

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, July 13, 2023
81 Water Management Drive
Havana, Florida 32333**

1. Opening Ceremonies

Called to order at 1:04 p.m.

Savannah Shell called the roll and a quorum was declared present.

Present: George Roberts, Chair; Jerry Pate, Vice Chair; John Alter; Gus Andrews; Ted Everett; Kellie Ralston; Anna Upton

Absent: Nick Patronis, Secretary-Treasurer

2. Special Thanks and Recognition

Sarah Hibbard and Sam Mwenda received the employee of the quarter award.

4. Changes to the Agenda

None.

5. Consideration of the following Items Collectively by Consent:

MOTIONED BY JOHN ALTER, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE ITEMS A, B, C, D, AND E IN THE CONSENT AGENDA CONTINGENT UPON LEGAL REVIEW AND OTHER ACTIONS AS REQUIRED BY FLORIDA STATUTES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A. Approval of the Minutes for June 8, 2023

Approve the Minutes for June 8, 2023, Governing Board meeting.

B. Approval of the Financial Reports for the Month of May 2023

Approve the Financial Reports for the Month of May 2023.

C. Consideration of FEMA Cooperating Technical Partner Funding for Fiscal Year 2023-2024

Authorize the Executive Director to amend the Cooperating Technical Partner agreement with the Federal Emergency Management Agency to accept and authorize spending up to \$1,735,000 in new Fiscal Year 2023-2024 FEMA CTP funding to develop tools to assist communities reduce flood risk, subject to budget authority and legal counsel review.

D. Consideration of Amendment to Grant AT003 with the DEP and Expenditures Associated with the St. Joseph Bay Assessment Project

Authorize the Executive Director to (1) Execute an Amendment to Grant AT003 with the Florida Department of Environmental Protection (DEP) to accept funding of up to \$600,000 for the July 1, 2023, to June 30, 2024, period (2) Execute agreements with contractors to conduct work associated with the St. Joseph Bay Assessment Project, subject to legal counsel review and approval of the District budget for Fiscal Year 2023-2024 not to exceed \$600,000.

E. Consideration of OTT HydroMet Equipment Sole Source Purchases

Authorize the Executive Director to approve as-needed sole source purchases of field equipment from OTT HydroMet, not to exceed \$150,000 through Fiscal Year 2023-2024, contingent upon approval of the District's Fiscal Year 2023-2024 budget.

6. Consideration of Fiscal Year 2023-2024 Tentative Budget, Millage Rate and Dates, Times, and Locations of Public Hearings on the Budget

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD (1) SET THE AD VALOREM TAX MILLAGE FOR FISCAL YEAR 2023-2024 AT THE ROLLED-BACK RATE OF 0.0234 OF A MILL (2) APPROVE THE FISCAL YEAR 2023-2024 TENTATIVE BUDGET AS PRESENTED, ALLOW STAFF TO MAKE RECOMMENDED ADJUSTMENTS AND CORRECTIONS, AND SUBMIT THE STANDARD FORMAT TENTATIVE BUDGET TO THE GOVERNOR'S OFFICE AND LEGISLATURE BY AUGUST 1, 2023 (3) SCHEDULE THE PUBLIC HEARINGS ON THE BUDGET FOR THURSDAY, SEPTEMBER 14, 2023, AT 5:05 P.M. EASTERN TIME AT DISTRICT HEADQUARTERS IN HAVANA, FLORIDA AND THURSDAY, SEPTEMBER 28, 2023, AT 5:05 P.M. CENTRAL TIME IN PANAMA CITY, FLORIDA. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Amendment No. 1 to the Shuler Conservation Easement; Liberty County, Florida

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE AMENDMENT NO. 1 TO THE SHULER CONSERVATION EASEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement for the Purchase of the Lori Parkes Lenas Revocable Trust Parcel; Econfina Creek WMA

MOTIONED BY KELLIE RALSTON, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD (1) ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY, INC. FOR THE LORI PARKES LENAS REVOCABLE TRUST PARCEL IN WASHINGTON COUNTY (2) APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement for the Purchase of the Jencks-Parker Parcel; Econfina Creek WMA

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD (1) ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY, INC. FOR THE JENCKS-PARKER PARCEL IN WASHINGTON COUNTY (2) APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement for the Purchase of the St. Joe North Tract; Econfina Creek WMA

MOTIONED BY JERRY PATE, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD (1) ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY, INC. FOR THE ST. JOE NORTH PARCEL IN WASHINGTON COUNTY (2) APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement for the Purchase of the St. Joe Gully Pond Tract; Econfina Creek WMA

MOTIONED BY JERRY PATE, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD (1) ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY, INC. FOR THE ST. JOE GULLY POND PARCEL IN WASHINGTON COUNTY (2) APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, AND APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Consideration of ITB 23B-009 for Econfina Creek Sand Pine Timber Sale

MOTIONED BY JOHN ALTER, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD AWARD THE ECONFINA CREEK SAND PINE TIMBER SALE TO THE FOLLOWING COMPANIES: UNIT 1 TO SAPP'S LAND AND EXCAVATING AT \$8.07 PER TON; UNIT 2 TO CEDAR CREEK TIMBER COMPANY, INC. AT \$9.50 PER TON; AND UNIT 3 AT \$14.00 PER TON AND UNIT 4 AT \$8.25 PER TON, BOTH TO DEER POINT TIMBER PRODUCTS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH THESE THREE HIGHEST BIDDERS, AT THE PER TON BID PRICES PREVIOUSLY STATED, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

13. Consideration of ITB 23B-010 for 2023 Plug Growing Services

MOTIONED BY KELLIE RALSTON, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE BID RESULTS PROVIDED IN TABLE 1 IN RESPONSE TO INVITATION TO BID (ITB) 23B-010 FOR 2023 PLUG GROWING

SERVICES AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH (1) SOUTHERN HABITATS IN AN AMOUNT NOT TO EXCEED \$112,500.00 FOR GROWING UP TO 75,000 TOOTHACHE GRASS PLUGS AND UP TO 75,000 WIREGRASS PLUGS AND WITH (2) THE NATIVES, INC. IN AN AMOUNT NOT TO EXCEED \$18,500.00 FOR GROWING UP TO 25,000 FLORIDA NATIVES PLUGS.

Table 1 – Bids Submitted – Lump Sum Amount / Price per Plug

Bidder/Company	Toothache Grass Plugs (Up to 75,000)	Wiregrass Plugs (Up to 75,000)	Florida Native Plugs (Up to 25,000)
Premier Growers	\$67,500 / \$0.90	\$67,500 / \$0.90	\$22,500 / \$0.90
The Natives, Inc.	\$63,000 / \$0.84	\$63,000 / \$0.84	*\$18,500 / \$0.74
Southern Habitats	*\$56,250 / \$0.75	*\$56,250 / \$0.75	\$21,250 / \$0.85

*Lowest Bid

NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

14. 2023 Water Supply Assessment

Informational purposes only.

11. Legal Counsel Report

Breck Brannen provided a status update on the case referenced below.

Michael Lee vs. Northwest Florida Water Management District, Walton County Circuit Court Case No. 2023-CA-000266

12. Executive Director Report

Lyle Seigler thanked Sarah and Sam for their outstanding work.

Meeting was adjourned at 1:53 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending June 30, 2023

Balance Forward - Operating Funds \$35,526,615.55

Operating Funds Received in current month:

Revenue Receipts, Current	\$430,927.48	
Contracts Receivable	3,697,049.29	
Other Deposits/Refunds/Adjustments	10,834.20	
Transfers from Lands Accounts	0.00	
Total Deposits during month	4,138,810.97	4,138,810.97

Total Deposits and Balance Forward \$ 39,665,426.52

Disbursements:

Employee Salaries	691,066.80	
Employee Benefits	201,444.15	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	344,961.51	
Operating Expenses - Services	314,706.91	
Operating Expenses - Commodities	91,788.81	
Operating Capital Outlay	1,220.98	
Grants and Aids	0.00	
Total Operating Expenses during month	1,645,189.16	1,645,189.16
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	15,763.09	
Total Funds Disbursed by check during month	1,660,952.25	1,660,952.25
Bank Debits (Fees, Deposit Slips, etc.)	0.00	
Transfer to Land Acquisition Account	0.00	

Total Funds Disbursed 1,660,952.25

Cash Balance Operating Funds at month end \$ 38,004,474.27

Operating Depositories:

Petty Cash Fund	250.25	
General Fund Checking	3,394,051.95	
Payroll Account	6,000.00	
Passthrough (EFT) Account	3.27	
Investment Accounts @ 5.33%		
General Fund	12,950,444.82	
Lands Fee Fund	4,257,479.11	
Ecosystem TF	60,731.02	
Water Prot. & Sust. Program TF	101,308.27	
Okaloosa Regional Reuse	1,181,085.06	
Mitigation Fund	16,053,120.52	16,053,120.52

Total Operating Depositories at month end \$ 38,004,474.27

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending June 30, 2023

Land Acquisition Funds:

Fla. Board of Administration @ 5.33%	\$ 297,100.57	
Total Land Acquisition Funds		297,100.57

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.33%	40,991.74	
--	-----------	--

Fla. Board of Administration Cypress Springs R&M Account @ 5.33%	<u>810,771.08</u>	
---	-------------------	--

Total Restricted Land Management Funds		<u>851,762.82</u>
--	--	-------------------

Total Land Acquisition, and Restricted Management Funds		<u>1,148,863.39</u>
--	--	---------------------

TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 1,148,863.39</u></u>
---	--	-------------------------------

Approved: _____
Chairman or Executive Director

Date: August 10, 2023

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending June 30, 2023
(Nonfinal and Unaudited)*

	Current Budget	Actuals Through 6/30/2023	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,792,899	\$ 3,764,555	\$ (28,344)	99%
Intergovernmental Revenues	98,388,542	13,225,118	(85,163,424)	13%
Interest on Invested Funds	49,500	1,329,258	1,279,758	2685%
License and Permit Fees	655,000	548,580	(106,420)	84%
Other	2,495,263	407,166	(2,088,097)	16%
Fund Balance	32,689,515		(32,689,515)	0%
Total Sources	\$ 138,070,719	\$ 19,274,677	\$ (118,796,042)	14%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 6,034,787	\$ 2,354,001	\$ 1,951,489	\$ 1,729,297	39%	71%
Acquisition, Restoration and Public Works	88,462,460	9,643,796	36,385,231	42,433,434	11%	52%
Operation and Maintenance of Lands and Works	7,574,315	5,566,625	785,443	1,222,248	73%	84%
Regulation	4,373,578	2,570,820	160,452	1,642,306	59%	62%
Outreach	145,141	103,257	590	41,295	71%	72%
Management and Administration	2,356,536	1,534,305	41,701	780,529	65%	67%
Total Uses	\$ 108,946,817	\$ 21,772,804	\$ 39,324,905	\$ 47,849,108	20%	56%
Reserves	29,123,902			29,123,902	0%	0%
Total Uses and Reserves	\$ 138,070,719	\$ 21,772,804	\$ 39,324,905	\$ 76,973,010	16%	44%

¹ Encumbrances represent unexpended balances of open purchase orders.

² Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of June 30, 2023, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
GENERAL FUND
JUNE 2023

CHECKS	06/01/2023	\$	16,112.40
ACH TRANSFERS	06/02/2023		123,943.18
DIRECT DISBURSEMENT	06/02/2023		72,393.60
CHECKS	06/08/2023		96,017.51
ACH TRANSFERS	06/09/2023		44,209.43
CHECKS	06/15/2023		73,570.71
ACH TRANSFERS	06/16/2023		149,814.40
VOIDED CHECKS	06/20/2023		-452.00
CHECKS	06/22/2023		117,671.94
ACH TRANSFERS	06/23/2023		87,153.36
DIRECT DISBURSEMENT	06/23/2023		12,581.26
CHECKS	06/28/2023		960.00
CHECKS	06/29/2023		125,408.42
ACH TRANSFERS	06/30/2023		20,480.08
		\$	<u>939,864.29</u>

Chairman or Executive Director

August 10, 2023
Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	6/1/2023	586.76	MEDICARE
3424	MIDTOWN PRINT CO.	6/1/2023	30.00	BUSINESS CARDS-JOHNSON
4103	EDDIE ENGLISH COMPANY, INC.	6/1/2023	442.00	TIRES TO REPLACE BLOWN TIRE ON WMD 96029-TRAILER
4888	ESPOSITO GARDEN CENTER	6/1/2023	32.29	IDLER PULLEY REPLACEMENT ON FERRIS LAWNMOWER
916	FPL NORTHWEST FLORIDA	6/1/2023	605.23	DEFUNIAK ELECTRIC
5474	HATCHER PUBLISHING INC	6/1/2023	31.00	LEGAL ADS-WATER USE PERMITS
5474	HATCHER PUBLISHING INC	6/1/2023	25.00	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
4465	SHERIFF OF SANTA ROSA COUNTY	6/1/2023	40.00	PROCESS SERVER-SANTA ROSA COUNTY
4832	SUN LIFE FINANCIAL	6/1/2023	5,122.32	DENTAL
4832	SUN LIFE FINANCIAL	6/1/2023	63.50	PREPAID DENTAL
4834	SUN LIFE FINANCIAL	6/1/2023	79.90	EMPLOYEE ASSISTANCE PROGRAM
4834	SUN LIFE FINANCIAL	6/1/2023	959.28	LIFE INSURANCE
4834	SUN LIFE FINANCIAL	6/1/2023	3,376.25	VOL LIFE
4833	SUN LIFE FINANCIAL	6/1/2023	1,292.48	VOL LTD
5250	SUN LIFE FINANCIAL - VISION	6/1/2023	584.17	VISION
5937	TAYLORS CUSTOM OUTBOARD REPAIR	6/1/2023	2,035.00	SCANDY WHITE BOAT MOTOR REPAIRS
5867	TERRY WELLS	6/1/2023	408.00	TRAVEL REIMBURSEMENT
4626	WASTE PRO OF FLORIDA, INC	6/1/2023	187.04	SOLID WASTE
4626	WASTE PRO OF FLORIDA, INC	6/1/2023	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
TOTAL CHECKS			\$ 16,112.40	
3293	ANGUS G. ANDREWS, JR.	6/2/2023	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
1617	CAPITAL HEALTH PLAN	6/2/2023	90,973.82	MEDICAL INSURANCE
2702	FISH AND WILDLIFE	6/2/2023	2,264.03	LAW ENFORCEMENT - CONTRACT NO. 11-012
5925	IAN WATERS	6/2/2023	146.00	TRAVEL REIMBURSEMENT
3603	JIM STIDHAM & ASSOCIATES, INC.	6/2/2023	3,366.00	AGREEMENT FOR AS NEEDED SERVIC
4600	MYTHICS, INC.	6/2/2023	6,494.21	ORACLE LICENSE SUPPORT FOR E-REG (SJRWMD)
3851	SOUTHEASTERN SURVEYING & MAPPING CORP	6/2/2023	5,082.00	SURVEYING SERVICES
4091	THE SHOE BOX	6/2/2023	430.70	UNIFORM ORDER FOR LANDS
4091	THE SHOE BOX	6/2/2023	178.00	UNIFORM ORDER FOR LANDS- ERIC TOOLE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	6/2/2023	25.67	SUPPLIES FOR DIVISION OF ADMIN SERVICES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	6/2/2023	50.62	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	6/2/2023	15.83	SUPPLIES FOR DIVISION OF ADMIN SERVICES
5337	VANASSEE HANGEN BRUSTLIN, INC.	6/2/2023	3,240.00	AGREEMENT FOR AS NEEDED SERVIC
5218	WAGEWORKS, INC.	6/2/2023	168.30	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	274.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	472.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	274.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	449.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	274.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	350.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	390.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	6/2/2023	200.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
TOTAL ACH TRANSFERS			\$ 123,943.18	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	6/2/2023	3,022.67	RETIREE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	6/2/2023	69,285.93	EMPLOYEE MEDICAL INSURANCE
5944	REFUND NIC	6/2/2023	50.00	REFUND WELL PERMIT #311601-1 OVERPAYMENT
5944	REFUND NIC	6/2/2023	35.00	WELL PERMIT REFUND 311613-1 WITHDRAWN
TOTAL DIRECT DISBURSEMENTS			\$ 72,393.60	
TOTAL AP			\$ 212,449.18	
3601	AAA TREE EXPERTS, INC.	6/8/2023	1,500.00	FRI RECREATION AREA TREE REMOVAL
5870	AEM ENVIRONMENTAL TECHNOLOGY, LLC	6/8/2023	142.45	NEW BATTERY FOR WMD-2432
95	AT&T	6/8/2023	348.52	PHONE SERVICES - EFO
3269	CDW GOVERNMENT, INC.	6/8/2023	43,550.00	CITRIX RENEWAL
3269	CDW GOVERNMENT, INC.	6/8/2023	3,375.00	CITRIX RENEWAL
4748	EAST MILTON WATER SYSTEM	6/8/2023	15.06	WATER - MILTON OFFICE
2701	FLORIDA MUNICIPAL INSURANCE TRUST	6/8/2023	31,321.50	FOURTH INSTALLMENT FY 22-23
5872	FUSION FLEET SERVICES LLC	6/8/2023	506.12	GPS INTALL/REMOVAL FOR 2023 EXPLORERS
5474	HATCHER PUBLISHING INC	6/8/2023	31.50	LEGAL ADS-WATER USE PERMITS
62	PENSACOLA NEWS-JOURNAL	6/8/2023	114.50	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
3213	SHI INTERNATIONAL CORP	6/8/2023	3,472.30	SHAREPOINT MIGRATION
105	TALLAHASSEE DEMOCRAT	6/8/2023	78.32	PUBLICATION NOTICES FOR RULE MAKING
5855	WASTE AWAY GROUP INC	6/8/2023	236.24	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
5612	WETLAND SOLUTIONS, INC.	6/8/2023	11,326.00	HYDROLOGIC & WATER QUALITY DAT
TOTAL CHECKS			\$ 96,017.51	
5089	ATKINS NORTH AMERICA, INC.	6/9/2023	3,292.25	PEA ENGINEERING SERVICES
5089	ATKINS NORTH AMERICA, INC.	6/9/2023	8,209.50	PEA ENGINEERING SERVICES
3586	ATTACK-ONE FIRE MANAGEMENT SVCS, INC	6/9/2023	11,340.00	AGREEMENT FOR PRESCRIBED BURNI
5871	AVS SYSTEMS INC	6/9/2023	75.00	DFO SECURITY
97	THE DEFUNIAK HERALD	6/9/2023	47.25	LEGAL ADS-WATER USE PERMITS
3337	FORESTECH CONSULTING	6/9/2023	400.00	LAND MANAGEMENT DATABASE
839	FORESTRY SUPPLIERS, INC.	6/9/2023	1,834.63	FIRE AND SAFETY EQUIPMENT
839	FORESTRY SUPPLIERS, INC.	6/9/2023	81.50	FIRE AND SAFETY EQUIPMENT
3942	A & W VENTURES, L.C.	6/9/2023	250.00	PORTABLE TOILET FOR PHIPPS PARK
5925	IAN WATERS	6/9/2023	90.00	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	6/9/2023	10,355.00	SERVICE FOR PORTABLE TOILETS-C
5802	MURPHY CASSIDY DIESEL REPAIRS	6/9/2023	1,766.69	REPAIRS TO WMD2420
5802	MURPHY CASSIDY DIESEL REPAIRS	6/9/2023	91.13	MINOR REPAIRS FOR REG VEHICLES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5894	ODESSA CLEANING SERVICE LLC	6/9/2023	225.00	ECONFINA FIELD OFFICE CLEANING
5614	ZACHARY J. SELLERS	6/9/2023	971.25	DFO JANITORIAL SERVICES
5651	SGS TECHNOLOGIE, LLC	6/9/2023	373.33	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	6/9/2023	4,606.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	6/9/2023	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
TOTAL ACH TRANSFERS			\$ 44,209.43	
TOTAL AP			\$ 140,226.94	
5768	ALFORD BROTHERS INC	6/15/2023	76.90	MINOR REPAIRS FOR REG VEHICLES
5768	ALFORD BROTHERS INC	6/15/2023	76.90	MINOR REPAIRS FOR REG VEHICLES
4180	BANK OF AMERICA	6/15/2023	642.20	TRANSACTION FEE FOR EPERMITTING
4180	BANK OF AMERICA	6/15/2023	37.33	MONTHLY TRANSACTION FEES
3269	CDW GOVERNMENT, INC.	6/15/2023	116.99	MICROSOFT SURFACE PRO 9 AND ACCESSORIES
3269	CDW GOVERNMENT, INC.	6/15/2023	1,103.99	MICROSOFT SURFACE PRO 9 AND ACCESSORIES
319	THE COUNTY RECORD	6/15/2023	21.00	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
3424	MIDTOWN PRINT CO.	6/15/2023	60.00	REG BUSINESS CARDS
916	FPL NORTHWEST FLORIDA	6/15/2023	277.38	MILTON ELECTRIC
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	1,518.10	ROAD REPAIR MATERIALS - ECONFINA WMA
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	674.47	ROAD REPAIR MATERIALS - ECONFINA WMA
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	11,601.38	ROAD REPAIR MATERIALS - CHOCTAWHATCHEE WMA
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	2,270.50	ROAD REPAIR MATERIALS - ECONFINA WMA
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	11,568.55	ROAD REPAIR MATERIALS - CHOCTAWHATCHEE WMA
5908	JOHNSTON MATERIALS SUPPLY LLC	6/15/2023	2,170.08	ROAD REPAIR MATERIALS - CAT CREEK ECONFINA WMA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/15/2023	190.47	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/15/2023	101.46	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/15/2023	250.44	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/15/2023	190.47	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/15/2023	12.71	KONICA MINOLTA COPIER LEASE RENEWAL
3266	LOWE'S COMPANIES INC.	6/15/2023	744.14	CONCRETE TOOLS
5899	MICHAEL'S OUTDOOR SERVICES LLC	6/15/2023	14,695.25	WILLIFORD SPRING HANDRAIL REPLACEMENT
5626	NATIONAL TIRE BROKERS CORPORATION	6/15/2023	308.92	TIRES WMD2413
5944	REFUND NIC	6/15/2023	252.00	P311957 MARGARET GRISSOM WITHDRAWAL REFUND
5944	REFUND NIC	6/15/2023	100.00	P311898 P JEHLE EPERMIT DISCOUNT REFUND
5944	REFUND NIC	6/15/2023	100.00	P312105 DANIEL ZINK WITHDRAWAL REFUND
5629	ROAD MART OF FLORIDA, LLC	6/15/2023	1,370.35	REPAIRS FOR WMD 96372 FORD F150
4465	SHERIFF OF SANTA ROSA COUNTY	6/15/2023	40.00	SANTA ROSA PROCESS SERVER
110	TALQUIN ELECTRIC COOPERATIVE, INC.	6/15/2023	88.50	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	6/15/2023	360.29	WATER / SEWER - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	6/15/2023	3,416.23	ELECTRIC - HQ
3941	TYLER TECHNOLOGIES, INC.	6/15/2023	18,034.71	MUNIS DISASTER RECOVERY CONTRACT RENEWAL
3941	TYLER TECHNOLOGIES, INC.	6/15/2023	1,099.00	MUNIS USER CONFERENCE REGISTRATION
TOTAL CHECKS			\$ 73,570.71	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3638	B & B DUGGER, INC	6/16/2023	70,400.00	AGREEMENT FOR PRESCRIBED BURNI
3228	AMANDA BEDENBAUGH	6/16/2023	180.03	TRAVEL REIMBURSEMENT
45	DMS	6/16/2023	1,555.21	HQ LOCAL
45	DMS	6/16/2023	96.16	MILTON LOCAL
45	DMS	6/16/2023	9,855.51	HQ ETHERNET
45	DMS	6/16/2023	11.65	AIR CARDS & HOTSPOTS
45	DMS	6/16/2023	19.30	HQ LONG DISTANCE
45	DMS	6/16/2023	13.72	CONFERENCE CALLS
45	DMS	6/16/2023	1,958.04	DEFUNIAK ETHERNET & LONG DISTANCE
45	DMS	6/16/2023	657.61	DEFUNIAK LOCAL PHONE
5749	DUMPSTER SERVICES LLC	6/16/2023	6,200.00	SMOKEHOUSE PARKING AREA ROAD MATERIALS
4855	ENVIRON SERVICES INCORPORATED	6/16/2023	2,079.17	JANITORIAL SERVICES FOR HQ
4961	PETER FOLLAND	6/16/2023	146.00	TRAVEL REIMBURSEMENT
2268	INNOVATIVE OFFICE SOLUTIONS, INC	6/16/2023	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
1695	JAMES MOORE & COMPANY	6/16/2023	8,000.00	INDEPENDANT AUDITOR SERVICES
3603	JIM STIDHAM & ASSOCIATES, INC.	6/16/2023	11,424.00	AGREEMENT FOR AS NEEDED SERVIC
5368	KOUNTRY RENTAL NWF, INC.	6/16/2023	129.00	SERVICE FOR PORTABLE TOILETS-C
5227	MAC'S AUTO SERVICE	6/16/2023	1,791.85	REPAIRS ON WMD 2424
3813	PENNINGTON, P.A.	6/16/2023	11,347.00	LEGAL COUNSEL
3813	PENNINGTON, P.A.	6/16/2023	75.00	TITLE EXAM AND COMMITMENT FOR EXCHANGE PARCEL
3813	PENNINGTON, P.A.	6/16/2023	75.00	TITLE EXAM & COMMITMENTS FOR 3 PARCELS
3813	PENNINGTON, P.A.	6/16/2023	75.00	TITLE EXAM AND COMMITMENT
5083	S&S ENVIRONMENTAL CONSULTANTS, LLC	6/16/2023	1,650.00	PHASE I ESA'S OF BATTEN, BENENATI AND SMITH TRACTS
3350	LUCINDA SCOTT	6/16/2023	146.00	TRAVEL REIMBURSEMENT
5887	SWCA, INC	6/16/2023	4,130.00	PHASE II ARCHAEOLOGICAL SURVEY FOR HORN SPRING
5337	VANASSEE HANGEN BRUSTLIN, INC.	6/16/2023	3,240.00	AGREEMENT FOR AS NEEDED SERVIC
5218	WAGEWORKS, INC.	6/16/2023	56.55	COBRA ADMINISTRATION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	6/16/2023	13,665.60	LAW ENFORCEMENT AND SECURITY
TOTAL ACH TRANSFERS			\$ 149,814.40	
TOTAL AP			\$ 223,385.11	
2992	BANK OF AMERICA	6/22/2023	1,177.15	MAY 2023 ANALYSIS STATEMENT
2992	BANK OF AMERICA	6/22/2023	445.03	ONLINE ACCESS TO BANK ACCOUNT
767	CALHOUN COUNTY TAX COLLECTOR	6/22/2023	5,828.71	PILT FOR CY 2022.
5946	CARPENTRY & HARDWARE SERVICES LLC	6/22/2023	5,272.00	GABLE VENT REPAIR
3784	CULLIGAN WATER SERVICES, INC	6/22/2023	575.00	BOTTLED WATER
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	6/22/2023	74.76	LEGAL ADS FOR GOVERNING BOARD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	6/22/2023	7.42	FAR AD RULE MAKING NOTICES FOR INGRESS & EGRESS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	6/22/2023	29.40	FAR AD - ITB 23B-008 - 2023 GROUND SITE PREP HERB
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	6/22/2023	29.40	FAR AD - ITB 23B-009 - 2023 ECONFINA CREEK SAND
5945	FURRIN AUTO ALLEY	6/22/2023	27.00	MINOR REPAIRS FOR HQ REG VEHICLES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2291	GULF COAST ELECTRIC COOPERATIVE,INC	6/22/2023	325.36	ELECTRIC SERVICE - EFO
5474	HATCHER PUBLISHING INC	6/22/2023	32.00	LEGAL ADS-WATER USE PERMITS
247	HOLMES COUNTY TAX COLLECTOR	6/22/2023	1,997.13	PILT FOR CY 2022
5948	HONEYROSE LLC	6/22/2023	1,080.00	P308685 HONEYROSE LLC OVERPMT REFUND
5235	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	6/22/2023	250.00	WUP PERMIT REFUND 311661-1 OVERPAYMENT
3179	JACKSON COUNTY TAX COLLECTOR	6/22/2023	9,281.89	PILT FOR CY 2022
3266	LOWE'S COMPANIES INC.	6/22/2023	76.80	PVC PIPE / PAVERS
5899	MICHAEL'S OUTDOOR SERVICES LLC	6/22/2023	14,695.25	WILLIFORD SPRING HANDRAIL REPLACEMENT
5890	NEVES PUBLISHING GROUP LLC	6/22/2023	71.30	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
63	NORTHWEST FLORIDA DAILY NEWS	6/22/2023	95.65	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
64	PANAMA CITY NEWS HERALD	6/22/2023	78.63	PUBLICATION NOTICE OF INTENT- INGRESS AND EGRESS
64	PANAMA CITY NEWS HERALD	6/22/2023	122.60	LEGAL ADS-WATER USE PERMITS
5444	PENSACOLA SHOE HOSPITAL & BOOT STORE	6/22/2023	179.95	SAFETY BOOTS-BARROW
5947	PREVENTIA SECURITY LLC	6/22/2023	75.00	DFO SECURITY
5700	JOSH TATUM	6/22/2023	190.97	TRAVEL REIMBURSEMENT
5737	TELECHECK SERVICES, INC.	6/22/2023	50.00	EPERMITTING FEES-TELECHECK
5737	TELECHECK SERVICES, INC.	6/22/2023	50.80	FEES FOR ONLINE PAYMENTS
4298	WAKULLA CO TAX COLLECTOR	6/22/2023	3,273.43	PILT FOR CY 2022
424	WALTON COUNTY TAX COLLECTOR	6/22/2023	19,338.24	PILT FOR CY 2022
3180	WASHINGTON COUNTY TAX COLLECTOR	6/22/2023	41,615.07	PILT FOR CY 2022
5612	WETLAND SOLUTIONS, INC.	6/22/2023	11,326.00	HYDROLOGIC & WATER QUALITY DAT
TOTAL CHECKS			\$ 117,671.94	
97	THE DEFUNIAK HERALD	6/23/2023	50.75	LEGAL ADS-WATER USE PERMITS
4807	WEX BANK	6/23/2023	1,057.35	WEX GPS TRACKING
4807	WEX BANK	6/23/2023	14,765.59	MAY 2023 FUEL / SERVICE PURCHASES
4807	WEX BANK	6/23/2023	278.25	NEW GPS UNIT FOR 2023 RMD EXPLORER
4961	PETER FOLLAND	6/23/2023	90.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	6/23/2023	110.00	TRAVEL REIMBURSEMENT
5159	L & R TRACTOR INC.	6/23/2023	14,200.00	EASTERN REGION PAVILION INSTALLATION PROJECT
5159	L & R TRACTOR INC.	6/23/2023	2,480.00	ALTHA TRACT ADA CONCRETE PORTABLE TOILET PADS
4952	LAW, REDD, CRONA & MUNROE, P.A.	6/23/2023	1,171.50	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
387	LIBERTY CO. TAX COLLECTOR	6/23/2023	7,533.05	PILT FOR CY 2022
5802	MURPHY CASSIDY DIESEL REPAIRS	6/23/2023	101.93	MINOR REPAIRS FOR REG VEHICLES
5434	PRESIDIO NETWORKED SOLUTIONS LLC	6/23/2023	44,015.04	MAINTENANCE FOR EMC UNITY
4607	QUADIENT LEASING USA, INC	6/23/2023	1,087.65	MAILING SYSTEMS FOR HQ AND DEF
4091	THE SHOE BOX	6/23/2023	123.75	UNIFORM ORDER FOR LANDS - BEN FAURE
4091	THE SHOE BOX	6/23/2023	88.50	CLOTHING-JOHNSON
TOTAL ACH TRANSFERS			\$ 87,153.36	
5707	REFUND PAYEEZY	6/23/2023	10.00	REFUND WELL PERMIT #309713-1
5707	REFUND PAYEEZY	6/23/2023	35.00	REFUND WELL PERMIT #309711-1

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5944	REFUND NIC	6/23/2023	100.00	P311572 MEGAN MAGRATH EPERMIT DISCOUNT REFUND
5707	REFUND PAYEEZY	6/23/2023	170.00	P311048 CHRISTOPHER KENNEDY OVERPMT REFUND
5944	REFUND NIC	6/23/2023	100.00	P311898 P JEHLE EPERMIT DISCOUNT REFUND
5944	REFUND NIC	6/23/2023	252.00	P311957 MARGARET GRISSOM WITHDRAWAL REFUND
5944	REFUND NIC	6/23/2023	100.00	P312105 DANIEL ZINK WITHDRAWAL REFUND
2967	BANK OF AMERICA	6/23/2023	8,904.02	MAY 2023 P-CARD
2967	BANK OF AMERICA	6/23/2023	162.88	DFO VEHICLES CARWASH
2967	BANK OF AMERICA	6/23/2023	100.00	REG SUNPASS
2967	BANK OF AMERICA	6/23/2023	11.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	6/23/2023	11.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	6/23/2023	55.59	AMAZON - LAB SUPPLIES
2967	BANK OF AMERICA	6/23/2023	331.17	AMAZON - LAB SUPPLIES
2967	BANK OF AMERICA	6/23/2023	47.65	AMAZON ADMIN SUPPLIES
2967	BANK OF AMERICA	6/23/2023	161.89	AMAZON - ERIC TOOLE - LANDS - BOOTS
2967	BANK OF AMERICA	6/23/2023	1,130.77	AMAZON ORDER IT
2967	BANK OF AMERICA	6/23/2023	92.90	OFFICE SUPPLIES-REG HQ-AMAZON
2967	BANK OF AMERICA	6/23/2023	455.54	FIRST AID KITS AND LAWN MOWER BLADES
2967	BANK OF AMERICA	6/23/2023	287.88	ADOBE ACROBAT PRO RENEWAL - OED
2967	BANK OF AMERICA	6/23/2023	59.99	DIGITAL SUBSCRIPTION - PANAMA CITY NEWS HERALD
TOTAL DIRECT DISBURSEMENTS			\$ 12,581.26	
TOTAL AP			\$ 217,406.56	
5707	REFUND PAYEEZY	6/28/2023	960.00	P310323 DAVID MELVIN RURAL ECONOMIC OPP. REFUND
TOTAL DIRECT DISBURSEMENTS			\$ 960.00	
TOTAL AP			\$ 960.00	
4180	BANK OF AMERICA	6/29/2023	33.33	TRANSACTION FEE FOR EPERMITTING
4180	BANK OF AMERICA	6/29/2023	32.78	MONTHLY TRANSACTION FEES
735	CARLTON APPRAISAL COMPANY	6/29/2023	4,344.00	APPRAISAL-LENAS, WALSINGHAM FAM & BUONAVOLANTO TR.
735	CARLTON APPRAISAL COMPANY	6/29/2023	6,959.00	APPRAISALS OF 4 PARCELS
735	CARLTON APPRAISAL COMPANY	6/29/2023	4,498.00	APPRAISAL OF DISTRICT & GILL-JOHNSON EXCH. PARCELS
5131	CITY OF DEFUNIAK SPRINGS	6/29/2023	216.90	WATER/ SEWER DEFUNIAK SPRINGS
4676	CITY OF MILTON FLORIDA	6/29/2023	23.80	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	6/29/2023	80.67	DUMPSTER SERVICE
3289	CITY OF TALLAHASSEE	6/29/2023	45.78	LAKESHORE & I-10
2241	DEPT. OF THE INTERIOR - USGS	6/29/2023	58,110.00	USGS JOINT FUNDNG AGREEMENT- 0
3309	FAST SIGNS	6/29/2023	249.66	OFFICE NAME PLATES
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/29/2023	97.27	KONICA MINOLTA COPIER LEASE FOR MILTON OFFICE
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	6/29/2023	167.36	KONICA MINOLTA COPIER LEASE RENEWAL
3406	NEECE TRUCK TIRE CENTER INC.	6/29/2023	791.00	TIRES FOR WMD-96371
3406	NEECE TRUCK TIRE CENTER INC.	6/29/2023	52.65	MINOR REPAIRS FOR LAB VEHICLES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE DISBURSEMENTS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5703	OTT HYDROMET CORPORATION	6/29/2023	21,131.93	LAB SUPPLIES - XLINK UNITS
5943	SCOTT DEES	6/29/2023	200.00	P311498-2 SCOTT DEES OVERPMT REFUND
5765	SMYRNA READY MIX CONCRETE LLC	6/29/2023	860.00	CONCRETE - PAVILIONS
3213	SHI INTERNATIONAL CORP	6/29/2023	8,718.45	SLASHTOP REMOTE DESKTOP LICENSE
5822	TALQUIN ENVIRONMENTAL SERVICES LLC	6/29/2023	1,000.00	SEPTIC TANK PUMP AT HQ
3941	TYLER TECHNOLOGIES, INC.	6/29/2023	6,603.98	MUNIS - PACE RENEWAL
4557	VERIZON WIRELESS	6/29/2023	1,137.72	CELL PHONES AND JET PACKS
4315	WASHINGTON COUNTY BD OF CO COMMISSIONERS	6/29/2023	10,000.00	COUNTYWIDE FLOODING ASSESSMENT
4038	WINDSTREAM COMMUNICATIONS	6/29/2023	54.14	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			\$ 125,408.42	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	6/30/2023	1,024.00	LAW ENFORCEMENT/SECURITY SERVI
2702	FISH AND WILDLIFE	6/30/2023	2,196.63	LAW ENFORCEMENT - CONTRACT NO. 11-012
3002	FLORIDA STATE UNIVERSITY	6/30/2023	451.15	OFFSITE DATA STORAGE
5159	L & R TRACTOR INC.	6/30/2023	16,640.00	SYLVAN SPRING OVERLOOK
5218	WAGEWORKS, INC.	6/30/2023	168.30	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
TOTAL ACH TRANSFERS			\$ 20,480.08	
TOTAL AP			\$ 145,888.50	

DIRECT DEPOSIT	06/01/2023	\$	234,853.48
CHECKS	06/02/2023		329.34
FLEX SPENDING TRANSFER	06/02/2023		1,603.95
DIRECT DEPOSIT	06/15/2023		234,580.95
CHECKS	06/16/2023		329.34
FLEX SPENDING TRANSFER	06/16/2023		1,603.95
DIRECT DEPOSIT	06/29/2023		246,857.86
CHECKS	06/30/2023		929.09
		\$	<u>721,087.96</u>

Chairman or Executive Director

August 10, 2023

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Jack Furney, Division of Administrative Services Director

DATE: August 10, 2023

SUBJECT: Consideration of Resolution No. 925 Committing Fiscal Year 2022-23 Fund Balances as Required by GASB Statement No. 54

Recommendation

Staff recommends the Governing Board adopt Resolution No. 925 to commit fund balances from the General Fund for Fiscal Year 2022-23 as follows:

- Commit \$750,000 for Water Resource Investigations.
- Commit \$500,000 for the Bay County North Bay Reuse Grant.
- Commit \$300,000 for Water Supply Development Assistance Grants.
- Commit \$300,000 for Water Quality Improvement Grants.
- Commit \$71,125 for Cooperative Partnership Grants.
- Commit \$50,000 for the Gretna Water Tank Grant.
- Commit \$40,000 for the Campbellton Water Meters Grant.
- Commit \$21,000 for the War Horse Utility Connection Grant.
- Commit \$11,436 for the Apalachicola Bay Water Quality Improvement Grant.
- Commit the amount of the General Fund balance for an Economic Stabilization Fund pursuant to District policy.

Background

Beginning with the Fiscal Year 2010-2011 financial statements, the District adopted the Governmental Accounting Standards Board (GASB) Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*. GASB 54 establishes classifications to which government entities report their fund balances.

Under GASB 54, the Board is required to designate committed fund balances prior to September 30 each year.

Fund balances are reported under a hierarchy of five classifications:

- Non-spendable – Represents assets that are nonliquid (such as inventory) or legally or contractually required to be maintained intact (such as the principal amount of an endowment).
- Restricted – When constraints are placed on the use of resources for a specific purpose by enabling legislation (legally enforceable), external parties or constitutional provisions.
- Committed – When constraints are created by the governing body on how it will spend its resources. These are enacted via legislation or resolution by the Board and are in place as of the end of the fiscal period. The restraints remain binding until rescinded or changed by the same method the constraints were created.
- Assigned – Designation of amounts by either the governing body or staff (if authorized) to be used for a specific purpose narrower than the purpose of the fund. Only used for General Fund reserves.
- Unassigned – The excess of total ending fund balance not otherwise restricted. Only the General Fund has an unassigned category since money remaining in any other fund is automatically designated or assigned to the purpose of the fund.

The District accounts for all financial resources through a General Fund, the District's primary operating fund, four Special Revenue Funds, and a Capital Projects Fund used to account for revenue sources that are limited to expenditures for specific purposes. Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. If the balance of a Special Revenue Fund is not formally restricted or committed by fiscal year-end, then it must be reported as part of the General Fund for year-end audited financial statement purposes. A Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Special Revenue Funds include these four funds:

- Regulation Fund - Provides for all regulatory permitting, licensing and enforcement activities including the Environmental Resource Permitting Program, pursuant to Sections 373.413 and 373.4131, Florida Statutes. (Fund balance is restricted.)
- Special Projects Fund –
 - Accounts for all resource management projects and activities funded through revenue sources from grants and contracts with federal, state, or local government entities, as well as from an annual general operations state appropriation. Revenues have mainly been provided from Florida Department of Environmental Protection (DEP); Federal Emergency Management Agency (FEMA); U.S. Environmental Protection Agency (EPA); and state appropriations from the Land Acquisition Trust Fund (LATF), Ecosystem Management and Restoration Trust Fund, and Water Management Land Trust Fund (WMLTF). If there was an ending balance from these sources, the amounts would revert to the General Fund.

- Accounts for revenue and expenditure of state funds annually appropriated for the District's Minimum Flows and Minimum Water Levels (MFL) program for the purposes of Sections 373.041 and 373.042, Florida Statutes. (Fund balance is restricted.)
- Lands Management Fund - Accounts for activities associated with the management, improvement, maintenance, and restoration of District-owned lands. Revenues have been provided through timber sales and annual state appropriations for land management purposes. (Fund balance is restricted.)
- Mitigation Fund - Accounts for all District mitigation projects and activities funded primarily through the Florida Department of Transportation for the purposes of Section 373.4137, Florida Statutes. Expenditures include land acquisitions, restorations, monitoring, and other water resource related activities. (Fund balance is restricted.)

Capital Projects Funds include this fund:

- Capital Improvement & Land Acquisition Fund - Accounts for the acquisition of fixed assets and construction of major capital projects. The District uses the Capital Improvement & Land Acquisition Fund for all land acquisitions and capital construction and improvements. Funds have been provided mainly from Preservation 2000, Save our Rivers, and Florida Forever revenue sources. (Fund balance is restricted.)



Lyle Seigler
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. 925

Committing Fund Balance Reserves for Fiscal Year Ending September 30, 2023 as Required by GASB 54

WHEREAS, the 2022-23 fiscal year of the Northwest Florida Water Management District extends from October 1, 2022, through September 30, 2023; and

WHEREAS, the Governmental Accounting Standards Board (GASB) has adopted Statement No. 54 (GASB 54), a standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15, 2010; and

WHEREAS, the Northwest Florida Water Management District implemented GASB 54 requirements, to apply to its financial statements beginning with the October 1, 2010, through September 30, 2011 fiscal year and prior to the end of each fiscal year thereafter; and

WHEREAS, the Northwest Florida Water Management District implemented a fund balance policy beginning in Fiscal Year 2010-2011, amended in Fiscal Year 2011-2012, which follows:

Fund balance measures the net financial resources available to finance expenditures of future periods.

The District's General Fund Balance will be Committed and Assigned to provide the District with sufficient working capital and a margin of safety to address unanticipated needs and emergencies without borrowing. The General Fund Balance may only be appropriated, by the Governing Board, by Resolution adopting a budget or amendment to the Adopted Budget.

Fund Balances of the District may be committed for a specific source by Resolution of the Governing Board. Amendments or modifications of the committed fund balance must also be approved by the Governing Board by rescinding the Resolution or adopting a new Resolution.

When it is appropriate for fund balances to be assigned, the Board will assign funds or delegate authority to the Executive Director.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

NICK PATRONIS
Secretary-Treasurer
Panama City

JOHN ALTER
Malone

GUS ANDREWS
DeFuniak Springs

TED EVERETT
Chipley

KELLIE RALSTON
Tallahassee

ANNA UPTON
Tallahassee

NOW THEREFORE BE IT RESOLVED, by the Governing Board of the Northwest Florida Water Management District that fund balances from the General Fund will be committed for Fiscal Year 2022-23 as follows:

- Commit \$750,000 for Water Resource Investigations.
- Commit \$500,000 for the Bay County North Bay Reuse Grant.
- Commit \$300,000 for Water Supply Development Assistance Grants.
- Commit \$300,000 for Water Quality Improvement Grants.
- Commit \$71,125 for Cooperative Partnership Grants.
- Commit \$50,000 for the Gretna Water Tank Grant.
- Commit \$40,000 for the Campbellton Water Meters Grant.
- Commit \$21,000 for the War Horse Utility Connection Grant.
- Commit \$11,436 for the Apalachicola Bay Water Quality Improvement Grant.
- Commit the amount of the General Fund balance for an Economic Stabilization Fund pursuant to District policy.

PASSED AND ADOPTED this 10th day of August 2023, A.D.

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

ATTEST:

George Roberts, Chair

Nick Patronis, Secretary-Treasurer

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Paul Thorpe, Director, Division of Resource Management
Kathleen Coates, Deputy Director, Division of Resource Management

FROM: Paul Thurman, Chief, Bureau of Resource Evaluation

DATE: July 26, 2023

SUBJECT: Consideration of Joint Funding Agreement with the USGS for Streamflow
Monitoring in Fiscal Year 2023-24

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a Joint Funding Agreement with the U.S. Geological Survey for continued monitoring at six streamflow monitoring stations and the Spring Creek Spring Group at a cost of \$114,950 for Fiscal Year (FY) 2023-24, contingent upon adoption of the FY 2023-24 budget.

Discussion:

The District has participated in a cooperative water resource investigation program with the U.S. Geological Survey (USGS) for the past 47 years. All five water management districts contract with the USGS for data collection services. Of the five districts, the NFWFMD cooperative program continues to have the lowest number of stations and the lowest cost.

The program provides valuable water resource information and enables the District to maintain cooperating agency status with the USGS. This provides the District access to USGS maps, records, reports, computer databases/applications, and training. This agreement provides funding for the USGS to operate and maintain stations on the Apalachicola River, Yellow River, Telogia Creek, Juniper Creek, Lost Creek, and at the Spring Creek Spring Group. Data collected includes continuous stage, discharge, and rainfall. At the Spring Creek Group, stage, salinity and temperature are monitored. Data is updated in real-time and available on the USGS website. The data is used for resource monitoring, flood warning, and hydrologic evaluations.

The joint funding agreement includes \$114,950 in District funding and \$38,910 in USGS matching funds. Funding for this data collection work was included in the District's FY 2023-24 tentative budget.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Paul Thorpe, Director, Resource Management Division
Kathleen Coates, Deputy Director, Resource Management Division

FROM: Paul Thurman, Chief, Bureau of Resource Evaluation

DATE: July 26, 2023

SUBJECT: Consideration of Fiscal Year 2023-24 Contractual Services to Support Minimum Flows and Minimum Water Levels

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute contracts and task orders for up to \$824,845 for contracted services to support the development of minimum flows and minimum water levels in FY 2023-24, contingent upon approval of the District's FY 2023-24 budget.

Background

Section 373.042(1), Florida Statutes, requires water management districts to develop minimum flows and minimum water levels (MFLs). In northwest Florida, MFLs for Outstanding Florida Springs (Wakulla Spring, Jackson Blue Spring, and Gainer Spring Group) must be established by July 1, 2026. The minimum flow or minimum water 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 establishment of MFLs is a multiyear process, involving data collection, technical assessments, peer review, public involvement, and rule-making activities. While many of the data-collection activities and evaluations are performed in-house, the District also relies on contracted services due to the large volume of work.

FY 2022-2023 Accomplishments

To support MFL development for Jackson Blue Spring, District staff and contractors continued data collection and an extensive review of available hydrologic data. Work continues on the development of a regional groundwater flow model, which may be used to assess pumpage effects on Jackson Blue Spring. Model calibration is anticipated to begin by the end of FY 2022-23. In addition, construction of a hydraulic model to assess the effects of spring-flow reductions on surface water resources has been initiated and is anticipated to be calibrated by early FY 2023-24.

To support MFL development for the Gainer, Sylvan, and Williford Spring groups along Econfinia Creek, hydrologic conditions are being analyzed to determine a representative baseline hydrologic regime and evaluate effects from Hurricane Michael and debris-clearing efforts. The middle and lower sections of Econfinia Creek may be returning to pre-hurricane conditions as a result of debris clearing, although further investigation is needed. The construction of a hydraulic model to assess the effects of spring-flow reductions on surface water resources has been initiated.

Activities Planned for FY 2023-2024

Monitoring will continue for Wakulla Spring, Sally Ward Spring, and the St. Marks River Rise to ensure established minimum flows for these springs continue to be met. District staff continue to monitor the water quality of the Floridan aquifer in coastal Planning Region II.

Work planned for the Gainer, Sylvan, and Williford Spring Group during FY 2023-24 focuses on completion of a hydraulic model of the Econfinia Creek system. Instream habitat modeling may be conducted to assess flows needed by the aquatic species using Econfinia Creek. Once the analysis is completed, draft minimum flow recommendations will be developed.

Work will also continue to develop MFLs for Jackson Blue Spring. During FY 2023-24, the hydraulic and groundwater flow models will be completed and calibrated. Additional data collection and analyses may be performed to support instream habitat evaluations, if appropriate. Once the modeling and technical analyses are complete, draft minimum flow recommendations will be developed.

Work is also planned to evaluate the potential need for minimum levels for the coastal Floridan aquifer in Bay County. Activities for FY 2023-24 include the compilation and review of available hydrogeologic data and pumpage data and an analysis of data needs.

The District remains on schedule to adopt minimum flows for the two remaining Outstanding Florida Springs, Jackson Blue Spring and Gainer Spring Group, by July 1, 2026.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Paul Thorpe, Director, Resource Management Division
Jerrick Saquibal, Chief, Bureau of Resource Projects and Planning

FROM: Robert Lide, Environmental Scientist IV

DATE: July 25, 2023

SUBJECT: Consideration of Fiscal Year 2023-24 Contractual Services to Support the Regional Mitigation Program

Recommendation

Staff recommends the Governing Board authorize the Executive Director to approve expenditures and execute task orders for up to \$1,582,150 for contracted services to support the District's Regional Mitigation Program for fiscal year (FY) 2023-24, contingent upon approval of the District's FY 2023-24 budget and legal counsel review.

Background

Since 1996 and pursuant to section 373.4137, Florida Statutes, the District has developed 34 mitigation sites that together have provided restoration, enhancement, and preservation of wetland resources and functions for more than 10,000 acres. This, in turn, has provided compensatory mitigation, as required under State and Federal law, to offset impacts incurred by the Florida Department of Transportation (FDOT). As a result, FDOT has been able to implement more than 80 transportation-improvement projects across northwest Florida.

Priority projects for FY 2023-24 include the continuation of work on a living shoreline at Live Oak Point that will provide estuarine credits to FDOT while protecting a shoreline that is eroding at an average rate of three feet per year. Other priorities include prescribed fires that will enhance the restoration at the Sand Hill Lakes Mitigation Bank, and the Dutex, Plum Creek, Yellow River Ranch, and Perdido II mitigation sites.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Carol L. Bert, Asset Management Administrator

DATE: July 20, 2023

SUBJECT: Approval of Resolution No. 926 to the Department of Environmental Protection for Acquisition of the Johns et al Tract; Econfinia Creek WMA

Recommendation:

Staff recommends approval and adoption of Resolution No. 926 to Department of Environmental Protection (DEP) for the Johns *et al* acquisition in the Econfinia Springs Groundwater Contribution Area.

Background:

Resolution No. 926, if approved, will assist the District in requesting funding from DEP for the purchase of the Johns *et al* tract. A Purchase and Sale Agreement was approved for this tract by the Governing Board on May 11, 2023. The purchase will be made with funds from the Land Acquisition Trust Fund and will also have additional acquisition-related costs. These costs include, but are not limited to, appraisal, review appraisal, boundary map, environmental site assessment, title insurance, and legal fees.

/cb



Lyle Seigler
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. 926 TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE JOHNS ET AL TRACT ACQUISITION; ECONFINA SPRINGS GROUNDWATER CONTRIBUTION AREA

WHEREAS, the Governing Board of the Northwest Florida Water Management District (hereinafter referred to as the "District") has the duty and responsibility under Chapter 373, Florida Statutes, for the management of water and related land resources and for preservation of natural resources, fish and wildlife; and

WHEREAS, the Legislature provided funds to the Department of Environmental Protection for distribution to Northwest Florida Water Management District in the Fiscal Year 2015-16 General Appropriations Act, line item 1639 (General Revenue and LATF), Fiscal Year 2017-2018 General Appropriations Act, line item 1606 (LATF) and FY 2019-20 General Appropriations Act, Section 61 (LATF), all from the Land Acquisition Trust Fund, created pursuant to Ch. 375.041, Florida Statutes, for land acquisition of properties for spring restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the Johns et al Tract for the purposes of water management, water supply, and the conservation and protection of water resources consistent with Section 373.59, Florida Statutes, and with the District's Five Year Plan of Acquisition as filed with the Secretary of the Department of Environmental Protection and the Florida Legislature; and

WHEREAS, the Johns *et al* Tract is within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated May 11, 2023, for the District's acquisition of the Johns *et al* Tract; and

WHEREAS, closing on the Johns *et al* Tract is scheduled for August 31, 2023, or before; and

WHEREAS, a general location map and legal description depicting the location of the Johns *et al* Tract is attached hereto as Exhibit A and made a part hereof by reference; and

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

NICK PATRONIS
Secretary
Panama City

JOHN W. ALTER
Malone

GUS ANDREWS
DeFuniak Springs

TED EVERETT
Chipley

KELLIE RALSTON
Tallahassee

ANNA UPTON
Tallahassee

WHEREAS, the per acre purchase price for the Johns *et al* tract is \$3,375.00. Additional associated costs will be requested under this resolution at a later date with the submission of a District invoice and appropriate documentation; and

WHEREAS, the legal interest to be acquired is fee simple; and

WHEREAS, the District certifies as to the following:

- (1) That the Johns *et al* Tract is within the Econfinia Springs Groundwater Contribution Area;
- (2) That the lands acquired are consistent with the District's updated Five Year Plan of Acquisition as filed on or before February 9, 2023, pursuant to Section 373.199, Florida Statutes, and are identified for acquisition using funding from the Land Acquisition Trust Fund;
- (3) That funds are to be used only for acquisition costs and fees associated with such acquisition;
- (4) That a copy of the certified appraisals which have been approved by this Governing Board is transmitted herewith;
- (5) That the purchase price is less than 100 percent of the appraised value used to determine the value of the property; and

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District does hereby request payment from the Land Acquisition Trust Fund of the State of Florida for the purchase of the fee simple interest in the above-described lands and that the warrant be issued by the Department of Financial Services of the State of Florida to Northwest Florida Water Management District. Additional associated costs are not being requested under this resolution at this time, but will be requested at a later date under this same resolution with a District invoice and supporting documentation.

ADOPTED AND APPROVED this 10th day of August A.D., 2023.

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

George Roberts, Chair

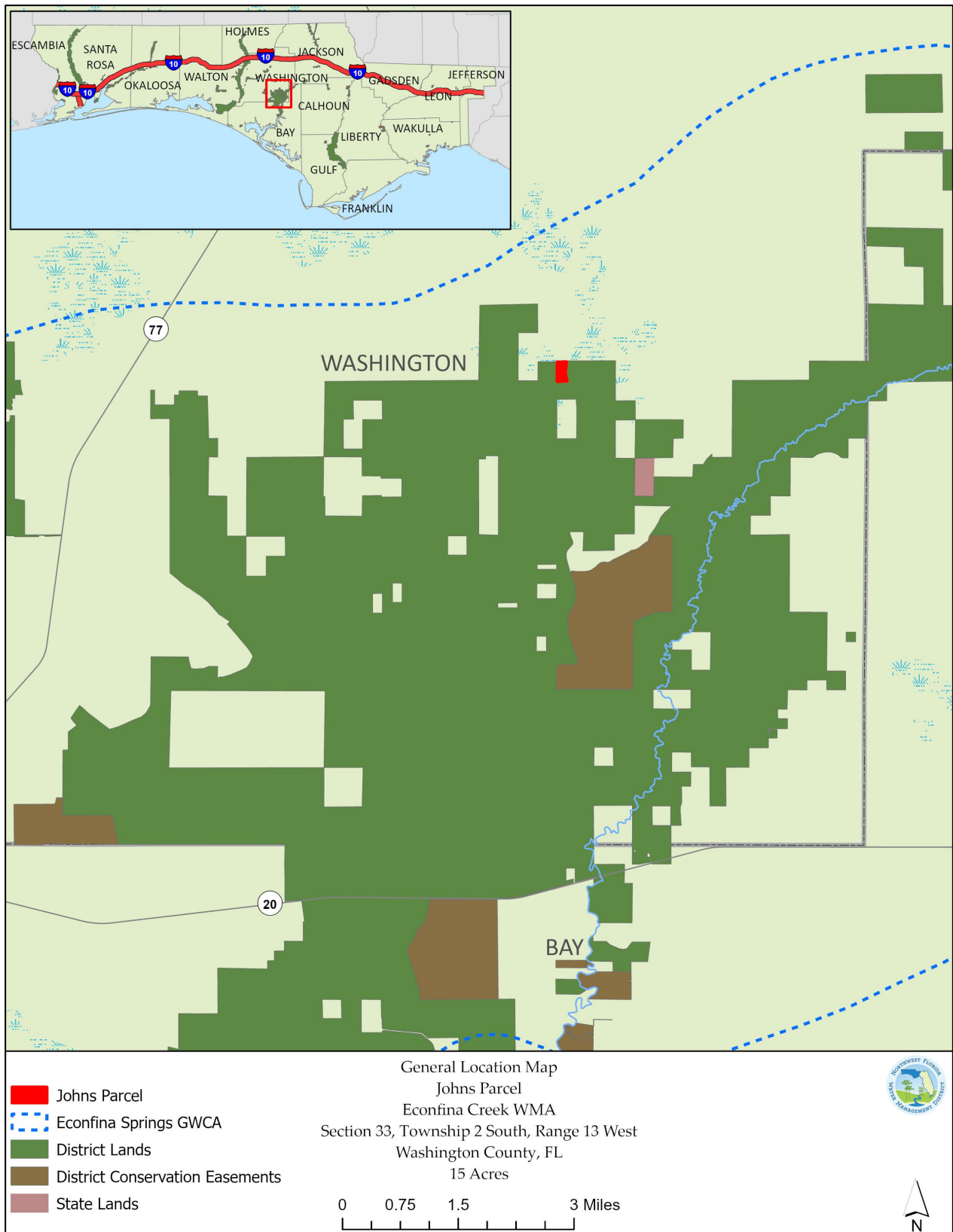
ATTEST:

Nick Patronis, Secretary/Treasurer

EXHIBIT A

The land referred to herein below is situated in the County of Washington, State of Florida, and described as follows:

That part of SW 1/4 of SW 1/4, Section 33, Township 2 North, Range 13 West, lying West of Deltona Boulevard, Washington County, Florida.



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: August 1, 2023

SUBJECT: Consideration of Three-Year Non-Competitive Services Agreement with Florida Fish and Wildlife Conservation Commission for Law Enforcement and Security Services (Scheduled and As-Needed Enhanced Patrol) on District Lands

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a three-year non-competitive services agreement totaling up to \$267,000.00 with the Florida Fish and Wildlife Conservation Commission to provide law enforcement and security services (Scheduled Enhanced Patrol and As-Needed Enhanced Patrol) on District lands for FY 2023-24, FY 2024-25, and FY 2025-26, subject to approval and adoption of the budget for each fiscal year and legal counsel review.

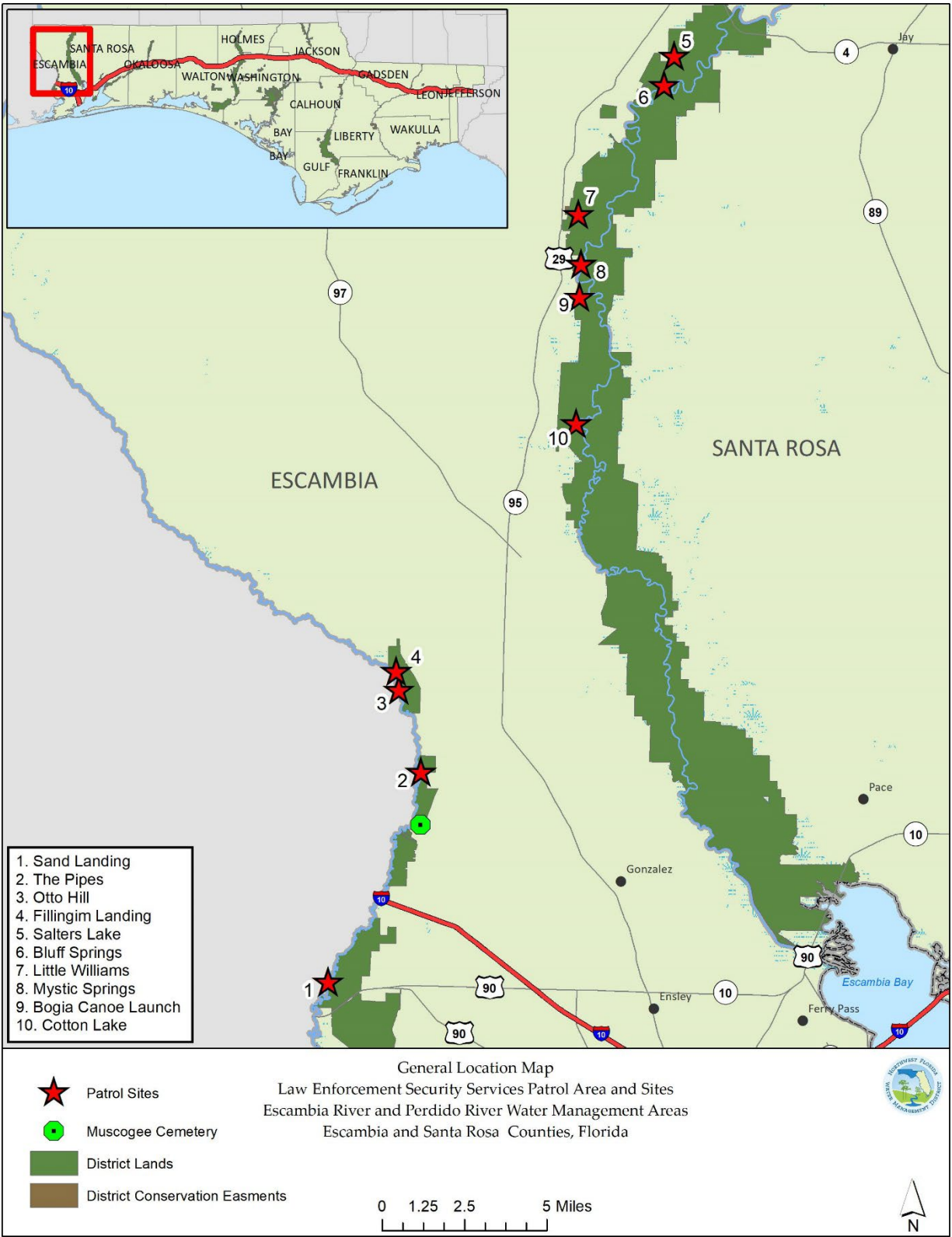
Background:

Since 2008, the District has contracted with the Florida Fish and Wildlife Conservation Commission (FWC) for “Enhanced Patrols” on District lands. This three-year non-competitive services agreement provides for “Scheduled Enhanced Patrols” in the Perdido and Escambia River water management areas (WMAs), and allows for “As-Needed Enhanced Patrols” in all other WMAs.

For each fiscal year, staff is recommending 1,072 hours of Scheduled Enhanced Patrol, 920 hours of As-Needed Enhanced Patrol, 136 Reporting Hours (administrative reporting), and up to \$8,700 in Vehicle/Equipment expenses, totaling approximately \$89,000.00 each fiscal year, for a three year total cost estimated to be approximately \$267,000.00. This includes \$105,000.00 for Scheduled Enhanced Patrols on the Perdido and Escambia River WMAs, and \$108,900.00 for As-Needed Enhanced Patrols (including summer work on the Econfina Creek WMA), \$27,000.00 for administrative reporting expenses and \$26,100.00 for vehicle and equipment expenses.

BF/lis

Exhibit 1- Scheduled Enhanced Patrol Areas



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: August 10, 2023

SUBJECT: Consideration of Three-Year Non-Competitive Services Agreement with Washington County Sheriff's Office for Law Enforcement and Security Services for Choctawhatchee River, Holmes Creek, and Econfina Creek WMAs

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a three-year non-competitive services agreement totaling up to \$535,392.00 with the Washington County Sheriff's Office to provide law enforcement and security services on District lands located in Bay and Washington counties for FY 2023-24, FY 2024-25, and FY 2025-26, subject to approval and adoption of the budget for each fiscal year and legal counsel review.

Background:

Since 2012, the District has contracted with the Washington County Sheriff's Office as part of our continuing effort to provide the public with a safe and secure recreational experience on District lands in Bay and Washington counties. Staff proposes entering into a three-year non-competitive agreement with the Washington County Sheriff's Office to provide law enforcement and security services to begin October 1, 2023, effective through September 30, 2026.

For FY 2023-24, FY 2024-25, and FY 2025-26, staff is recommending 2,080 hours annually of patrol for Area I and 2,080 hours annually for Area II as outlined in the attached exhibit maps for a total of 4,160 annual hours. The hourly rate currently paid to the officers for both Areas I and II is \$30.40. The vehicle rate increased from \$65.00 to \$100.00 per day. The maximum total compensation amount for the three-year agreement period is estimated to be \$535,392.00 or an estimated annual amount of \$178,464.00 each fiscal year.

BF/lis

Exhibit Map B-1 Area I Patrol

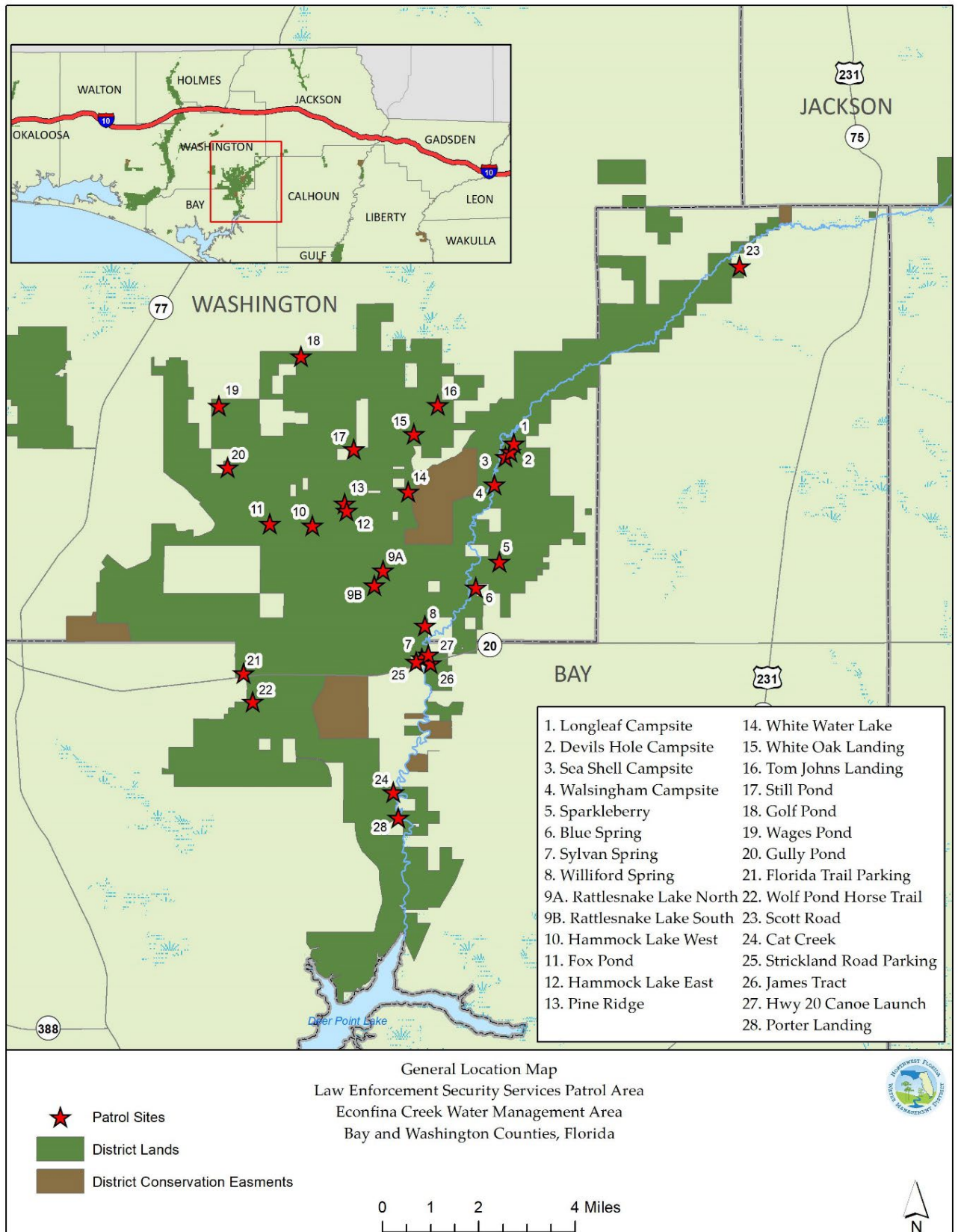
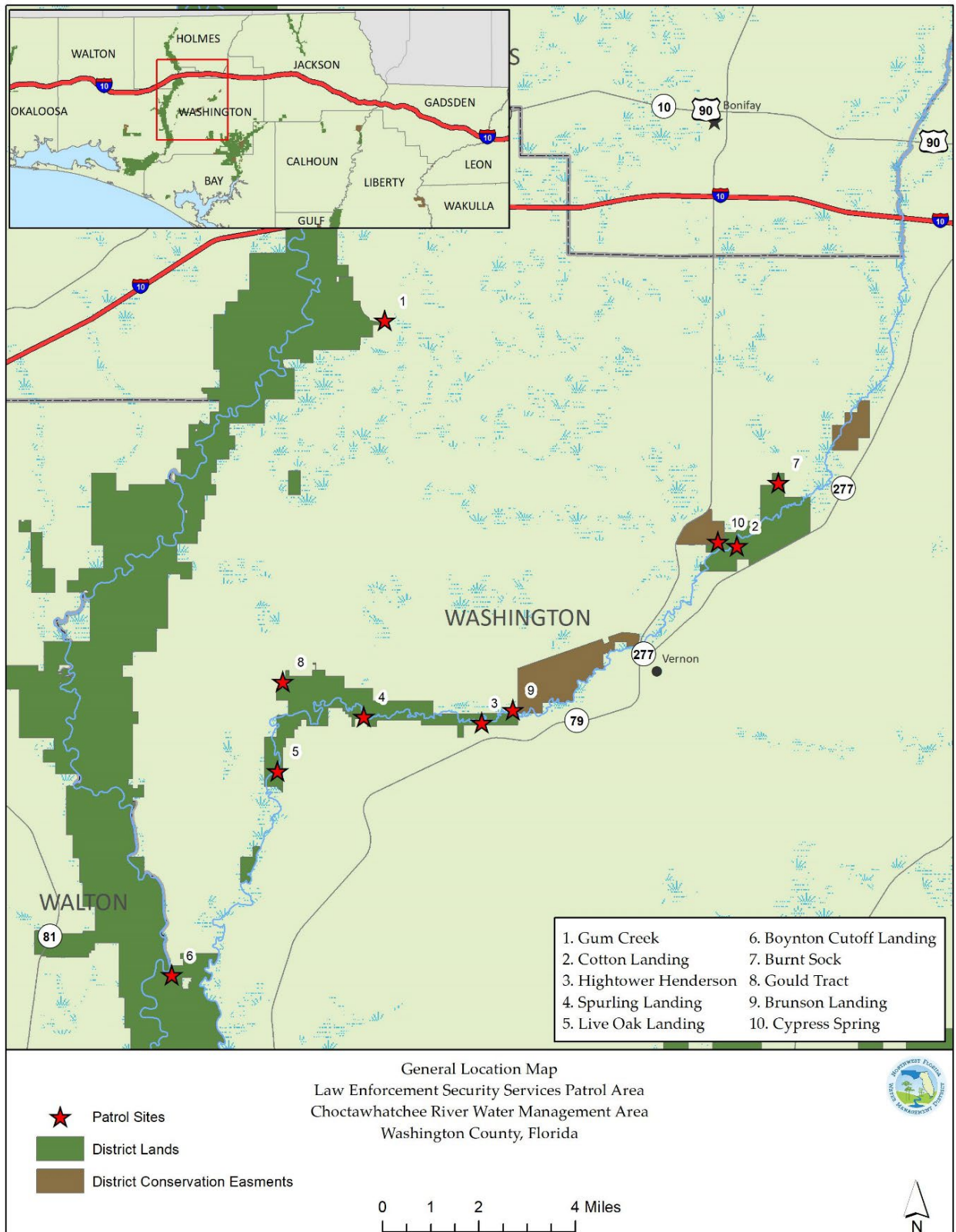


Exhibit Map B-2 Area II Patrol



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: July 20, 2023

SUBJECT: Consideration of Spending Authority for Fiscal Year 2023-24 Hurricane Michael Recovery Efforts

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to issue individual or cumulative task orders that exceed the delegated spending authority to current contractors deemed responsive to RFP 20-001 to facilitate continued Hurricane Michael Recovery efforts on District lands up to an amount not to exceed \$2,500,000, subject to approval of the FY 2023-2024 budget.

Background:

Since June of 2020, the Governing Board has approved approximately \$2,500,000 annually in spending authority for Hurricane Michael Recovery efforts. The work has been completed through task orders assigned to contractors who were deemed responsive to RFP 20-001, and the work is awarded to the lowest bidder, through a Request for Quote (RFQ) process.

To date, the District has spent more than nine million dollars on Hurricane Recovery Efforts within the Econfina Creek, Apalachicola River, and Chipola River water management areas and has completed vegetative debris reduction and removal on thousands of acres. The District has also repaired more than 30 miles of roadways, and repaired and reopened dozens of recreation areas for public use and enjoyment.

At this time, staff is requesting the Governing Board authorize the Executive Director to issue individual or cumulative task orders that exceed the delegated spending authority to current contractors deemed responsive to RFP 20-001 to facilitate continued Hurricane Michael Recovery efforts on District lands up to an amount not to exceed \$2,500,000.

DL/bf

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Danny Layfield, Director, Division of Asset Management

DATE: July 25, 2023

SUBJECT: Consideration of Fiscal Year 2023-24 Delegation of Spending Authority for Vehicles and Heavy Equipment

Recommendation:

Staff recommends the Governing Board approve and provide the Executive Director with spending authority in an amount not to exceed \$865,000 for vehicle and heavy equipment purchases in FY 2023-2024, contingent upon approval of the District's FY 2023-2024 budget, for the following:

- State of Florida and/or Florida Sheriff's Association contract for the purchase of vehicles: seven pickups and three SUVs, not to exceed \$610,000.
- State of Florida and/or Florida Sheriff's Association contract for the purchase of heavy equipment: one skid steer and attachments, not to exceed \$255,000.

Background:

Each year, the District purchases vehicles as necessary. As part of that annual plan, each Division has identified vehicles and heavy equipment for purchase. The items identified below are mission critical and will replace current vehicles and heavy equipment that have exceeded the District's minimum replacement thresholds (either mileage/year/maintenance cost) with the exception of two pickups for two new FTE's for land management staff within the Asset Management Division (ASM). In addition, the skid steer and attachments for (ASM) is being purchased to aid in land management activities in the West Region.

District purchases of vehicles and heavy equipment will be made using state and alternate contract sources first, followed by the local market within the District's 16-county area, followed by areas outside the District 16-county area.

The District anticipates the following purchases for FY 2023-2024 (\$865,000):

- **State of Florida and/or Florida Sheriff's Association contract for the purchase of Vehicles:** State of Florida contract purchase of three SUVs and seven pickups, not to exceed \$610,000. Eight of the remaining 10 vehicles are being purchased to replace aging vehicles that have met the District's minimum replacement threshold. The remaining two vehicles are new additions to the District's fleet and will reside within ASM. Both vehicles are for new positions working with the District's Land Management Team.

Type	Quantity	Division	FY Purchase	Amount
Pickup	7	ASM(5), RMD(1), REG(1)	FY 23-24	\$459,500
SUV	3	REG(1), POOL(2)	FY 23-24	\$150,500

- **State of Florida and/or Florida Sheriff's Association contract for the purchase of Heavy Equipment:** one skid steer and attachments, not to exceed \$255,000. The skid steer is being purchased to replace the 2018 Bobcat tract loader that has met the District's minimum replacement threshold to aid in land management activities in the West Region.

Type	Quantity	Division	FY Purchase	Amount
Skid Steer	1	ASM	FY 23-24	\$255,000

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: July 24, 2023

SUBJECT: Consideration of Fiscal Year 2023-24 Delegation of Spending Authority for Prescribed Burning and Vegetation Management Services

Recommendation:

Staff recommends the Executive Director be authorized by the Governing Board to issue individual or cumulative task orders that exceed the delegated spending authority to Attack-One Fire Management Services, Inc., B&B Dugger, Inc., and Wildlands Service, Inc., for prescribed burning and vegetation management services procured through RFP 22-001, subject to Governing Board approval of the Fiscal Year 2023-2024 budget.

Background

The District has contracts with Attack-One Fire Management Services, Inc., B&B Dugger, Inc., and Wildlands Service, Inc., for prescribed burning and vegetation management services. These are three-year contracts which will expire October 31, 2024. The contracts with these companies utilize a competitive quote and task order system to assign the work activities by the Division of Asset Management and Resource Management.

It is anticipated the contractors will each be awarded work on an individual or cumulative basis that exceeds the \$65,000 spending threshold under the Executive Director's authority. Because these are routine work orders issued at various times throughout the year, staff is requesting the Governing Board authorize the Executive Director to issue task orders for prescribed burning and vegetation management that exceed the cumulative and individual thresholds under his standard spending authority. Work would only be assigned up to the amount budgeted for these services in a given fiscal year.

DL/cb

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff

FROM: Danny Layfield, Director, Division of Asset Management

DATE: July 24, 2023

SUBJECT: Consideration of Fiscal Year 2023-24 Information Technology Purchases

Recommendation

Staff recommends the Governing Board approve the following procurements for FY 2023-2024, contingent upon approval of the District's FY 2023-2024 budget.

- Department of Management Services (DMS) competitively procured the purchase of Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to other water management districts, not to exceed \$185,000.
- Sole source purchase of annual support and licensing for Munis (accounting software from Tyler Technologies), not to exceed \$165,000.
- Sole source purchase of Geographic Information Systems (GIS) ARC GIS and ARC Online licensing, training, support, and consulting from Environmental Systems Research Institute (ESRI), not to exceed \$160,000.
- State of Florida contract purchase of Microsoft licensing for Microsoft Server and Workstation operating systems and software, SQL Database Server, SharePoint Server, Office 365 for Microsoft through an approved partner, not to exceed \$165,000.
- State of Florida contract purchase of Cohesity Dataprotect Security Management licensing and support for cloud based Data Security, Retention, Recovery through an approved partner, not to exceed \$205,000.
- Sole Source purchase of Aquarius Time-Series, Hydrometric Workstation, Server, WebPortal, Connect, Samples, Database Migration, Cloud Hosting and Support and Maintenance from Aquatic Informatics Inc., not to exceed \$120,000

Background

The District's policies and procedures require all purchases more than \$65,000 be approved by the Governing Board. This includes "multiple purchases with the same vendor for the same purpose or within the same scope of work, each under \$65,000." In addition to competitively procured purchases, the approval threshold is also made applicable to state-term contracts.

The Information Technology Bureau actively pursues competitive quotes from a wide range of vendors and considers possible alternative solutions. This ensures the District continues to get the best value for the taxpayers.

The Information Technology Bureau anticipates the following purchases:

- Internet access, telephony circuits, and security services from the DMS SUNCOM Network. SUNCOM is established within DMS as the state enterprise telecommunications system. DMS competitively procures these services from multiple vendors i.e. Harris, AT&T, CenturyLink, Verizon to provide Internet access, telephony circuits, and security services for District headquarters, field offices, and connections to other water management districts.
- Enterprise Resource Planning/Financial software named Munis from Tyler Technologies. Munis is the District's core business software for accounting, budget, general ledger, employee self-service, project accounting, purchase orders, requisitions, and administrative reporting. This solution was initially a competitive procurement. Ongoing support, maintenance, and updates are purchased annually as a sole source through Tyler Technologies.
- GIS licensing, training, and consulting from ESRI, including ARC GIS, ARC Online, ARC Collector to provide geospatial data, maps, field applications and dashboarding to District staff and the public. ESRI announced they intend to require additional workflow modules in order to use newly developed functionality for new mobile technologies. In addition, the District plans to maintain the level of participation in the ESRI Enterprise Advantage Program (EEAP) for maintenance and updates to meet anticipated needs at a reduced cost per unit.
- Microsoft licensing for Microsoft server and workstation operating systems and software including SQL database server, SharePoint server, and Office 365 from the lowest priced authorized re-seller.
- Cohesity licensing for Dataprotect security management licensing and maintenance for cloud-based data security, retention, and recovery from the lowest priced authorized re-seller.
- The hydrologic and water quality databases store data collected by District staff, contractors, and other agencies. Aquarius Cloud Platform hosts these databases and integrates them with the District's existing Aquarius hydrologic data applications and database for continuous data access and integration. Aquatic Informatics, the company that makes and manages the family of Aquarius hydrologic data applications, was procured via single source as they are the sole provider of Aquarius software, Aquarius Service Maintenance Agreements (SMA), Aquarius Cloud, and professional services related to these products.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Paul Thorpe, Director, Resource Management Division
Jerrick Saquibal, Chief, Bureau of Resource Projects & Planning

FROM: John Crowe, Floodplain Management & Technical Support Administrator

DATE: July 24, 2023

SUBJECT: Consideration of Consultant Selections and Agreements for Stream Debris Assessments

Background

On June 29, 2023, the District issued a Request for Proposals (RFP) for Stream Debris Assessments (RFP 23-003). This RFP was issued to provide contractual services for completing stream debris assessments to evaluate waterbodies and identify potential flooding hazards within streams in northwest Florida.

Sealed proposals for RFP 23-003 were due by 2:00 p.m. Eastern Time on July 24, 2023. District staff will prepare a supplement for consideration at the August 10, 2023, Governing Board Meeting.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Caitlin Brongel, Chief of Staff
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: July 17, 2023

SUBJECT: Consideration of ITB 23B-011 for Fiscal Year 2023-24 District Road Repair Services

Recommendation

Staff recommends the Governing Board award up to \$2,552,153.60 in District Road Repair Services to vendors deemed responsive to ITB 23B-011 and authorize the Executive Director to enter into agreements with contractors submitting the lowest bid per road, subject to Fiscal Year 2023-2024 final budget approval and legal counsel review.

Background

On June 19, 2023, the District issued Invitation to Bid (ITB) 23B-011 to conduct District Road Repair Services on 46 District-owned roads and recreation sites, totaling approximately 50 miles, in Escambia, Santa Rosa, Okaloosa, Washington, Bay, Holmes, Liberty, Calhoun and Jackson counties. The bid was advertised on the My Florida Market Place Vendor Information Portal, the District's website, and the Florida Administrative Register. Notices were also sent to companies who had previously expressed an interest in District Road Repairs.

The Road Repair Services ITB includes the supply, delivery, and installation of approximately 4 inches of native limerock along District roadways to stabilize them for public recreation and management access purposes. The ITB utilized a process that provided the opportunity to award the work by individual road section. Each road was bid individually to provide the necessary road repair services at a fixed-price per ton, with the company(ies) submitting the lowest price per ton being the lowest bid.

On July 11, 2023, at 2:00 P.M., the District received 10 sealed bids for the Road Repair Services ITB. The lowest bid price per ton for each road repair section is contained in Table 1. These prices are inclusive of all components to complete the Work including equipment, materials, installation, labor, delivery, mobilization, and demobilization costs. In the event the lowest bidder withdraws its bid, the District intends to award the work to the next-lowest bidder and adjust and prioritize the road repairs to fit within the available budget. Funds are available in the FY 2023-24 budget for these services.

Table 1 - Bids Submitted – Lowest Price Per Ton & Recommended Award

Road No.	County	Road Repair/Project Name	Length (Linear Feet)	Material Tonnage	Current Low Price Per Ton Bid Received*	Total for Road Repair Services	Company
1	Escambia	Frank Reeder Loop Rd	15,700	2,500	\$66.53	\$166,325.00	Mohawk Valley Materials
2	Escambia	Fillingim Rd	2,142	500	\$66.53	\$33,265.00	Mohawk Valley Materials
3	Escambia	The Pipes Rd	3,956	650	\$66.53	\$43,244.50	Mohawk Valley Materials
4	Escambia	Little Williams Rd	3,506	575	\$65.85	\$37,863.75	Mohawk Valley Materials
5	Escambia	Salters Lake Rd	2,288	375	\$66.53	\$24,948.75	Mohawk Valley Materials
6	Escambia	Mystic Springs Rd	1,286	260	\$66.53	\$17,297.80	Mohawk Valley Materials
7	Santa Rosa	Swift Rd	7,313	1,200	\$66.53	\$79,836.00	Mohawk Valley Materials
8	Okaloosa	Haiseal Rd	41,280	6,500	\$51.29	\$333,385.00	Mohawk Valley Materials
9	Okaloosa	Cotton Creek Rd	6,392	1,000	\$51.29	\$ 51,290.00	Mohawk Valley Materials
10	Washington	Sparkleberry Rd	2,000	400	\$53.37	\$21,348.00	Mohawk Valley Materials
11	Washington	Devils Hole Rd	5,000	800	\$53.37	\$42,696.00	Mohawk Valley Materials
12	Washington	Walsingham Campsite Rd	750	120	\$53.37	\$6,404.40	Mohawk Valley Materials
13	Washington	Tom Johns Landing Rd	1,700	600	\$53.37	\$32,022.00	Mohawk Valley Materials

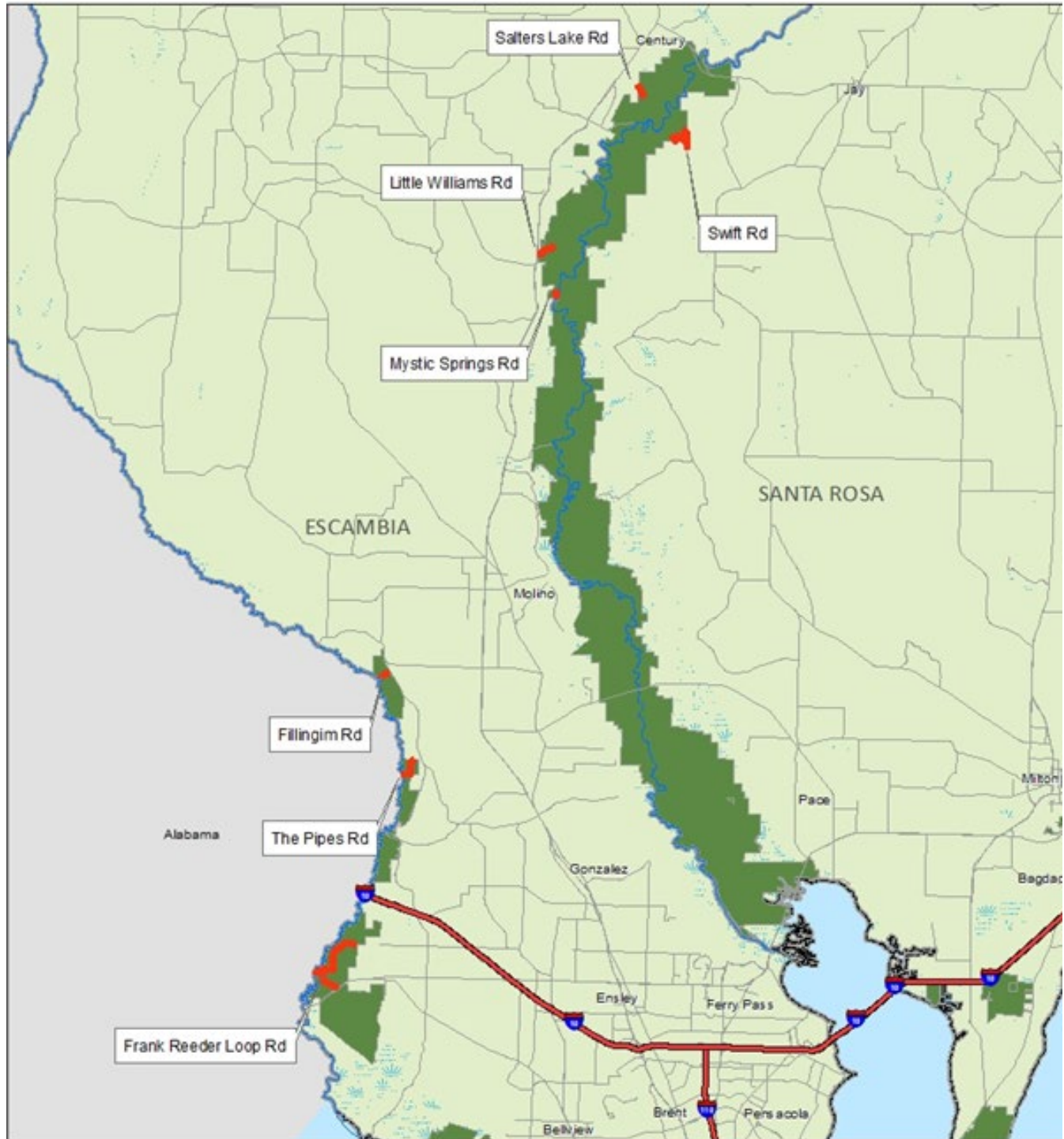
Road No.	County	Road Repair/Project Name	Length (Linear Feet)	Material Tonnage	Current Low Price Per Ton Bid Received*	Total for Road Repair Services	Company
14	Washington	White Oak Landing	500	200	\$53.37	\$10,674.00	Mohawk Valley Materials
15	Washington	Mud Hole Rd	13500	2,500	\$53.37	\$133,425.00	Mohawk Valley Materials
16	Washington	Lodge Dr.	1,750	300	\$53.37	\$16,011.00	Mohawk Valley Materials
17	Washington	Hammock Pond Recreation Site	800	300	\$53.37	\$16,011.00	Mohawk Valley Materials
18	Washington /Bay	Pitt/Williford connector trail	5,500	500	\$52.69	\$26,345.00	Mohawk Valley Materials
19	Washington	Walsingham Bridge Rd	7,300	1,500	\$53.37	\$80,055.00	Mohawk Valley Materials
20	Bay	Jelk Tract Rd	4,000	500	\$53.37	\$26,685.00	Mohawk Valley Materials
21	Walton	Lafayette Creek East Access Rd	5,800	1,200	\$47.48	\$56,976.00	Mohawk Valley Materials
22	Walton	Tilley Landing Rd	11,000	1,800	\$47.48	\$85,464.00	Mohawk Valley Materials
23	Walton	Cow Lake Rd	3,200	600	\$47.48	\$28,488.00	Mohawk Valley Materials
24	Walton	Bruce Creek Landing Rec Site	500	200	\$47.00	\$9,400.00	Pate Farms
25	Holmes	Cerragordo Landing Rec Site	500	200	\$47.48	\$9,496.00	Mohawk Valley Materials
26	Holmes	Baker Landing Rec Site	1,000	400	\$47.48	\$18,992.00	Mohawk Valley Materials
27	Holmes	Bear Hewitt Rd	9,000	1,400	\$47.48	\$66,472.00	Mohawk Valley Materials

Road No.	County	Road Repair/Project Name	Length (Linear Feet)	Material Tonnage	Current Low Price Per Ton Bid Received*	Total for Road Repair Services	Company
28	Holmes	Westville Rd	12,000	2,000	\$44.44	\$88,880.00	Pate Farms
29	Holmes	Gritney Rd	7,000	1200	\$47.48	\$56,976.00	Mohawk Valley Materials
30	Washington	Boynton Landing Rd	1,000	350	\$47.48	\$16,618.00	Mohawk Valley Materials
31	Washington	Brunson Landing Rd	750	200	\$47.48	\$9,496.00	Mohawk Valley Materials
32	Washington	Burnt Sock Landing Rd	4,500	800	\$47.48	\$37,984.00	Mohawk Valley Materials
33	Washington	Cotton Landing Rd	5,500	1,200	\$47.48	\$56,976.00	Mohawk Valley Materials
34	Washington	Live Oak Landing rd	800	200	\$47.48	\$9,496.00	Mohawk Valley Materials
35	Washington	Spurling Rec Site	500	200	\$47.48	\$9,496.00	Mohawk Valley Materials
36	Washington	Gum Creek Rd	22,500	3,500	\$47.00	164,500.00	Pate Farms
37	Washington	Douglas Ferry Rd.	1,800	450	\$46.50	\$20,925.00	Pate Farms
38	Liberty	Beaverdam Creek Rd	13,810	3,038	\$53.00	161,014.00	Double B Trucking
39	Liberty	Greenback South Rd	5,940	1,306	\$58.39	\$76,257.34	Rogers Brothers Land Clearing
40	Liberty	Greenback North Rd	6,655	1,464	\$58.39	\$85,482.96	Rogers Brothers Land Clearing
41	Liberty	Pig and Coon Rd	5,460	1,300	\$58.39	\$75,907.00	Rogers Brothers Land Clearing
42	Calhoun	Altha Tract Forest Rd 1	8,248	1,815	\$43.14	\$78,299.10	Rogers Brothers Land Clearing

Road No.	County	Road Repair/Project Name	Length (Linear Feet)	Material Tonnage	Current Low Price Per Ton Bid Received*	Total for Road Repair Services	Company
43	Calhoun	Altha Tract Forest Rd 2	1,221	268	\$47.00	\$12,596.00	Double B Trucking
44	Jackson	Section 9 Forest Rd 1	2,358	700	\$50.00	\$35,000.00	Double B Trucking
45	Jackson	Section 9 Forest Rd 2	2,020	444	\$49.00	\$21,756.00	Double B Trucking
46	Jackson	Bellamy Loop Rd West	5,800	1,226	\$49.00	\$60,074.00	Double B Trucking
					Total all Roads	\$2,552,153.60	

*Current Low Bid Price Per Ton Bid Received and Total Lump Sum bid are inclusive of all components to complete the Work including equipment, materials (including rock and/or fabric for low water crossings, etc.), installation, labor, delivery, mobilization and demobilization costs. In the event that the lowest bidder withdraws their bid, the District intends to award the work to the next lowest bidder.

Exhibit Map - General Location



- Road Repair
- Roads
- NFWMD Owned Lands
- NFWMD Counties

General Location Map
 Northwest Florida Water Management District
 District Road Repairs
 Escambia County and Santa Rosa County, Florida



0 1.75 3.5 7 Miles



Exhibit Map - General Location

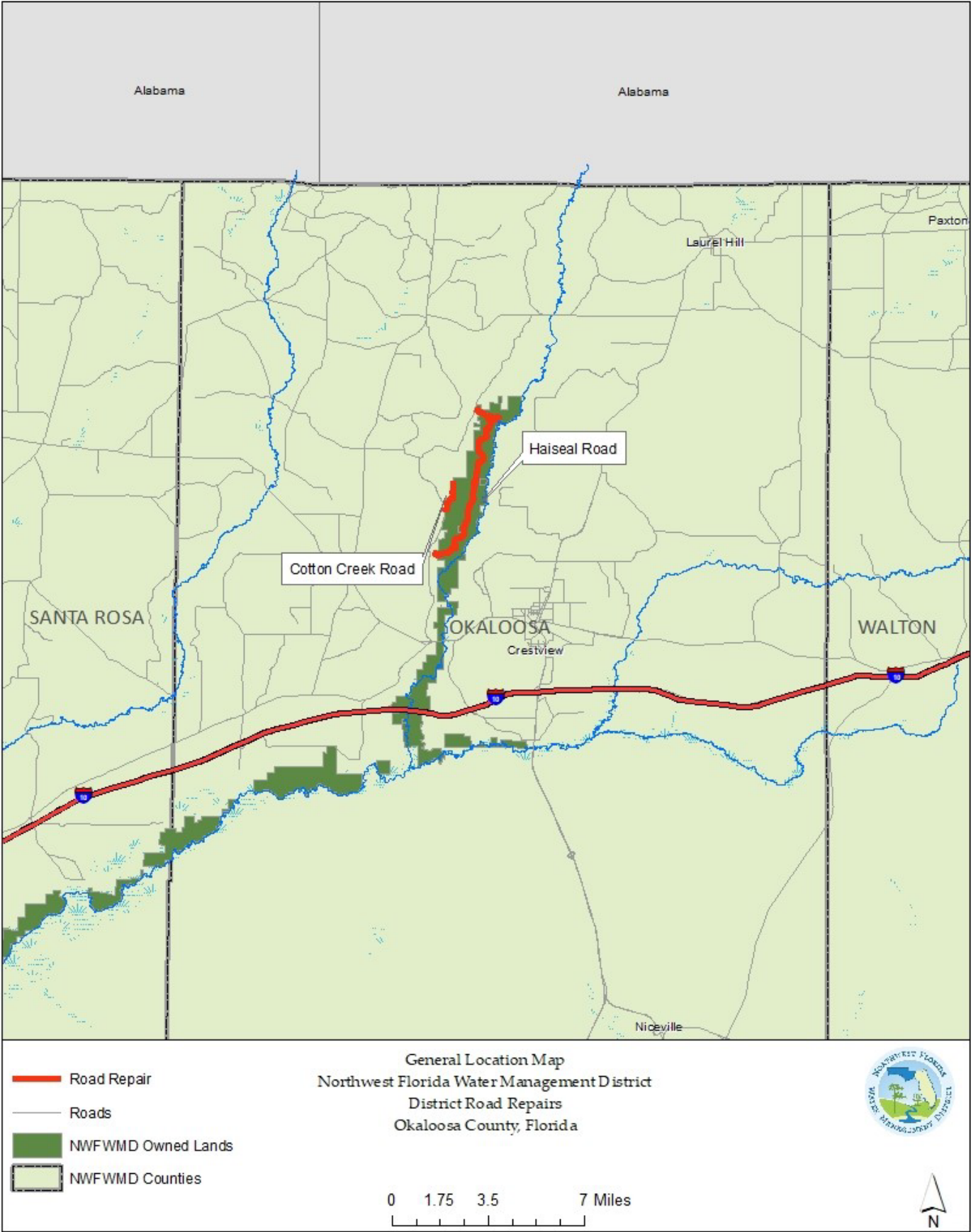


Exhibit Map - General Location

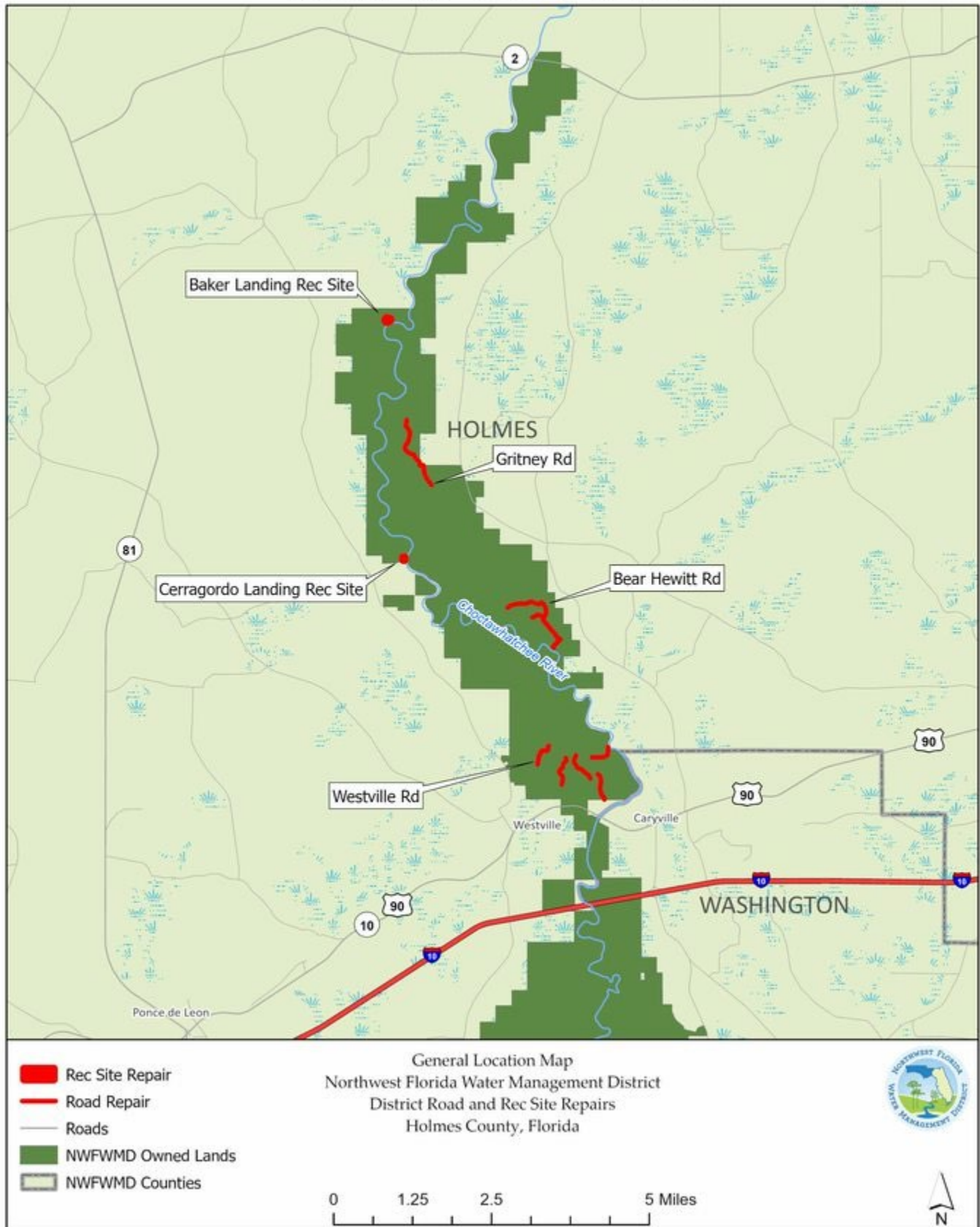


Exhibit Map - General Location

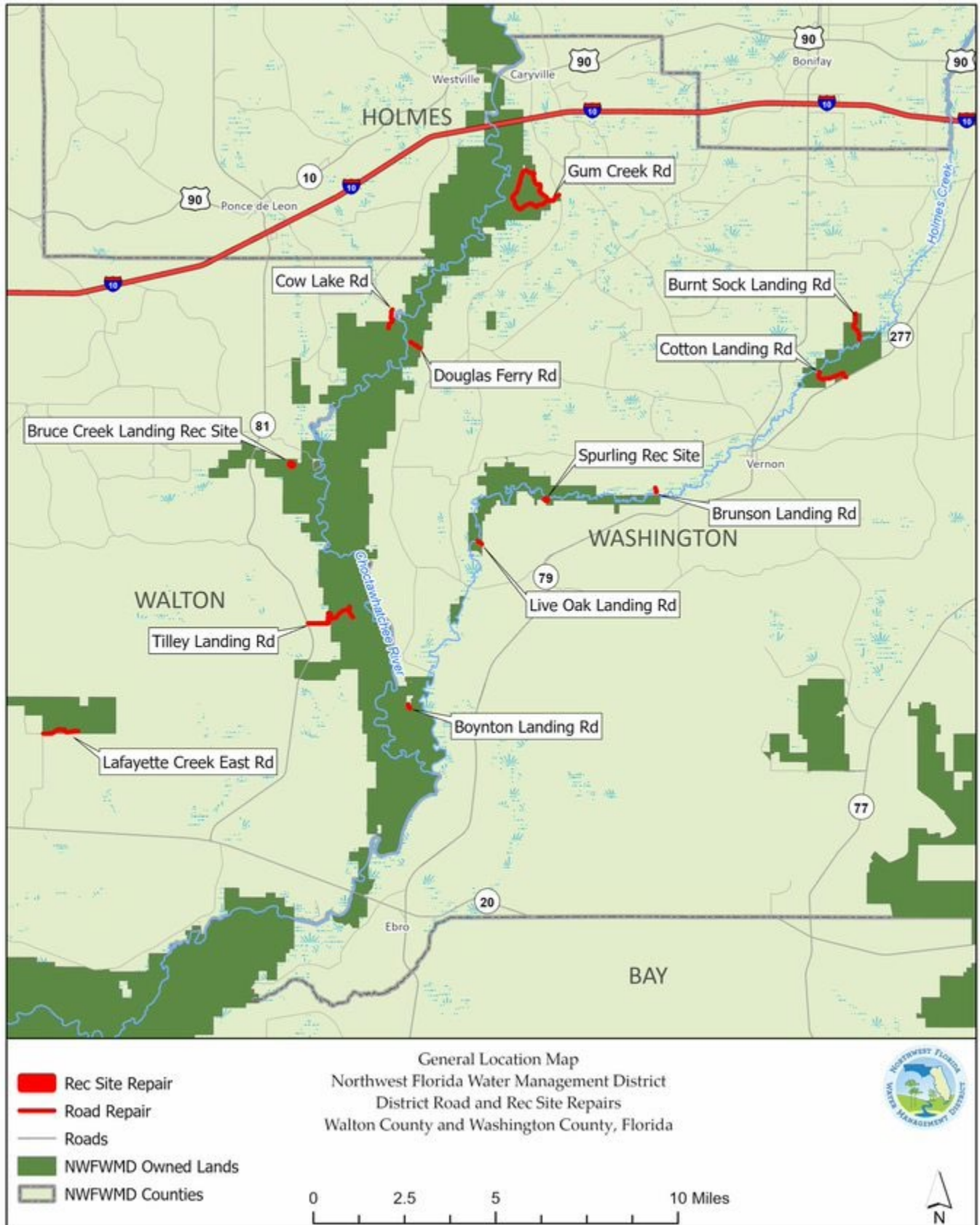


Exhibit Map - General Location

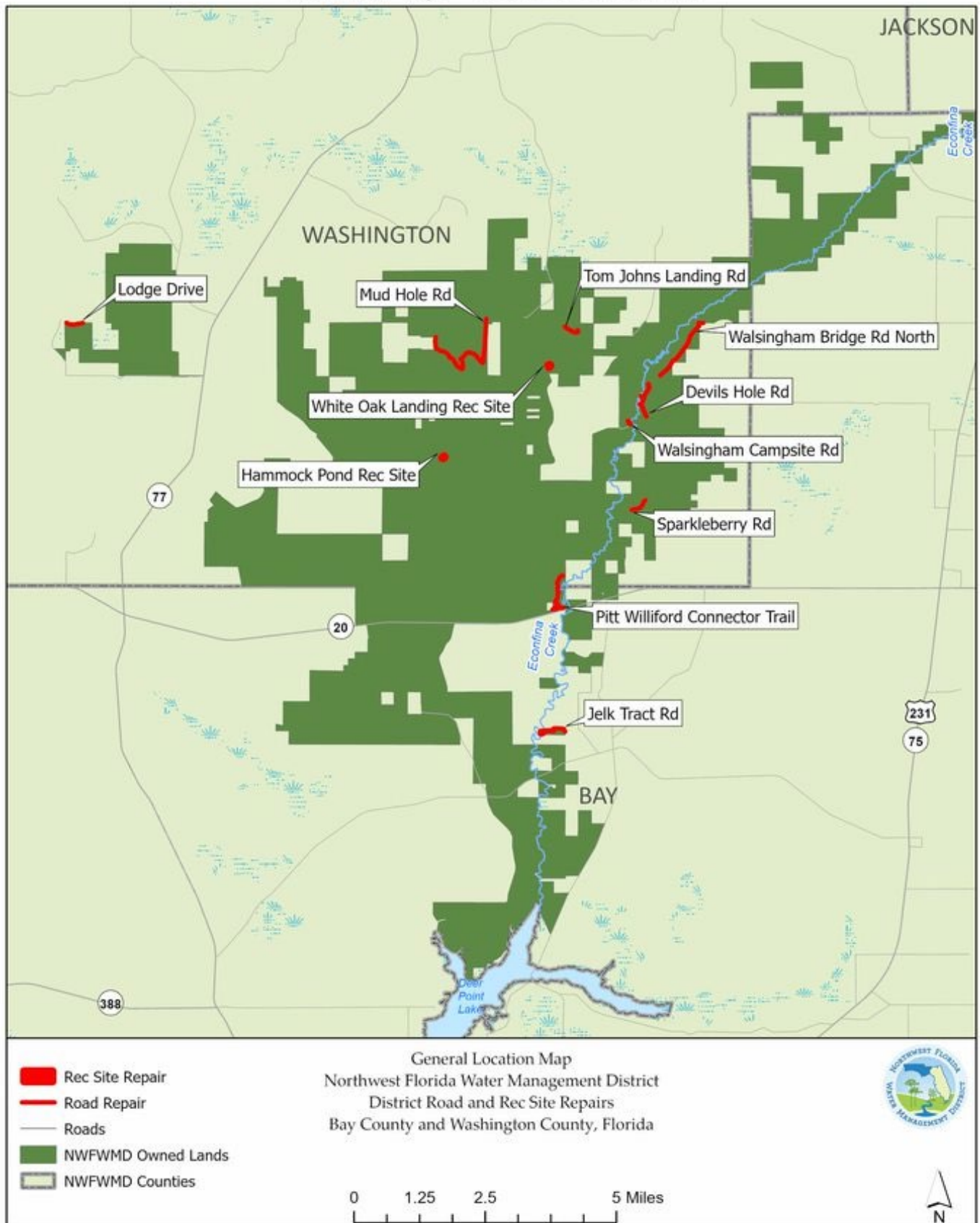


Exhibit Map - General Location

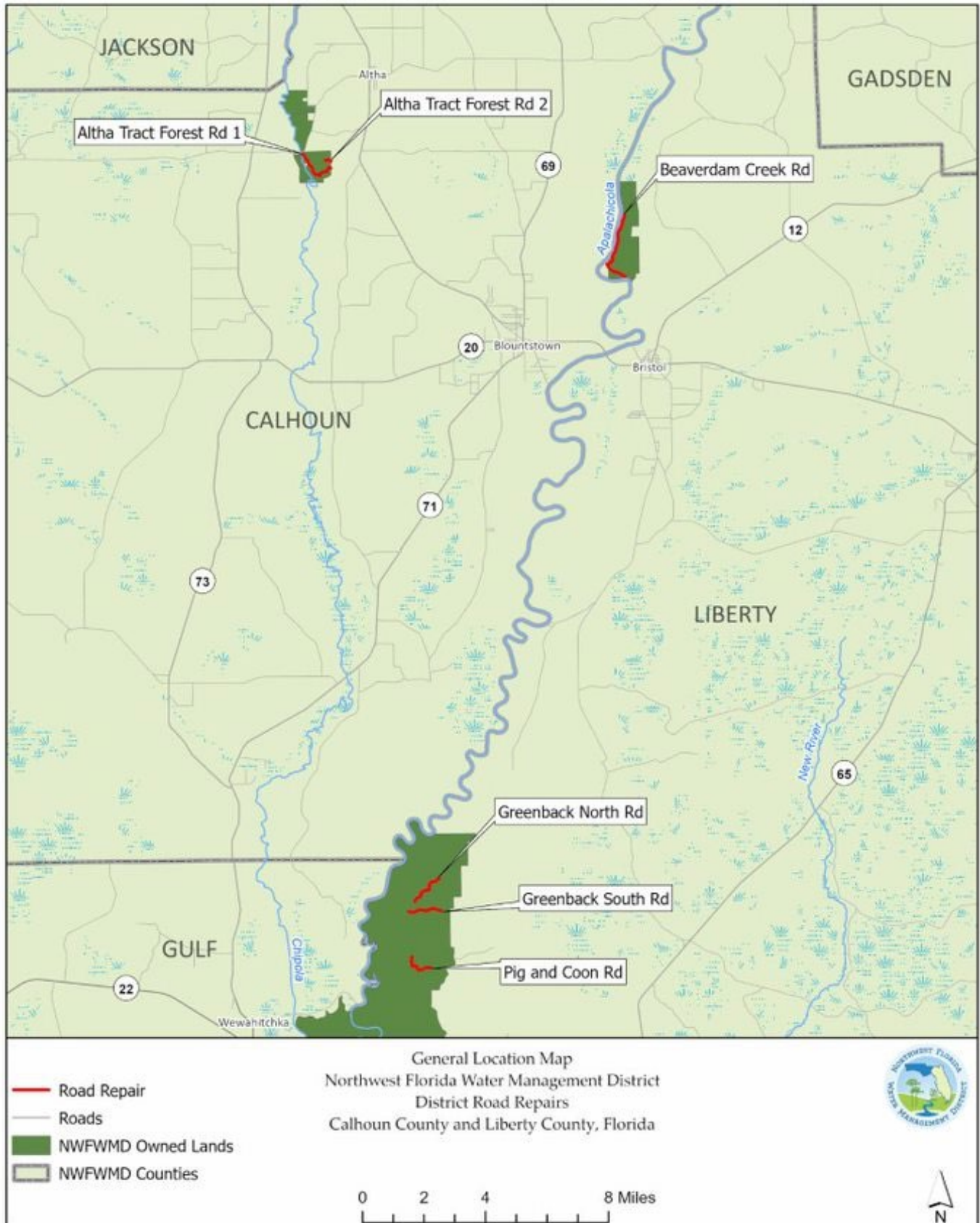


Exhibit Map - General Location



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
J. Breck Brannen, Legal Counsel
Andrew Joslyn, Director, Regulatory Services

FROM: Terry Wells, Deputy Director, Regulatory Services

DATE: July 24, 2023

SUBJECT: Annual Regulatory Plan – Informational Item

Section 120.74, Florida Statutes, requires each agency to prepare a regulatory plan that includes a list of planned rulemaking to be implemented prior to July 1, and new statutes that were amended or created over the previous twelve (12) months that modify the agency's duties or authority, including specifying whether these statutes require rulemaking. Certification is also required from the agency head and legal counsel, on behalf of the agency, that they have reviewed the plan and confirm that the agency's rules were reviewed to determine consistency with the agency's rulemaking authority and laws implemented. Additionally, section 120.74, Florida Statutes, requires the Annual Regulatory Plan (ARP) be submitted electronically to the Joint Administrative Procedures Committee (JAPC), maintained at an active website for ten (10) years after the date of initial publication on the agency's website homepage or another state website, and publish in the Florida Administrative Registrar (FAR) a notice identifying the date of publication of the ARP along with a hyperlink to the plan.

As required by section 120.74, Florida Statutes, the District has reviewed its rules to ensure compliance with statutory requirements and is finalizing the ARP based on the past Legislative session. The ARP lists the laws that were enacted or amended during the previous twelve (12) months that create or modify the duties or authority of the District. The laws identified do not require the District to adopt new, or amend current, administrative rules for proper implementation. Once certified, the ARP will be submitted to JAPC, posted on the District website homepage and maintained there for ten (10) years, and a notice will be posted in the FAR identifying the date of publication of the ARP on the District's website, in compliance with Florida Statutes.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: August 2, 2023

Michael Lee vs. Northwest Florida Water Management District, Walton County Circuit Court
Case No. 2023-CA-000266

This is a personal injury suit brought by Michael Lee, plaintiff. The Plaintiff alleges that he was riding his bicycle on September 28, 2022, when he was struck and injured by a District vehicle. The complaint was filed in March 2023 and served on June 19, 2023. The complaint was forwarded to the District's liability insurance carrier and a claim was made. The insurance carrier has retained the Coppins Monroe law firm in Tallahassee as defense counsel for the District.

Through defense counsel, the District has answered the complaint, denied the allegations, and raised affirmative defenses and has served initial discovery (interrogatories and request for production) on the plaintiff. Responses to the District's discovery requests are due on August 25. The Court has not set a trial date at this time.