydrants for fire protection; replacement of concrete asbestos water main.	\$169,200.00
Okaloosa County Water and Sewer System	Mid-County Tank #4	Construct 1,000,000 gallon elevated water tank and associated facilities.	\$1,250,000.00
Pace Water System, Inc.	Santa Rosa Soccer and Horse Complex Reclaimed Water Extension	Construct approximately 14,784 LF of 12" reuse transmission main. This will facilitate elimination of pumping from four wells.	\$160,000.00
Pace Water System, Inc.	2.0 MG Reclaimed Water Storage Tank Located at Stonebrook	Construct 2.0 MG reuse storage tank; increasing reuse and reducing wet weather discharge to the environment.	\$475,000.00
Panacea Area Water System, Inc.	Panacea Area Water System - Sopchoppy Water System Interconnect	Install 13,750 LF of interconnection with Sopchoppy.	\$348,947.00
Rosedale Water Association, Inc.	Transmission Line Replacement	Replace 6,300 LF of 8" transmission main.	\$267,038.00
Talquin Water & Wastewater, Inc.	Gadsden Regional Water System Improvements	Bring an existing well online and construct a new test well.	\$1,218,000.00
Talquin Water & Wastewater, Inc.	Wakulla Regional Water System Improvements	Improve water treatment system; mixing in elevated tanks. Initiate flushing system.	\$640,650.00
Town of Alford	Alford Water System Improvements	Install new SCADA system; controls for well interoperability.	\$39,387.00
Town of Altha	Altha Water System Phase Three	Construct 9,550 LF of 6" water main, replacing 2" & 3" water main. Install 25 fire hydrants.	\$540,000.00

**Table 2 – Grant Applications Received (Continued)**

<b>Applicant</b>	<b>Project</b>	<b>Description</b>	<b>Grant Request</b>
Town of Century	Fannie Road and Campbell Road Waterline Improvements	Upgrade existing 2-4" lines to 6". Approximately 1.91 miles for Fanny Rd. and approximately 1.41 miles for Campbell Rd. Approximately. 17,530 LF.	\$673,782.00
Town of Century	Water System Mapping Updates	Develop accurate map that can be easily referenced for system needs, including isolation for emergency repairs, maintenance, planning for future expansion, and upgrades, and to satisfy FDEP requirements.	\$50,000.00
Town of Esto	Water Main Replacement	Replace approximately 4,850 LF of water line, 2"-8" in diameter.	\$223,753.50
Town of Grand Ridge	Water Extension to I-10 Interchange	Construct 11,530 LF 10" water main extending to I-10 interchange	\$496,376.99
Town of Greensboro	Asbestos Concrete Pipe Replacement Project	Replace 6,498 LF of six-inch asbestos concrete water line. CDBG funds will replace another 5468 LF.	\$343,924.00
Town of Greenwood	Greenwood/Marianna Interconnecting Water Mains	Construct 5,300 LF of interconnect (8"); also replaces 4,000 LF of 2" distribution main.	\$230,307.50
Town of Havana	Town of Havana Water System Improvements	Construct new well, 120,000 gallon ground storage tank, and treatment facilities.	\$500,000.00
Town of Jay	Town of Jay Asbestos Watermain Replacement	Replace approximately 10,200 LF of asbestos-concrete water line. Aging mains are breaking and introducing asbestos fibers.	\$663,023.95
Town of Jay	Town of Jay Water Meter Project	Replace 550 meters with drive-by meters.	\$286,959.86
Town of Noma	Noma Water Line Replacement Project	Replace 28,100 LF distribution system (mostly 6"); install 25 fire hydrants, 37 valves, and 126 meters.	\$722,350.00
Town of Ponce de Leon	Water Loss Prevention Project (Water Service Line Replacements)	Replace existing 30-year old water service laterals with new stainless steel water service saddles, corporation stop, polyethylene piping, and curb stop.	\$200,000.00
Town of Wausau	Mud Hill Road Booster Pump	Install potable water booster pump.	\$172,359.07
Town of Wausau	Pioneer Road Booster Pump	Install potable water booster pump.	\$172,359.07
Town of Westville	Westville Water System Improvements	Replace 19,310 LF of 4"-6" water distribution lines.	\$491,100.00
Walton County BOCC	Douglass Crossroads Water System	Construct two wells, 71,800 LF 8" watermain, 20 fire hydrants, two wells, and one elevated storage tank.	\$1,852,302.00
Water Management Services, Inc.	Replacement of Water Lines and install five fire hydrants in Dr. Julian G. Bruce State Park	Install 12,160 LF of 8" water distribution pipe and five fire hydrants at St. George Island State Park.	\$454,100.00
<b>Total</b>			<b>\$40,501,848.92</b>

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

FROM: Resource Management Division

DATE: January 31, 2014

SUBJECT: Consideration of Staff Recommendations on Regional Water Supply Planning

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#### Recommendation:

Based on the findings of the 2013 Water Supply Assessment update, staff recommends a Governing Board determination that the regional water supply plans (RWSPs) for Region II (Santa Rosa, Okaloosa, and Walton counties) and Region III (Bay County) be continued; that the RWSP for Region V (Gulf and Franklin counties) be discontinued; and that no new RWSPs are required.

#### Discussion:

Section 373.709, Florida Statutes, requires the District to conduct detailed water supply planning for any region where it is assessed that existing sources of water are not adequate to supply water for all existing and future reasonable-beneficial uses and to sustain the water resources and related natural systems for the planning period. The District completed its first Water Supply Assessment (WSA) in June 1998 for the 2000-2020 planning period. The water-use estimates and demand projections were updated in 2003 for the 2005-2025 planning period and again in 2008 for the 2010-2030 planning period. The water sources were also re-evaluated during the 2008 update. The recently completed 2013 WSA update provides revised water demand projections and re-evaluates whether the water sources will be sufficient to meet projected water demand for the 2015-2035 planning period, while sustaining water resources and related natural systems.

For each of the seven planning regions, staff developed water use estimates for 2010 and water demand projections, at five year intervals, for the 2015-2035 planning period. The seven planning regions are illustrated on page 1-2 of the attached 2013 WSA update. Water use estimates and projections were made at the county or user level for six use categories: public supply; domestic self-supply and small public water systems; agriculture self-supply; recreation self-supply; industrial, commercial, and institutional (I/C/I) self-supply; and thermoelectric power generation. For each use category, water demands were projected for average conditions and a 1-in-10 year drought event.

In 2010, the estimated water use in the District totaled approximately 357 million gallons per day (mgd). Public supply was the largest use category and accounted for 159.57 mgd, or 45 percent, of all water use. The district-wide average gross per capita water use in 2010 for public supply utilities was 146 gallons per capita per day. The second largest use category was I/C/I water use, which accounted for 66.44 mgd, or 19 percent, of the total. Agricultural irrigation accounted for 47.22 mgd, or 13 percent, of the total water use. The other three use categories accounted for the

remaining 23 percent. The county with the largest total water use was Escambia County (95.38 mgd), followed by Bay County (72.34 mgd), Leon County (41.77 mgd), and Okaloosa County (33.14 mgd).

Total water use in the District is projected to increase by 17 percent over the 2010-2035 planning period, to approximately 417 mgd by 2035. An additional 60.04 mgd will be required to meet the needs of the seven planning regions. Public supply will continue to be the largest use, both in terms of the quantity of water (an additional 34.06 mgd by 2035) and the share of the total water use (increasing from 45 percent to 46 percent of total). Water used for I/C/I purposes will remain the second largest use category and is projected to increase by 9 percent to 72.66 mgd by 2035. Power generation is projected to decrease slightly from 34.82 mgd to 34.65 mgd over the planning period, due to the planned closing of Gulf Power Company's Scholtz Electric Generating Plant in Jackson County.

A total of 95.56 mgd of domestic wastewater was generated district-wide in 2010. Of this amount, approximately 49 mgd, or 51 percent, was of reuse quality. Approximately 12 mgd, or 13 percent, replaced potable-quality water for golf course irrigation, residential lawn irrigation, irrigation of public areas and parks, nursery irrigation, and industrial uses. Region II generated the largest quantity of wastewater (27.34 mgd) and had the largest reuse flow (23.42 mgd), followed by Region VII where nearly all wastewater generated (18.89 mgd) was applied at the City of Tallahassee's Southeast Farm. Local governments and utilities throughout the District continue to explore the use of reclaimed water to meet future industrial and irrigation needs. The District encourages reuse that reduces demands on potable water supplies and has provided financial support for reuse system development from the Water Protection and Sustainability Program Trust Fund. To date, the District has granted \$7.85 million in funding for reuse projects that will reclaim an estimated 8.40 mgd of wastewater in Regions II, IV, and VII.

The sufficiency of the water supply sources were evaluated for the purposes previously described for each planning region using the best available information. Water use estimates and projections were provided to utilities, local planners and other governmental entities for review and comment. The results of the WSA update were also presented at several workshops, which provided an additional opportunity for discussion and input from utilities, planners, governmental entities, and the general public.

On a regional basis, existing and anticipated water supply sources are considered sufficient throughout most of northwest Florida. It is recommended that RWSPs continue to be implemented and updated as necessary for Region II and Region III to accommodate continued development of alternative water supply sources and needed facilities for source reliability. In Region V, the major alternative water supply development project recommended for coastal Gulf County has been completed, and growth and water demand trends have not developed as previously anticipated. Thus, continued implementation of a RWSP is not currently recommended for Region V. No additional regions are currently recommended for development of a RWSP. This district-wide assessment will be updated again in 2018.

Attachment: 2013 Water Supply Assessment Update

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING FOR REGULATORY MATTERS  
A G E N D A

District Headquarters  
81 Water Management Drive  
Havana, Florida 32333

Thursday  
February 13, 2014  
1:05 p.m., ET

Note: Appeal from any NFWMD 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.

PART I — CONSENT AGENDA

• WATER USE PERMITS

A. Temporary Permits

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

A-1- Applicant: City of Chattahoochee  
App. No.: I07433  
Location: Permit Area A, Gadsden County  
Use: Public Supply  
Facilities: Same as Previous Permit  
Source: Floridan Aquifer

Withdrawal Amounts Gallons:	Authorized
Annual Average Daily	472,000
Maximum Daily	1,000,000
Maximum Monthly	16,700,000



# Northwest Florida Water Management

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

Jonathan P. Steverson  
Executive Director

(850) 539-5999 • (Fax) 539-2693

## TEMPORARY WATER USE PERMIT

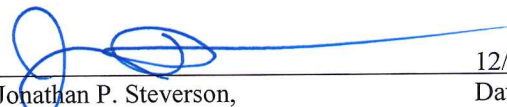
1. Pursuant to Section 40A-2.441, Florida Administrative Code, this Temporary Water Use Permit is granted to facilitate activities listed herein while an application for an Individual Water Use Permit is pending.
2. This Temporary Water Use Permit is valid through the date of the next Governing Board meeting and may be extended by the Governing Board at that time.
3. The issuance of this Temporary Water Use Permit shall not in any way be construed as a commitment to issue a water use permit.
4. The issuance of this Temporary Water Use Permit does not disclaim or discharge any rights or responsibilities of the Northwest Florida Water Management District as they relate to the completeness review of the application, requests for additional information, the review of the consumptive use application and the approval, conditional approval, or denial of the proposed water use(s) identified in the application as authorized by sections 40A-2.041, 40A-2.301, or any other provision of Chapter 40A-2, Florida Administrative Code.

Applicant: City of Chattahoochee  
115 Lincoln Drive  
Chattahoochee, FL 32324

Water Use Category(ies) ..... Public Supply  
Water Use Location..... Floridan Aquifer  
Permit Area ..... A  
Average Daily Withdrawal..... 472,000 gallons per day  
Maximum Daily Withdrawal..... 1,000,000 gallons per day  
Maximum Monthly Withdrawal..... 16,700,000 gallons per month

Temporary Permit No.: **1509**      CUP Application No.: **I07433**      Pending WUP No.: **19830027**

Application Well ID	Casing Diameter	Total Well Depth	Cased Depth
CC #1 (AAA7805)	10-Inch	250 Feet	100 Feet – Existing
CC #2 (AAA0234)	10-Inch	275 Feet	100 Feet – Existing

  
12/17/2013  
Jonathan P. Steverson,      Date  
Executive Director

Specific Conditions: See Attachment

- |  |                                       |                                    |                                 |                                      |
|--|---------------------------------------|------------------------------------|---------------------------------|--------------------------------------|
| GEORGE ROBERTS<br>Chair<br>Panama City | JERRY PATE<br>Vice Chair<br>Pensacola | JOHN ALTER<br>Malone               | GUS ANDREWS<br>DeFuniak Springs | STEPHANIE BLOYD<br>Panama City Beach |
| GARY CLARK<br>Chipley                  | JON COSTELLO<br>Tallahassee           | NICK PATRONIS<br>Panama City Beach | BO SPRING<br>Port Saint Joe     |                                      |

**TEMPORARY PERMIT #1509**  
**Attachment**  
**City of Chattahoochee**

Pending Individual Water Use Permit No. 19830027  
Individual Water Use Application No. I07433

1. The Permittee shall include the IWUP number and shall reference each well by its Florida Unique Identification Number (e.g., AAA7805 for well CC #1) when corresponding with the District.
2. The Permittee shall maintain calibrated in-line-totaling flow meters on all production wells to accurately report water use.
3. The Permittee shall properly record the data required on the Water Use Summary Reporting Form NFWFMD A2-I for each production well and shall submit copies to the District by January 31 of each year, 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@nfwfmd.state.fl.us](mailto:compliance@nfwfmd.state.fl.us).
4. The Permittee shall implement a water use accounting system for its service area to provide an accurate determination of the amount of water withdrawn from the production wells, the amount of water accounted for through customer billing, and the amount of unaccounted for water by suspected cause (e.g., leaks, line breaks, inaccurate meters, unmetered users, line flushing, etc.) for each month. The Permittee, by March 31 of each year, shall submit the monthly and annual totals for the previous calendar year.
5. The Permittee shall design, implement, and submit a copy of a Water Conservation and Efficiency Plan to the District by January 31, 2008. The Plan shall be designed to achieve the following goals:
  - a) Maintain unaccounted-for water loss at 10-percent or less.
  - b) Maintain a maximum daily amount that is less than two times the average daily amount.
  - c) Reduce to and maintain an average per capita daily use of 100 gallons or less.
  - d) Implement a regular leak detection program.
- e) Establish a comprehensive public education and information campaign to promote water conservation and efficiency. The campaign shall be oriented to emphasize the program being implemented and water conservation in general. The campaign shall be designed to regularly reach permanent and part-time residents and tourists.

The Permittee may make the calculations required in a) through c) excepting use amounts for system flushing required by the Florida Department of Environmental Protection due to ground water quality issues. The Permittee must quantify and report such flushing as specified on Water Use Summary Reporting Form NFWFMD A2-I in order to except it from the calculation.

The Permittee shall report to the District its performance with each goal of the Water Conservation Plan for each year by the following March 31. Each annual report shall include monthly and annual unaccounted-for water loss by suspected cause (e.g., leaks, line breaks, inaccurate meters, unmetered users, line flushing, etc.), a detailed description of achievement with annual unaccounted-for water loss goals, a summary description of achievement with daily use ratio goals, a summary description of achievement with the per capita use goal, a detailed description of leak detection efforts, and a detailed description of the comprehensive public education and information campaign. If any of the goals are not achieved, the Permittee shall submit a detailed explanation and plan revisions to insure the target is met for the following year.

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

a)

Use Type	Number of Metered 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/Aesthetic Uses		
6. Water Sold/Transferred to Other Utilities		
7. Other _____ (describe)		
8. Fire and Other Accounted Uses		
TOTAL (Add items 1 through 8)		

b)

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (gallons per day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

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.

7. The Permittee, by July 31, 2010 and again by January 31, 2013, shall provide a service area map showing areas where service is actually provided as well as the overall franchise or potential service area allocated to the utility by the county, Public Service Commission or other authorizing entity. The Permittee shall submit the map in digital format compatible with ESRI Geographic Information System (GIS), if available.
8. The Permittee, by November 1, 2013, shall adopt a conservation rate structure and submit documentation of the adoption to the District. The Permittee, by December 31, 2011, shall submit to the District a copy of the rate structure being considered for adoption. The Permittee shall establish tiers and rate steps to promote water use efficiency and conservation while taking into consideration the water use characteristics of the service area. The rate structure should provide a "life-line" initial rate. The Permittee, by January 31 of each year, shall submit to the District a copy of its present rate structure.



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
PUBLIC HEARING ON CONSIDERATION OF LAND ACQUISITION MATTERS  
AGENDA**

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

**Thursday  
February 13, 2014  
1:10 p.m., ET**

NOTE: Appeal from any NFWFMD Board decision 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 this public hearing to make appropriate arrangements.

PUBLIC COMMENT: Public comment will be taken before any Governing Board action(s) except for Board hearings that involve the issuance of final orders based on recommended orders received from the Florida Division of Administrative Hearings. If you wish to address the Board concerning any item listed on the agenda, please fill out a public comment card and give it to the recording secretary. Your card will be provided to the Chair, who will call on you at the appropriate time during the meeting. When addressing the Board, please step to the podium, adjust the microphone for your comfort and state your name for the record. Please note that comments may be limited to three minutes depending on the number of speakers.

**8. B Consideration of Florida Forever 2014-Five-Year Work Plan for Land Acquisition**

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

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

FROM: Carol L. Bert, Associate Lands Administrator

DATE: January 27, 2014

SUBJECT: Consideration of Florida Forever 2014 Five-Year Work Plan for  
Land Acquisition

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**Recommendation:**

Staff recommends that the Governing Board approve the 2014 Florida Forever Five-Year Work Plan.

**Background:**

In 2005, the Legislature passed House Bill 727 which requires each water management district to present a consolidated water management district annual report by March 1 of each year. The Florida Forever Five-Year Work Plan is now part of that consolidated annual report; however, section 373.139, Florida Statutes, also requires that the District adopt, in a public hearing, a Five-Year Work Plan for land acquisition (reference separately bound document-2014 Florida Forever Five-Year Plan). In this work plan, the District certifies to the Department of Environmental Protection that each property being purchased is consistent with the District's adopted Five-Year Work Plan.

This year's plan is very similar to the plan approved last year. We are reporting that the District surplused two small tracts and acquired one small tract in calendar year 2013.

/cb

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Resource Management Division

DATE: January 31, 2014

SUBJECT: Region III Regional Water Supply Plan Update (Informational Item)

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Section 373.709, Florida Statutes (F.S.), requires that water supply planning be conducted for any water supply planning region where existing sources of water are not adequate to supply water for all existing and future reasonable-beneficial uses and to sustain the water resources and related natural systems for the planning period. The section requires at least a 20-year planning horizon for regional water supply planning.

The 2013 Water Supply Assessment Update recommends the continuation of regional water supply planning in Region III, which consists solely of Bay County. Pursuant to this recommendation, staff are developing an update to the existing Region III Regional Water Supply Plan (RWSP), which was approved by the Governing Board in 2008. The main resource concern identified in Region III is the potential for a major hurricane storm surge to cause saltwater intrusion into Deer Point Lake Reservoir, the primary public water supply source for the county.

The draft Region III RWSP update is attached for the Board's information. The plan provides recommended actions to develop and sustain the region's water supplies and related resources through the 2035 planning horizon. It is anticipated that a recommended final plan will be presented to the Board for approval at the March meeting.

Attachment: Draft 2013 Regional Water Supply Plan Update for Region III

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: February 5, 2014

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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 has also been named as a defendant. An amended complaint has been filed. The District has filed a motion to dismiss. Magistrate Judge Elizabeth M. Timothy has recommended dismissal. We are awaiting an order on the motion to dismiss from the District Judge.