

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, August 10, 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; Nick Patronis, Secretary-Treasurer; John Alter; Gus Andrews; Ted Everett; Kellie Ralston

Absent: Anna Upton

2. Special Thanks and Recognition

None.

3. Changes to the Agenda

None.

4. Consideration of the following Items Collectively by Consent:

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE ITEMS A THROUGH M 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 July 13, 2023

Approve the Minutes for July 13, 2023, Governing Board meeting.

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

Approve the Financial Reports for the Month of June 2023.

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

Approve and adopt Resolution No. 925 to commit fund balances from the general fund for FY 2022-23.

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

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 FY 2023-24, contingent upon adoption of the FY 2023-24 budget.

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

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.

F. Consideration of Fiscal Year 2023-24 Contractual Services to Support the Regional Mitigation Program

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 FY 2023-24, contingent upon approval of the District's FY 2023-24 budget and legal counsel review.

G. Consideration of Resolution No. 926 to DEP for Acquisition of the Johns Tract; Econfina Creek WMA

Approve and adopt Resolution No. 926 to Department of Environmental Protection for the Johns et al acquisition in the Econfina Springs Groundwater Contribution Area.

H. 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

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, 2024-25, and 2025-26, subject to approval and adoption of the budget for each FY and legal counsel review.

I. 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

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, 2024-25, and 2025-26, subject to approval and adoption of the budget for each FY and legal counsel review.

J. Consideration of Delegation of Spending Authority for Fiscal Year 2023-24 Hurricane Michael Recovery Efforts

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 2023-24 budget.

K. Consideration of Fiscal Year 2023-24 Delegation of Spending Authority for Vehicles and Heavy Equipment

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 2023-24 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.

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

Authorize the Executive Director 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 approval of the FY 2023-2024 budget.

M. Consideration of Fiscal Year 2023-24 Information Technology Purchases

Approve the following procurements for FY 2023-24, contingent upon approval of the District's FY 2023-2024 budget.

- Department of Management Services (DMS) competitively procured 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.

5. Consideration of Consultant Selections and Agreements for Stream Debris Assessments

MOTIONED BY KELLIE RALSTON, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE THE SELECTION COMMITTEE'S RESULTS PROVIDED IN TABLE 1 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AGREEMENTS WITH THE THREE HIGHEST RANKED FIRMS, PENDING LEGAL COUNSEL REVIEW.

Table 1 - Consultant Selection Scores - RFP 23-003

Firm	Total Score	Avg. Score
*Zulu Marine Services, Inc.	255	85.000
*Research Planning, Inc.	249	83.000
*Dewberry Engineers, Inc.	248	82.667
SWCA Environmental Consultants	212	70.667
Energy and Environment, LLC	199	66.333
Tetra Tech, Inc.	191	63.667
Riverside Environmental Consulting, LLC	165	55.000
Yewtree Environmental Services, LLC	150	50.000

***Highest Ranked Firms**

NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY NICK PATRONIS, SECONDED BY JERRY PATE, THAT 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 FY 2023-24 FINAL BUDGET APPROVAL AND LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Annual Regulatory Plan

Informational purposes only.

8. 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

9. Executive Director Report

Lyle Seigler thanked the land management team for their restoration efforts.

Meeting was adjourned at 1:22 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending July 31, 2023

Balance Forward - Operating Funds \$38,004,474.27

Operating Funds Received in current month:

Revenue Receipts, Current	\$247,360.78	
Contracts Receivable	1,770,868.63	
Other Deposits/Refunds/Adjustments	12,056.10	
Transfers from Lands Accounts	<u>0.00</u>	
Total Deposits during month		<u>2,030,285.51</u>

Total Deposits and Balance Forward \$ 40,034,759.78

Disbursements:

Employee Salaries	476,509.24	
Employee Benefits	300,894.25	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	357,368.95	
Operating Expenses - Services	118,125.59	
Operating Expenses - Commodities	33,252.35	
Operating Capital Outlay	144,488.74	
Grants and Aids	<u>3,498,129.80</u>	
Total Operating Expenses during month		4,928,768.92
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	<u>31,178.82</u>	
Total Funds Disbursed by check during month		4,959,947.74
Bank Debits (Fees, Deposit Slips, AMEX fees, etc.)	0.00	
Transfer to Land Acquisition Account	<u>0.00</u>	

Total Funds Disbursed 4,959,947.74

Cash Balance Operating Funds at month end \$ 35,074,812.04

Operating Depositories:

Petty Cash Fund	250.25	
General Fund Checking	305,881.03	
Payroll Account	6,000.00	
Passthrough (EFT) Account	3.27	
Investment Accounts @ 5.33%		
General Fund	13,009,765.92	
Lands Fee Fund	4,276,981.03	
Ecosystem TF	61,009.22	
Water Prot. & Sust. Program TF	101,772.33	
Okaloosa Regional Reuse	1,186,495.16	
Mitigation Fund	<u>16,126,653.83</u>	

Total Operating Depositories at month end \$ 35,074,812.04

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending July 31, 2023

Land Acquisition Funds:

Fla. Board of Administration @ 5.33%	\$ 298,461.49	
Total Land Acquisition Funds		298,461.49

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.33%	41,179.50	
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Fla. Board of Administration Cypress Springs R&M Account @ 5.33%	<u>814,484.92</u>	
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Total Restricted Land Management Funds		<u>855,664.42</u>
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Total Land Acquisition, and Restricted Management Funds		<u>1,154,125.91</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 1,154,125.91</u></u>
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Approved: _____
Chairman or Executive Director

Date: September 14, 2023

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending July 31, 2023
(Unaudited)

	Current Budget	Actuals Through 7/31/2023	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,792,899	\$ 3,767,908	\$ (24,991)	99%
Intergovernmental Revenues	98,388,542	13,338,650	(85,049,892)	14%
Interest on Invested Funds	49,500	1,489,777	1,440,277	3010%
License and Permit Fees	655,000	614,760	(40,240)	94%
Other	2,495,263	410,366	(2,084,897)	16%
Fund Balance	32,689,515		(32,689,515)	0%
Total Sources	\$ 138,070,719	\$ 19,621,461	\$ (118,449,258)	14%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 6,034,787	\$ 2,567,789	\$ 1,958,966	\$ 1,508,032	43%	75%
Acquisition, Restoration and Public Works	88,462,460	13,561,136	33,665,898	41,235,426	15%	53%
Operation and Maintenance of Lands and Works	7,574,315	5,877,565	606,080	1,090,670	78%	86%
Regulation	4,373,578	2,846,750	98,695	1,428,133	65%	67%
Outreach	145,141	113,922	566	30,654	78%	79%
Management and Administration	2,356,536	1,701,522	58,809	596,205	72%	75%
Total Uses	\$ 108,946,817	\$ 26,668,685	\$ 36,389,012	\$ 45,889,120	24%	58%
Reserves	29,123,902			29,123,902	0%	0%
Total Uses and Reserves	\$ 138,070,719	\$ 26,668,685	\$ 36,389,012	\$ 75,013,022	19%	46%

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 July 31, 2023, and covers the interim period since the most recent audited financial statements.

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

CHECKS	07/06/2023	\$	325,416.08
ACH TRANSFERS	07/07/2023		1,364,176.97
DIRECT DISBURSEMENTS	07/07/2023		75,908.60
RETIREMENT	07/07/2023		124,718.37
CHECKS	07/13/2023		40,683.80
DIRECT DISBURSEMENTS	07/13/2023		68,916.76
ACH TRANSFERS	07/13/2023		52,066.75
CHECKS	07/20/2023		28,488.73
ACH TRANSFERS	07/21/2023		36,632.47
DIRECT DISBURSEMENTS	07/21/2023		6,622.81
VOIDED CHECKS	07/24/2023		-353.94
RETIREMENT	07/28/2023		89.13
CHECKS	07/27/2023		264,974.16
ACH TRANSFERS	07/28/2023		2,081,599.19

\$ 4,469,939.88

Chairman or Executive Director

September 14, 2023

Date

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5127	ALAN JAY FLEET SALES	7/6/2023	51,961.00	2022 FORD F-250 CREW CAB 4X4
5127	ALAN JAY FLEET SALES	7/6/2023	40,223.00	2023 RMD FORD F-150 4WD V6
5501	ROBERT A ALFORD	7/6/2023	54,560.00	AG PASS COST SHARE AGREEMENT
95	AT&T	7/6/2023	348.52	PHONE SERVICES - EFO
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	7/6/2023	674.92	MEDICARE
5689	WILLIAM D JONES	7/6/2023	1,040.00	NEW WATER HEATER FOR IT
3269	CDW GOVERNMENT, INC.	7/6/2023	237.99	MICROSOFT SURFACE PRO 9 AND ACCESSORIES
3399	FLORIDA STORMWATER ASSOC., INC.	7/6/2023	219.00	REGISTRATION FEE
916	FPL NORTHWEST FLORIDA	7/6/2023	657.49	DEFUNIAK ELECTRIC
5945	FURRIN AUTO ALLEY	7/6/2023	663.33	WATER PUMP REPLACEMENT FOR WMD-96219
5945	FURRIN AUTO ALLEY	7/6/2023	221.17	MINOR REPAIRS FOR HQ REG VEHICLES
391	GADSDEN COUNTY TAX COLLECTOR	7/6/2023	239.10	TAG AND REGISTRATIONS FOR RMD AND LANDS TRUCKS
5591	GARCIA FOREST SERVICE, LLC	7/6/2023	104,251.62	2023 SAND PINE ERADICATION SER
5626	NATIONAL TIRE BROKERS CORPORATION	7/6/2023	123.37	WMD-2432 TIRE REPLACEMENT
5950	PRESS PRINT GRAPHICS LLC	7/6/2023	787.50	SIGNS - RATTLESNAKE LAKE NORTH RECREATION AREA
5629	ROAD MART OF FLORIDA, LLC	7/6/2023	492.34	REPAIRS TO WMD96270
3213	SHI INTERNATIONAL CORP	7/6/2023	7,746.86	SHAREPOINT MIGRATION
5764	SOUTHERN CLEANING SUPPLY LLC	7/6/2023	659.95	RECREATION SITE SUPPLIES
4832	SUN LIFE FINANCIAL	7/6/2023	5,248.19	DENTAL
4832	SUN LIFE FINANCIAL	7/6/2023	83.70	PREPAID DENTAL
4834	SUN LIFE FINANCIAL	7/6/2023	81.27	EMPLOYEE ASSISTANCE PROGRAM
4834	SUN LIFE FINANCIAL	7/6/2023	977.57	LIFE INSURANCE
4834	SUN LIFE FINANCIAL	7/6/2023	3,320.55	VOL LIFE
4833	SUN LIFE FINANCIAL	7/6/2023	1,207.98	VOL LTD
5250	SUN LIFE FINANCIAL - VISION	7/6/2023	582.37	VISION
4358	UNIVERSITY OF FLORIDA (IFAS)	7/6/2023	45,841.87	EPA FARMER TO FARMER GRANT
75	WALTON COUNTY PROPERTY APPRAISER	7/6/2023	2,566.20	4TH QTR FY 22-23
4626	WASTE PRO OF FLORIDA, INC	7/6/2023	187.04	SOLID WASTE
4626	WASTE PRO OF FLORIDA, INC	7/6/2023	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
TOTAL CHECKS			\$ 325,416.08	
3293	ANGUS G. ANDREWS, JR.	7/7/2023	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
5450	CAITLIN BRONGEL	7/7/2023	88.11	TRAVEL REIMBURSEMENT
1617	CAPITAL HEALTH PLAN	7/7/2023	89,992.42	MEDICAL INSURANCE
97	THE DEFUNIAK HERALD	7/7/2023	47.25	LEGAL ADS-WATER USE PERMITS
5952	EWA BEARDEN	7/7/2023	146.00	TRAVEL REIMBURSEMENT
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	7/7/2023	1,710.00	HQ MONITORING AND MAINTENANCE
5235	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	7/7/2023	1,232,353.13	BLUE SPRINGS ROAD SEWER PROJEC
2293	LANE'S OUTDOOR EQUIPMENT, INC	7/7/2023	315.66	GRASSHOPPER MOWER PARTS
76	LEON COUNTY PROPERTY APPRAISER	7/7/2023	2,398.67	4TH QTR FY 22-23
5802	MURPHY CASSIDY DIESEL REPAIRS	7/7/2023	148.71	MINOR REPAIRS FOR WMD-96279 AND WMD-96203
5802	MURPHY CASSIDY DIESEL REPAIRS	7/7/2023	270.66	MINOR REPAIRS FOR WMD-96279 AND WMD-96203
4600	MYTHICS, INC.	7/7/2023	28,054.95	ORACLE COMPONENT LICENSE RENEWAL
5651	SGS TECHNOLOGIE, LLC	7/7/2023	373.33	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
5885	SYDNEY ARMSTRONG	7/7/2023	153.08	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFERS			\$ 1,364,176.97	

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5944	REFUND NIC	7/7/2023	3,500.00	P311734 MICHELLE BAKER OVERPMT REFUND
5944	REFUND NIC	7/7/2023	50.00	WELL PERMIT REFUND 312179-1 WITHDRAWN
5944	REFUND NIC	7/7/2023	50.00	REFUND WELL PERMIT 312185-1 WITHDRAWN
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	7/7/2023	3,022.67	RETIREE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	7/7/2023	69,285.93	EMPLOYEE MEDICAL INSURANCE
TOTAL DIRECT DISBURSEMENTS			\$ 75,908.60	
TOTAL AP			\$ 1,765,501.65	
5768	ALFORD BROTHERS INC	7/13/2023	76.90	MINOR REPAIRS FOR REG VEHICLES
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	7/13/2023	6,777.20	LABORATORY ANALYSIS - GW QUALITY TREND NETWORK
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	7/13/2023	928.00	LABORATORY ANALYSIS - ECONFINA COLIFORM
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	7/13/2023	1,308.27	INTEREST EARNINGS QE JUNE 2023
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	7/13/2023	829.79	INTEREST EARNINGS QE JUNE 2023
4748	EAST MILTON WATER SYSTEM	7/13/2023	20.66	WATER - MILTON OFFICE
5945	FURRIN AUTO ALLEY	7/13/2023	150.53	MINOR REPAIRS FOR POOL VEHICLES AT HQ
4033	JOHNSTON TRUCKING, LLC	7/13/2023	14,707.07	ALTHA TRACT ROAD MATERIALS
4033	JOHNSTON TRUCKING, LLC	7/13/2023	2,312.75	ALTHA TRACT ROAD MATERIALS
5899	MICHAEL'S OUTDOOR SERVICES LLC	7/13/2023	2,400.00	HAZARDOUS TREE REMOVAL - WAGES POND ROAD
288	OKALOOSA CO. PROPERTY APPRAISER	7/13/2023	1,732.70	4TH QTR FY 22-23
64	PANAMA CITY NEWS HERALD	7/13/2023	110.47	LEGAL ADS-WATER USE PERMITS
4577	SOUTHERN TIRE MART, LLC	7/13/2023	790.48	TIRES - WMD 96216
4577	SOUTHERN TIRE MART, LLC	7/13/2023	2,308.88	TRUCK REPAIR WMD96372
110	TALQUIN ELECTRIC COOPERATIVE, INC.	7/13/2023	350.13	WATER / SEWER - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	7/13/2023	88.50	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	7/13/2023	3,799.54	ELECTRIC - HQ
5867	TERRY WELLS	7/13/2023	164.00	TRAVEL REIMBURSEMENT
3568	THOMPSON TRACTOR CO., INC.	7/13/2023	1,827.93	CAT D5 DOZER REPAIRS
TOTAL CHECKS			\$ 40,683.80	
5739	DARRYL BOUDREAU	7/13/2023	90.00	TRAVEL REIMBURSEMENT
4855	ENVIRON SERVICES INCORPORATED	7/13/2023	2,079.17	JANITORIAL SERVICES FOR HQ
3942	A & W VENTURES, L.C.	7/13/2023	250.00	PORTABLE TOILET FOR PHIPPS PARK
3603	JIM STIDHAM & ASSOCIATES, INC.	7/13/2023	27,600.00	AGREEMENT FOR AS NEEDED SERVIC
5368	KOUNTRY RENTAL NWF, INC.	7/13/2023	11,430.00	SERVICE FOR PORTABLE TOILETS-C
5146	MICHAEL CORRIE MANNION	7/13/2023	12,135.20	STAFF AUGMENTATION FOR CUSTOM APPLICATE #18-066
5947	PREVENTIA SECURITY LLC	7/13/2023	75.00	DFO SECURITY
5083	S&S ENVIRONMENTAL CONSULTANTS, LLC	7/13/2023	1,650.00	PHASE I ESA'S OF BATTEN, BENENATI AND SMITH TRACTS
5083	S&S ENVIRONMENTAL CONSULTANTS, LLC	7/13/2023	2,250.00	PHASE I ESA'S OF BATTEN, BENENATI AND SMITH TRACTS
5614	ZACHARY J. SELLERS	7/13/2023	971.25	DFO JANITORIAL SERVICES
5651	SGS TECHNOLOGIE, LLC	7/13/2023	480.00	E-PAYMENT VENDOR CONFIGURATION CHANGE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	7/13/2023	111.24	ADMIN SUPPLIES
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	7/13/2023	4,606.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	7/13/2023	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
5336	TETRA TECH, INC	7/13/2023	1,605.00	AGREEMENT FOR AS NEEDED SERVIC
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	274.00	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	7/13/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	472.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	274.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	449.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	274.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	350.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	175.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	390.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	7/13/2023	200.00	RENTAL & SERVICE OF PORTABLE & COMPOST TOILETS
TOTAL CHECKS			\$ 68,916.76	
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	7/13/2023	9,245.50	CLOSING FUNDS FOR THE BENENATI ACQUISITION
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	7/13/2023	15,320.50	CLOSING FUNDS FOR THE SMITH ACQUISITION
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	7/13/2023	27,500.75	CLOSING FUNDS FOR THE BATTEN ACQUISITION
TOTAL ACH TRANSFERS			\$ 52,066.75	
TOTAL AP			\$ 161,667.31	
4923	JOHN ALTER	7/20/2023	108.01	TRAVEL REIMBURSEMENT
4923	JOHN ALTER	7/20/2023	56.07	TRAVEL REIMBURSEMENT
2992	BANK OF AMERICA	7/20/2023	447.63	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	7/20/2023	1,113.92	JUNE 2023 ANALYSIS STATEMENT
3113	RAY GLASS' BATTERIES, INC.	7/20/2023	261.49	REPLACEMENT BATTERY FOR EFO DUMP TRAILER
5006	BROWN'S REFRIGERATION & EQUIPMENT CO., INC.	7/20/2023	1,252.75	DIAGNOSTIC/REPAIR FOR WATER FOUNTAIN AT HQ
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	7/20/2023	300.00	FDEP-ANNUAL UPLANDS AGENCY FEE BRUNSON LANDING
422	ESCAMBIA CO. TAX COLLECTOR	7/20/2023	168.00	POSTAGE
422	ESCAMBIA CO. TAX COLLECTOR	7/20/2023	12,608.67	2022 COMMISSIONS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	7/20/2023	32.76	LEGAL ADS FOR GOVERNING BOARD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	7/20/2023	82.18	FAR AD RULE MAKING NOTICES FOR INGRESS AND EGRESS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	7/20/2023	58.38	FAR AD FEES FOR BIDS AND PUBLIC NOTICES FOR ASM
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	7/20/2023	19.46	FAR AD - ITB 23B-010
916	FPL NORTHWEST FLORIDA	7/20/2023	295.71	MILTON ELECTRIC
5945	FURRIN AUTO ALLEY	7/20/2023	751.43	REPAIRS TO WMD-96219
5955	GENE ADAMS	7/20/2023	68.53	TRAVEL REIMBURSEMENT
2291	GULF COAST ELECTRIC COOPERATIVE, INC	7/20/2023	344.87	ELECTRIC SERVICE - EFO
5474	HATCHER PUBLISHING INC	7/20/2023	30.00	LEGAL ADS-WATER USE PERMITS
247	HOLMES COUNTY TAX COLLECTOR	7/20/2023	9.88	2022 POSTAGE
3193	INSURANCE INFORMATION EXCHANGE	7/20/2023	105.30	BACKGROUND SCREENING
666	JEFFERSON COUNTY PROPERTY APPRAISER	7/20/2023	223.90	4TH QTR FY 22-23
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	7/20/2023	190.47	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	7/20/2023	277.73	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	7/20/2023	101.46	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	7/20/2023	167.36	KONICA MINOLTA COPIER LEASE RENEWAL
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	7/20/2023	97.27	KONICA MINOLTA COPIER LEASE FOR MILTON OFFICE

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
259	LEON COUNTY TAX COLLECTOR	7/20/2023	65.38	2022 POSTAGE
277	LIBERTY CO. PROPERTY APPRAISER	7/20/2023	277.02	1ST QTR FY 22-23
277	LIBERTY CO. PROPERTY APPRAISER	7/20/2023	277.02	2ND QTR FY 22-23
277	LIBERTY CO. PROPERTY APPRAISER	7/20/2023	277.02	3RD QTR FY 22-23
3266	LOWE'S COMPANIES INC.	7/20/2023	85.47	SINK FAUCET AND PLUMBING SNAKE
3266	LOWE'S COMPANIES INC.	7/20/2023	64.97	SHOP SUPPLIES
4849	NICK PATRONIS	7/20/2023	71.52	TRAVEL REIMBURSEMENT
5950	PRESS PRINT GRAPHICS LLC	7/20/2023	256.50	SIGNS - RATTLESNAKE LAKE NORTH RECREATION AREA
4068	RING POWER CORPORATION	7/20/2023	4,750.14	REPLACEMENT TEETH FOR FECON MULCHING HEAD
5764	SOUTHERN CLEANING SUPPLY LLC	7/20/2023	191.65	RECREATION SITE SUPPLIES
4577	SOUTHERN TIRE MART, LLC	7/20/2023	387.04	2 TIRES- WMD 96270
5437	SRM CONCRETE	7/20/2023	1,448.00	CONCRETE - WHITE OAK LANDING PAVILIONS & RAMP
4378	P.M. MARINE ENGINE SERVICE, INC.	7/20/2023	697.95	REPAIR TO TRITON BOAT AT HQ
5737	TELECHECK SERVICES, INC.	7/20/2023	50.40	FEES FOR ONLINE PAYMENTS
5737	TELECHECK SERVICES, INC.	7/20/2023	50.00	EPERMITTING FEES-TELECHECK
5855	WASTE AWAY GROUP INC	7/20/2023	236.24	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
4626	WASTE PRO OF FLORIDA, INC	7/20/2023	129.18	SOLID WASTE DUMPSTER - FL RIVER
TOTAL CHECKS			\$ 28,488.73	
3293	ANGUS G. ANDREWS, JR.	7/21/2023	95.55	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	7/21/2023	2,048.00	LAW ENFORCEMENT/SECURITY SERVI
5243	CARROLL APPRAISAL COMPANY, INC.	7/21/2023	200.00	NEW REVIEW APPRAISAL DUE TO ACREAGE INCREASE
3978	CHRISTINA COGER	7/21/2023	34.50	REIMBURSEMENT
45	DMS	7/21/2023	623.77	DEFUNIAK LOCAL PHONE
45	DMS	7/21/2023	1,958.04	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	7/21/2023	12.21	CONFERENCE CALLS
45	DMS	7/21/2023	1,555.51	HQ LOCAL
45	DMS	7/21/2023	25.00	HQ LONG DISTANCE
45	DMS	7/21/2023	96.32	MILTON LOCAL
45	DMS	7/21/2023	11.05	AIRCARDS AND HOTSPOTS
45	DMS	7/21/2023	9,855.51	HQ ETHERNET
45	DMS	7/21/2023	2.07	LAN PORTS AND INTRANET/INTERNET
5749	DUMPSTER SERVICES LLC	7/21/2023	550.00	30 YARD ROLL OFF CONTAINER
2453	ESCAMBIA COUNTY PROPERTY APPRAISER	7/21/2023	3,655.72	4TH QTR FY 22-23
2702	FISH AND WILDLIFE	7/21/2023	7,056.36	LAW ENFORCEMENT - CONTRACT NO. 11-012
2702	FISH AND WILDLIFE	7/21/2023	1,603.12	LAW ENFORCEMENT - CONTRACT NO. 11-012
3337	FORESTECH CONSULTING	7/21/2023	400.00	LAND MANAGEMENT DATABASE
2268	INNOVATIVE OFFICE SOLUTIONS, INC	7/21/2023	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
5894	ODESSA CLEANING SERVICE LLC	7/21/2023	225.00	ECONFINA FIELD OFFICE CLEANING
4305	DANA PALERMO	7/21/2023	135.00	TRAVEL REIMBURSEMENT
4305	DANA PALERMO	7/21/2023	116.00	TRAVEL REIMBURSEMENT
4090	JERRY PATE	7/21/2023	154.29	TRAVEL REIMBURSEMENT
4090	JERRY PATE	7/21/2023	165.54	TRAVEL REIMBURSEMENT
3960	GEORGE ROBERTS	7/21/2023	71.52	TRAVEL REIMBURSEMENT
3960	GEORGE ROBERTS	7/21/2023	89.00	TRAVEL REIMBURSEMENT
5083	S&S ENVIRONMENTAL CONSULTANTS, LLC	7/21/2023	2,450.00	BASELINE DOC REPORT ON 11.4 ACRES; WALTON COUNTY
4091	THE SHOE BOX	7/21/2023	95.50	REPLACEMENT CLOTHING-JOSLYN
3454	USDA, APHIS, WILDLIFE SERVICES	7/21/2023	2,281.89	COOPERATIVE SERVICE FOR BEAVER

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5218	WAGEWORKS, INC.	7/21/2023	100.00	COBRA ADMINISTRATION
5710	BRANDON WINTER	7/21/2023	129.00	TRAVEL REIMBURSEMENT
TOTAL ACH TRANSFERS			\$ 36,632.47	
5944	REFUND NIC	7/21/2023	10.00	WELL PERMIT REFUND 312212-1 WITHDRAWN
2967	BANK OF AMERICA	7/21/2023	4,999.11	JUNE 2023 P-CARD
2967	BANK OF AMERICA	7/21/2023	149.89	DFO VEHICLES CARWASH
2967	BANK OF AMERICA	7/21/2023	50.00	REG SUNPASS
2967	BANK OF AMERICA	7/21/2023	11.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	7/21/2023	11.99	DIGITAL NEWSPAPER SUBSCRIPTION
2967	BANK OF AMERICA	7/21/2023	209.20	REG FIELD/OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	7/21/2023	971.76	WINDOWS VPS FOR XCONNECT SITE
2967	BANK OF AMERICA	7/21/2023	145.00	ROLLER BEARING FOR FAE MULCHER ID#2657
2967	BANK OF AMERICA	7/21/2023	63.87	REG OFFICE AND VEHICLE SUPPLIES-AMAZON
TOTAL DIRECT DISBURSEMENTS			\$ 6,622.81	
TOTAL AP			\$ 71,744.01	
4180	BANK OF AMERICA	7/27/2023	32.91	MONTHLY TRANSACTION FEES
4180	BANK OF AMERICA	7/27/2023	6.90	TRANSACTION FEE FOR EPERMITTING
5131	CITY OF DEFUNIAK SPRINGS	7/27/2023	218.43	WATER/ SEWER DEFUNIAK SPRINGS
4676	CITY OF MILTON FLORIDA	7/27/2023	37.24	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	7/27/2023	80.67	DUMPSTER SERVICE
5522	CITY OF PANAMA CITY BEACH	7/27/2023	3,125.00	PANAMA CITY BEACH GRAND LAGOON
3289	CITY OF TALLAHASSEE	7/27/2023	45.78	LAKESHORE & I10
319	THE COUNTY RECORD	7/27/2023	14.00	PUBLICATION NOTICES FOR RULE MAKING
5591	GARCIA FOREST SERVICE, LLC	7/27/2023	32,476.29	2023 SAND PINE ERADICATION SER
5474	HATCHER PUBLISHING INC	7/27/2023	23.00	PUBLICATION NOTICES FOR RULE MAKING
5795	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	7/27/2023	198,828.87	INDIAN SPRINGS SEWER PROJECT
4033	JOHNSTON TRUCKING, LLC	7/27/2023	3,188.13	APALACHICOLA RIVER WMA ROAD REPAIR MATERIALS
4033	JOHNSTON TRUCKING, LLC	7/27/2023	3,907.36	APALACHICOLA RIVER WMA ROAD REPAIR MATERIALS
5294	KRONOS, INCORPORATED	7/27/2023	253.94	KRONOS RENEWAL
5703	OTT HYDROMET CORPORATION	7/27/2023	475.00	XLINK REPAIR
4960	PARKWAY CAR CARE CENTER, INC.	7/27/2023	1,656.11	REPAIR TO PROLITE BOAT AT HQ
4557	VERIZON WIRELESS	7/27/2023	1,128.81	CELL PHONES AND JET PACKS
5612	WETLAND SOLUTIONS, INC.	7/27/2023	19,416.00	HYDROLOGIC & WATER QUALITY DAT
4038	WINDSTREAM COMMUNICATIONS	7/27/2023	59.72	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			\$ 264,974.16	
3771	CHOCTAWHATCHEE BASIN ALLIANCE	7/28/2023	45,293.63	LIVE OAK POINT LIVING SHORELIN
4655	CITY OF GRETN	7/28/2023	44,385.00	WWTP EFFLUENT METERS
771	CITY OF MARIANNA	7/28/2023	2,603.28	TARA ESTATES SEWER PROJECT
4807	WEX BANK	7/28/2023	14,250.81	JUNE 2023 FUEL / SERVICE PURCHASES
4807	WEX BANK	7/28/2023	1,077.30	WEX GPS TRACKING
3002	FLORIDA STATE UNIVERSITY	7/28/2023	451.15	OFFSITE DATA STORAGE

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

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4952	LAW, REDD, CRONA & MUNROE, P.A.	7/28/2023	2,805.00	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
5802	MURPHY CASSIDY DIESEL REPAIRS	7/28/2023	103.97	MINOR REPAIRS FOR REG VEHICLES
5802	MURPHY CASSIDY DIESEL REPAIRS	7/28/2023	96.53	MINOR REPAIRS FOR REG VEHICLES
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	7/28/2023	49.00	LABORATORY TESTING
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	7/28/2023	49.00	LABORATORY TESTING
3813	PENNINGTON, P.A.	7/28/2023	7,860.00	LEGAL COUNSEL
3813	PENNINGTON, P.A.	7/28/2023	300.00	TITLE EXAM(S) ON 2 PARCELS IN WASHINGTON COUNTY
4618	WAKULLA COUNTY BOCC	7/28/2023	1,962,274.52	MAGNOLIA GARDEN SEWER SYSTEM E
TOTAL ACH TRANSFERS			\$ 2,081,599.19	
TOTAL AP			\$ 2,346,573.35	

DIRECT DEPOSIT	07/14/2023	\$	239,699.56
CHECKS	07/14/2023		1,693.25
FLEX SPENDING TRANSFER	07/14/2023		1,603.95
DIRECT DEPOSIT	07/28/2023		243,790.73
CHECKS	07/28/2023		1,616.42
FLEX SPENDING TRANSFER	07/28/2023		1,603.95
			<hr/>
		\$	490,007.86 <hr/> <hr/>

Chairman or Executive Director

September 14, 2023

Date

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: August 29, 2023

SUBJECT: Approval of Resolution Nos. 927, 928, 929 and 930 to the Department of Environmental Protection for Acquisition of the Jencks-Parker, Lenas, St. Joe Gully and St. Joe North Tracts; Econfina Creek WMA

Recommendation:

Staff recommends approval and adoption of Resolution Nos. 927, 928, 929 and 930 to the Department of Environmental Protection (DEP) for the Jencks-Parker, Lenas, St. Joe Gully, and St. Joe North acquisitions in the Econfina Springs Groundwater Contribution Area.

Background:

Resolution Nos. 927, 928, 929, and 930, if approved, will assist the District in requesting funding from DEP for the purchase of the Jencks-Parker, Lenas, St. Joe Gully, and St. Joe North tracts. A Purchase and Sale Agreement was approved for all four tracts by the Governing Board on July 13, 2023. All four purchases 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. 927
TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR
THE JENCKS-PARKER 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 the Northwest Florida Water Management District in Fiscal Year 2015-2016 General Appropriations Act, line item 1639 (General Revenue and LATF), Fiscal Year 2017-2018 General Appropriations Act, line item 1606 (LATF) and Fiscal Year 2019-2020 General Appropriations Act, Section 61 (LATF), created pursuant to Section 375.041, Florida Statutes, for land acquisition of properties for springs restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the Jencks-Parker 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 Jencks-Parker tract is within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated July 13, 2023, for the District's acquisition of the Jencks-Parker tract; and

WHEREAS, closing on the Jencks-Parker tract is scheduled for October 31, 2023, or before; and

WHEREAS, a general location map and legal description depicting the location of the Jencks-Parker 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 Jencks-Parker tract is \$2,250.00. 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 Jencks-Parker 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 100 percent or less 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 the 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 14th day of September A.D., 2023.

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

George Roberts, Chair

ATTEST:

Nick Patronis, Secretary/Treasurer

EXHIBIT A

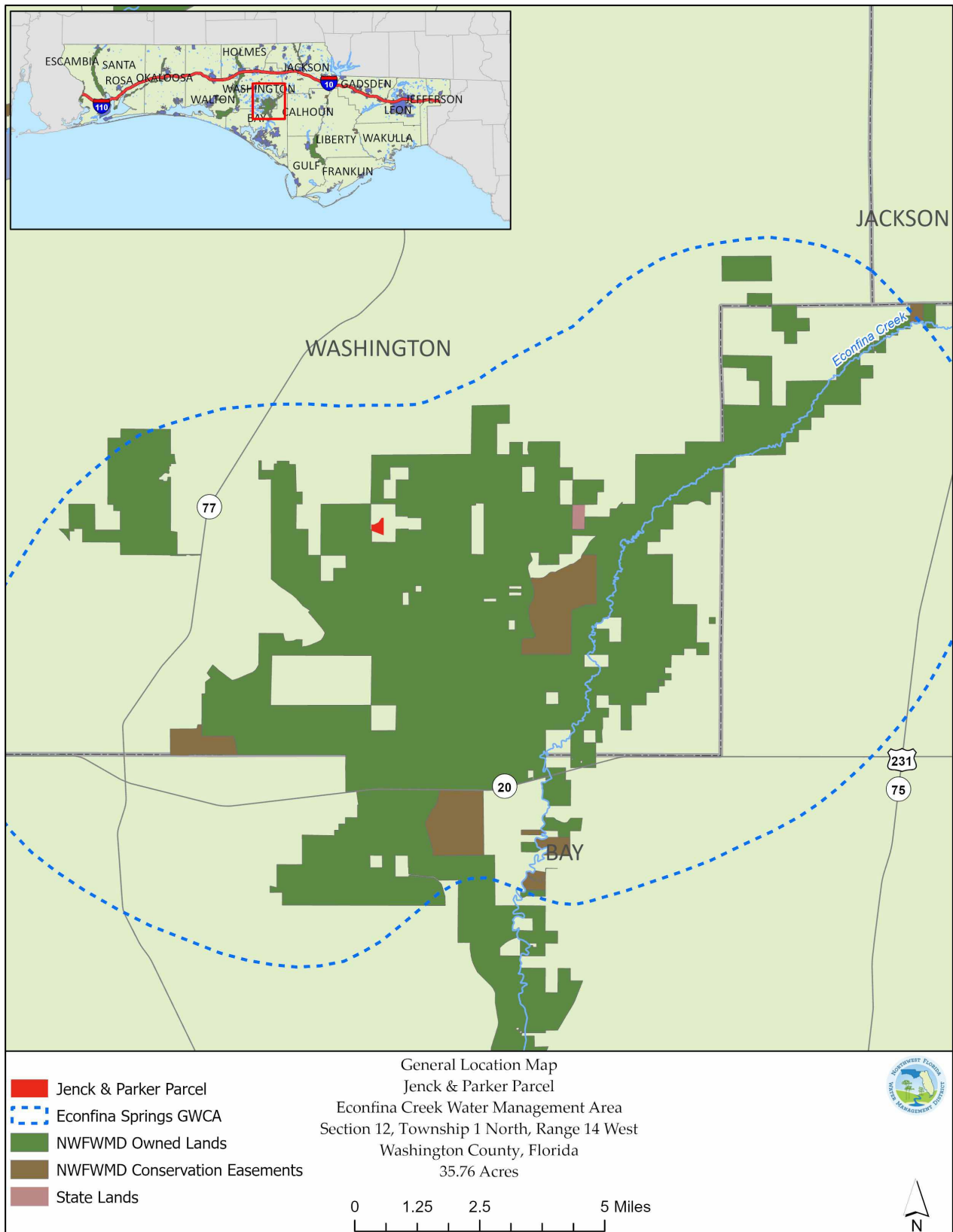
The land referred to herein below is situated in the County of Washington, State of Florida, and described as follows:

Commence at the Northwest corner of Section 12, Township 1 North, Range 14 West, Washington County, Florida; thence S00°17'43"E, along Section line, 2113.58 feet to the Point of Beginning; thence continue S00°17'43"E, along Section line, 650.00 feet; thence S69°12'58"E, 1406.40 feet to Forty line; thence N00°07'21"W, along Forty line, 1875.00 feet; thence S83°00'00"W, 242.23 feet; thence S34°17'13"W, 545.65 feet; thence S62°52'10"W, 535.32 feet; thence S89°42'17"W, 290.00 feet to the Point of Beginning.

Together with a non exclusive easement for ingress and egress across the following described property: Commence at the NE corner of the SE1/4 of NW1/4 of Section 12, Township 1 North, Range 14 West; thence S00°30'22"E, 295.0 feet; thence S89°53'52"W, 70.5 feet; thence S19°11'02"W, 125.25 feet; thence S36°25'09"W, 86.46 feet to the Point of Beginning; thence N78°33'25"W, 145.98 feet; thence N89°20'35"W, 676.20 feet to the Radius Point of a Cul-de-Sac having a radius of 40.0 feet included in the R/W and the termination of said centerline.

And also together with:

Description of 25 foot easement for ingress and egress: Commence at the Northwest Corner of the Southeast Quarter of the Northwest Quarter Section 12, Township 1 North, Range 14 West, Washington County, Florida. Thence South 00°10'01" East along the West line of Parcel I described in Washington County Official Records Book 0231, Page 0377, for 250.00 feet to the most Northerly corner of Parcel II of said Washington County Official Records Book 0231, Page 0377, thence South 00°40'01" East along the West line of said Parcel II for 163.54 feet to the Point of Beginning; thence continue South 00°40'01" East along said West line for 25.00 feet to the Southwest Corner of said Parcel II; thence North 88°36'34" East along the South line of Parcel II for 276.88 feet to the boundary of a cul-de-sac having a radius of 40.00 feet; thence Northeasterly along said cul-de-sac for an arc distance of 34.00 feet, said arc having a chord of 32.99 feet, bearing North 39°19'58" East to the Easterly line of said Parcel I; thence South 88°36'34" West along a line 25 feet Northerly of and parallel with the South line of Parcel II for 298.08 feet to the Point of Beginning.





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. 928 TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE LENAS 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 the Northwest Florida Water Management District in Fiscal Year 2015-2016 General Appropriations Act, line item 1639 (General Revenue and LATF), Fiscal Year 2017-2018 General Appropriations Act, line item 1606 (LATF) and Fiscal Year 2019-2020 General Appropriations Act, Section 61 (LATF), created pursuant to Section 375.041, Florida Statutes, for land acquisition of properties for springs restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the Lenas 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 Lenas tract is within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated July 13, 2023, for the District's acquisition of the Lenas tract; and

WHEREAS, closing on the Lenas tract is scheduled for October 31, 2023, or before; and

WHEREAS, a general location map and legal description depicting the location of the Lenas 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 Lenas tract is \$2,600.00. 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 Lenas tract is within the Econfin 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 100 percent or less 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 the 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 14th day of September A.D., 2023.

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

George Roberts, Chair

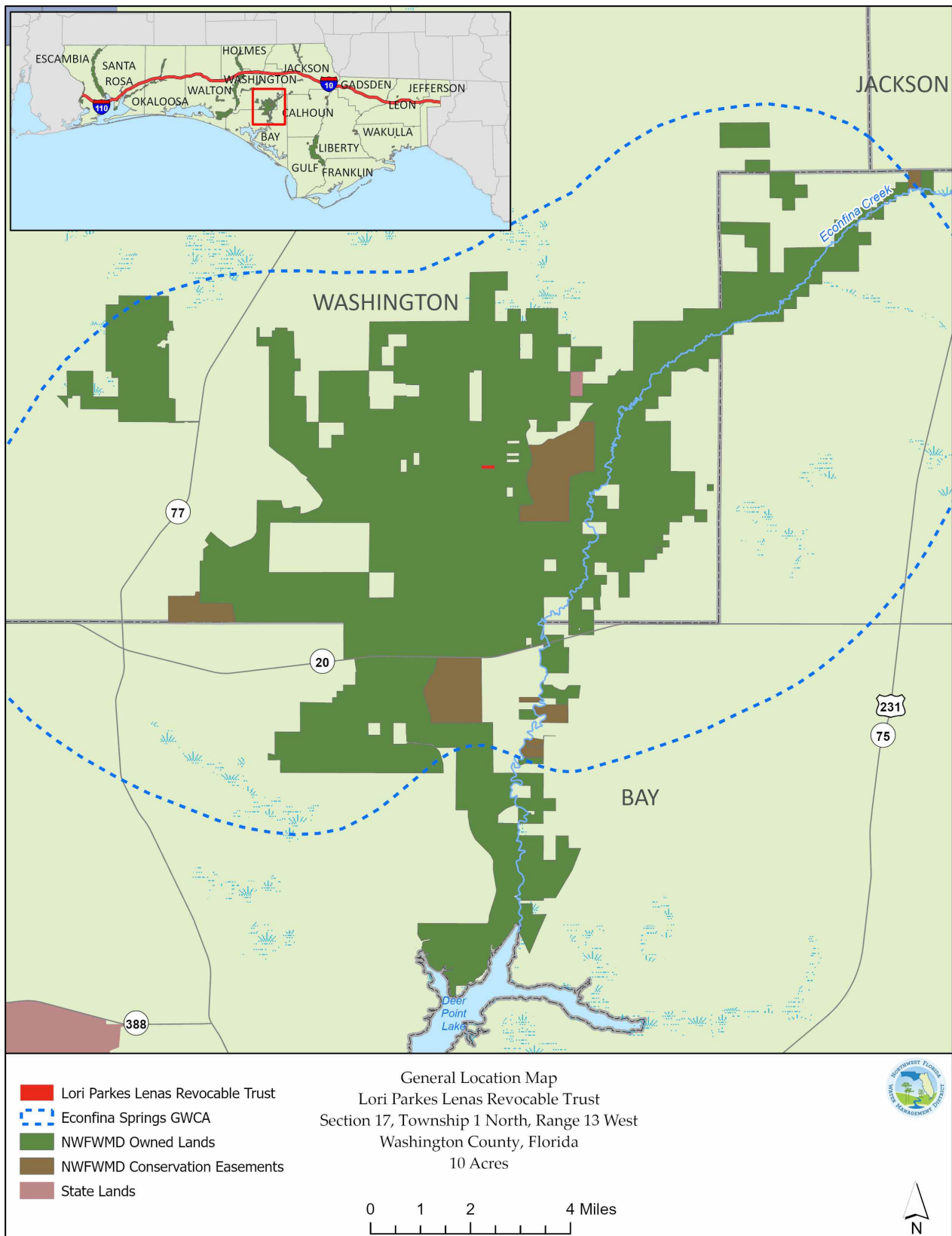
ATTEST:

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:

The North 1/2 of the South 1/2 of the Southeast 1/4 of the Southwest 1/4, Section 17, Township 1 North, Range 13 West, according to the map or plat on file and of record in Public Records of Washington County in the Office of the Clerk of the Circuit Court in and for Washington County, Florida.





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. 929 TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE ST. JOE GULLY 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 the Northwest Florida Water Management District in Fiscal Year 2015-2016 General Appropriations Act, line item 1639 (General Revenue and LATF), Fiscal Year 2017-2018 General Appropriations Act, line item 1606 (LATF) and Fiscal Year 2019-2020 General Appropriations Act, Section 61 (LATF), created pursuant to Section 375.041, Florida Statutes, for land acquisition of properties for springs restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the St. Joe Gully 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 St. Joe Gully tract is within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated July 13, 2023, for the District's acquisition of the St. Joe Gully tract; and

WHEREAS, closing on the St. Joe Gully tract is scheduled for October 31, 2023, or before; and

WHEREAS, a general location map and legal description depicting the location of the St. Joe Gully 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 St. Joe Gully tract is \$607.50. 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 St. Joe Gully tract is within the Econfina 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 100 percent or less 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 the 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 14th day of September A.D., 2023.

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

George Roberts, Chair

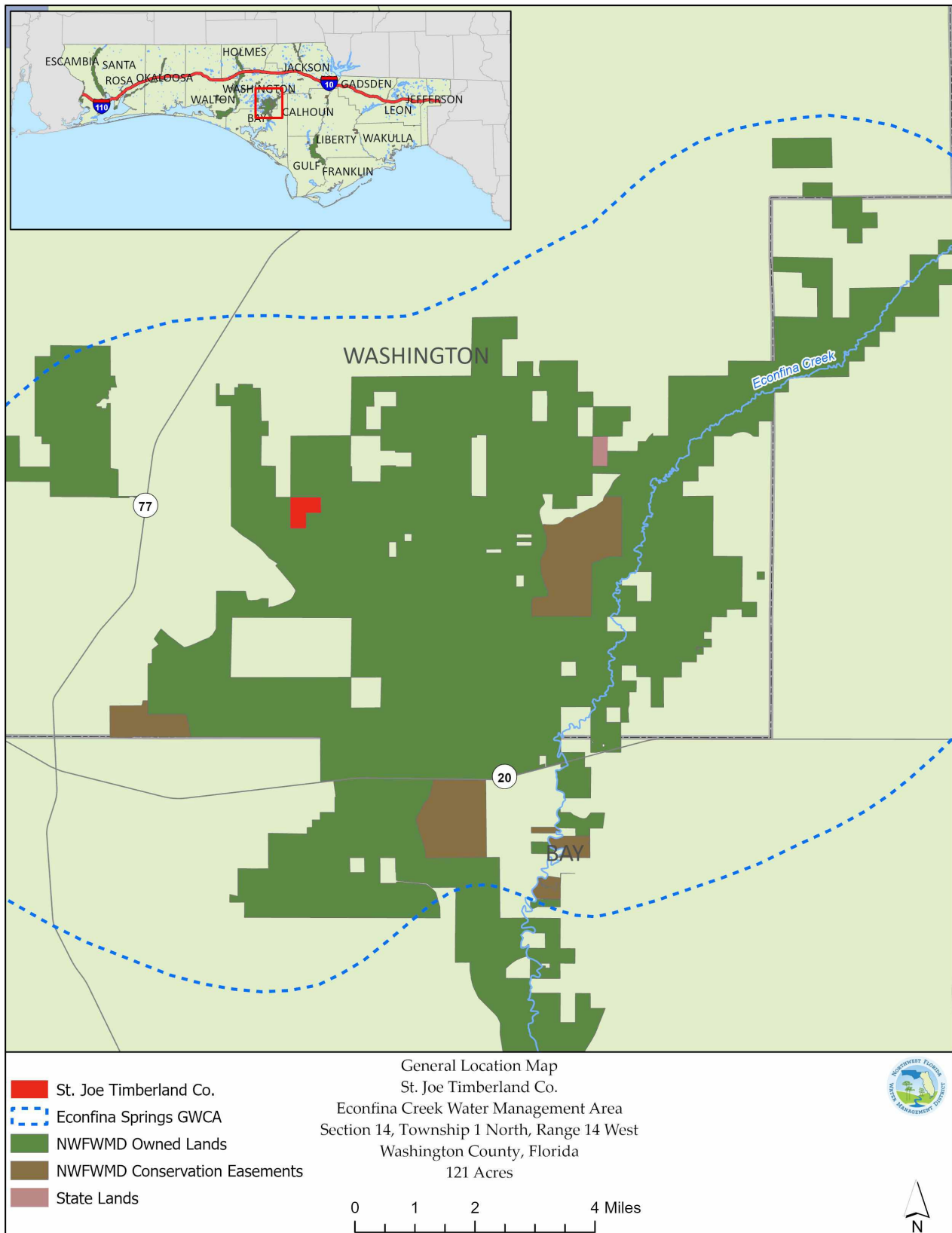
ATTEST:

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:

The Northwest Quarter (NW 1/4), of Section 14, Township 1 North, Range 14 West, Washington County, Florida. Less and Except the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of said Section.





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. 930 TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE ST. JOE NORTH 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 the Northwest Florida Water Management District in Fiscal Year 2015-2016 General Appropriations Act, line item 1639 (General Revenue and LATF), Fiscal Year 2017-2018 General Appropriations Act, line item 1606 (LATF) and Fiscal Year 2019-2020 General Appropriations Act, Section 61 (LATF), created pursuant to Section 375.041, Florida Statutes, for land acquisition of properties for springs restoration, protection and management; and

WHEREAS, the District has pursued the purchase of the St. Joe North 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 St. Joe North tract is within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into a Purchase and Sale Agreement dated July 13, 2023, for the District's acquisition of the St. Joe North tract; and

WHEREAS, closing on the St. Joe North tract is scheduled for October 31, 2023, or before; 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, a general location map and legal description depicting the location of the St. Joe North tract is attached hereto as Exhibit A and made a part hereof by reference; and

WHEREAS, the per acre purchase price for the St. Joe North tract is \$1,080.00. 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 St. Joe North tract is within the Econfina 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 100 percent or less 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 the 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 14th day of September A.D., 2023.

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

George Roberts, Chair

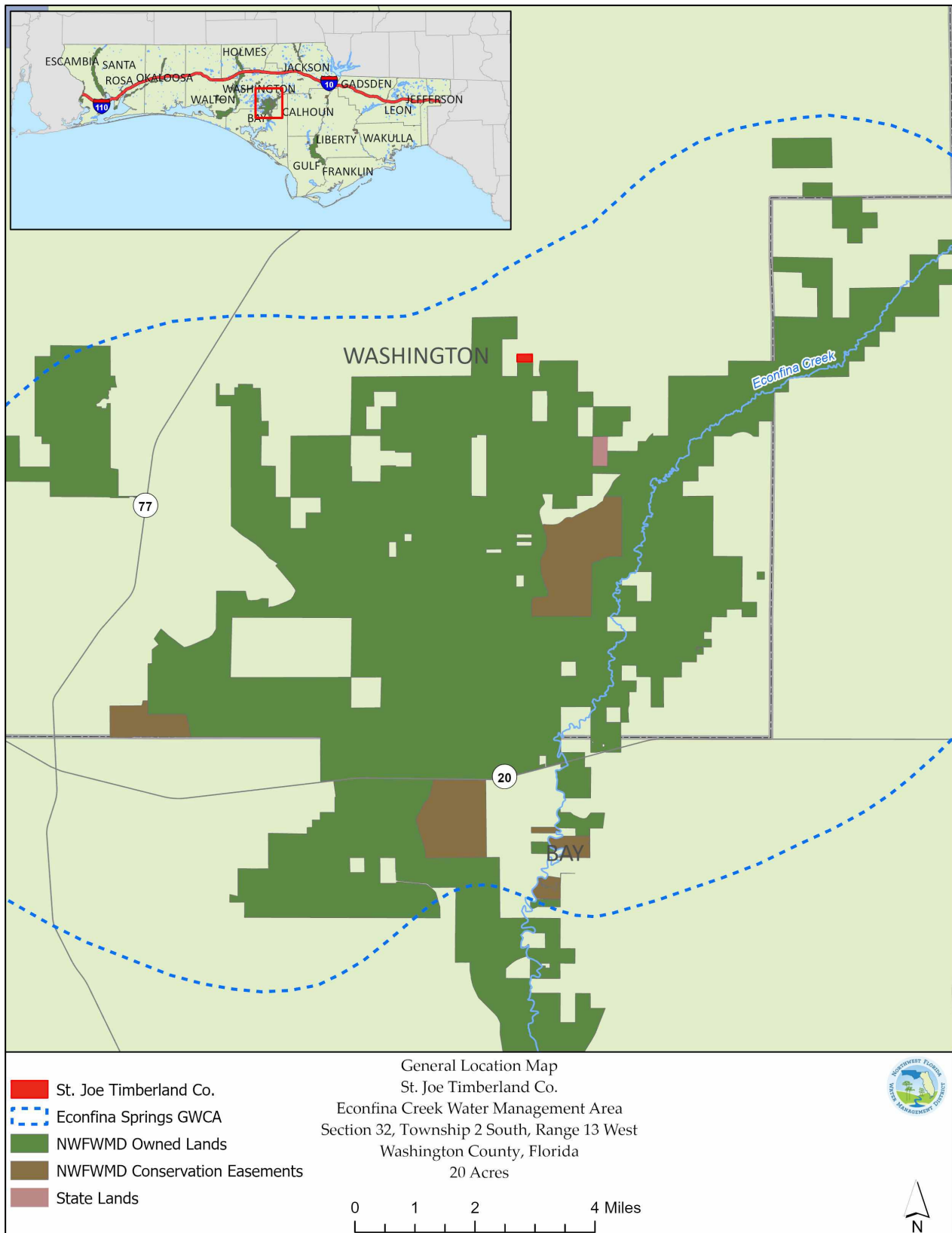
ATTEST:

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:

The South 1/2 of the Northeast 1/4 of the Southeast 1/4, Section 32, Township 2 North, Range 13 West, Washington County, Florida.



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

FROM: Jerrick Saquibal, Chief, Bureau of Resource Projects and Planning

DATE: August 29, 2023

SUBJECT: Consideration of Three-Year Agreement with the Florida Department of Agriculture and Consumer Services for Northwest Florida Mobile Irrigation Lab Services

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute an agreement with the Florida Department of Agriculture and Consumer Services to provide Northwest Florida Mobile Irrigation Lab services within the District for FY 2023-24, FY 2024-25, and FY 2025-26 with a maximum total compensation amount not to exceed \$213,375 or an estimated annual amount of \$71,125 each fiscal year, subject to approval and adoption of the budget for each fiscal year.

Background

Since 2004, the District's Governing Board has approved support for the Northwest Florida Mobile Irrigation Lab (NWFMIL). The NWFMIL is an ongoing joint effort between the District, the Natural Resources Conservation Service (NRCS), and the Florida Department of Agriculture and Consumer Services (FDACS). The agencies are ready to begin the 20th year of providing irrigation efficiency evaluations and related services within the District. The NWFMIL is a free and voluntary service that helps agricultural producers increase irrigation efficiency, conserve water resources, prevent runoff, and reduce nutrient leaching while reducing operating costs. The NWFMIL provides assistance across all 16 counties in the District with priority given to systems within delineated spring recharge basins in Jackson County and within the Water Resource Caution Area in Gadsden County. The NWFMIL is also providing support for the District's agricultural best management practices cost-share program.

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: Darryl Boudreau, Resource Planning Program Manager

DATE: August 29, 2023

SUBJECT: Consideration of Grant Funding for the Development of a State of the Watershed Report for the St. Andrew Bay Watershed

Recommendation

Staff recommends the Governing Board authorize the Executive Director to enter into agreements with the Florida Department of Environmental Protection and the St. Andrew and St. Joseph Bays Estuary Program to receive and provide \$100,000 in grant funding to develop a State of the Watershed Report for the St. Andrew Bay Watershed, subject to legal counsel review and adoption of the fiscal year 2023-24 budget.

Background

District staff partnered with the St. Andrew and St. Joseph Bays Estuary Program (SASJBEP) to submit a \$100,000 grant proposal to the Florida Coastal Management Program (FCMP) for FY 2023-24 funding. Grant funds will be used by the SASJBEP to develop a State of the Watershed Report (SOWR) for the St. Andrew Bay Watershed. Producing the SOWR is a critical component and counterpart to the Estuary Program's Comprehensive Conservation Management Plan (CCMP) as it will establish a baseline for the health of the watershed and provide a significant tool for the SASJBEP to engage the community and partners.

The production of the SOWR will include four components: Metrics and Framework Development; Data Acquisition and Standardization; Threshold Determination and Analysis; and Report Production. The production of both the CCMP and SOWR will benefit the District as they build on the foundation laid by our Surface Water Improvement and Management (SWIM) plans and will help facilitate development and implementation of priority water quality improvement and habitat restoration projects in the watershed.

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: August 29, 2023

SUBJECT: Consideration of Agreement with the Florida Natural Areas Inventory of Florida State University (FNAI) for Fall 2023 Vegetation Monitoring Services at Nine District Mitigation Sites

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute an agreement with the Florida Natural Areas Inventory for fall 2023 vegetation monitoring services at nine District mitigation sites, for an amount not to exceed \$102,390 subject to legal counsel review and adoption of the District's fiscal year 2023-24 budget.

Background

The Florida Natural Areas Inventory (FNAI) has conducted vegetation monitoring at District mitigation sites since 2010. This monitoring is required by federal and state permits, gauges mitigation success, and is used to guide site-management decisions. Use of FNAI for monitoring has resulted in considerable cost savings to the District when compared to using private consultants. As a state entity, FNAI is exempt from competitive bidding requirements (section 287.057, Florida Statutes).

Beginning in fiscal year 2023-24, the monitoring proposed to be conducted by FNAI has been expanded to include the Sand Hill Lakes Mitigation Bank in addition to sites previously monitored. With this addition, the nine sites to be monitored are Lafayette Creek, Perdido II, Plum Creek, Ward Creek West, Yellow River Ranch, Dutex, the Sand Hill Lakes Mitigation Bank, Devils Swamp – Bayport, and Devils Swamp – Sacred Heart.

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

FROM: John Crowe, Program Manager, Floodplain Management & Technical Support

DATE: August 30, 2023

SUBJECT: Consideration of State Funding for Stream Debris Assessments

Recommendation

Staff recommends the Governing Board authorize the Executive Director to enter into agreements with the Florida Department of Environmental Protection and selected contractors to receive and award work for up to \$580,000 in state funding toward completion of the Stream Debris Assessments project, subject to budget authority and legal counsel review.

Background

Line Item 1690 of the FY 2023-2024 General Appropriations Act included \$580,000 in funding for the District to complete Stream Debris Assessments. The assessments will identify large woody debris, characterize stream channel and riparian conditions, and incorporate modeling to evaluate how floodplain dimensions have changed because of debris and to identify areas at a higher risk of flooding. Based on the results of the assessments and modeling, the District will develop planning-level restoration projects to address local flooding impacts. The waterbodies that may be assessed include Bear, Bayou George, and Cedar creeks in Bay County; Wetappo Creek in Gulf County; upper and lower Econfinia Creek in Washington and Bay counties; and the lower Chipola River in Calhoun County. The number of sites addressed, including additional sites not included in this list, may change subject to costs and available funding.

In 2019, following Hurricane Michael, the Florida Department of Environmental Protection removed more than 199,000 cubic yards of debris from about 13 miles of Econfinia Creek and approximately 16 miles of the Chipola River. These efforts were completed at a cost of approximately \$33 million. This project will build upon past efforts to reduce the threat of flood risk to northwest Florida citizens and property while identifying areas that may need additional restoration work.

In August 2023, the Governing Board awarded contracts through RFP 23-003 to complete the stream debris assessments. In November 2022, the Governing Board awarded contracts through RFP 22-003 to firms for water resource engineering and assessment, which includes surface water modeling and flood hazard mitigation.

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 Division Director, Resource Management Division
Paul Thurman, Bureau Chief, Water Resource Evaluation

FROM: Katie Price, Hydrologist IV

DATE: September 14, 2023

SUBJECT: Consideration of Bay County Revenue Contract for Deer Point Lake Watershed Monitoring

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to execute a three-year contract with Bay County to continue hydrologic monitoring in the Deer Point Lake watershed beginning October 1, 2023, and ending November 15, 2026, for a total amount not to exceed \$106,119, subject to legal review and annual budget approval.

Discussion:

Deer Point Lake Reservoir is the primary supply source of drinking water for Bay County. Preservation and management of this vital resource is a priority for Bay County and the District. The District has actively participated in the protection and management of this resource through land acquisition and protection activities along Econfina Creek, which is the principal tributary supplying Deer Point Lake. Bay County has requested the District continue operation of a streamflow- and rainfall-monitoring program consisting of eight stations: five stage/discharge stations, one stage/discharge/rainfall station, and two rainfall-only stations in the Deer Point Lake watershed. The District has operated and maintained this monitoring network for the County since 1998. This contract provides the District with up to \$35,373 per year for the operational cost of the program through fiscal year 2025-26.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

DATE: September 14, 2023

SUBJECT: Consideration of Approval of the District's Internal Audit Charter for Fiscal Years 2022-2023 and 2023-2024

Recommendation

Staff recommends the Governing Board approve the continuation of the District's current Internal Audit Charter for Fiscal Year 2022-2023 and Fiscal Year 2023-24.

Background

The Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors (IIA) requires an organization's governing body to annually review the Internal Audit Charter and to make any needed changes. The District's Inspector General has reviewed the current Charter and has recommended approval with no changes at this time. New audit standards are expected to be issued by the IIA during Fiscal Year 2023-2024 and those changes will be reviewed by the District's Inspector General and any audit charter changes needed as a result of the revisions to the Standards will be recommended to the Governing Board at that time.

Memo

To: Jack Furney, Director of Administrative Services
From: Sam M. McCall, District Inspector General
Re: Annual Approval of the District Internal Audit Charter
Date: August 23, 2023

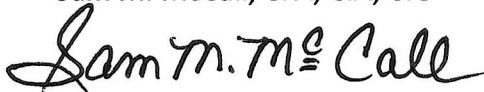
Mr. Furney:

Please accept this memo as a request for the NFWWMD Governing Board to approve continuation of the current Internal Audit Charter for the District for 2022-2023 year without change. The *Standards for the Professional Practice of Internal Auditing* issued by the Institute of Internal Auditors (IIA) require the organization's governing body to annually review the Charter and to make any needed changes. I have reviewed the Charter and recommend approval with no changes at this time.

In light of new audit standards to be issued by the IIA during fiscal year 2023-2024, I intend to review such changes when issued and to recommend to the Governing Board any audit charter changes needed as a result of revisions to the *Standards*.

Respectfully,

Sam M. McCall, CPA, CIA, CIG

A handwritten signature in black ink that reads "Sam M. McCall". The signature is written in a cursive, flowing style.

District Inspector General

Cc: Lyle Seigler, Executive Director
Richard Law, Law Redd, CPAs and Advisors

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT INTERNAL AUDIT ACTIVITY CHARTER

INTRODUCTION:

Internal Auditing is an independent and objective assurance and consulting activity that is guided by a philosophy of adding value to improve the operations of the Northwest Florida Water Management District. It assists the Northwest Florida Water Management District in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the organization's risk management, control, and governance processes.

ROLE:

The internal audit activity is established by the Governing Board (Board). The internal audit activity's responsibilities are defined by the Board as part of their oversight role.

AUTHORITY:

Pursuant to the provisions of s. 373.079(4)(b), Florida Statutes, the Governing Board must employ an Inspector General who meets the required qualifications and performs the applicable duties of a state agency inspector general as provided in s. 20.055, Florida Statutes.

The law requires that audits be conducted in accordance with current International Standards for the Professional Practice of Internal Auditing as published by the Institute of Internal Auditors, Inc., or where appropriate, in accordance with generally accepted government auditing standards. The Inspector General must comply with the General Principles and Standards for Offices of Inspector General as published and revised by the Association of Inspectors General.

The internal auditors, with strict accountability for confidentiality and safeguarding records and information, are authorized free and unrestricted access to any and all of the Northwest Florida Water Management District's records, physical properties, and personnel pertinent to carrying out any engagement. All employees are required to assist the internal audit activity in fulfilling its roles and responsibilities. The internal audit activity will also have free and unrestricted access to the Board.

ORGANIZATION:

The Inspector General will report functionally to the Board and administratively (i.e. day to day operations) to the Executive Director.

The Board will approve the internal audit charter and the risk based internal audit plan. It will also approve all decisions regarding the performance evaluation, appointment, or removal of the Inspector General as well as the Inspector General's annual compensation. The Inspector General will communicate and interact directly with the Board as appropriate.

INDEPENDENCE AND OBJECTIVITY:

The internal audit activity will remain free from interference by any element in the organization, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of a necessary independent and objective mental attitude.

Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, they will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair internal auditor's judgment.

Internal auditors must exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined. Internal auditors must make a balanced assessment of all the relevant circumstances and not be unduly influenced by their own interests or by others in forming judgments.

The Inspector General will confirm to the board, at least annually, the organizational independence of the internal audit activity.

RESPONSIBILITY:

The scope of internal auditing encompasses, but is not limited to, the examination and evaluation of the adequacy and effectiveness of the organization's governance, risk management, and internal process as well as the quality of performance in carrying out assigned responsibilities to achieve the organization's stated goals and objectives. This includes:

- Evaluating the reliability and integrity of information and the means used to identify, measure, classify, and report such information.
- Evaluating the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on the organization.
- Evaluating the means of safeguarding assets and, as appropriate, verifying the existence of such assets.
- Evaluating the effectiveness and efficiency with which resources are employed.
- Monitoring and evaluating governance processes.
- Monitoring and evaluating the effectiveness of the organization's risk management processes.
- Evaluating the quality of performance of external auditors and the degree of coordination with internal audit.
- Performing consulting and advisory services related to governance, risk management and control as appropriate for the organization.
- Reporting periodically on the internal audit activity's purpose, authority, responsibility, and performance relative to its plan.
- Reporting significant risk exposures and control issues, including fraud risks, governance issues, and other matters needed or requested by the Board.
- Evaluating specific operations at the request of the Board or management, as appropriate.

INTERNAL AUDIT PLAN:

At least annually, the Inspector General will submit to senior management and the Board an internal audit plan for review and approval. The internal audit plan will consist of a work schedule as well as budget and resource requirements for the next fiscal/calendar year. The Inspector General will communicate the impact of resource limitations and significant interim changes to senior management and the Board.

The internal audit plan will be developed based on a prioritization of the audit universe using a risk-based methodology, including input of senior management and the board. Any significant deviation from the approved internal audit plan will be communicated to senior management and the Board through periodic activity reports.

REPORTING AND MONITORING:

A written report will be prepared and issued by the Inspector General or designee following the conclusion of each internal audit engagement and will be distributed as appropriate. Internal audit results will also be communicated to the Board.

The internal audit report may include management's response and corrective action taken or to be taken in regard to the specific findings and recommendations. Management's response, whether included within the original audit report or provided thereafter (i.e. within thirty days) by management of the audited area should include a timetable for anticipated completion of action to be taken and an explanation for any corrective action that will not be implemented.

The internal audit activity will be responsible for appropriate follow-up on engagement findings and recommendations. All significant findings will remain in an open issues file until cleared.

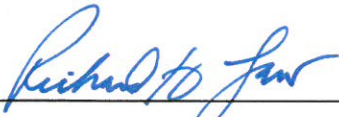
PERIODIC ASSESSMENT:

The Inspector General will periodically report to senior management and the Board on the internal audit activity's purpose, authority, and responsibility, as well as performance relative to its plan. Reporting will also include significant risk exposures and control issues, including fraud risks, governance issues, and other matters needed or requested by senior management and the board.

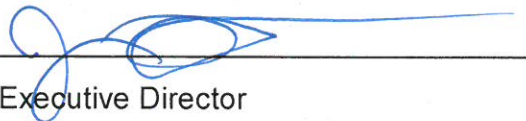
In addition, the Inspector General will communicate to senior management and the Board on the internal audit activity's quality assurance and improvement program, including results of ongoing internal assessments and external assessments conducted at least every five years.

Internal Audit Activity Charter

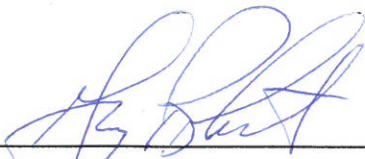
Approved this 14th day of March, 2013.



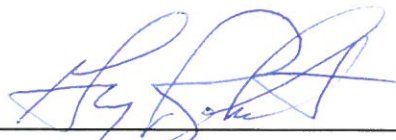
Inspector General



Executive Director



Chair, Governing Board



Chair, Administration, Budget & Finance Committee

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Jack Furney, Director, Division of Administrative Services

DATE: September 14, 2023

SUBJECT: Request for Release of Fiscal Year 2023-24 State Appropriations and
Authorization to Enter into Related Agreements and Amendments

Recommendation

Staff recommends the Governing Board adopt Resolution No. 931 to request the Secretary of the Florida Department of Environmental Protection (DEP) to release funds from the State of Florida's Fiscal Year (FY) 2023-24 General Appropriations Act (GAA) to the Northwest Florida Water Management District from the Land Acquisition Trust Fund in an amount up to \$12,632,231 and from the General Revenue Fund in an amount up to \$2,580,000, and authorize the Executive Director to enter into agreements or amendments with DEP for these funds.

Background

As is done at the beginning of each new District fiscal year, a Governing Board Resolution requests the release of funds from DEP that were appropriated in the State of Florida's General Appropriations Act. Chapter 373 requires a resolution for funds deemed necessary to defray the costs of the administrative, regulatory, and other activities of the District, including GAA line items for:

- Environmental Resource Permitting Program,
- Land Management,
- Minimum Flows and Levels,
- General Operations funding,
- Hurricane Recovery,
- Stream Debris Removal, and
- Wastewater Treatment Systems Grant Program

Resolution No. 931 requests the release of funds from DEP that were appropriated in the State of Florida's FY 2023-24 GAA, Section 5 – Natural Resources/Environment/Growth Management/Transportation, under Aid to Local Governments in the Grants and Aids category

from the Land Acquisition Trust Fund (LATF) and General Revenue (GR) in amounts up to the following:

Line Item	Purpose	Funding Source	GAA Amount
1665A	Environmental Resource Permitting Program	LATF	\$1,851,231
1665B	Operations	LATF	\$3,360,000
1665F	Land Management	LATF	\$1,610,000
1665J	Minimum Flows and Levels	LATF	\$1,811,000
1665H	Water Management Districts Hurricane Recovery	LATF	\$4,000,000
1690	Stream Debris Removal	GR	\$580,000
1711A	Wastewater Treatment Systems Grant Program	GR	\$2,000,000
TOTAL			\$15,212,231

The District will invoice DEP to obtain these funds in amounts and a manner agreed to by the Department. This will typically include an agreement, such as a memorandum of understanding or funding agreement, and through a resolution adopted by the Governing Board.

Other funds appropriated in the FY 2023-24 GAA, such as water quality enhancement and accountability, innovative technology, alternative water supply, and springs restoration, will be provided to the Governing Board for approval, as needed, and administered through separate DEP agreements.



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. 931

Request for Monies from the State of Florida Fiscal Year 2023-24 General Appropriation Act and from the Department of Environmental Protection

WHEREAS, funds have been appropriated to the Northwest Florida Water Management District in the State of Florida's Fiscal Year 2023-24 General Appropriations Act (GAA) that went into effect July 1, 2023; and

WHEREAS, funds appropriated shall be transferred to the District after review of the Secretary of the Department of Environmental Protection and upon receipt of a Governing Board resolution requesting such funds; and

WHEREAS, the amounts and purposes of the appropriated funds include \$1,851,231 for environmental resource permitting, \$3,360,000 for operations of the District, \$1,610,000 for land management, \$1,811,000 for MFLs, \$4,000,000 for Hurricane Michael Recovery, \$580,000 for Stream Debris Removal, and \$2,000,000 for a Wastewater Treatment Systems Grant Program; and

WHEREAS, the District understands that the funds provided are available and will invoice the Department of Environmental Protection to obtain these funds in amounts and a manner agreed to by the Department; and

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District hereby requests that the Secretary of the Department of Environmental Protection release the FY 2023-2024 GAA appropriated funds to the District in the amounts and from the revenue sources identified in the GAA; and

BE IT FURTHER RESOLVED that this resolution be transmitted to the Secretary of the Department of Environmental Protection; and

BE IT FURTHER RESOLVED that the Chairman of the Governing Board is authorized to affix his signature to this resolution on behalf of the Board and attested by its Secretary-Treasurer or Acting Secretary-Treasurer.

PASSED AND ADOPTED this 14th day of September 2023, A.D.

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

ATTEST:

George Roberts, Chair

Nick Patronis, Secretary-Treasurer

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

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

District Headquarters
81 Water Management Drive
Havana, Florida 32333
10 Miles West of Tallahassee
U.S. Highway 90

Thursday
September 14, 2023
4:05 p.m., ET

Note: Appeal from any NFWFMD Final Agency Action requires a record of the proceedings. Although Governing Board meetings are normally recorded, affected persons are advised that it may be necessary for them to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based. Persons with disabilities or handicaps who need assistance or reasonable accommodation in order to participate in these meetings should contact the District at least 72 hours in advance of these meetings to make appropriate arrangements.

PART I — CONSENT AGENDA

• WATER USE PERMITS

A. Permit Modification

A-1 Applicant: William Long, City of Marianna
App. No.: 2B-063-56-7
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 2.26 million gallons per day (98.31 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: Same as previous permit (April 1, 2034)
Staff Recommendation Approval
Public Comment Received: No

A-2 Applicant: John Hallas, Talquin Electric Cooperative, Inc.
App. No.: 2B-129-199-9
Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended:	Same as previous permit (November 1, 2041)
Staff Recommendation	Approval
Public Comment Received:	No

WATER USE TECHNICAL STAFF REPORT
11-Aug-2023
Application No.: 2B-063-56-7

Owners:

William Long
City of Marianna
P. O. Box 936
Marianna, FL 32447
(850) 482-4129

Timothy S. Mowrey
Marianna Plant, LLC
344 Walton Way
Miramar Beach, FL 32550
(850) 526-4111

Brooke Donaldson
Jackson County Hospital District
4250 Hospital Drive
Marianna, FL 32446
(850) 526-2200

Applicant:

William Long
City of Marianna
P. O. Box 936
Marianna, FL 32447
(850) 482-4129

Agent:

William Nobles
David H. Melvin, Inc.
4428 Lafayette St.
Marianna, FL 32447
(850) 482-3045

**Compliance
Contact:**

Clay Wells
City of Marianna
P.O. Box 936
Marianna, FL 32446
(850) 482-4129

Project Name: City of Marianna

County: Jackson

WRCA: N/A

ARC: N/A

Objectors: No

Authorization Statement:

This Permit authorizes the Permittee to make a combined average annual withdrawal of 2.26 million gallons per day (98.31 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation:

Approval

Reviewers:

Hari Parasu; Skyler Johnson

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date remain April 1, 2034. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	2,260,000	2,260,000	2,260,000
Maximum Month (GAL)	98,310,000	98,310,000	98,310,000

DESCRIPTION:

The City of Marianna requests modification of Individual Water Use Permit (IWUP) No. 2B-063-56-6 for the construction of an additional public supply well and for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply use without changes to the currently permitted withdrawal amounts.

Currently four public supply wells provide water for the City of Marianna. A fifth public supply well is proposed to be constructed near Jackson Hospital to help replace capacity lost from the abandonment of two contaminated wells which were previously covered under Sunland's water system. Sunland's system is now connected to the City of Marianna's water distribution system.

District staff previously analyzed potential impacts to the Floridan aquifer associated with the average daily withdrawals over the permit duration. Drawdowns of approximately 5.3 feet and 5.1 feet were simulated at distances of one-half mile and one mile, respectively, from the center of pumping. These drawdowns are not anticipated to interfere with existing legal uses.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not interfere with any presently existing legal use of water. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for a combined average annual withdrawal of 2.26 million gallons per day (98.31 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. Staff also recommends that the expiration date of the permit

remain April 1, 2034, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

FACILITY INFORMATION:

Site Name: City of Marianna

Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
17221	CM #1 (US 90)	10	200	309	800	Floridan Aquifer (Undiff)	Active	Public Supply
17225	CM #6 (9th Ave)	16	140	350	800	Floridan Aquifer (Undiff)	Active	Public Supply
17226	CM #5 (Nolan Street)	16	106	322	1100	Floridan Aquifer (Undiff)	Active	Public Supply
17227	CM #7 (I-10)	16	176	331	1000	Floridan Aquifer (Undiff)	Active	Public Supply
325073	CM #8 (Hospital Drive)	16	150	350	1000	Floridan Aquifer (Undiff)	Proposed	Public Supply

PERMIT NO.:	2B-063-56-7	DATE ISSUED:	
PROJECT NAME:	City of Marianna	DATE RECEIVED:	June 02, 2023

This Permit authorizes the Permittee to make a combined average annual withdrawal of 2.26 million gallons per day (98.31 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

STR: Sections 32 and 33, Township 5 North, Range 10 West; Sections 18 and 3, Township 4 North, Range 10 West

City of Marianna
P. O. Box 936
Marianna, FL 32447

This permit does not convey to the Permittee any property rights nor any rights or privileges other than those specified herein, nor relieve the Permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes (F.S.), and Chapter 40A-2, Florida Administrative Code (F.A.C.).

PERMIT IS CONDITIONED UPON:

See conditions on attached "Exhibit A," dated _____.

AUTHORIZED BY: Northwest Florida Water Management District
Division of Regulatory Services

By: _____
Signature

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-063-56-7
City of Marianna
DATED _____

Specific Conditions

1. This permit shall expire on April 1, 2034.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 2.26 million gallons per day (98.31 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.

3. Individual Withdrawal Facility Authorization

Facility ID #	FLUWID	Location SEC,TWN,RNG
CM #7 (I-10)	AAA9974	Sec. 18,T04N,R10W
CM #5 (Nolan Street)	AAA8680	Sec. 03,T04N,R10W
CM #6 (9th Ave)	AAA8681	Sec. 33,T05N,R10W
CM #1 (US 90)	AAA8682	Sec. 32,T05N,R10W
CM #8 (Hospital Drive)	To be determined	Sec. 33,T05N,R10W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA8682 for CM #1) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required including total water usage on Water Use Summary Reporting Form (Form 172). The Permittee shall record the meter readings on January 1 and December 31. The Permittee, prior to the installation of a flow meter on the wellhead of well CM #8, shall record the water usage based on pump run time or other approved methods. The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com. The next report is due by January 31, 2024.
6. The Permittee shall install and maintain, in working order, in-line totalizing flow meters at the well heads on all production wells and all proposed wells, including CM #8 (Hospital Drive), upon construction. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of meter installation, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, 2027, October 31, 2032, and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy ratings for all flow meters to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.

8. No later than December 31, 2025, the Permittee shall either submit a letter modification to remove well CM #5 from the permit or provide documentation demonstrating the legal right to conduct water use from and maintain legal control of well CM #5 through the permit duration.
9. Prior to construction of well CM #8 and no later than December 31, 2025, the Permittee shall either submit a letter modification to remove well CM #8 from the permit or provide documentation demonstrating the legal right to conduct water use from and maintain legal control of well CM #8 through the permit duration.
10. The Permittee shall not construct well CM #8 until Jackson County Hospital District's Water Use Permit 2E-063-289706-1 is modified to remove well JH #1.
11. The Permittee, by December 31, 2027, December 31, 2032, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.
12. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below on an annual basis. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods or other District-approved methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign may consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual

basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, F.S. The Permittee shall provide a description of the public education and information campaign to the District by March 31 of each year.

- d. The Permittee shall submit a copy of its rate structure annually. The Permittee shall perform a rate structure evaluation with the intended purpose of creating or maintaining a structure to promote water use efficiency and discourage waste while providing for a life-line initial rate. Any refinements shall take into consideration the water use characteristics of the service area and provide financial incentives to customers to conserve and use water efficiently. The Permittee, by 2027 and 2032, shall submit to the District the results of the evaluation, a schedule for considering the adoption of or changes to such a rate structure, and a projection of the amount of water to be conserved.

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

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

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

14. The Permittee, prior to January 31, 2024, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.

15. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.

Standard Conditions

16. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.
17. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
18. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
19. The Permittee shall notify the District in writing within 45 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
20. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage, the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
21. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
22. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.
23. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.
24. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
25. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of

Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.

26. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

WATER USE TECHNICAL STAFF REPORT
14-Aug-2023
Application No.: 2B-129-199-9

Owner: John Hallas
Talquin Electric Cooperative, Inc.
P.O. Box 1679
Quincy, FL 32353
(850) 514-4713

Applicant: John Hallas
Talquin Electric Cooperative, Inc.
P.O. Box 1679
Quincy, FL 32353
(850) 514-4713

Agent: Christopher N. Ballard
Jim Stidham & Associates, Inc.
547 North Monroe Street
Tallahassee, FL 32301
(850) 222-3975

Compliance Contact: John Hallas
Talquin Electric Cooperative, Inc.
4852 Woodlane Circle
Tallahassee, FL 32303
(850) 514-4713

Project Name: Talquin Wakulla County Regional Water System

County: Wakulla

WRCA: N/A

ARC: N/A

Objectors: No

Authorization Statement:

This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval

Reviewers: Hari Parasu; Skyler Johnson; Cindy Fischler

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date remain November 1, 2041. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	1,500,000	1,500,000	1,500,000
Maximum Month (GAL)	55,000,000	55,000,000	55,000,000

DESCRIPTION:

Talquin Wakulla County Regional Water System requests modification of Individual Water Use Permit (IWUP) No. 2B-129-199-8 for the conversion of a test well to a production well, for the construction of an additional public supply well, and for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply use without changes to the currently permitted withdrawal amounts.

District staff used the program DRAWDOWN to analyze potential impacts to the Floridan aquifer associated with the average daily withdrawals over the permit duration. Simulated drawdowns of approximately 6.3 feet and 6 feet were simulated at distances of one-half mile and one mile, respectively, from the center of pumping. These drawdowns are not anticipated to interfere with existing legal uses.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not interfere with any presently existing legal use of water. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for a combined average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. Staff also recommends that the expiration date of the permit remain November 1, 2041, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

FACILITY INFORMATION:

Site Name: Wakulla County Regional Water System

Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
14604	GC #1	6	131	205	165	Floridan Aquifer (Undiff)	Active	Public Supply
14605	GC #2	6	83	205	150	Floridan Aquifer (Undiff)	Active	Public Supply
14606	GC #3	12	140	322	900	Floridan Aquifer (Undiff)	Active	Public Supply
14607	GC #4	12	72	251	1500	Floridan Aquifer (Undiff)	Active	Public Supply
326049	GC #5	20	115	210	700	Floridan Aquifer (Undiff)	Inactive	Public Supply
326048	GC #6	20	115	210	700	Floridan Aquifer (Undiff)	Proposed	Public Supply

PERMIT NO.:	2B-129-199-9	DATE ISSUED:	
PROJECT NAME:	Talquin Wakulla County Regional Water System	DATE RECEIVED:	July 05, 2023

This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes, and Chapter 40A-2, Florida Administrative Code.

PERMIT IS CONDITIONED UPON:

See conditions on attached "Exhibit A," dated _____.

AUTHORIZED BY: Northwest Florida Water Management District
Division of Regulatory Services

By: _____
Signature

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-129-199-9
Talquin Wakulla County Regional Water System
DATED _____

Specific Conditions

1. This permit shall expire on November 1, 2041.
2. This Permit authorizes the Permittee to make an average annual withdrawal of 1.50 million gallons per day (55.0 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.
3. Individual Withdrawal Facility Authorization

Facility ID #	FLUWID	Location
GC #1	AAA7842	Hartsfield Survey Lot 95
GC #2	AAA7843	Hartsfield Survey Lot 95
GC #3	AAA7841	Hartsfield Survey Lot 36
GC #4	AAI0616	Hartsfield Survey Lot 74
GC #5	To Be Determined	S20, T03S, R01W
GC #6	To Be Determined	Hartsfield Survey Lot 51

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA7842 for GC #1) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form (Form 172). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com. The next report is due by January 31, 2024.
6. The Permittee shall install and maintain, in working order, an in-line totalizing flow meter at the well head of well GC #5 prior to conversion of the test well. The Permittee shall install and maintain, in working order, an in-line totalizing flow meter at the well head of well GC #6 upon completion of the well. The Permittee shall maintain, in working order, in-line totalizing flow meters at the well heads on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of meter installation, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, in years 2026, 2031, 2036, and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating for all flow meters to the District using the Flow Meter Accuracy Report Form (Form 170).

The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.

8. The Permittee, by December 31, in years 2026, 2031, 2036, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.
9. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system input by January 1, 2024, and thereafter, unless the Permittee demonstrates using American Water Works Association (AWWA) methods or other District-approved methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign may consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, enhance efficiency, and detail the automatic irrigation shut-off requirement of Chapter 373.62, F.S. The Permittee shall provide a description of the public education and information campaign to the District by March 31 of each year.
 - d. The Permittee shall submit a copy of its rate structure annually. The Permittee shall perform a rate structure evaluation with the intended purpose of creating or maintaining a structure to promote water use efficiency and discourage waste while providing for a life-line initial rate. Any refinements shall take into consideration the water use characteristics of the service area and provide financial incentives to customers to conserve and use water

efficiently. The Permittee, by 2026, 2031, and 2036, shall submit to the District the results of the evaluation, a schedule for considering the adoption of or changes to such a rate structure, and a projection of the amount of water to be conserved.

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

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

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

11. The Permittee, prior to November 1, 2031, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.
12. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

Static water level measurements for Floridan production wells GC #2 and GC #3 conducted during the first two weeks of each month for the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as

is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0 foot precision for airline methods, respectively. The Permittee, if utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

13. The Permittee shall collect water quality samples for laboratory analyses from GC #2 and GC #3 within the first two weeks of January, April, July, and October in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160, F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C., certification for the constituents of concern. The water quality analyses shall include the following constituents: chloride, sodium, and total dissolved solids. The Permittee shall submit results from tests conducted in January, April, July, and October to the District by February 28, May 31, August 31, and November 30, respectively, of each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
14. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.

Standard Conditions

15. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.
16. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
17. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
18. The Permittee shall notify the District in writing within 45 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
19. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage,

the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.

20. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
21. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.
22. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.
23. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
24. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.
25. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: September 7, 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 September 11. The Court has not set a trial date or any other deadlines at this time.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Jack Furney, Director, Division of Administrative Services

DATE: September 14, 2023

SUBJECT: Consideration of Fiscal Year 2023-2024 Tentative Millage Rate and Tentative Budget – 5:05 p.m. ET, First Public Hearing

Recommendation

Staff recommends the Governing Board adopt the proposed millage rate of 0.0234 of a mill for Fiscal Year 2023-2024 and authorize staff to present it for final adoption at the public hearing on the budget to be held September 28, 2023, at Gulf Coast State College in Panama City.

Staff recommends the Governing Board adopt the District's Tentative Budget for Fiscal Year 2023-2024 and authorize staff to present this budget for final adoption at the second public hearing on the budget to be held on September 28, 2023, at Gulf Coast State College in Panama City.

Background

The District is authorized by the Constitution of the State of Florida and Chapter 373, Florida Statutes, to assess ad valorem tax revenues to support water management district operations. The District proposes to levy a millage rate of 0.0234 of a mill for Fiscal Year 2023-2024. The revenues generated by the 0.0234 millage are necessary to fund District operations as identified in the Tentative Budget for Fiscal Year 2023-2024.

The proposed millage rate is the rolled-back rate of 0.0234, which is less than the 0.0261 millage assessed in Fiscal Year 2022-23 and 53.2 percent below the legally authorized rate of 0.0500.

Staff has considered all known fiscal activity for the 2023-24 fiscal year and has completed the preparation of the District's Tentative Budget. The Tentative Budget has been provided to the Executive Office of the Governor and the Florida Legislature in the report format required by law and by the required deadline of August 1, 2023.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
TENTATIVE BUDGET SUMMARY
OCTOBER 1, 2023 – SEPTEMBER 30, 2024**

Proposed Ad Valorem Millage Rate

0.0234 of a mill

53.2% below the legally authorized rate of 0.0500 of a mill
0.0027 of a mill less than the rate in the current year
Ad valorem budgeted in the Tentative is \$3,900,000 or \$107,101
more than the amount in the current year (budget is 95.3 percent of
the TRUTH IN MILLAGE estimate of \$4,094,699, to align closer
with historical collections)
Rolled-back rate is 0.0234 of a mill

Total Expenditure Budget

\$115,272,656

5.8 % higher than the Current Year Amended Budget, including
\$74,237,898 for Interagency Expenditures/Grants
Provides for 114.4 full-time equivalent positions, 110.0 authorized
and 4.4 equivalent OPS.

Total Revenue Received/Earned

\$109,714,579

\$35.1 million in new revenue
\$74.6 million in carryover from prior years

Estimated Use of Fund Balance/Reserves

\$5,558,077

Budget By Program Area

1.0 Water Resources Planning and Monitoring	\$ 6,880,363	6.0%
2.0 Land Acquisition, Restoration and Public Works	\$92,960,048	80.8%
3.0 Operation and Maintenance of Lands and Works	\$ 7,793,515	7.0%
4.0 Regulation	\$ 4,835,432	4.1%
5.0 Outreach	\$ 158,662	0.1%
6.0 District Management and Administration	\$ 2,644,636	2.2%
	<u>\$115,272,656</u>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING ON CONSIDERATION OF FY 2023-2024 TENTATIVE BUDGET
SEPTEMBER 14, 2023, 5:05 P.M. ET, HAVANA, FL
REVENUE CATEGORIES**

	FY 2021-22 Actuals	FY 2022-23 Amended Budget	FY 2023-24 Preliminary	FY 2023-24 Tentative	Tentative O/(U) Amended Budget		Tentative O/(U) Preliminary	
Ad Valorem Tax	3,687,743	3,792,899	3,792,899	3,900,000	107,101	2.8%	107,101	2.8%
Federal Revenue	780,045	5,497,905	5,517,961	5,791,742	293,837	5.3%	273,781	5.0%
State Revenue	17,361,238	92,734,477	97,252,127	97,904,587	5,170,110	5.6%	652,460	0.7%
Local Revenue	230,448	156,160	153,371	161,853	5,693	3.6%	8,482	5.5%
Permit Fees	803,990	655,000	655,000	655,000	0	0.0%	0	0.0%
Timber Sales	20,745	600,000	250,000	250,000	(350,000)	-58.3%	0	0.0%
Miscellaneous	713,572	1,944,763	1,588,313	1,051,397	(893,366)	-45.9%	(536,916)	-33.8%
w/o Fund Balance	23,597,781	105,381,204	109,209,671	109,714,579	4,333,375	4.1%	504,908	0.5%
Fund Balance	468,177	3,565,613	4,560,889	5,558,077	1,992,464	55.9%	997,188	21.9%
w/Fund Balance	24,065,958	108,946,817	113,770,560	115,272,656	6,325,839	5.8%	1,502,096	1.3%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING ON CONSIDERATION OF FY 2023-2024 TENTATIVE BUDGET
SEPTEMBER 14, 2023, 5:05 P.M. ET, HAVANA, FL
EXPENDITURE CATEGORIES**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
Salaries & Benefits	8,841,307	10,721,979	10,963,906	12,139,261	1,417,282	13.2%	1,175,355	10.7%
Other Personal Services	248,244	167,291	171,112	189,696	22,405	13.4%	18,584	10.9%
Contracted Services	7,366,936	13,812,207	13,738,582	13,083,097	(729,110)	-5.3%	(655,485)	-4.8%
Operating Expense	2,384,051	3,021,445	2,848,004	3,086,205	64,760	2.1%	238,201	8.4%
Operating Capital Outlay	284,662	1,098,037	1,149,204	1,143,204	45,167	4.1%	(6,000)	-0.5%
Operating Categories	19,125,200	28,820,959	28,870,808	29,641,463	820,504	2.8%	770,655	2.7%
Fixed Capital Outlay	456,289	11,592,497	11,548,552	11,393,295	(199,202)	-1.7%	(155,257)	-1.3%
Grants	4,484,469	68,533,361	73,351,200	74,237,898	5,704,537	8.3%	886,698	1.2%
Non-Operating Categories	4,940,758	80,125,858	84,899,752	85,631,193	5,505,335	6.9%	731,441	0.9%
GRAND TOTAL	24,065,958	108,946,817	113,770,560	115,272,656	6,325,839	5.8%	1,502,096	1.3%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING ON CONSIDERATION OF FY 2023-2024 TENTATIVE BUDGET
SEPTEMBER 14, 2023, 5:05 P.M. ET, HAVANA, FL
PROGRAM LEVEL**

Program	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
1 Water Resource Plan/Monitoring	3,539,193	6,034,787	6,843,624	6,880,363	845,576	14.0%	36,739	0.5%
2 Land Acq/Restoration/Public Works	8,753,575	88,462,460	92,108,286	92,960,048	4,497,588	5.1%	851,762	0.9%
3 Operations & Maint Land & Works	5,932,587	7,574,315	7,744,450	7,793,515	219,200	2.9%	49,065	0.6%
4 Regulation	3,584,275	4,373,578	4,483,779	4,835,432	461,854	10.6%	351,653	7.8%
5 Outreach	135,786	145,141	148,623	158,662	13,521	9.3%	10,039	6.8%
6 District Management & Admin	2,120,542	2,356,536	2,441,798	2,644,636	288,100	12.2%	202,838	8.3%
GRAND TOTAL	24,065,958	108,946,817	113,770,560	115,272,656	6,325,839	5.8%	1,502,096	1.3%
Combined Outreach and Management & Administration as a Percent of Total Budget ²				2,803,298	2.4%			

The Legislative Budget Commission may reject the District's budget proposals:

¹In any individual variance in the Tentative Budget that exceeds 25% of the Preliminary Budget

²In these two programs that exceed 15% of the total Tentative Budget

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING ON CONSIDERATION OF FY 2023-2024 TENTATIVE BUDGET
SEPTEMBER 14, 2023, 5:05 P.M. ET, HAVANA, FL
PROGRAM AND ACTIVITY LEVEL**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
1.0 Water Resources Planning and Monitoring								
1.1 - District Water Management Planning								
1.1.1 Water Supply Planning	34,676	119,641	116,906	147,684	28,043	23.4%	30,778	26.3%
1.1.2 Minimum Flows & Levels	900,389	1,630,885	2,088,368	1,800,263	169,378	10.4%	(288,105)	-13.8%
1.1.3 Other Water Resources Planning	597,732	587,351	650,967	725,696	138,345	23.6%	74,729	11.5%
1.2 - Rsch, Data Collection /Analysis / Monitoring	818,921	1,135,724	1,159,100	1,166,969	31,245	2.8%	7,869	0.7%
1.3 - Technical Assistance	724,664	1,940,609	2,232,676	2,316,647	376,038	19.4%	83,971	3.8%
1.5 - Technology & Information Services	462,811	620,577	595,607	723,104	102,527	16.5%	127,497	21.4%
Total	3,539,193	6,034,787	6,843,624	6,880,363	845,576	14.0%	36,739	0.5%
2.0 Acquisition, Restoration and Public Works								
2.1 - Land Acquisition	464,959	10,436,917	10,395,192	10,181,106	(255,811)	-2.5%	(214,086)	-2.1%
2.2 - Water Source Development								
2.2.1 Water Resource Dev. Projects	666,769	974,053	1,023,856	941,499	(32,554)	-3.3%	(82,357)	-8.0%
2.2.2 Water Supply Dev. Assistance	546,160	13,899,019	15,022,487	15,292,009	1,392,990	10.0%	269,522	1.8%
2.3 - Surface Water Projects	6,337,631	60,726,965	63,635,160	64,377,516	3,650,551	6.0%	742,356	1.2%
2.5 - Facilities Constr. and Major Renov.	0	50,000	50,000	50,000	0	0.0%	0	0.0%
2.6 - Other Acquisition and Restoration	664,086	2,296,413	1,905,463	2,027,393	(269,020)	-11.7%	121,930	6.4%
2.7 - Technology & Information Service	73,970	79,093	76,128	90,525	11,432	14.5%	14,397	18.9%
Total	8,753,575	88,462,460	92,108,286	92,960,048	4,497,588	5.1%	851,762	0.9%

**PROGRAM AND ACTIVITY LEVEL
(Continued)**

	FY 2021-22 Actuals	FY 2022-23 Amended Budget	FY 2023-24 Preliminary	FY 2023-24 Tentative	Tentative O/(U) Amended Budget		Tentative O/(U) Preliminary	
3.0 Operation and Maintenance of Lands and Works								
3.1 - Land Management	5,075,131	6,387,713	6,670,660	6,486,615	98,902	1.5%	(184,045)	-2.8%
3.2 - Works	1,474	106,285	6,251	103,691	(2,594)	-2.4%	97,440	1558.8%
3.3 - Facilities	401,588	420,380	439,693	468,445	48,065	11.4%	28,752	6.5%
3.6 - Fleet Services	85,388	165,441	145,441	142,187	(23,254)	-14.1%	(3,254)	-2.2%
3.7 - Technology & Information Services	369,007	494,496	482,405	592,577	98,081	19.8%	110,172	22.8%
Total	5,932,587	7,574,315	7,744,450	7,793,515	219,200	2.9%	49,065	0.6%
4.0 Regulation								
4.1 - Consumptive Use Permitting	449,252	531,763	551,816	727,164	195,401	36.7%	175,348	31.8%
4.2 - Water Well Constr. Permitting and Contractor Licensing	946,626	1,052,132	1,097,491	1,092,602	40,470	3.8%	(4,889)	-0.4%
4.3 - Env. Resource and Surface Water Permitting	1,292,048	1,645,146	1,691,365	1,696,125	50,979	3.1%	4,760	0.3%
4.4 - Other Reg. and Enforcmt. Activities	320,909	345,318	379,021	394,221	48,903	14.2%	15,200	4.0%
4.5 - Technology & Information Services	575,439	799,219	764,086	925,320	126,101	15.8%	161,234	21.1%
Total	3,584,275	4,373,578	4,483,779	4,835,432	461,854	10.6%	351,653	7.8%

**PROGRAM AND ACTIVITY LEVEL
(Continued)**

	FY 2021-22 Actuals	FY 2022-23 Amended Budget	FY 2023-24 Preliminary	FY 2023-24 Tentative	Tentative O/(U) Amended Budget		Tentative O/(U) Preliminary	
5.0 Outreach								
5.1 - Water Resource Education	0	0	0	0	0		0	
5.2 - Public Information	131,336	135,916	139,323	149,337	13,421	9.9%	10,014	7.2%
5.4 - Lobbying / Legis. & Cabinet Affairs	4,450	9,225	9,300	9,325	100	1.1%	25	0.3%
Total	135,786	145,141	148,623	158,662	13,521	9.3%	10,039	6.8%
6.0 District Management and Administration								
6.1 - Administrative and Operations Support								
6.1.1 - Executive Direction	685,307	723,755	731,629	815,135	91,380	12.6%	83,506	11.4%
6.1.4 - Administrative Support	960,694	1,032,939	1,128,374	1,139,164	106,225	10.3%	10,790	1.0%
6.1.7 - Human Resources	133,474	163,877	167,802	188,387	24,510	15.0%	20,585	12.3%
6.1.9 - Technology & Information Services	287,825	378,215	356,243	444,200	65,985	17.4%	87,957	24.7%
6.4 - Other (Tax Collector/Property Appraiser Fees)	53,241	57,750	57,750	57,750	0	0.0%	0	0.0%
Total	2,120,542	2,356,536	2,441,798	2,644,636	288,100	12.2%	202,838	8.3%
GRAND TOTAL	24,065,958	108,946,817	113,770,560	115,272,656	6,325,839	5.8%	1,502,096	1.3%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING ON CONSIDERATION OF FY 2023-2024 TENTATIVE BUDGET
SEPTEMBER 14, 2023, 5:05 P.M. ET, HAVANA, FL
COMPARISON BY FUND**

DESCRIPTION	General Fund	Capital Improv & Lands Acq	Special Projects	Lands Management	Regulation	Mitigation	TOTAL
Cash Balances Brought Forward	16,617,570	289,904	3,608,286	2,201,537	3,644,026	2,775,579	29,136,902
<u>ESTIMATED REVENUES:</u>							
Ad Valorem Taxes 0.0234 mills	1,234,367		2,647,982		17,651		3,900,000
Water Management Land Trust Fund			299,907				299,907
Land Acquisition Trust Fund	230,018	10,905,665	54,140,785	5,418,832	4,445,622		75,140,922
Water Protection & Sustain. Pgm. Trust Fund			2,803,495				2,803,495
Ecosystem Management and Restoration Trust Fund			54,181				54,181
Permitting and Licensing					655,000		655,000
Federal Grants			5,791,742				5,791,742
State Funds			17,376,430	40,000	8,923	2,180,729	19,606,082
Local Government Units			161,574	279			161,853
Timber Sales				250,000			250,000
Miscellaneous Revenues		813,798	0	157,599	45,000	35,000	1,051,397
Interfund Transfers	2,258,282	0	2,701,914				4,960,196
Total Estimated Revenues, Transfers and Balances	<u>20,340,237</u>	<u>12,009,367</u>	<u>89,586,296</u>	<u>8,068,247</u>	<u>8,816,222</u>	<u>4,991,308</u>	<u>143,811,677</u>
<u>ESTIMATED EXPENDITURES:</u>							
Salaries & Benefits	2,676,313	106,263	3,281,948	1,856,871	3,769,504	448,362	12,139,261
Other Personal Services	648	0	38,944	73,259	74,363	2,482	189,696
Contractual Services	336,298	310,991	6,964,859	3,676,460	197,928	1,596,561	13,083,097
Operating Expenses	542,167	1,300	594,295	1,207,452	670,015	70,976	3,086,205
Capital Outlay	201,851	11,278,295	153,411	776,800	123,622	2,520	12,536,499
Grants and Aids	0	0	74,237,898	0	0	0	74,237,898
Reserves	13,655,656	289,904	3,608,286	86,655	3,162,745	2,775,579	23,578,825
Interfund Transfers	2,927,304	22,614	706,655	390,750	818,045	94,828	4,960,196
Total Operating Expenditures, Transfers and Reserves	<u>20,340,237</u>	<u>12,009,367</u>	<u>89,586,296</u>	<u>8,068,247</u>	<u>8,816,222</u>	<u>4,991,308</u>	<u>143,811,677</u>