

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Administration, Budget and Finance Committee

THROUGH: Brett J. Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director

FROM: Wendy Dugan, Division of Administration Director

DATE: February 22, 2016

SUBJECT: Consideration of Resolution No. 809 Amending the Fiscal Year  
2015-2016 Budget - Amendment No. 1 - Realignment of Budget

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**Recommendation**

Staff recommends the Governing Board adopt Resolution No. 809 amending the Fiscal Year 2015-2016 Budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

**Background**

Amendment No. 1 to the Fiscal Year (FY) 2015-2016 Budget realigns budget within and across programs, funds, projects, and categories. This amendment does not increase or decrease the total District budget.

A review of year-to-date and projected expenditures indicates this action is required to properly reflect budgetary needs with associated costs for the remainder of this fiscal year. Budget realignments include:

- \$312,684 in personnel budget transfers across programs and projects to accurately reflect where staff time is being charged:
  - \$144,883 for Division of Resource Management to redistribute budget from a single FEMA project and a single National Fish and Wildlife Foundation project to multiple FEMA and NFWF projects for better expense tracking, as well as reallocate budget to reflect priority changes in operations.

- \$167,801 for Division of Regulatory Services to align Other Personal Services budget with the Division's reorganization that occurred in FY 2014-15.
- \$61,225 in contractual service and operating expense transfers within the Division of Land Management to provide:
  - \$26,250 in consulting services for the development and implementation of Phase II of the land management database.
  - 34,975 in preacquisition services (e.g., appraisal, review appraisal, title insurance) to acquire land for spring protection.
- \$35,708 in contractual service and operating expense transfers within the Information Technology (IT) Bureau to correctly recognize costs of the Online Recreation Reservation System in one project rather than across multiple IT projects.
- \$219,275 in contractual service transfers within the Division of Resource Management to provide:
  - \$1,200 for legal counsel services related to the ACF litigation.
  - \$200,000 in management consultant transfers to be allocated among three separate FEMA projects to reflect awarded grant directives.
  - \$2,500 in legal counsel services realigned to cover expenses where needed.
  - \$15,575 for data collection to provide funding for the surface water monitoring of St. Marks River Swallet.
- \$44,690 in management consultant and operating expense transfers to budget across four separate tasks to comply with National Fish and Wildlife Foundation funding requirements for the District's SWIM plan update project.
- \$7,950 in operating expense transfers within the Division of Resource Management to provide:
  - \$1,225 for the purchase of public outreach signs for stormwater outfalls in Franklin County.
  - \$4,725 for procurement of tubelings and seedlings to support emergent restoration requirements from a Florida Department of Transportation credit release at Yellow River Ranch.
  - \$2,000 for staff travel needs related to Region II well construction for the MFL program.
- \$2,871 in operating expense transfers for replacement of office furniture and equipment across the District.
- \$1,500 for the purchase of a gate at Dutex Mitigation Bank via a transfer from contractual services to operating capital outlay within the Division of Resource Management budget.

- \$1,000 in operating expense transfers across projects with the Regulatory Services budget.
- \$500 in operating expense transfers across programs to accurately reflect where on-line data services are being charged.
- \$35 for District-provided clothing/uniform expenses, redistributing a portion of the original lump sum budget from the Division of Administration to the Division of Resource Management.

Summary of Fund Impact:

<b><u>Fund Source</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>	<b><u>Impact</u></b>
General Fund	2,540	(11,451)	(8,911)
Projects Fund	411,914	(404,183)	7,731
Mitigation Fund	7,250	(17,071)	(9,821)
Lands Management Fund	61,958	(61,225)	733
Land Acquisition Fund	34,975	0	34,975
Regulation Fund	168,801	(193,508)	(24,707)
	<u>687,438</u>	<u>(687,438)</u>	<u>0</u>



Brett J. Cyphers  
Executive Director

# Northwest Florida Water Management District

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

Phone: (850) 539-5999 • Fax: (850) 539-2777

## RESOLUTION NO. 809

### NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AMENDING THE FISCAL YEAR 2015-2016 BUDGET

**WHEREAS**, chapters 200 and 373, Florida Statutes, require the Governing Board of the Northwest Florida Water Management District (District) to adopt a final budget for each fiscal year; and

**WHEREAS**, by Resolution No. 806, after a public hearing on September 24, 2015, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2015 through September 30, 2016; and

**WHEREAS**, in accordance with section 189.016(7), Florida Statutes, the District will post the adopted amendment on its official website within five days after its adoption; and

**WHEREAS**, a budget amendment involves an action that transfers, increases, or decreases to total appropriated Fund amounts in the budget; and

**WHEREAS**, pursuant to section 120.525, Florida Statutes, the District has provided notice of its intention to amend the Budget in the published notification of the Governing Board meeting at which the amendment will be considered; and

**NOW THEREFORE BE IT RESOLVED** by the Governing Board of the Northwest Florida Water Management District, that:

The Budget is hereby amended as summarized in the memorandum dated February 22, 2016, requesting Amendment No. 1 to the Fiscal Year 2015-2016 budget. Amendment No. 1 reallocates budget authority across programs, funds, projects, and budget categories to properly reflect activities performed and accurately assign actual costs with no increase to the total District budget.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of March, 2016, A.D.

GEORGE ROBERTS  
Chair  
Panama City

JERRY PATE  
Vice Chair  
Pensacola

JOHN W. ALTER  
Secretary-Treasurer  
Malone

GUS ANDREWS  
DeFuniak Springs

JON COSTELLO  
Tallahassee

MARC DUNBAR  
Tallahassee

TED EVERETT  
Chipley

NICK PATRONIS  
Panama City Beach

BO SPRING  
Port St. Joe

The Governing Board of the  
**NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

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George Roberts, Chair

**ATTEST:**

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John W. Alter, Secretary-Treasurer

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director  
Wendy Dugan, Director of Administration  
Amanda Bedenbaugh, Chief, Bureau of Finance & Accounting

FROM: Brigitte Sanford, Property Administrator

DATE: February 22, 2016

SUBJECT: Request to Write-Off Lost Property and Delete Them From the Inventory Records

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**Recommendation**

Staff recommends the Governing Board authorize the removal of missing items from the property records, once the six-month waiting period has expired.

**Background**

After staff conducts an annual physical inventory of all recorded fixed assets, if an item cannot be located, it is initially listed as “lost or stolen.” Once an item is placed in a lost or stolen status, a diligent search begins that continues for at least six months. Items that are recovered are placed back in active status. Items that cannot be located are eventually brought to the Governing Board for permission to write off the loss and adjust the property records and assets account.

Depreciation requirements mandated by federal financial reporting make it necessary to delete the lost items and adjust the asset records after the six-month search to avoid overstating depreciation expense and the value of District assets.

During the Fiscal Year 2014-2015 physical inventory the items below were not able to be located, but remain on the District’s property records. Memos are attached that explain what did or may have happened to these items. The most common reason provided is that due to their age, they were likely determined to have no further value to the District and were previously disposed of.

<b>Description</b>	<b>ID #</b>	<b>Acquired</b>	<b>Purchase Price</b>	<b>Value to be written off</b>	<b>Comment</b>
NEC6FGPVGA 21"Monitor	2653	08/15/1994	\$2,404.13	\$0.00	Previously disposed
CPI Mega Frame Network Cabinet	3369	06/21/2004	\$1,666.74	\$0.00	Previously disposed
DellPowerEdge 6850 Server	3448	09/01/2005	\$6,931.00	\$0.00	Previously disposed
Dell Latitude E6500 Laptop	2617	12/02/2009	\$1,429.79	\$0.00	Previously disposed
DellPowerEdge 2850 Server	3477	11/02/2005	\$8,282.30	\$0.00	Previously disposed
GPS ColorTak	2325	12/15/1990	\$3,750.00	\$0.00	Previously disposed
Deluxe Scanner MT2500	2700	05/21/1997	\$1,995.00	\$0.00	Previously disposed
Battery backup for phone	2900	05/12/1998	\$3,223.09	\$0.00	Previously disposed
Color Copier138C	2346	12/10/2003	\$10,880.00	\$0.00	Previously disposed-this item was mistakenly picked up by Goodwill during the last round of surplus. The copier they should have taken is still in the property room.
H-500XL Data Logger	2788	04/30/2010	\$1,493.28	\$284.43	Item was damaged in the field
OTT PLS Level Sensor	3175	02/21/2012	\$1,158.52	\$510.30	Item was damaged in the field.
OTT PLS Level Sensor	3189	11/02/2012	\$1,112.40	\$614.65	Items was damaged in the field.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Brigitte Sanford, Property Administrator

THROUGH: Nick Wooten, Division of Resource Management Director *NW*

FROM: Elaine McKinnon, Property Custodian Delegate *em*

DATE: January 25, 2016

SUBJECT: Lost/Missing Inventory – Division of Resource Management

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Below are items in the Division of Resource Management that were unaccounted for during the FY 2014-2015 physical inventory of tagged items.

Item Description	Tag #	Serial #	Cost	Date Purchased
H-500 XL Data logger S749	2788	2861	\$1,493.28	4/30/2010
OTT PLS 0-4m SDI level sensor w/15m cab	3175		\$1,158.52	2/21/2012
OTT PLS SDI12 Water level sensor w/10m	3189	316972	\$1,112.40	11/02/2012

**Tag # 2788:** In July 2013 this data logger was installed at Station 749, Pine Log Creek @ Baptismal Hole in Bay County. It was submerged by floodwater and the electronics in the unit were damaged and assessed as not repairable. It was added to a large collection of surplus equipment, staff did not properly document disposal of this data logger. Proper documentation will be completed for all future equipment when it is surplus.

**Tag # 3175:** This OTT PLS sensor failed when deployed in the field and was surplus with other inoperable/non-repairable field equipment. The OTT PLT sensors typically have an operational life of 2-4 years, these units are installed under water and can be damaged by lightning and environmental conditions. Repair costs for these sensors are equivalent to new sensor cost when these sensors fail outside of the warranty period, the warranty period is one years. Because this sensor was a submersible deployed instrument it did not have a physical property tag on it. When it was retrieved from the field it was added to a large collection of inoperable surplus equipment and staff did not properly document disposal of this sensor. Proper documentation will be completed for all future field equipment when it is surplus.

**Tag # 3189:** This OTT PLS sensor was deployed at Station 22, St. Augustine Branch @ Orange Ave in Tallahassee. In October 2014, the City of Tallahassee began construction to repair culverts at this location without properly notifying the District. A backhoe struck the sensor housing destroyed the sensor beyond recovery. This was not properly documented by District staff at the time. Proper documentation will be completed for all future incidents when equipment is damaged or destroyed.



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Bridgette Sanford, Property Administrator  
THROUGH: Bill Hunkapiller, Chief Information Technology  
FROM: Brandi Wilkins, IT Technician  
DATE: February 1, 2016  
SUBJECT: Lost/Missing Items

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Below are items in the Information Technology Bureau that were unaccounted for during the FY 2014-2015 physical inventory of tagged items.

It is believed these items were disposed of years ago as they were deemed obsolete or broken and no further value to the District. These items should be deleted from the inventory list.

<u>Item Description</u>	<u>Tag #</u>	<u>Serial #</u>	<u>Cost</u>	<u>Date Purchased</u>
NEC 6FGP VGA 21" Monitor	2653	4820558DA	2,404.13	8/15/1994
CPI Mega Frame Network Cabinet	3369		1,666.74	6/21/2004
Dell Poweredge 6850	3448	3MD6D81	6,931.00	9/1/2005
Dell Poweredge 2850 Oracle Server	3477	F823T81	8,282.30	11/2/2005
Dell Latitude E6500 Laptop-Server room	2617	1HGFJL1	1,429.79	12/2/2009

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Brigitte Sanford, Property Administrator

THROUGH: Michael Edgar, Regulatory Services Division Director *ME*

FROM: Vanessa Helton *VH*

DATE: January 26, 2016

SUBJECT: Lost/Missing Inventory – Regulatory Services Division

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The below item in the Division of Regulatory Services was unaccounted for during the inventory. It was likely disposed of years ago, with updated technology it was likely deemed obsolete. This item should be deleted from the inventory list.

Item Description	Tag #	Serial #	Cost	Date Purchased
GPS ColorTak	2325		3,750.00	12/15/1990

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Brigitte Sanford, Property Administrator

THROUGH: Wendy Dugan, Division of Administration Director *WD*

FROM: Grace Adams, Property Custodian Delegate *GA*

DATE: January 29, 2016

SUBJECT: Lost/Missing Inventory – Division of Administration

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Below are items in the Division of Administration that were unaccounted for during the FY 2014-2015 physical inventory of tagged items.

The first two items in the list were likely disposed of years ago, with technology having been deemed obsolete or equipment worn or broken and of no further value to the District.

In November 2014, a color copier was replaced at the Econfina Field Office, since its technology was so outdated the copier was no longer operational. The copier was transferred to Headquarters for eventual disposal. On April 23, 2015, Goodwill came to Headquarters to pick up items previously approved for disposal. One of the previously approved items was a copier, Lanier LD075, tag #3301. We believe the Econfina Field Office copier was mistakenly provided to Goodwill in lieu of this other copier. The copier previously approved for disposal is at Headquarters awaiting the next pick up from Goodwill.

<b>Item Description</b>	<b>Tag #</b>	<b>Serial #</b>	<b>Cost</b>	<b>Date Purchased</b>
Deluxe Scanner MT2500	2707	MT25962995	1,995.00	5/21/1997
Battery backup for phone system	2900	Not identified	3,223.09	5/12/1998
Color Copier/Connection LP 138C-Econfina office	2346	30600095	10,880.00	12/10/2003

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director

FROM: Nick Wooten, Director, Division of Resource Management

DATE: February 24, 2016

SUBJECT: Consideration of Suitability of Selected District Lands for Cattle Grazing

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**Recommendation**

Staff recommends the Governing Board authorize staff to offer for lease the properties known as the Grisset Pond Tract and the Wolf Pond Tract for cattle grazing. If approved, staff will develop a draft Invitation to Bid and lease agreement for consideration at a future Lands Committee and Governing Board meeting. Any and all costs of improvements to make the sites viable for cattle grazing, e.g., fencing, would be the responsibility of the lessee.

**Discussion**

In July 2015, Roger West (Professor Emeritus, Dept. of Animal Sciences, University of Florida) evaluated the suitability of properties owned by the District for cattle grazing. Dr. West assessed nine specific sites in detail based on forage availability and grazing management needs, such as fencing, water availability, handling facilities and ease of access. He graded the sites as “high,” “medium” and “low” for grazing suitability. An overview of Dr. West’s assessment was provided at the December 2015 Governing Board meeting.

A “high” score by Dr. West indicated the parcel can support 50 or more cow/calf units; the minimum number he considers necessary to make a cattle operation potentially viable. This score is further based on the determination by Dr. West of the number of acres required per cow annually. A “medium” or “low” rating indicates inadequate available forage, high fencing costs or inadequate tract size for economic viability. Dr. West’s evaluation did not include any analysis of potential impacts to water resources from cattle grazing on the particular sites.

District staff subsequently evaluated the four sites Dr. West assessed as having a “high” suitability for cattle grazing for potential water resource impacts. Water resource values included in the District’s review included habitat, land cover, affected waterbodies, and potential for nutrient loading to water resources from cattle grazing.

The four sites evaluated are the Grisset Pond, Wolf Pond, Garcon Point, and Hobbs Pasture tracts. Of the four sites, the Grisset and Wolf Pond tracts were assessed as being both suitable for grazing and as having minimal potential for significant impacts to water resources (at stocking rates of one cow/calf unit per 20 acres). Nitrogen loading into receiving waters from these sites is expected to be insignificant as long as appropriate Department of Agriculture and Consumer Services Best Management Practices (BMPs) are applied; there is no supplemental feeding; and no additional nutrient amendments or fertilizer are applied to the property.

A description of each of the four sites scored as “high” by Dr. West, along with the resource characteristics and considerations evaluated by staff, are provided below and summarized in Table 1.

### Site Descriptions

**Grisset Pond Tract** is a 1,145-acre tract consisting primarily of upland forest, along with wetlands adjacent to Econfina Creek and Grisset Pond. A little over six percent of the property consists of wetlands. Cattle grazing within the 260 acres of forested sandhill uplands and longleaf pine stands on the property, at appropriate stocking levels and with the implementation of BMPs, is not expected to harm the water resources. Best management practices for this particular site would include installation of approximately 24,451 linear feet (4.6 miles) of new fencing and limiting grazing intensity. The fencing is necessary to exclude cattle from wetlands, pond areas, and recently established longleaf pine restoration areas. Use of the property for cattle grazing would require a local comprehensive plan amendment.

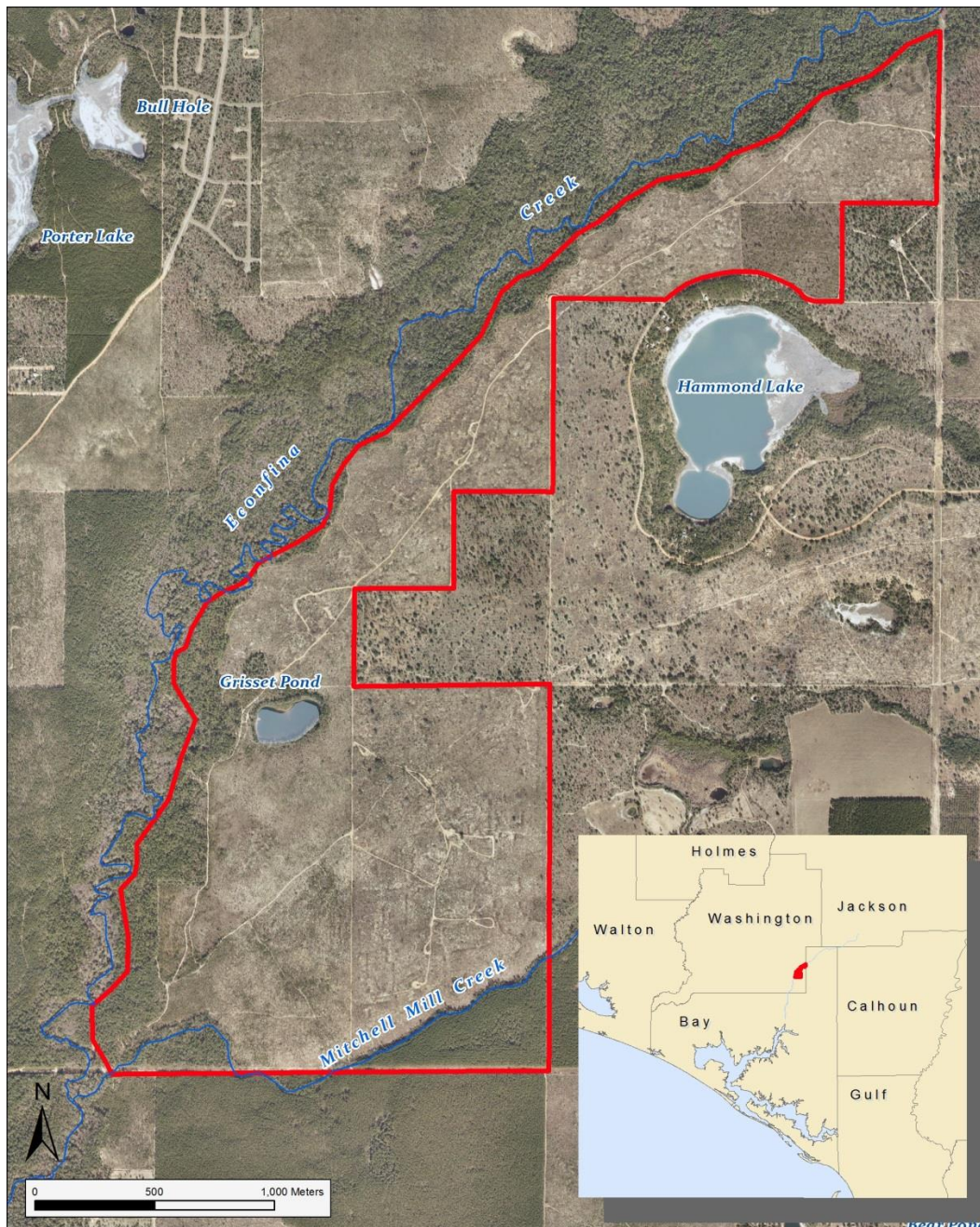


Figure 1. Grisset Pond Tract; Aerial Imagery December 2012

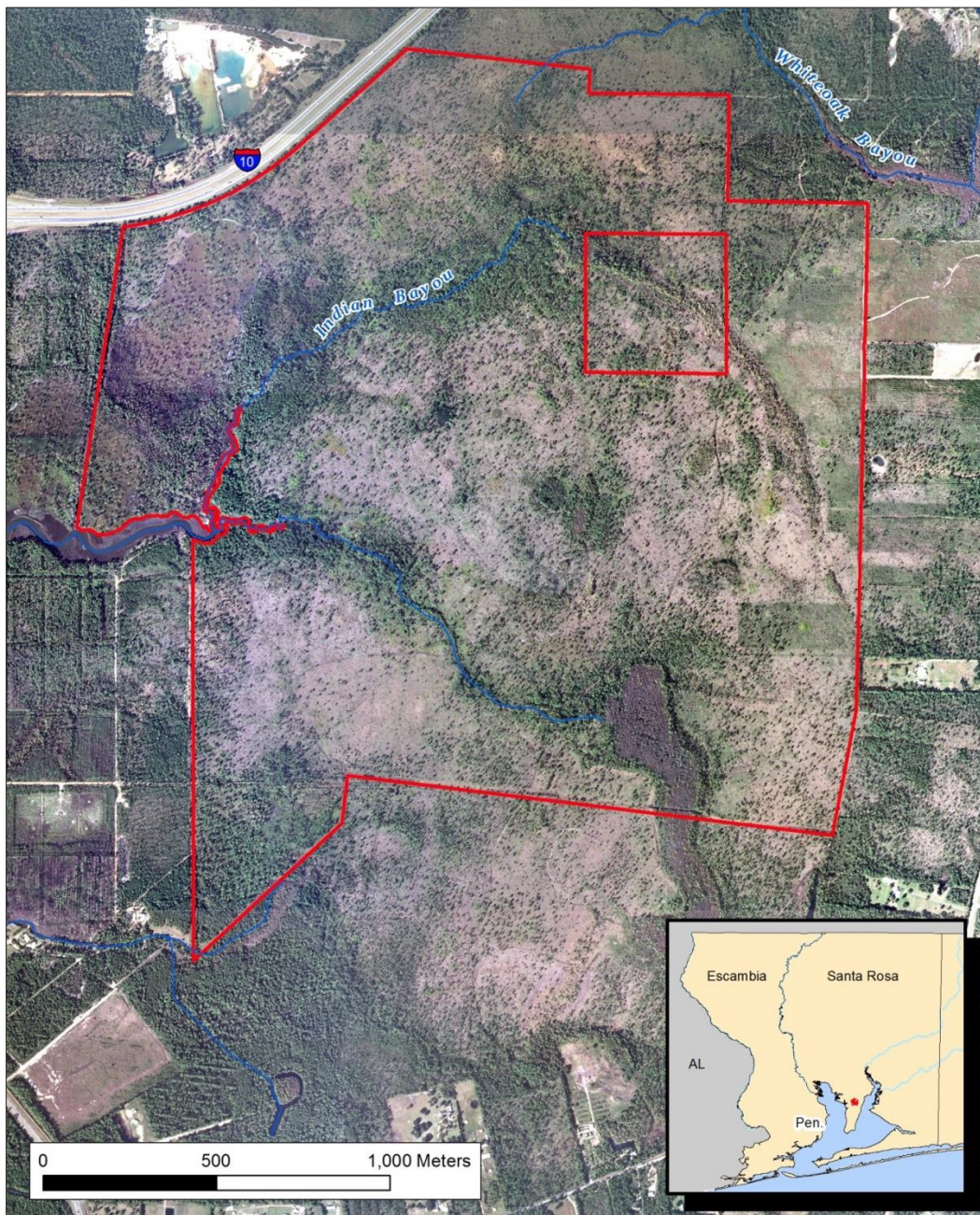
**Wolf Pond Tract** is a 2,223-acre site characterized by sandhill uplands, numerous steep-sided depressions, and sandhill ponds, including Wolf Pond. Cattle grazing within 796 acres of sandhill uplands, at appropriate stocking levels and with appropriate BMPs, is not expected to harm water resources. Up to 1,116 acres of young longleaf pine restoration stands and recent sand pine harvesting areas should be excluded to protect newly planted pine trees from damage from grazing activity and to ensure the success of habitat restoration efforts. Approximately 50,575 linear feet (9.6 miles) of new fencing will be required on this tract to follow the BMP guidelines.



**Figure 2. Wolf Pond Tract; 2012-2013 Aerial Image and Vicinity**

**Garcon Point Tract** is a 980-acre property that consists entirely of wetlands. Based on a site inspection and a detailed review of available data, staff concluded cattle grazing onsite has the potential to adversely affect sensitive wetland resources and water quality within adjacent waterbodies. Adverse effects could include erosion and compression of wetland soils and changes to the vegetation communities. Of notable importance to the protection of surface water quality are the forested wetlands along the primary drainages to Blackwater and Escambia bays. The site was acquired to protect sensitive wetlands and water resources on and adjacent to the property. The site is also within the area designated by Santa Rosa County as the Garcon Point Protection Area, which was established to protect sensitive lands. Agricultural uses onsite would require both a comprehensive plan amendment and zoning variance or reclassification.

As the Garcon Point Tract is composed of almost 100 percent wetlands, it is staff's recommendation that the site be excluded from consideration for cattle grazing.



**Figure 3. Location Map: Northern Tract of the Garcon Point Water Management Area**

**Hobbs Pasture Tracts** cover 1,693 acres split between two tracts, 670 acres in the north and 1,024 acres in the south, which are adjacent to Econfina Creek and Deer Point Lake Reservoir. The reservoir is a Class 1 waterbody that serves as the primary source of potable water for Bay County. A county water supply pump station is located on the property near the convergence of Econfina Creek and the reservoir. Protection of wetlands and streams intersecting the property that drain to the reservoir, as well as newly restored longleaf pine habitat areas and boundary fencing, would require more than 103,629 linear feet (19.5 miles) of new fencing to protect resources.

Approximately 32 percent of the Hobbs Pasture property is wetlands. Based on a site inspection and a data review, staff concluded wetland resources and functions and surface waters at Hobbs Pasture have the potential to be adversely affected by onsite cattle grazing. Such impacts could include erosion and sedimentation, compression of wetland soils, changes to vegetation communities, and, if grazing is conducted proximate to wetlands and surface waters, the potential to increase bacteria and nutrient

concentrations. Riparian wetlands along the streams draining the property help protect surface water quality and support fish and wildlife habitat. The interior herbaceous wetlands also provide important functions, including floodwater storage and natural management of discharge, nutrient cycling, aquifer recharge, and wildlife habitat.

Considering the proximity of the public water supply pump station and reservoir, as well as the extent of fencing required to protect water resources, it is staff's recommendation that the Hobbs Pasture tracts be excluded from consideration for cattle grazing.

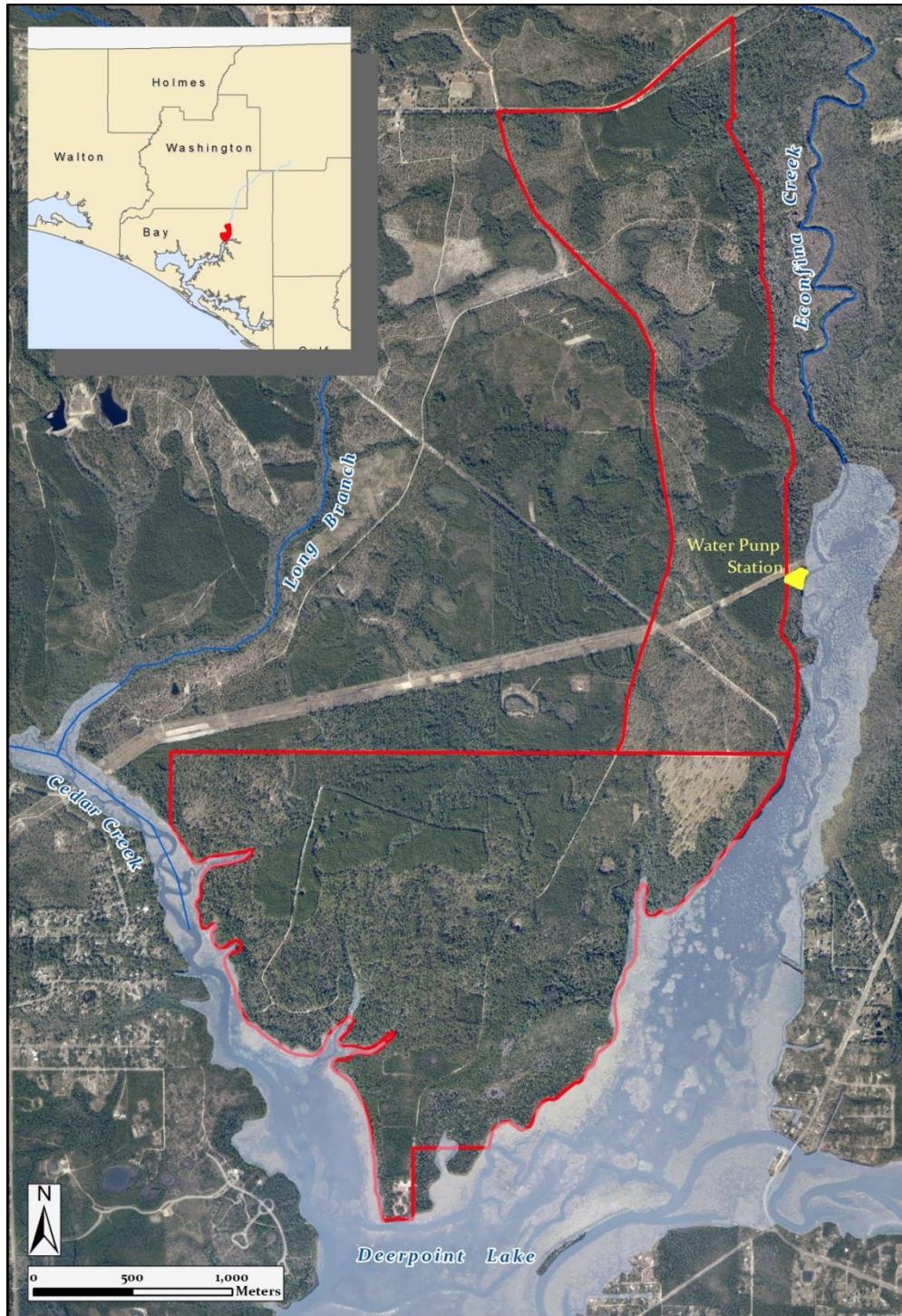


Figure 4. Hobbs Pasture Tracts. Aerial Image and Location Map



**Table 1  
Resource Summary and Considerations**

		Resource Characteristics			Resource Considerations							Other Considerations
Site	Resource Assessment for Cattle Grazing	Total Acres	Wetland Acres & Percent Wetland	Adjacent Surface Water Bodies	Resource Impacts	Areas Requiring Fencing	Grazing Acres After Fencing & No. of Cow/Calf Units	Miles of Fencing Needed	Fencing Cost (Est)	Annual Lease Revenue (Est.)	Years to Pay For Fencing Cost	Resource Restoration and Maintenance Activities
Grisset Pond	<b>Recommended for consideration.</b> No significant impact to water resources if water bodies fenced.	1,145	72 acres 6% wetland	Econfina Creek Grisset Pond Mitchell Mill Creek	No significant impact to water resources if DACS BMP guidelines and recommended stocking rates are followed	<ul style="list-style-type: none"> <li>Perimeter</li> <li>Wetlands</li> <li>Streams</li> <li>Young planted pines</li> </ul>	260 acres <sup>(1)</sup> 13 units	4.6	\$48,337 <sup>(2)</sup>	\$1,300	37.2	<ul style="list-style-type: none"> <li>Local comprehensive plan amendment required for this type of activity</li> <li>Lessee would be required to prescribe burn property every 3-5 years</li> <li>Maintain fenceings and rotate cattle between grazing areas to prevent over-grazing</li> </ul>
Wolf Pond	<b>Recommended for consideration.</b> No significant impact to water resources if water bodies fenced.	2,223	113 acres 5% wetland	Sandhill Lakes	No significant impact to water resources if DACS BMP guidelines and recommended stocking rates are followed	<ul style="list-style-type: none"> <li>Perimeter</li> <li>Karst lakes</li> <li>Wetlands</li> <li>Young planted pines</li> </ul>	796 acres <sup>(1)</sup> 40 units	9.6	\$100,015 <sup>(2)</sup>	\$4,000	25	<ul style="list-style-type: none"> <li>Lessee would be required to prescribe burn property every 3-5 years</li> <li>Maintain fencing and rotate cattle between grazing areas to prevent over-grazing</li> </ul>
Garcon Point	<b>Not Recommended.</b> <sup>(3)</sup> Entire site wetland, not suitable for cattle. Purchased to mitigate for wetland impacts.	980	980 acres 100% wetland	Blackwater Bay, Escambia Bay	<ul style="list-style-type: none"> <li>Soil erosion &amp; compaction</li> <li>Increased turbidity</li> <li>Increased nutrient and E.coli loading to surface waters</li> <li>Cattle trails create drainage channels &amp; erosion</li> <li>T&amp;E species reduction</li> </ul>	<ul style="list-style-type: none"> <li>Entire tract wetlands, fencing will not protect resources on this property</li> </ul>	0	NA	NA	NA	NA	<ul style="list-style-type: none"> <li>Local land use regulation by require zoning change</li> <li>Lessee would be required to prescribe burn property every 3-5 years</li> <li>Cattle would need to be removed from property when parcel floods</li> </ul>
Hobbs Pasture	<b>Not Recommended.</b> <sup>(4)</sup> Site purchased to protect public water source – Deer Point Lake.	1,648	539 acres 32% wetland	Econfina Creek Deer Point Lake	<ul style="list-style-type: none"> <li>Soil erosion &amp; compaction</li> <li>Increased turbidity</li> <li>Increased nutrient and E.coli loading to surface waters</li> <li>Cattle trails create drainage channels &amp; erosion</li> </ul>	<ul style="list-style-type: none"> <li>Perimeter</li> <li>Wetlands</li> <li>Streams</li> <li>Young planted pines</li> </ul>	837 acres <sup>(4)</sup> 52 units	19.5	\$204,751	\$5,200	39.4	<ul style="list-style-type: none"> <li>Maintain fenceings and inspect to insure no impacts to water resources.</li> <li>Rotate cattle between grazing areas to prevent over-grazing</li> <li>Lessee would be required to prescribe burn property every 3-5 years</li> </ul>

1. Dr. West recommended grazing density for the sites based on forage quality. Grisset Pond and Wolf Pond grazing density, one cow/calf unit per 20 acres.
2. Dr. West provided fencing cost of \$1.75/ft for 4-strand barbed wire and \$1,200/mile for clearing. Lease revenue based on \$100/unit per year.
3. Entire Garcon Point Tract is comprised of sensitive wetland resources. Cattle grazing on the site has the potential to affect wetlands and surface water resources in Blackwater Bay and Escambia Bay.
4. Hobbs Pasture Tract is located adjacent to a major potable water supply pump station and reservoir. Hobbs Pasture North (232 acres) grazing density - one cow/calf unit per 20 acres, Hobbs Pasture South (605 acres) grazing density - one cow/calf unit per 15 acres.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director  
Nick Wooten, Director, Resource Management Division

FROM: Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

DATE: February 23, 2016

SUBJECT: Informational Item – Surface Water Improvement and Management Program  
Progress Update

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#### **Background**

Sections 373.451-459, Florida Statutes, the “Surface Water Improvement and Management (SWIM) Act,” established the Legislature’s intent that water management districts develop plans and programs for improvement and management of surface waters. More specifically, the Act requires districts, in cooperation with the Florida Department of Environmental Protection and other state agencies and local governments, to prioritize waterbodies of regional significance, and it authorizes districts to develop SWIM plans and programs for priority waterbodies.

From the 1980s through the early 2000s, the District developed SWIM plans to guide and support watershed management and restoration across northwest Florida. These plans are an important resource for the District and for local governments and state agencies. They describe current conditions, priority issues, and recommended strategies and projects. The plans serve as a foundation for many of the District’s priority projects, including stormwater treatment, wetland and aquatic habitat restoration, spring restoration, and analytical work to evaluate resource conditions. A defining characteristic of the SWIM program is that implementation is conducted primarily through cooperative projects, prioritized with regional stakeholders.

As discussed at the August Governing Board meeting, the District was awarded a \$695,000 grant from the National Fish and Wildlife Foundation (NFWF), through the Gulf Environmental Benefit Fund, to develop updated and current Surface Water Improvement and Management (SWIM) plans for each of northwest Florida’s major riverine-estuarine watersheds. This work is part of a larger effort funded by NFWF, implemented in cooperation with the Florida Fish and Wildlife Conservation Commission, the Florida Department of Environmental Protection, and the Suwannee River Water Management District, to develop updated SWIM plans in both of the districts, to develop effective strategies for seagrass recovery, and to develop a comprehensive restoration strategy for the Florida Panhandle and Big Bend regions.

## **Current Status and Plan Ahead**

In December, the District engaged consultant services to develop updated characterizations of watershed conditions and restoration priorities for six of our seven major watersheds:

- 1) Perdido Rivera and Bay;
- 2) Pensacola Bay System;
- 3) Choctawhatchee River and Bay;
- 4) St. Andrew Bay;
- 5) Ochlockonee River and Bay; and
- 6) St. Marks River and Apalachee Bay.

These characterizations are expected to provide major components of the final plans. Building upon this effort, the District will work with local governments, state agencies, and other stakeholders to identify and further define appropriate strategies and current project priorities to most appropriately address the challenges facing each watershed. For the seventh watershed, the Apalachicola River and Bay system, staff will work directly with local governments, resource agencies, and other stakeholders to develop an updated watershed assessment and project plan.

Beginning this spring, the District plans to conduct technical advisory meetings for each of its watersheds. These meetings will be held with representatives of local governments, state and federal resource agencies, and regional watershed initiatives. Separate meetings will be held within or near each of the District's watersheds. Public outreach activities, to include workshops, will follow during fiscal year 2016-2017. All information presented at the technical meetings and public workshops, as well as draft and final SWIM plans and supporting documentation, will be made available to the public through the District's website. Input and recommendations received from the public and from governmental and other technical stakeholders will be important for establishing the final direction and specific content of the proposed plans, which will be brought forward for the Governing Board's consideration at the conclusion of the process, late in 2017.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Lands Committee

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director

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

DATE: February 18, 2016

SUBJECT: Consideration of Maintenance Agreement between the Board of County Commissioners of Santa Rosa County and Northwest Florida Water Management District

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**Recommendation:**

Staff recommends the Governing Board approve the renewal of the 20-year Maintenance Agreement between the Board of County Commissioners of Santa Rosa County and the Northwest Florida Water Management District.

**Background:**

A considerable cost savings to the public has been achieved through a 20-year Maintenance Agreement with the Board of County Commissioners of Santa Rosa County (Santa Rosa County). In 1996, the District entered into two 20-year Maintenance Agreements with Santa Rosa County for five recreation sites. These recreation sites included three local boat launches along the Escambia River at Quintette, Webb and Keyser Landings, as well as a boat launch and camping area at William's Lake on the northern Escambia River. The District and Santa Rosa County also developed the Simpson River Recreation Area, which includes a kayak launch and fishing pier located at Hwy. 90 where it crosses northern Escambia Bay (see attached recreation site location map).

Through the current agreements, Santa Rosa County has provided labor and equipment for the installation, maintenance and repair of improvements at these sites and associated parking areas. This includes, but is not limited to, structural modifications for stormwater management; construction, maintenance, and repair of boat ramps, and access routes to the property; maintenance of parking areas adjacent to recreation areas; general grounds maintenance including litter pick up and removal; and law enforcement services.

The District has similar agreements with four other county commissions, i.e. Holmes, Jackson, Liberty, Walton and Washington counties as well.

Through these Maintenance Agreements, the District has had the ability to work with Santa Rosa County over the last 20 years to provide for the continued maintenance and management of these popular recreation areas and facilities at a substantial cost savings. Through the new agreement, District staff is consolidating the landings and recreational areas in the two agreements discussed above into one agreement and also adding the Keyser Landing recreation site. The proposed agreement will also cover any other recreational sites subsequently acquired or identified by the District and mutually agreed to by the County and the District. Upon approval of the new agreement, the 1996 agreements will terminate. If approved by the Governing Board and Santa Rosa County, the new agreement will be effective on March 25, 2016.

**MAINTENANCE AGREEMENT**

**Between the**

**Board of County Commissioners of Santa Rosa County**

**and the**

**Northwest Florida Water Management District**

This AGREEMENT is between the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, 81 Water Management Drive, Havana, Florida 32333-4712, hereinafter called "DISTRICT" and the BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA, 6495 Caroline St., Suite M, Milton, Florida 32570, hereinafter called "COUNTY".

**WITNESSETH:**

WHEREAS, the DISTRICT is the owner in fee simple of certain lands located in Santa Rosa County, Florida, hereinafter called the "Property", said Property being more particularly described on Exhibit "A" attached hereto and by this reference made a part hereof;

WHEREAS, the DISTRICT is responsible for preserving and protecting the water resources of the Simpson and Escambia Rivers by preventing erosion and deterioration of water quality and for providing maintenance and management of recreational sites on the Property;

WHEREAS, the COUNTY desires to assist the DISTRICT in enhancing general public recreational opportunities along the Simpson and Escambia Rivers by undertaking

management, maintenance and erosion prevention responsibilities for boat ramps and recreation facilities on the Property as the parties may from time to time agree upon;

WHEREAS, on April 11, 1996 and July 29, 1996, the DISTRICT entered into Maintenance Agreements (the “1996 Agreements”) under which the COUNTY agreed to provide labor and materials necessary to perform certain maintenance and modifications to boat ramps and recreation facilities, including erosion prevention responsibilities, on the Properties;

WHEREAS, the DISTRICT and COUNTY both now desire to terminate the 1996 Agreements, and hereby waive the 60 day written notice for termination as outlined in paragraphs 11 and 13 thereof; and

WHEREAS, the DISTRICT and the COUNTY now desire to enter into this Agreement superseding and replacing in the entirety the 1996 Agreements.

NOW THEREFORE, for and in consideration of the premises which are made a part of this Agreement and the mutual covenants, terms and conditions contained herein, the DISTRICT and the COUNTY agree as follows:

1. The DISTRICT agrees to make available to the COUNTY the Property shown in Exhibit “A”, as well as means of ingress and egress across DISTRICT property, for use by the general public for general recreational purposes.
2. The COUNTY agrees to maintain boat ramps, parking areas and other recreational facilities, as appropriate, at each of the recreational sites as described in Exhibit “A”.

3. The DISTRICT agrees to prepare for the COUNTY detailed site plans for each recreational site as described in Exhibit “A” that, at a minimum, addresses stormwater management and erosion abatement, along with possible expansion of parking facilities.

4. The COUNTY agrees to provide labor and equipment for the installation, maintenance and repair of the improvements to be located on the Property, including boat ramps, parking areas, and other recreational facilities that might be agreed to by both parties. Such responsibility shall include, but not be limited to, structural modifications for stormwater management as directed by the DISTRICT in its discretion; construction, maintenance and repair of boat ramps and access routes to the Property; maintenance of parking areas adjacent to recreation areas; general ground maintenance including litter pick up and removal; and the provision for such law enforcement services as are usual and customary in order to allow the safe and orderly public utilization of the Property.

5. The DISTRICT and COUNTY agree to separately and/or jointly seek supplementary funding from available sources for said stormwater management, erosion prevention, maintenance and repair on the property.

6. Subject to mutual written agreement and to the availability of necessary funds, the COUNTY and DISTRICT shall provide other ancillary facilities such as, but not limited to, picnic and recreational facilities, as may be deemed necessary or desirable by the COUNTY and DISTRICT. Upon completion of such other ancillary facilities, if any, COUNTY agrees to assume maintenance responsibility for same.

7. The COUNTY shall keep the Property and facilities maintained in accordance with all applicable Federal, State and local health and safety standards and



kept in good repair to prevent undue deterioration, provide for safe public use and prevent water quality degradation of the Simpson and Escambia Rivers.

8. The DISTRICT and COUNTY covenant that they have full legal authority to enter into this Agreement and to develop, operate and maintain the Property, facilities and improvements in accordance with the terms of this Agreement.

9. The COUNTY expressly understands and agrees that the Property and surrounding land, in addition to being a component of the Property, is also managed and operated as part of a Wildlife Management Area by the Florida Fish and Wildlife Conservation Commission, and all regulations and rules for management and operation of the Property and facilities shall be in conformance with the rules and regulations, as may from time to time be amended, for operation and management of the Wildlife Management Area.

10. The DISTRICT reserves the right to prohibit or restrict access hours to facilities on the Property during periods of potential drought, flooding, fire hazard or other potential harm or disaster to said Property.

11. The DISTRICT and COUNTY shall each furnish a contact person who shall be responsible for coordination and resolution of problems arising from this Maintenance Agreement.

The DISTRICT contact person shall be:

<u>William O. "Bill" Cleckley</u>	<u>Director, Land Mgmt. and Acq.</u>	<u>(850) 539-5999</u>
(NAME)	(TITLE)	(PHONE NO.)
<u>81 Water Management Drive, Havana, Florida 32333-4712</u>		
(ADDRESS)		

The COUNTY contact person shall be:

Stephen Furman	Public Works Director	(850) 626-0191
(NAME)	(TITLE)	(PHONE NO.)
<hr/>		
6075 Old Bagdad Highway, Milton, Florida 32583		
(ADDRESS)		

These contact persons or their representatives shall periodically jointly inspect the Property and, by mutual agreement, create work plans outlining needed development, maintenance and repair and improvement activities.

12. This Agreement is effective on March 25, 2016 and shall remain in effect for a period of twenty (20) years from the date hereof, though it may be extended by written agreement between the parties.

13. This Agreement may be terminated by the COUNTY or the DISTRICT upon thirty (30) days written notice to the other. In the event of such termination, the obligations of the parties hereunder shall cease, and the Property and all improvements located on the Property shall revert to the exclusive control of the DISTRICT.

14. This Agreement contains the complete agreement between the DISTRICT and the COUNTY and, as of the effective date hereof, shall supersede all previous communications, representations or agreements, either oral or written, between the parties hereto. The parties may mutually agree at any time by written instrument to amend this Agreement or renew this Agreement.

15. The Commission understands and shall comply with Section 20.055(5), Florida Statutes, which states: "It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the

inspector general in any investigation, audit, inspection, review, or hearing pursuant to this section.”

IN WITNESS WHEREOF, the parties hereto have executed this Agreement through their duly authorized officers and agents.

**DISTRICT:  
GOVERNING BOARD OF THE  
NORTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT**

**COUNTY:  
BOARD OF COMMISSIONERS  
SANTA ROSA COUNTY**

By: \_\_\_\_\_  
George Roberts, Chair

By: \_\_\_\_\_  
Lane Lynchard, Chairman

## **Exhibit “A”**

The following lands in Santa Rosa County are included in this Maintenance Agreement:

**Quintette Landing:** An approximate five-acre recreational site and boat ramp on the east bank of Escambia River immediately south of State Road 184, in Section 20, Township 2 North, Range 30 West.

**Webb Landing:** An approximate three-acre recreational site and boat ramp on the east bank of Escambia River in Section 35, Township 3 North, Range 30 West.

**Keyser Landing:** An approximate two-acre recreational site and boat ramp on the East bank of Escambia River in Section 32, Township 3 North, Range 30 West.

**William’s Lake:** An approximate five-acre recreational site and boat ramp on the south bank of an arm of the Escambia River in Section 7, Township 4 North, Range 30 West.

**Simpson River Recreation Area:** An approximate 1.2-acre recreational site and fishing pier on the north bank of the Simpson River distributary of the Escambia River in Section 19, Township 1 North, Range 29 West.

Along with any recreational and/or boat ramp sites subsequently acquired or identified by the District and mutually agreed to by the County and District.



# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## MEMORANDUM

TO: District Lands Committee  
Governing Board

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

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

DATE: February 24, 2016

SUBJECT: Consideration of Governing Board Approval to Solicit and Accept Donations  
for Recreation Areas

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### Recommendation

Staff recommends the Governing Board authorize staff to solicit and accept financial donations to support the management of District recreation areas.

### Background:

In early 2015, the Governing Board directed staff to explore the possibility of accepting financial donations to support the management of its recreation areas. Subsection 373.083(4), Florida Statutes, allows for the public to make such donations. Revisions to the District's camping reservation system can be implemented that will allow the public to make donations should the Governing Board wish to do so.

### Discussion

The District owns more than 211,000 acres of conservation land and manages a number of popular public recreation areas located on these tracts. In the past few years, the District has increased the number of existing sites that can be reserved by users for camping, picnics, family reunions, etc., and has automated the process to allow free reservations to be secured through a website and mobile applications. There are currently 88 sites available for reservation within 28 recreation areas. In addition to these reservation sites, there are many first-come, first-served day-use areas, and thousands of acres where backcountry camping is allowed without a reservation.

The District undertakes the regular maintenance and cleaning of recreation sites using a variety of methods, including a cleanup contractor, an inmate crew, District staff, and

through cooperative maintenance agreements with local governments. Most of the improved sites have portable toilets contracted by the District.

The District has a longstanding policy of offering access to its lands for free, largely because of Section 373.1395, Florida Statutes (“Limitation on liability of water management district with respect to areas made available to the public for recreational purposes without charge”). As its title implies, this section provides considerable protection to the District from liability lawsuits resulting from incidents on District Lands, as long as the District does not charge for access or entrance onto or use of the property for recreation purposes.

The management of public recreation areas on District lands is funded through the revenue sources used for general land management activities; namely, revenues derived through timber sales and revenues appropriated by the Legislature for land management purposes.

During the discussion following a presentation at the February 2015 Governing Board meeting, staff was directed to explore the possibility of accepting donations to support the management of recreation areas. In the following months, staff determined that the inclusion of a pay portal on the District’s recreation web pages is possible, with payments to be processed through PayPal.

The Governing Board is authorized by Subsection 373.083(4), Florida Statutes, to “Solicit and accept donations or grants of funds or services from both public and private sources for the planning and implementation of district undertakings and delegations, including, but not limited to, projects, programs, works, and studies.” Staff is now seeking Governing Board approval to solicit and accept donations of funds to support the management of District recreation areas.

If approval is granted by the Governing Board, District web pages will be revised to include a “Donate Now” button and District email correspondence with those who obtain reservations will include links to the donation application. Individuals making donations will have the ability to direct their donations to a specific Water Management Area if desired.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Lands Committee

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director

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

DATE: February 25, 2016

SUBJECT: Information Item: Consideration of Potential Acquisition of Cypress and Gainer Springs; Holmes and Econfina Creeks

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Following the 2015 Legislative session, the District was appropriated \$4.8 million for the acquisition of properties *“that protect the quality and quantity of water that flow from springs.”* To date, under this appropriation, the District has: 1) acquired the 3.1-acre James Tract on Econfina Creek to enhance protection of Gainer Springs; 2) sought to acquire the 400-acre Blue Springs Plantation, Inc. tract in fee simple; and 3) presented a draft conservation easement to Hancock Farmland Services representatives on the 598-acre Lakeshore Farms II LLC tract. The latter two actions are proposed in order to help restore and protect Jackson-Blue Spring in Jackson County. If one or both of the Jackson-Blue Springs projects are not successful, the available funds can be applied, with DEP approval, to other spring protection projects. The 2016 legislature may also make additional funds available for spring protection efforts.

Outlined below is information on two additional springs that may be available for acquisition; by fee-simple, a less than fee (conservation easement) transaction, or some combination of the two strategies. The first is Cypress Springs, a second magnitude spring (89 mgd) in Washington County. The second is Gainer Springs Group in Bay County, the last first magnitude spring in the state still in private ownership. These potential acquisitions are in an early conceptual stage.

Below is a description of each project’s water resource significance, land uses and habitats, proposed conservation easement provisions, including potential public access and recreation benefits and estimated appraisal costs.



## Cypress Springs

### General

Cypress Spring is located approximately 2.5 miles north of Vernon in Washington County (see attached maps). In 2002 and 2003, Nestle Water - North America (Nestle) acquired 40 acres around Cypress Spring and since that time has acquired an additional 268.54 acres surrounding the west and north sides of the spring for a total of 308.54 acres of property. Nestle operates a bulk bottle water pumping facility on the site in proximity to the spring. The water is withdrawn from several wells pumped into tanker trucks and transported to bottling facilities offsite. The District owns and manages 1,114.8 acres east and south of the spring, including almost 80 percent of the land adjacent to the southern spring-run. The spring and spring run are sovereign submerged lands.

A significant number of recreational users access the spring by boat, canoe and kayak from nearby Culpepper Landing, owned and maintained by Washington County. In addition, many individuals access the spring from the District’s Cotton Landing recreation site by canoe and by walking down Holmes Creek and wading across the floodplain forest to the spring run. Intensive use by the public has adversely impacted the spring’s shoreline, aquatic and floodplain habitats.

### Water Resource Significance

Cypress Spring is a high flowing second magnitude spring with an average recorded discharge rate of almost 58 million gallons per day (89.47 cubic feet per second), first magnitude springs have average flow above 100 cubic feet per second. The spring pool is roughly circular and the main vent measures to a depth of 26 feet. Another spring vent is located 30 feet downstream from the main vent.

### Land Uses and Habitats

The Cypress Spring property consists of approximately 36 percent wetlands and 64 percent uplands. Approximately one acre of the property consists of sovereign submerged lands associated with Cypress Spring and its spring-run stream. Land uses and habitat types that occur on the property consist of the following:

<b>Land Uses and Habitats</b>	<b>Acres (Approx.)</b>	<b>Percent</b>
Upland Hardwood Forest (includes well, pumping facilities office, etc.)	40	13
Upland Pine Plantations	<u>140</u>	<u>45</u>
<b>Total Uplands:</b>	<b>180</b>	<b>58.5</b>
Basin Swamp	34	11
Floodplain Swamp & Alluvial Forest	<u>90</u>	<u>29</u>
<b>Total Wetlands:</b>	<b>124</b>	<b>40</b>
Other – Transition lands, roads, etc.	<u>4.5</u>	<u>1.5</u>
<b>Grand Total:</b>	<b>308.5</b>	<b>100</b>

### Proposed Conservation Easement Provisions

As stated previously, details of the possible acquisition are still being developed. What is known at this time is that the acquisition would be a subset of the total 308.54 acres. If the property is acquired, the District will seek DEP springs funding to conduct shoreline restoration and protection measures, provide enhanced public access and other limited recreational facilities, including restroom facilities.

### Estimated Appraisal Costs

Appraisal of the Cypress Springs property is likely to be a difficult appraisal assignment, especially given the lack of recent spring sales and whether there is a combination fee and conservation easement scenario involving the spring shoreline area. Based on these factors, staff estimates appraisal fees at \$10,000 - \$12,000 for two appraisals and \$2,500 - \$3,000 for appraisal review.

## **Gainer Springs**

### General

The Gainer Spring Group (Gainer Springs), consisting of at least five known springs, is located one-tenth of a mile south of Highway 20 and two-tenths of a mile west of the junction of Econfina Creek and Highway 20 in northern Bay County (see attached maps). Gainer Springs is owned by Gainer Springs, LLC (Patronis Family) and the springs are a popular recreation stop for canoeists, kayakers and tubers floating down Econfina Creek.

Gainer Springs is a first magnitude spring and, coupled with other springs along Econfina Creek, is the primary source of the Deer Point Lake Reservoir which provides a majority of the drinking water supply for Panama City and surrounding Bay County. The District wishes to acquire property surrounding Gainer Springs to protect this important resource. Recently, Gainer Springs, LLC expressed an interest in selling a conservation easement to the District on all or a portion of its 942-acre ownership.

### Water Resource Significance

The property contains the western portion of the Gainer Spring Group, which includes Gainer Spring #2 that flows directly into Econfina Creek and Gainer Spring #3 and several smaller springs to the north that encompass a 650-foot long spring-run (USGS). Discharge rates vary for the Gainer Spring Group. Historic measurements for the Gainer Springs Group range from a low of 128.2 cubic feet per second (2002) up to a high of 192.8 cubic feet per second (2004) with an average discharge rate of 160.8 cubic feet per second producing approximately 104 million gallons per day or more of potable water making the Gainer Springs Group an important water resource in northwest Florida.

Public use by canoeists, kayakers and tubers of the adjacent sovereign submerged lands, i.e. Econfina Creek and the spring-run area, along with trespassing on the adjacent uplands and other sensitive habitat areas, have contributed to significant shoreline degradation of Gainer Spring #2. Diving by the public from the slope forest and prolonged visitation in the mixed bottomland forest habitats surrounding the spring's discharge vent have especially degraded the spring's shoreline areas. In addition, public use and stormwater impacts have created erosion and resulted in significant sedimentation of the northern spring-run area.

Land Uses and Habitats

The property consists of approximately 14 percent wetlands and 86 percent uplands. Approximately one and one-half acres of the property consists of sovereign submerged lands associated with the Gainer Springs spring-run. Land uses that occur on the property consist of the following:

<b>Land Uses</b>	<b>Acres (Approx.)</b>	<b>Percent</b>
Mature Pine Longleaf and Slash Pine Plantations and Hardwood Uplands	646	68.5
Young Longleaf and Slash Pine Plantations	44	5.0
Recent Clearcut Timber Harvest	<u>10</u>	<u>1.0</u>
<b>Total Pine and Hardwood :</b>	<b>700</b>	<b>74.5</b>
Floodplain Swamp & Alluvial Forest	35	4.0
Other Wetlands	<u>95</u>	<u>10.0</u>
<b>Total Wetlands:</b>	<b>130</b>	<b>14.0</b>
Pasture (cattle & horses)	55	5.5
Open (lodge, residences, barns, pumping station, dove field, agriculture field, roads, etc.)	45	5.0
Wildlife Food Plots (scattered)	12	<u>1.0</u>
<b>Grand Total:</b>	<b>942</b>	<b>100</b>

Habitats

The property is very biologically diverse with a number of natural habitat types occurring on the property including the following: Sandhill, Upland Hardwood Forest, Mesic Flatwoods, Sinkhole, Limestone Outcrop; Depression Marsh, Alluvial Forest, Seepage Stream, Spring-run Stream and Aquatic and Terrestrial Caves.

Proposed Conservation Easement Provisions

As stated previously, details of the proposed conservation easement provisions for the Gainer Springs, LLC property are being discussed. What is known is that the Patronis Family desires to permanently protect Gainer Springs and the adjacent property for future generations. Should a conservation easement be acquired, the District will seek DEP springs funding to conduct

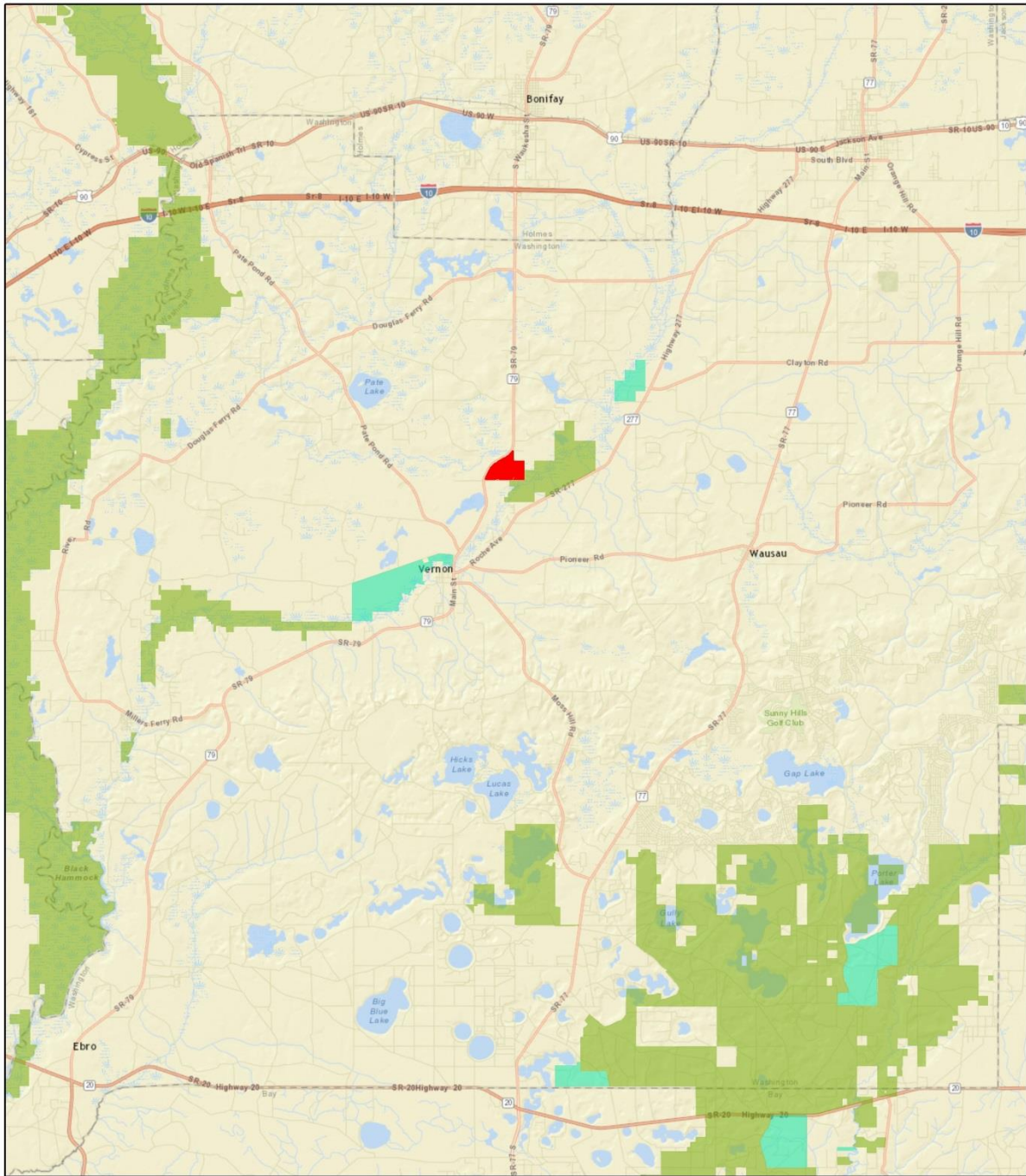
shoreline restoration and protection measures, especially at Gainer Spring #2, and address erosion, stormwater, and sedimentation issues adversely impacting Gainer Spring #3.

### Estimated Appraisal Costs

Appraisal of the Gainer Springs, LLC property is also likely to be a difficult appraisal assignment, especially given the lack of recent spring sales, and whether there is a combination fee and conservation easement scenario involving the Gainer Spring shoreline area for spring restoration and protection purposes. Again, based on these factors, staff estimates appraisal fees at \$10,000 - \$12,000 for two appraisals and \$2,500 - \$3,000 for appraisal reviews.

### **Summary**

Subject to negotiation of the terms and conditions of the conservation easements with Nestle and Gainer Springs, LLC, the District may have an opportunity to protect two significant springs in northwest Florida; one of which is critical to the public water supply of Bay County. Total appraisal costs for the two proposed projects may range from \$25,000 to \$30,000 to value these two valuable water resources. Unless the Committee directs otherwise, staff will proceed with an appraisal of both properties.



- Nestle Waters North America
- District Lands (Fee)
- District Lands (Less than Fee)

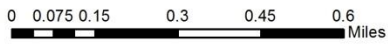
Cypress Springs  
 Nestle Waters North America  
 Washington County, FL  
 Approx. 308 Acres

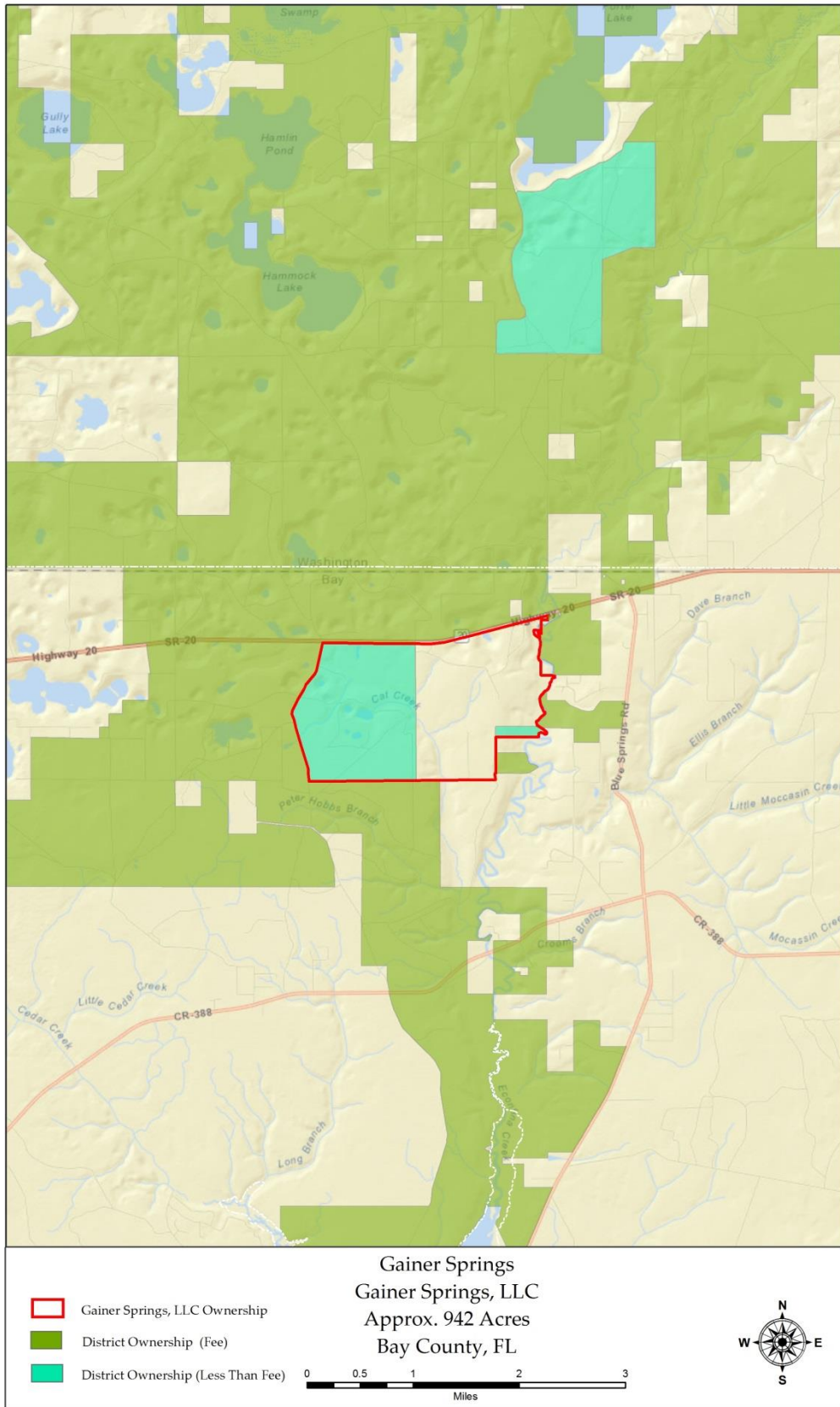


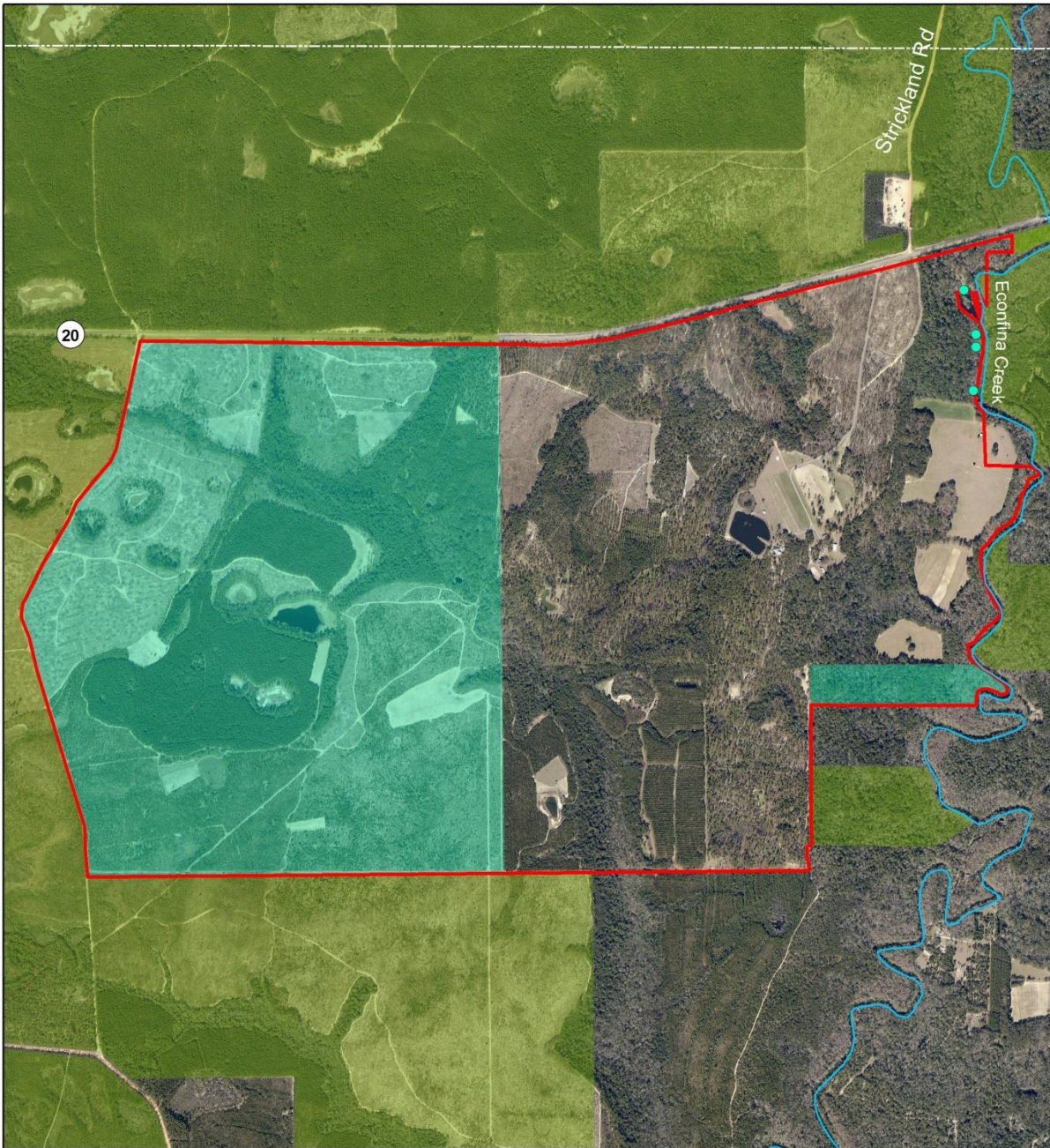


- Nestle Waters North America
- District Lands (Fee)
- District Lands (Less than Fee)

Cypress Springs  
 Nestle Waters North America  
 Washington County, FL  
 Approx. 308 Acres

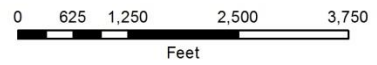






- Spring Locations
- Gainer Springs, LLC Ownership
- District Ownership (Less Than Fee)
- District Ownership (Fee)

**Gainer Springs**  
**Gainer Springs, LLC**  
 Approx. 942 Acres  
 Bay County, FL





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

**Emerald Coast Utilities Authority  
2980 Old Chemstrand Road  
Cantonment, FL 32533**

**Thursday  
February 11, 2016**

Governing Board Members

George Roberts, Chair  
Jerry Pate, Vice Chair  
John W. Alter, Secretary-Treasurer  
Gus Andrews  
Nick Patronis  
Bo Spring

Governing Board Members Absent

Jon Costello  
Marc Dunbar  
Ted Everett

1. Opening Ceremonies

Chair Roberts called the meeting to order at 1:02 p.m. CT. Mr. Cyphers called the roll and a quorum was declared present.

2. Additions, Deletions or Changes to the Agenda

There were no additions, deletions, or changes to the agenda.

3. Approval of the Minutes for January 14, 2016

MOTIONED BY MR. ALTER, SECONDED BY MR. ANDREWS, THAT THE GOVERNING BOARD APPROVE THE JANUARY 14, 2016, GOVERNING BOARD MEETING MINUTES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY MR. ALTER, SECONDED BY MR. PATRONIS, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF DECEMBER 2015. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Consideration of Renewal of Employee Health and Life Insurance

MOTIONED BY VICE CHAIR PATE, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD APPROVE THE RENEWAL OF EMPLOYEE HEALTH AND LIFE INSURANCE POLICIES FOR THE YEAR BEGINNING APRIL 1, 2016, AND ENDING MARCH 31, 2017. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Maintenance Agreement between the Board of County Commissioners of Washington County and Northwest Florida Water Management District

MOTIONED BY MR. ANDREWS, SECONDED BY MR. SPRING, THAT THE GOVERNING BOARD APPROVE THE RENEWAL OF THE 20-YEAR MAINTENANCE AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY AND

THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of First Right of Refusal on the Sims Conservation Easement; Econfina Creek WMA

MOTIONED BY MR. ALTER, SECONDED BY VICE CHAIR PATE, THAT THE GOVERNING BOARD NOT EXERCISE THE FIRST RIGHT OF REFUSAL ON THE SIMS CONSERVATION EASEMENT. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Amendment No. 5 to Agreement No. 13-021 Renewal of Agreement and Purchase of Longleaf Pine Tubelings

MOTIONED BY MR. ALTER, SECONDED BY VICE CHAIR PATE, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT TO AGREEMENT NO. 13-021 WITH BLANTON'S LONGLEAF CONTAINER NURSERY TO RENEW THE AGREEMENT FOR AN ADDITIONAL THREE-YEAR TERM, ADJUST THE AGREEMENT PRICE FROM \$150.00 PER THOUSAND TUBELINGS TO \$145.50 PER THOUSAND TUBELINGS, AND PURCHASE 893,000 LONGLEAF PINE TUBELINGS , AT A COST OF \$129,931.50, SUBJECT TO APPROVAL OF FUNDS FOR LONGLEAF TUBELINGS IN THE DISTRICT'S FISCAL YEAR 2016-2017 BUDGET IN SEPTEMBER. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Public Hearing on Regulatory Matters

Chair Roberts called the public hearing to order at 1:44 p.m. CT

MOTIONED BY MR. ALTER, SECONDED BY VICE CHAIR PATE, 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Public Hearing on Florida Forever 2016 Five-Year Work Plan

Chair Roberts called the public hearing to order at 1:46 p.m. CT

MOTIONED BY MR. PATRONIS, SECONDED BY MR. ALTER, THAT THE GOVERNING BOARD APPROVE THE 2016 FLORIDA FOREVER FIVE-YEAR WORK PLAN. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Legislative Update

Informational purposes only.

12. Legal Counsel Report

No legal matters to discuss.

Meeting was adjourned at 1:57 p.m. CT.

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Chair

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March 10, 2016

Date

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Executive Director

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Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
 Financial Report  
 Summary Statement of Receipts, Disbursements & Cash Balances  
 For Month Ending January 31, 2016

Balance Forward - Operating Funds	\$48,034,624.86	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$464,734.20	
Contracts Receivable	294,442.06	
Other Deposits/Refunds/Adjustments	9,034.72	
Transfers from Lands Accounts	56,444.73	
Total Deposits during month	824,655.71	
Total Deposits and Balance Forward		\$ 48,859,280.57
Disbursements:		
Employee Salaries	413,488.39	
Employee Benefits	181,494.09	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	101,249.65	
Operating Expenses - Services	106,936.80	
Operating Expenses - Commodities	47,911.43	
Operating Capital Outlay	24,739.49	
Grants and Aids	596,680.90	
Total Operating Expenses during month	1,472,500.75	
Payables, Prior Year	54,345.90	
Other Disbursements or (Credits)	11,938.63	
Total Funds Disbursed by check during month	1,538,785.28	
Bank Debits (Fees, Deposit Slips, etc.)	55.88	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		1,538,841.16
Cash Balance Operating Funds at month end		\$ 47,320,439.41
Operating Depositories:		
Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking @ 0.2%	52,610.80	
Payroll Account @ 0.0%	6,092.97	
Pensacola Account	170.00	
Investment Accounts:		
Fla. Board of Administration @0.48%		
General Fund	19,521,863.63	
Lands Fee Fund	8,975,649.74	
SWIM Fund	2,565,223.25	
ETDM	0.00	
Water Prot. & Sust. TF	0.00	
Springs Protection	54.20	
Mitigation Fund	16,198,524.57	
Total Operating Depositories at month end		\$ 47,320,439.41

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
 Financial Report  
 Summary Statement of Receipts, Disbursements & Cash Balances  
 For Month Ending January 31, 2016

Land Acquisition Funds:

Fla. Board of Administration @ 0.48%	\$	669,849.90	
Total Land Acquisition Funds			669,849.90

Restricted Land Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 0.48%		151,988.75	
Total Restricted Land Management Funds			<u>151,988.75</u>

Total Land Acquisition, and Restricted Management Funds			<u>821,838.65</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u><u>\$ 48,142,278.06</u></u>
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Approved: \_\_\_\_\_  
 Chairman or Executive Director

Date: March 10, 2016

**Northwest Florida Water Management District**  
**Statement of Sources and Uses of Funds**  
**For the Period ending January 31, 2016**  
**(Unaudited)**

	<b>Current Budget</b>	<b>Actuals Through 1/31/2016</b>	<b>Variance (under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 3,433,785	\$ 2,543,727	\$ (890,058)	74%
Intergovernmental Revenues	34,158,194	16,590	(34,141,604)	0%
Interest on Invested Funds	42,650	50,558	7,908	119%
License and Permit Fees	332,500	145,930	(186,570)	44%
Other	2,253,190	223,050	(2,030,140)	10%
Fund Balance	35,736,267		(35,736,267)	0%
<b>Total Sources</b>	<b>\$ 75,956,586</b>	<b>\$ 2,979,855</b>	<b>\$ (72,976,731)</b>	<b>4%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances<sup>1</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated<sup>2</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 7,087,834	\$ 904,796	\$ 139,446	\$ 6,043,592	13%	15%
Acquisition, Restoration and Public Works	38,645,294	1,776,762	100,539	36,767,993	5%	5%
Operation and Maintenance of Lands and Works	3,920,442	650,182	167,358	3,102,903	17%	21%
Regulation	3,906,837	957,137	164,847	2,784,853	24%	29%
Outreach	180,324	50,186	20	130,118	28%	28%
Management and Administration	2,034,393	540,474	88,798	1,405,121	27%	31%
<b>Total Uses</b>	<b>\$ 55,775,124</b>	<b>\$ 4,879,536</b>	<b>\$ 661,009</b>	<b>\$ 50,234,579</b>	<b>9%</b>	<b>10%</b>
Reserves	20,181,462			20,181,462	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 75,956,586</b>	<b>\$ 4,879,536</b>	<b>\$ 661,009</b>	<b>\$ 70,416,041</b>	<b>6%</b>	<b>7%</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 January 31, 2016, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

JANUARY 2016

CHECKS	01/07/2016	83,705.85
AP EFT CHECKS	01/08/2016	7,419.20
CHECKS	01/14/2016	563,143.82
AP EFT CHECKS	01/15/2016	9,939.50
CHECKS	01/21/2016	217,962.95
AP EFT CHECKS	01/22/2016	1,131.80
CHECKS	01/22/2016	61.00
CHECKS	01/28/2016	175,588.71
AP EFT CHECKS	01/29/2016	644.38
RETIREMENT EFT		50,546.48
		\$ <u><u>1,110,143.69</u></u>

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Chairman or Executive Director

March 10, 2016

Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4812	ALL AMERICAN RENTALS, INC.	01/07/2016	140.00	PORTABLE TOILETS
4812	ALL AMERICAN RENTALS, INC.	01/07/2016	140.00	PORTABLE TOILETS
735	CARLTON APPRAISAL COMPANY	01/07/2016	694.80	APPRAISAL
1948	DELL MARKETING L.P.	01/07/2016	10,353.44	DR VMWARE HOST (BACKUP)
5238	DESTIN WATER USERS, INC.	01/07/2016	40,000.00	DESTIN WATER SYSTEM ANALYSIS
45	DMS	01/07/2016	1,250.87	PHONES-CARR
4748	EAST MILTON WATER SYSTEM	01/07/2016	10.00	WATER-MILTON
5180	GK HOLDINGS, INC	01/07/2016	2,656.66	TRAINING FOR BILL HUNKAPILLER
2299	LIBERTY COUNTY SOLID WASTE	01/07/2016	28.00	SOLID WASTE-FL RIVER
252	MONTICELLO NEWS	01/07/2016	48.00	NEWSPAPER AD FOR 2016 GB MEETI
2758	NORTHERN TOOL & EQUIPMENT COMPANY, INC	01/07/2016	631.86	HAND AUGER AND ACCESSORIES
2758	NORTHERN TOOL & EQUIPMENT COMPANY, INC	01/07/2016	42.31	FIELD SUPPLIES
2758	NORTHERN TOOL & EQUIPMENT COMPANY, INC	01/07/2016	32.73	FIELD SUPPLIES
1205	OFFICE DEPOT, INC.	01/07/2016	15.99	CALENDARS PLANNERS
1205	OFFICE DEPOT, INC.	01/07/2016	9.85	OFFICE SUPPLIES
62	PENSACOLA NEWS-JOURNAL	01/07/2016	99.42	NEWSPAPER AD FOR 2016 GB MEETI
4081	POT-O-GOLD RENTALS, LLC	01/07/2016	1,275.00	PORTABLE TOILETS
4368	PROFESSIONAL HEALTH EXAMINERS	01/07/2016	41.75	LABORATORY TESTING
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	01/07/2016	165.50	SHOP DRAIN BACK UP
523	SANTA ROSA PRESS GAZETTE	01/07/2016	46.90	NEWSPAPER AD FOR 2016 GB MEETI
4091	THE SHOE BOX	01/07/2016	178.88	BOOTS FOR JANET STRUTZEL
4091	THE SHOE BOX	01/07/2016	161.99	SAFETY BOOTS-BROCK
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/07/2016	169.40	OFFICE SUPPLIES
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/07/2016	87.17	SECURITY LIGHTS-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/07/2016	246.47	WATER/SEWER-HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	01/07/2016	3,120.96	ELECTRIC-HQ
5100	TECHNISOURCE, INC	01/07/2016	8,640.00	EXCHANGE 2013
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	01/07/2016	3,801.60	PUBLIC RECREATION SITE CLEAN U
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	01/07/2016	9,550.00	CONSULTING SERVICES FOR RESERV
5218	WAGeworks, INC.	01/07/2016	127.50	ADMIN FEE FOR FSA
5218	WAGeworks, INC.	01/07/2016	(61.20)	FSA CREDIT FROM FY 14-15
<b>TOTAL CHECKS</b>			<b><u>83,705.85</u></b>	



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

4845	CALHOUN COUNTY SHERIFF'S OFFICE	01/08/2016	845.36	CALHOUN CO SHERIFF-LAW ENFCMT/
3942	A & W VENTURES, L.C.	01/08/2016	151.34	PORTABLE TOILET FOR PHIPPS PAR
5032	WILLIAM HUNKAPILLER	01/08/2016	230.00	TRAVEL REIMBURSEMENT
3921	KOUNTRY RENTAL, INC.	01/08/2016	207.50	CLEANING OF ECONFINA OFFICE
3921	KOUNTRY RENTAL, INC.	01/08/2016	5,985.00	RENTAL, LEASE, AND SERVICE OF
	<b>TOTAL ACH TRANSFER</b>		<b><u>7,419.20</u></b>	
	<b>TOTAL AP</b>		<b><u><u>91,125.05</u></u></b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
2967	BANK OF AMERICA	01/14/2016	3,273.53	P-CARD PURCHASES
4180	BA MERCHANT SERVICES	01/14/2016	170.07	TRANSACTION FEES FOR E-PERMITT
5326	DAVID BARFIELD	01/14/2016	300.00	BOARD OF DIRECTORS HEADSHOT
325	BAY CO. PROPERTY APPRAISER	01/14/2016	4,172.02	1ST & 2ND QTR FY 15-16
4096	BAY COUNTY SOLID WASTE DEPARTMENT	01/14/2016	319.03	SOLID WASTE
5177	CAPITAL CITY AUTOMOTIVE, LLC	01/14/2016	65.90	OPEN PURCHASE ORDER FOR POOL V
3485	CDM SMITH, INC.	01/14/2016	7,300.00	WATER RESOURCE ASSESSMENT, DES
5130	CHUMUCKLA WATER SYSTEM, INC.	01/14/2016	12,200.00	CHUMUCKLA WATER SYSTEM UPGRADE
5125	CITY OF PARKER	01/14/2016	238,593.13	STORMWATER IMPROVEMENT PROJECT
5125	CITY OF PARKER	01/14/2016	3,306.58	STORMWATER IMPROVEMENT PROJECT
1948	DELL MARKETING L.P.	01/14/2016	5,885.25	ANNUAL COMPUTER UPGRADES
45	DMS	01/14/2016	13.23	AUDIO CONFERENCING
45	DMS	01/14/2016	0.17	AUDIO CONFERENCING
45	DMS	01/14/2016	7,140.09	ETHERNET-ALL
45	DMS	01/14/2016	4.23	LAN PORTS INTRA/INTERNET
45	DMS	01/14/2016	1,909.36	ST JOHNS CONNECTION
45	DMS	01/14/2016	8.00	AUDIO CONFERENCING
45	DMS	01/14/2016	5,722.93	ETHERNET-ALL
45	DMS	01/14/2016	4.56	WEBSERVER
45	DMS	01/14/2016	1,909.36	ST JOHNS CONNECTION
4855	ENVIRON SERVICES INCORPORATED	01/14/2016	2,127.00	JANITORIAL SERVICES, HEADQUART
5147	TOWN OF ESTO	01/14/2016	53,094.50	WATER MAIN REPLACEMENT PROJECT
3287	FASTENER SERVICE INC.	01/14/2016	465.00	SIGN SUPPLIES
5325	FEMA	01/14/2016	191.19	GRANT REFUND
5093	FL AVIATION CENTER	01/14/2016	560.00	OBLIQUE AERIALS
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	01/14/2016	5,262.75	FUEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	01/14/2016	1,676.63	WEX TELEMATICS FLEET MANAGEMEN
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	01/14/2016	25.00	FLEET MANAGEMENT SYSTEM - LAND
5180	GK HOLDINGS, INC	01/14/2016	1,706.44	TRAINING FOR YAMILLA AND DANNY
5180	GK HOLDINGS, INC	01/14/2016	1,706.44	TRAINING FOR DANNY
916	GULF POWER COMPANY	01/14/2016	420.66	ELECTRIC-MILTON
916	GULF POWER COMPANY	01/14/2016	575.49	ELECTRIC-CRESTVIEW
3003	HAVANA FORD, INC.	01/14/2016	52.98	OPEN PURCHASE ORDER FOR RMD
3003	HAVANA FORD, INC.	01/14/2016	52.98	OPEN PURCHASE ORDER FOR RMD
61	JACKSON COUNTY FLORIDAN	01/14/2016	152.45	LEGAL ADS
5150	TOWN OF JAY	01/14/2016	156,451.72	ASBESTOS WATERMAIN REPLACEMENT
5150	TOWN OF JAY	01/14/2016	1,493.90	ASBESTOS WATERMAIN REPLACEMENT

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

76	LEON COUNTY PROPERTY APPRAISER	01/14/2016	2,394.24	2ND QTR FY 15-16
3266	LOWE'S COMPANIES INC.	01/14/2016	567.75	SUPPLIES & CONCRETE
4986	PATRICIA LUJAN	01/14/2016	7,374.16	CRESTVIEW LEASE
4873	MAIN STREET AUTOMOTIVE, INC.	01/14/2016	26.96	OPEN PURCHASE ORDER FOR ERP CF
5001	NORTHWEST FLORIDA LEAGUE OF CITIES, INC	01/14/2016	250.00	NWFLOC MEMBERSHIP RENEWAL
1205	OFFICE DEPOT, INC.	01/14/2016	52.89	OFFICE SUPPLIES
71	PETTY CASH	01/14/2016	99.00	PETTY CASH
4345	PRIDE ENTERPRISES FORESTRY	01/14/2016	9,889.95	PICNIC TABLES AND RAIL FENCE
4345	PRIDE ENTERPRISES FORESTRY	01/14/2016	1,693.36	PICNIC TABLES AND RAIL FENCE
4068	RING POWER CORPORATION	01/14/2016	859.23	REPAIR FORK LIFT - HQ SHOP
4091	THE SHOE BOX	01/14/2016	161.99	STEEL TOE SAFETY BOOTS FOR FIE
4091	THE SHOE BOX	01/14/2016	144.00	STEEL TOE SAFETY BOOTS FOR FIE
4228	SOWELL TRACTOR CO., INC.	01/14/2016	370.80	CHAINSAW SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/14/2016	33.19	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/14/2016	13.23	OFFICE SUPPLIES
4557	VERIZON WIRELESS	01/14/2016	836.97	JETPACKS
4557	VERIZON WIRELESS	01/14/2016	(123.60)	CREDIT FOR SHEPERD&HOWELL
3754	WEST FLORIDA RC&D COUNCIL, INC	01/14/2016	17,781.25	WEST FLORIDA RESOURCE CONSERVA
75	WALTON COUNTY PROPERTY APPRAISER	01/14/2016	1,659.15	2ND QTR FY 15-16
1540	MORRIS AND LEE, INC.	01/14/2016	576.73	4.2L HORIZONTAL VAN DORN BETA
4774	JOHN T WILLIAMSON	01/14/2016	170.00	JANITORIAL SERVICES FOR THE WF
<b>TOTAL CHECKS</b>			<b><u>563,143.82</u></b>	
4607	MAIL FINANCE INC	01/15/2016	126.00	MAILING SYSTEM LEASE FOR CRESTVIEW
2268	INNOVATIVE OFFICE SOLUTIONS, INC	01/15/2016	836.00	PHONE MAINTENANCE
3813	PENNINGTON, P.A.	01/15/2016	8,977.50	LEGAL COUNSEL
<b>TOTAL ACH TRANSFER</b>			<b><u>9,939.50</u></b>	
<b>TOTAL AP</b>			<b><u>573,083.32</u></b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4923	JOHN ALTER	01/21/2016	61.41	BOARD TRAVEL
3293	ANGUS ANDREWS	01/21/2016	107.69	BOARD TRAVEL
5028	AQUATIC INFORMATICS INC	01/21/2016	12,500.00	SMA RENEWAL FOR AQUARIUS HYDRO
2967	BANK OF AMERICA	01/21/2016	1,100.00	WETLAND TRAINING FOR SARA BROCK
2967	BANK OF AMERICA	01/21/2016	45.00	ANNUAL CREDIT CARD FEE
5232	BAY COUNTY BUILDERS SERVICES	01/21/2016	54.00	ANNUAL FIRE INSPECTION - EFO
5329	SARA BROCK	01/21/2016	218.00	TRAVEL REIMBURSEMENT
2820	CONTINENTAL MILANO IMAGING PRODUCTS	01/21/2016	225.53	PLOTTER PAPER
3904	DADE PAPER & BAG COMPANY	01/21/2016	445.24	RECREATION SITE SUPPLIES
1948	DELL MARKETING L.P.	01/21/2016	9,555.48	ANNUAL COMPUTER UPGRADES
1948	DELL MARKETING L.P.	01/21/2016	796.29	ANNUAL COMPUTER UPGRADES
1948	DELL MARKETING L.P.	01/21/2016	9,555.48	ANNUAL COMPUTER UPGRADES
45	DMS	01/21/2016	73.52	PHONES-MILTON
45	DMS	01/21/2016	1,440.26	PHONES-HQ
45	DMS	01/21/2016	1,296.41	PHONES-CRESTVIEW
45	DMS	01/21/2016	1.05	SUNCOM
4508	CARDNO ENTRIX	01/21/2016	38,506.25	MINIMUM FLOW AND LEVELS DEVELO
5298	TED EVERETT	01/21/2016	65.86	BOARD TRAVEL
4807	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION	01/21/2016	66.62	REFUND DUE TO VENDOR
3420	GREASE PRO EXPRESS LUBE	01/21/2016	1,550.00	WMD 0042 REPAIRS
2291	GULF COAST ELECTRIC COOPERATIVE, INC	01/21/2016	234.09	ELECTRIC-ECONFINA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/21/2016	999.60	LEASE FOR REG COPIER
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/21/2016	1,151.34	LEASE FOR COPIER OUTSIDE ACCOU
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	01/21/2016	587.15	COPIER LEASE FOR ECONFINA OFFI
4952	LAW, REDD, CRONA & MUNROE, P.A.	01/21/2016	1,376.00	INSPECTOR GENERAL SERVICES ENG
5227	MAC'S AUTO SERVICE	01/21/2016	54.37	OPEN PURCHASE ORDER FOR REG-MF
4600	MYTHICS, INC.	01/21/2016	2,467.24	ORACLE SUPPORT
1205	OFFICE DEPOT, INC.	01/21/2016	1,979.91	OFFICE CHAIRS
1205	OFFICE DEPOT, INC.	01/21/2016	59.63	OFFICE SUPPLIES
288	OKALOOSA CO. PROPERTY APPRAISER	01/21/2016	2,031.17	2ND QTR FY 15-16
4849	NICK PATRONIS	01/21/2016	81.88	BOARD TRAVEL
5017	AGFA CORPORATION	01/21/2016	264.52	ADHESIVE PAPER FOR PLOTTER
5017	AGFA CORPORATION	01/21/2016	264.52	ADHESIVE PAPER FOR PLOTTER
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	180.76	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	132.58	COPIER LEASE FOR FACILITIES
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	1.34	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	8.74	ANNUAL MAINTENANCE AGREEMENTS

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	156.93	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	173.27	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	53.72	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	522.09	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	212.33	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	227.55	ANNUAL MAINTENANCE AGREEMENTS
5183	ROBERT J YOUNG COMPANY, INC	01/21/2016	79.53	COPIER-CRESTVIEW
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	01/21/2016	90.00	REPAIR FAUSET IN HQ RESTROOM
3960	GEORGE ROBERTS	01/21/2016	81.88	BOARD TRAVEL
523	SANTA ROSA PRESS GAZETTE	01/21/2016	221.46	LEGAL ADS
3213	SHI INTERNATIONAL CORP	01/21/2016	9,795.00	MICROSOFT SHAREPOINT MAINTENAN
4720	SOUTHWOOD SHARED RESOURCE CENTER	01/21/2016	1,621.77	OFFSITE DATA STORAGE
4967	SAMUEL SPRING	01/21/2016	85.44	BOARD TRAVEL
105	TALLAHASSEE DEMOCRAT	01/21/2016	50.90	NEWSPAPER AD FOR 2016 GB MEETI
105	TALLAHASSEE DEMOCRAT	01/21/2016	109.53	LEGAL ADS
5100	TECHNISOURCE, INC	01/21/2016	720.00	EXCHANGE 2013
4557	VERIZON WIRELESS	01/21/2016	1.59	MACHINE TO MACHINE
4618	WAKULLA COUNTY BOCC	01/21/2016	113,937.50	MAGNOLIA GARDENS AND WAKULLA G
385	WAKULLA NEWS	01/21/2016	89.00	NEWSPAPER AD FOR THE 2016 GBM
3462	WASTE MANAGEMENT OF PANAMA CITY	01/21/2016	155.00	DUMPSTER FOR ECONFINA OFFICE A
4038	WINDSTREAM COMMUNICATIONS	01/21/2016	39.53	EFO LONG DISTANCE AND 800#
<b>TOTAL CHECKS</b>			<b><u>217,962.95</u></b>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	01/22/2016	454.80	CALHOUN CO SHERIFF-LAW ENFCMT/
4961	PETER FOLLAND	01/22/2016	146.00	TRAVEL REIMBURSEMENT
4607	MAIL FINANCE INC	01/22/2016	126.00	MAILING SYSTEM LEASE FOR CARR,
4607	MAIL FINANCE INC	01/22/2016	259.00	MAILING SYSTEM LEASE FOR HQ
3823	KENNETH ANDREW ROACH	01/22/2016	146.00	TRAVEL REIIMBURSEMENT
<b>TOTAL ACH TRANSFER</b>			<b><u>1,131.80</u></b>	
<b>TOTAL AP</b>			<b><u>219,094.75</u></b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**AP COMPUTER PAID/EFT CHECKS**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5113	JACKSON COUNTY CLERK OF THE COURT	01/22/2016	61.00	FEE TO RECORD EASEMENT FOR MON
<b>TOTAL AP</b>			<b><u>61.00</u></b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4832	ASSURANT EMPLOYEE BENEFITS	01/28/2016	4,280.39	EMPLOYEE DENTAL-REG
4832	ASSURANT EMPLOYEE BENEFITS	01/28/2016	170.12	EMPLOYEE PREPAID DENTAL
4834	ASSURANT EMPLOYEE BENEFITS	01/28/2016	802.06	EMPLOYEE AD&D
4833	ASSURANT EMPLOYEE BENEFITS	01/28/2016	1,280.93	EMPLOYEE VOL. LTD
95	AT&T	01/28/2016	411.18	PHONES-ECONFINA
5089	ATKINS NORTH AMERICA, INC.	01/28/2016	23,592.25	MINIMUM FLOWS AND LEVELS DEVEL
2197	A J TROPHIES & AWARDS INC	01/28/2016	14.95	NAME TAG
2992	BANK OF AMERICA	01/28/2016	481.14	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	01/28/2016	289.15	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	01/28/2016	1,430.60	ACCOUNT ANALYSIS
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	01/28/2016	205.32	MEDICARE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	01/28/2016	45,977.75	EMPLOYEE MEDICAL INSURANCE
5177	CAPITAL CITY AUTOMOTIVE, LLC	01/28/2016	394.16	TIRES FOR LAB VEHICLE WMD2437
1617	CAPITAL HEALTH PLAN	01/28/2016	71,331.98	EMPLOYEE MEDICAL INSURANCE
5128	CITY OF BONIFAY	01/28/2016	4,835.82	WATERLINE REPLACEMENT PROJECT
3524	CITY OF CRESTVIEW	01/28/2016	36.69	WATER/SEWER-CRESTVIEW FIELD OFFICE
4676	CITY OF MILTON FLORIDA	01/28/2016	35.50	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	01/28/2016	17.81	SEWER MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	01/28/2016	37.58	LAKESHORE
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	01/28/2016	2,253.89	DEP INTEREST REFUND
4945	MARCUS A. DIXON	01/28/2016	75.00	SECURITY FOR THE JANUARY 14, 2
3309	FAST SIGNS	01/28/2016	1,146.79	HQ EMPLOYEE OFFICE SIGNS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	01/28/2016	29.12	FAR ADS FY 2016 BOARD MEETINGS
839	FORESTRY SUPPLIERS, INC.	01/28/2016	40.00	MEASURING WHEEL
5172	FREDDIE WILBON	01/28/2016	750.00	JANITORIAL SERVICE FOR CRESTVI
391	GADSDEN COUNTY TAX COLLECTOR	01/28/2016	16.68	2015 POSTAGE
3420	GREASE PRO EXPRESS LUBE	01/28/2016	471.00	REPAIR WORK ON 2009 FORD F150
2282	GULF ICE SYSTEMS, INC	01/28/2016	199.61	ICE MACHINE SERVICE AT MILTON
3003	HAVANA FORD, INC.	01/28/2016	84.55	OPEN PURCHASE ORDER FOR REG
2029	HILLER SYSTEMS, INC	01/28/2016	123.00	INSPECTIONS FOR FIRE EXTINGUSH
666	JEFFERSON COUNTY PROPERTY APPRAISER	01/28/2016	223.84	2ND QTR FY 15-16
3266	LOWE'S COMPANIES INC.	01/28/2016	787.80	MATERIALS FOR POLE BARN - EFO
1205	OFFICE DEPOT, INC.	01/28/2016	98.86	OFFICE SUPPLIES
4091	THE SHOE BOX	01/28/2016	135.00	SAFETY BOOTS-RUNDEL
4577	SOUTHERN TIRE MART, LLC	01/28/2016	495.00	REPLACEMENT TIRE MACK TRUCK TR

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AP COMPUTER PAID/EFT CHECKS**

4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/28/2016	76.06	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/28/2016	673.18	INK ORDER FOR CRESTVIEW MEDIA
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/28/2016	32.50	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	01/28/2016	7.96	CALENDAR
107	TALLAHASSEE STAMP CO.	01/28/2016	67.00	DATE STAMPERS, SHINY S530D, 2
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	01/28/2016	12,019.80	LAW ENFORCEMENT/SECURITY SERVI
4626	WASTE PRO OF FLORIDA, INC	01/28/2016	156.69	SOLID WASTE-HQ

**TOTAL CHECKS**

**175,588.71**

4369	JOHN M. BATEMAN	01/29/2016	110.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	01/29/2016	135.00	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	01/29/2016	135.00	TRAVEL REIMBURSEMENT
4534	JANET STRUTZEL	01/29/2016	264.38	TRAVEL REIMBURSEMENT

**TOTAL ACH TRANSFER**

**644.38**

**TOTAL AP**

**176,233.09**



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

JANUARY 2016

DIRECT DEPOSIT	01/06/2016	208,500.20
CHECKS	01/08/2016	2,670.28
FLEX SPENDING EFT	TF0029	1,419.60
DIRECT DEPOSIT	01/22/2016	211,929.23
CHECKS	01/22/2016	2,702.68
FLEX SPENDING EFT	TF0031	1,419.60
		<hr/>
		\$ <u><u>428,641.59</u></u>

APPROVED:

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Chairman or Executive Director

March 10, 2016

Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

FROM: Richard Law  
Law, Redd, Crona and Munroe, P.A.  
District Inspector General

DATE: February 19, 2016

SUBJECT: Consideration of Inspector General's Reports #15-01, 02, and 03 and the Audit Work Plan for Fiscal Year 2015-2016

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**Recommendation**

Approval is requested for the Inspector General's Reports #15-01, 02, and 03 and the Audit Work Plan for Fiscal Year 2015-2016.

**Background**

The Fiscal Year (FY) 2014-2015 Inspector General's internal audit reports included a review of the District's performance measures required by the Florida Department of Environmental Protection, the collection of regulatory permitting fees, and purchasing cards. The three reports are provided to the Board as separate documents titled:

“Report on Internal Audit of Performance Measures #15-01.”

“Report on Internal Audit of Regulatory Permitting Fee Collection #15-02.”

“Report on Internal Audit of Purchasing Card Program #15-03.”

The FY 2015-2016 Audit Work Plan includes a review of tangible personal property and motor vehicle usage and maintenance, as well as a follow up on the Internal Audit Report #14-01 on information technology controls.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
2016 INTERNAL AUDIT WORK PLAN**

Audit Area	Tentative Work Plan	Planned Start Date	Estimated Hours
Planning	<ul style="list-style-type: none"> <li>- Review of AG Report No. 2016-016</li> <li>- Meetings with District Director of Administration and External Auditor</li> <li>- Identify areas of concern</li> <li>- Design of Specific Audit Procedures</li> <li>- Presentation of Audit Plan to District Governing Board</li> </ul>	January/March 2016	30
Tangible Personal Property (TPP)	<ul style="list-style-type: none"> <li>- Review internal control procedures over TPP through review of policies and procedures and inquiry of personnel</li> <li>- Review District records to determine if physical inventories are being conducted</li> <li>- Test the reconciliation of physical inventories with subsidiary property records</li> <li>- Test sample of fixed asset purchases</li> <li>- Test sample of fixed asset disposals</li> <li>- Test IT access controls and software change controls for the new TPP inventory system (WASP)</li> </ul>	June/July 2016	60
Motor Vehicle Usage and Maintenance	<ul style="list-style-type: none"> <li>- Review internal control procedures over motor vehicle usage and maintenance as set forth in the District's policies and procedures manual revised in March 2015</li> <li>- Test District compliance with selected controls over motor vehicle usage and maintenance provided for in the policies and procedures manual</li> <li>- Analytical test of the reasonableness of motor vehicle repair and maintenance costs</li> </ul>	June 2016	60
IT Controls – Follow up on LRCM Internal Audit Report No. 14-01	<ul style="list-style-type: none"> <li>- Interview District personnel with regard to actions taken to address IT control deficiencies noted in LRCM Internal Audit Report No. 14-01, dated October 1, 2014</li> <li>- Document and test IT control enhancements described by District personnel</li> </ul>	March/April 2016	60
Discretionary	<ul style="list-style-type: none"> <li>- Reserved for procedures to be performed at the discretion of the inspector general without the prior knowledge of management</li> <li>- Perform additional procedures as deemed necessary as a result of other procedures performed or at the request of the District's Governing Board, management and/or external auditor</li> </ul>	March – December 2016	40
Reporting	<ul style="list-style-type: none"> <li>- Preparation of Internal Audit Reports</li> <li>- Presentation of Draft Report to District Director of Administration</li> <li>- Presentation of Final Audit Report to Governing Board</li> <li>- Presentation to External Auditor and provide copies of work papers</li> </ul>	November/ December 2016	40

Total Hours	290.00
Estimated Blended Hourly Rate	\$ 157.00
Estimated Fee	<u>\$45,530.00</u>

**ESTIMATED BLENDED HOURLY RATE**

	<u>Hourly Rate</u>	<u>Percent Utilized</u>	<u>Extension</u>
Partner	\$220	20%	\$ 44.00
Audit Manager	\$155	20%	31.00
IT Audit Manager	\$180	20%	36.00
Senior Auditor	\$120	30%	36.00
Staff Auditor	\$100	10%	10.00
			<u>10.00</u>
	Blended Rate		<u>\$ 157.00</u>

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director

FROM: Jim Lamar, Director of Communications

DATE: February 29, 2016

SUBJECT: Proclamation naming April as Water Conservation Month

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**Recommendation**

Staff recommends the Governing Board proclaim April as Water Conservation Month and allow staff to read a proclamation at the March 10 Governing Board meeting.

**Background**

The District works in conjunction with other water management districts, the Department of Environmental Protection, and the state of Florida each year to proclaim April as Water Conservation Month. In addition to reading this proclamation at the Board meeting, District staff will work with local governments to have the same proclamation read at their commission meetings.

# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director  
Nick Wooten, Director - Resource Management Division  
Wendy Dugan, Director – Administration Division

FROM: Kathleen Coates, Chief – Bureau of Water Resource Evaluation

DATE: February 19, 2016

SUBJECT: Informational Item - Minimum Flows and Levels Program Update

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### **Background**

Section 373.042(1), Florida Statutes, requires each water management district to develop minimum flows and levels (MFLs) for specific water bodies within their jurisdiction. The minimum flow or level for a given waterbody is the limit at which further withdrawals will be significantly harmful to the water resources or ecology of the area. The District's FY 2015 – 2016 MFL Priority List and Schedule is comprised of nine MFL waterbodies, including four first-magnitude springs. As required by statute, the FY 2015–2016 Priority List and Schedule were submitted to the Florida Department of Environmental Protection (FDEP) for approval. FDEP approved the proposed Priority List and Schedule on February 12, 2016.

### **Project Status and Accomplishments**

The District is working concurrently on five MFL water bodies: St. Marks River Rise, Wakulla Spring, Sally Ward Spring, Jackson Blue Spring, and the coastal Floridan Aquifer in Planning Region II (Okaloosa, Santa Rosa, and Walton counties). To date, the District has constructed 15 new monitor wells and instrumented 38 additional surface and groundwater monitoring sites to collect hydrologic and water quality data needed to develop MFLs for the St. Marks River Rise, Wakulla Spring, and Sally Ward Spring system. Specialized water quality data sensors were purchased and installed at seven of these sites to gain a better understanding of the factors contributing to water clarity at Wakulla Spring. During the fall of 2015, ecological and topographic transects were surveyed to characterize floodplain elevations, soils, and vegetation communities along the St. Marks and Wakulla rivers. A conceptual groundwater flow model was developed and work on a numerical groundwater flow model will begin this month. Work will also be initiated during the next few months to develop surface water and estuarine models of the St. Marks and Wakulla river system.

During the past year, staff has met with stakeholders including the City of Tallahassee and the Wakulla Alliance to provide them with an overview and status of the MFL development process.

The technical assessments for the St. Marks River Rise are on schedule to be completed in 2018, with the technical assessments for Wakulla Spring and Sally Ward Spring completed in 2020.

In 2015, a work plan was prepared for the development of MFLs for the coastal Floridan aquifer in Planning Region II. The work plan describes data collection needs, the technical approach, and project schedule and budget. The District has contracted with a consultant team to expand and recalibrate a regional groundwater flow model that encompasses the study area. The District recently issued an Invitation to Bid for exploratory testing and construction of up to six deep coastal Floridan aquifer monitor wells. Thirteen additional existing wells were assessed to determine their suitability for water quality monitoring. Enhanced water quality monitoring will begin later this year and analyses of long-term trends in groundwater quality will be performed. During the past month, staff provided an overview of our MFL program to the Regional Utilities Authority and the Northwest Florida Utility Managers Council. The project is on schedule, with the technical assessments to be completed in 2020.

The Jackson Blue Spring MFL project was initiated in 2014, two years earlier than initially scheduled. A work plan that outlines a detailed scope of work and schedule for the technical assessment was completed in 2015. Enhanced surface water monitoring of the spring system and Merritt's Mill Pond has been initiated. Four new monitor well sites were selected and access has been obtained from property owners. Near Jackson Blue Spring, a 450-foot deep core is being installed by the Florida Geological Survey to gain a better understanding of the hydrogeologic and aquifer properties near the spring vent. Following the coring, monitor wells will be constructed and instrumented to monitor aquifer levels. The data collected will be used to develop and calibrate a groundwater flow model of the Jackson Blue Spring contribution area. Ecological, topographic, and floodplain transect data will be collected later this year along Merritt's Mill Pond and Spring Creek to support the future development of surface water and ecological models. The project is on schedule, with the technical assessments to be completed in 2022.

Okaloosa County has indicated that it plans to develop a new water supply on the Shoal River. As a result, the District accelerated the schedule for the Shoal and Yellow River MFL Project by three years, with MFL initiation now scheduled for 2017. Later this year, staff will begin developing a work plan that outlines data collection, technical assessments, schedule, and estimated budget needed to develop the MFL for the Shoal and Lower Yellow River system.

# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director  
Guy Gowens, Assistant Executive Director  
Nick Wooten, Director – Resource Management Division

FROM: Jerrick Saquibal, Chief – Bureau of Hydrology and Engineering

DATE: February 24, 2016

SUBJECT: Informational Item – Overview of Potential FY 2016-2017 Springs Protection and Restoration Projects

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### **Background**

Protecting and restoring northwest Florida's springs and their associated ecosystems and public benefits is a continuing priority for the District. Current activities include restoration and protection projects at Devil's Hole Spring on Econfina Creek (Econfina Creek Water Management Area) and Cotton Landing along the Holmes Creek spring run (Choctawhatchee River and Holmes Creek Water Management Area). There are also two projects within the Jackson Blue Spring/Merritt's Mill Pond basin in Jackson County. They include extending central sewer service to the lower Indian Springs subdivision and helping farmers implement agricultural best management practices (BMPs) for water conservation and water quality improvement within the Jackson Blue Spring contribution area. Within the Wakulla Springs system, the District has also initiated efforts to assist Wakulla and Leon counties with sewer line extensions and elimination of septic systems.

The Florida Legislature has made it a priority to protect Florida's springs and funded these projects through legislative appropriations to the Department of Environmental Protection (DEP). DEP has partnered with the District and funded the aforementioned springs restoration and protection activities. All of these activities are focused on advancing the strategic priority established within the Strategic Water Management Plan (SWMP) to protect and restore water quality and flows within the major spring systems of northwest Florida. Many of the restoration projects also enhance public access in a manner that is consistent with protecting the unique aquatic, riparian, and wetland ecosystems supported by Florida's springs.

### **FY 2016-2017**

Staff will present a preliminary set of potential projects under consideration for fiscal year 2016-2017 funding. Among these are additional septic tank to central sewer projects, spring/creek habitat protection and restoration activities, expansion of the agricultural BMP producer cost-share program, and less-than-fee land acquisition and protection. We anticipate presenting the final list of proposed springs protection and restoration projects, including funding recommendations, to the Governing Board for approval later in the year.



MEMORANDUM

TO: Northwest Florida Water Management District Governing Board  
FROM: J. Breck Brannen, General Counsel  
RE: Legal Counsel Report  
DATE: February 29, 2016

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There are no matters currently pending in court in which the District is a party.