

**Northwest Florida Water Management District  
Governing Board Meeting Minutes  
Thursday, December 14, 2023  
81 Water Management Drive  
Havana, Florida 32333**

1. Opening Ceremonies

Called to order at 1:05 p.m.

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

Present: Jerry Pate, Vice Chair; Nick Patronis, Secretary-Treasurer; John Alter; Ted Everett; Kellie Ralston; Anna Upton

Absent: George Roberts, Chair; Gus Andrews

2. Special Thanks and Recognition

None.

3. Changes to the Agenda

None.

Public comment was given by Christy McElroy and Robert Branch regarding potential flooding concerns in Port St. Joe.

4. Hydrologic Conditions Update

Informational purposes only.

5. Consideration of the following Items Collectively by Consent:

MOTIONED BY TED EVERETT, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE ITEMS A THROUGH F 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 November 9, 2023

Approve the Minutes for November 9, 2023, Governing Board meeting.

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

Approve the Financial Reports for the Month of October 2023.

C. Approval of the 2024 Governing Board Meeting Schedule

Approve the 2024 Governing Board Meeting Schedule

D. Consideration of Memorandum of Agreement for Coordinated Review of All Permits Associated with the Construction and Operation of an Indirect Potable Reuse Project

Approve the Memorandum of Agreement regarding coordinated review of indirect potable reuse projects and authorize the Executive Director to execute the agreement.

E. Final Order, Petition for Declaratory Statement

Approve Final Order, Petition for Declaratory Statement.

F. Final Order, Petition for Administrative Hearing

Approve Final Order, Petition for Administrative Hearing

6. Consideration of Acceptance of Audit Reports and Approval of Work Plans

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD ACCEPT REPORT NO. 23-04 AND APPROVE OF THE INSPECTOR GENERAL'S THREE-YEAR AUDIT WORK PLAN FOR FISCAL YEARS 2023-24 THROUGH 2025-26 AND THE ANNUAL INTERNAL AUDIT WORK PLAN FOR FISCAL YEAR 2023-24. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Fiscal Year 2024-2025 Preliminary Budget

MOTIONED BY KELLIE RALSTON, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE FISCAL YEAR 2024-2025 PRELIMINARY BUDGET AS PRESENTED AND ALLOW STAFF TO MAKE CHANGES BASED ON COLLABORATION WITH THE EXECUTIVE OFFICE OF THE GOVERNOR AND DEPARTMENT OF ENVIRONMENTAL PROTECTION AND SUBMIT THE FINAL DOCUMENT TO THE LEGISLATURE BY JANUARY 15, 2024. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Amendment No. 1 to the Fiscal Year 2023-2024 Adopted Budget

MOTIONED BY TED EVERETT, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 935 AMENDING THE FISCAL YEAR 2023-2024 BUDGET AND ALLOW STAFF TO REALIGN REVENUES AND RESERVES TO MAINTAIN THE PROPER BALANCE IN EACH FUND. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Acceptance of Appraisals and Approval of the Contract for Sale and Purchase of 10.03 Acres; Econfin Creek WMA

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD ACCEPT THE APPRAISAL PREPARED BY CARLTON APPRAISAL COMPANY AND THE REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY FOR THE 10.03-ACRE SURPLUS TRACT IN WASHINGTON COUNTY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE CONTRACT FOR SALE AND PURCHASE, ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT FOR THE SALE OF THE TRACT FOR \$32,600 SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL AND THE PURCHASER AND RESERVE THE INTEREST IN THE PROPERTY'S PHOSPHATE, MINERALS, METALS, AND PETROLEUM, IF ANY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of Option Agreement for Exchange of Property with Gill/Johnson; Econfin Creek WMA

MOTIONED BY TED EVERETT, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN OPTION AGREEMENT WITH MR. AND MS. DANIEL GILL AND MR. MICKIE JOHNSON FOR THE EXCHANGE OF PROPERTY AS OUTLINED IN THE GOVERNING BOARD MEMO ON PAGE 57 OF THE DECEMBER 2023 BOARD FOLDER, WITHOUT ANY CONTINGENCY FOR LAND USE CHANGE AFFECTING DISTRICT PROPERTY, SUBJECT TO RECEIPT OF A NEW APPRAISAL OF BOTH THE GILL/JOHNSON AND DISTRICT PARCELS. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Consideration of Request for Access Easement Across District Lands to Benefit the Hodges Parcel; Econfin Creek WMA

MOTIONED BY KELLIE RALSTON, SECONDED BY ANNA UPTON, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A TASK ORDER FOR A BOUNDARY SURVEY OF THE NORTH AND WEST BOUNDARY OF THE NW QUARTER OF SECTION 25, TOWNSHIP 1 NORTH, RANGE 14 WEST, WASHINGTON COUNTY. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Consideration of ITB 24B-003 for 2024 Sand Pine Eradication Services

MOTIONED BY JOHN ALTER, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE LOWEST BID RECEIVED IN RESPONSE TO INVITATION TO BID 24B-003 FOR SAND PINE ERADICATION SERVICES AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH ATTALA FOREST MANAGEMENT IN AN AMOUNT UP TO \$122,582.70 TO FACILITATE THIS WORK, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

13. Consideration of 2023 Water Supply Assessment Update and Recommendations for Regional Water Supply Planning

MOTIONED BY TED EVERETT, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD DECLARE THE REGIONAL WATER SUPPLY PLAN FOR REGION II (OKALOOSA, SANTA ROSA, AND WALTON COUNTIES) SHALL BE CONTINUED AND NO ADDITIONAL REGIONAL WATER SUPPLY PLANS ARE REQUIRED. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

14. Consideration of Approval of Cypress Spring Restoration Construction Plans

MOTIONED BY TED EVERETT, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD APPROVE THE CONSTRUCTION PLANS FOR THE CYPRESS SPRING RESTORATION PROJECT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO APPROVE MINOR MODIFICATIONS TO THE PLANS AS NECESSARY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

15. Public Hearing for Regulatory Matters

Called to order at 2:46 p.m.

A. Permit Renewals and Modifications

A-1 Applicant: Earl Helms, East Milton Water System  
App. No.: 2B-113-268-7  
Use: Public Supply

MOTIONED BY JOHN ALTER, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-113-268-7, EARL HELMS, EAST MILTON WATER SYSTEM, PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A-2 Applicant: Daniel J. Payne, P.E., City of Fort Walton Beach  
App. No.: 2B-091-2501-10  
Use: Public Supply, Landscape Irrigation and Recreation

MOTIONED BY NICK PATRONIS, SECONDED BY JON ALTER, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-091-2501-10, DANIEL J. PAYNE, P.E., CITY OF FORT WALTON BEACH, PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A-3 Applicant: Kyle Ray, Sandestin Owners Association, Inc.  
App. No.: 2B-131-5612-6  
Use: Landscape Irrigation and Recreation

MOTIONED BY TED EVERETT, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-131-5612-6, KYLE RAY, SANDESTIN OWNERS ASSOCIATION, INC., PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A-4     Applicant: Alicia Keeter, South Walton Utility Company, Inc.  
App. No.: 2B-131-146-14  
Use: Public Supply

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-131-146-14, ALICIA KEETER, SOUTH WALTON UTILITY COMPANY, INC., PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

16. Update on Operation Outdoor Freedom Events

Informational purposes only.

17. Grant Cycles for Springs and Alternative Water Supply Development

Informational purposes only.

18. Legislative Update

Informational purposes only.

19. Executive Director's Performance Evaluation

20. Legal Counsel Report (Breck Brannen, p. 130)

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

21. Executive Director Report

Lyle Seigler recognized Jerrick Saquibal, Darryl Boudreau, and Dave Cambron for receiving the Environmental Stewardship Award from the Department of Environmental Protection.

Meeting was adjourned at 3:19 p.m.

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

Balance Forward - Operating Funds \$29,299,927.81

Operating Funds Received in current month:

Revenue Receipts, Current	\$825,658.61	
Contracts Receivable	7,535,285.56	
Other Deposits/Refunds/Adjustments	16,197.42	
Transfers from Lands Accounts	<u>0.00</u>	
Total Deposits during month		<u>8,377,141.59</u>

Total Deposits and Balance Forward \$ 37,677,069.40

Disbursements:

Employee Salaries	632,447.78	
Employee Benefits	290,411.40	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	151,238.83	
Operating Expenses - Services	161,511.98	
Operating Expenses - Commodities	34,477.05	
Operating Capital Outlay	196,396.97	
Grants and Aids	<u>1,144,963.17</u>	
Total Operating Expenses during month		2,611,447.18
Payables, Prior Year	15,782.84	
Other Disbursements or (Credits)	<u>17,431.26</u>	
Total Funds Disbursed by check during month		2,644,661.28
Bank Debits (Fees, Deposit Slips, etc.)	0.00	
Transfer to Land Acquisition Account	<u>0.00</u>	
Total Funds Disbursed		<u>2,644,661.28</u>

Cash Balance Operating Funds at month end \$ 35,032,408.12

Operating Depositories:

Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking	8,791,881.99	
Payroll Account	255,684.85	
Passthrough (EFT) Account	164,405.93	
Investment Accounts:		
Fla. Board of Administration @ 5.64%		
General Fund	3,665,020.71	
Lands Fee Fund	4,357,639.60	
Ecosystem TF	55,507.96	
Water Prot. & Sust. Program TF	102,363.12	
Okaloosa Regional Reuse	1,208,871.03	
Mitigation Fund	<u>16,430,782.68</u>	

Total Operating Depositories at month end \$ 35,032,408.12

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

Land Acquisition Funds:

Fla. Board of Administration @ 5.64%	\$	304,090.08	
Total Land Acquisition Funds			304,090.08

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.64%		41,956.09	
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Fla. Board of Administration Cypress Springs R&M Account @ 5.64%		<u>829,845.05</u>	
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Total Restricted Land Management Funds			<u>871,801.14</u>
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Total Land Acquisition, and Restricted Management Funds			<u>1,175,891.22</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u>\$ 1,175,891.22</u>
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Approved: \_\_\_\_\_  
Chairman or Executive Director

Date: January 11, 2024

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

	<b>Current Budget</b>	<b>Actuals Through 11/30/2023</b>	<b>Variance (under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 3,900,000	\$ 549,680	\$ (3,350,320)	14%
Intergovernmental Revenues	103,858,182	-	(103,858,182)	0%
Interest on Invested Funds	88,500	268,906	180,406	304%
License and Permit Fees	655,000	117,380	(537,620)	18%
Other	1,212,897	285,688	(927,209)	24%
Fund Balance	29,136,902		(29,136,902)	0%
<b>Total Sources</b>	<b>\$ 138,851,481</b>	<b>\$ 1,221,654</b>	<b>\$ (137,629,827)</b>	<b>1%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances <sup>1</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated <sup>2</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 6,880,363	\$ 347,160	\$ 715,967	\$ 5,817,236	5%	15%
Acquisition, Restoration and Public Works	92,960,048	348,578	10,851,059	81,760,410	0%	12%
Operation and Maintenance of Lands and Works	7,793,515	688,641	4,346,272	2,758,602	9%	65%
Regulation	4,835,432	508,117	317,425	4,009,890	11%	17%
Outreach	158,662	23,804	412	134,446	15%	15%
Management and Administration	2,644,636	287,520	123,717	2,233,399	11%	16%
<b>Total Uses</b>	<b>\$ 115,272,656</b>	<b>\$ 2,203,820</b>	<b>\$ 16,354,853</b>	<b>\$ 96,713,983</b>	<b>2%</b>	<b>16%</b>
Reserves	23,578,825			23,578,825	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 138,851,481</b>	<b>\$ 2,203,820</b>	<b>\$ 16,354,853</b>	<b>\$ 120,292,808</b>	<b>2%</b>	<b>13%</b>

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

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

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

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

CHECKS	11/02/2023	\$	852,354.18
CHECKS	11/02/2023		25,550.45
ACH TRANSFERS	11/03/2023		336,786.75
ACH TRANSFERS	11/03/2023		105,720.31
DIRECT DISBURSEMENTS	11/03/2023		69,556.22
VOIDED CHECKS	11/07/2023		-690.00
CHECKS	11/09/2023		87,941.94
ACH TRANSFERS	11/09/2023		19,761.48
DIRECT DISBURSEMENTS	11/09/2023		2,910.00
CHECKS	11/16/2023		261,044.46
ACH TRANSFERS	11/17/2023		39,760.11
DIRECT DISBURSEMENTS	11/17/2023		13,457.47
RETIREMENT	11/22/2023		102,048.26
VOIDED CHECKS	11/27/2023		-320.00
VOIDED CHECKS	11/29/2023		-70,358.98
CHECKS	11/29/2023		19,660.72
ACH TRANSFERS	11/29/2023		50698.26
CHECKS	11/30/2023		19,660.72
ACH TRANSFERS	11/30/2023		50,698.26

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\$ 1,986,240.61

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Chairman or Executive Director

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January 11, 2024

Date



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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5997	ACI PAYMENTS INC	11/2/2023	4,242.78	AMERICA EXPRESS FEES
4180	BANK OF AMERICA	11/2/2023	29.95	TRANSACTION FEE FOR EPERMITTING
4180	BANK OF AMERICA	11/2/2023	29.95	MONTHLY TRANSACTION FEES
5790	GADSDEN COUNTY TIMES	11/2/2023	78.75	LEGAL ADS-WATER USE PERMITS
5795	JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS	11/2/2023	841,844.27	INDIAN SPRINGS SEWER PROJECT
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/2/2023	5,604.73	PURCHASE BIZHUB C450I COPIER FOR IT
71	PETTY CASH	11/2/2023	99.00	PETTY CASH
5855	WASTE AWAY GROUP INC	11/2/2023	424.75	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
<b>TOTAL CHECKS</b>			<b>\$ 852,354.18</b>	
771	CITY OF MARIANNA	11/3/2023	13,016.40	TARA ESTATES SEWER PROJECT
4300	DYER, RIDDLE, MILLS & PRECOURT, INC.	11/3/2023	14,215.00	SURVEYING SERVICES
4300	DYER, RIDDLE, MILLS & PRECOURT, INC.	11/3/2023	7,450.00	SURVEYING SERVICES
3002	FLORIDA STATE UNIVERSITY	11/3/2023	490.83	OFFSITE DATA STORAGE
4961	PETER FOLLAND	11/3/2023	126.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/3/2023	190.00	TRAVEL REIMBURSEMENT
3603	JIM STIDHAM & ASSOCIATES, INC.	11/3/2023	11,424.00	AGREEMENT FOR AS NEEDED SERVIC
5703	OTT HYDROMET CORPORATION	11/3/2023	4,481.90	LOGGER AND XLINK 500
4618	WAKULLA COUNTY BOCC	11/3/2023	285,392.62	MAGNOLIA GARDEN SEWER SYSTEM E
<b>TOTAL ACH TRANSFERS</b>			<b>\$ 336,786.75</b>	
<b>TOTAL AP</b>			<b>\$ 1,189,140.93</b>	
95	AT&T	11/2/2023	555.54	PHONE SERVICES - EFO
1616	BCBS OF FL	11/2/2023	674.92	MEDICARE
5131	CITY OF DEFUNIAK SPRINGS	11/2/2023	216.13	WATER / SEWER DEFUNIAK SPRINGS
916	FPL NORTHWEST FLORIDA	11/2/2023	582.01	DEFUNIAK ELECTRIC
5691	GUARDIAN PEST CONTROL	11/2/2023	430.00	DEFUNIAK PEST SERVICE
3003	HAVANA FORD, INC.	11/2/2023	110.29	MINOR REPAIRS FOR HQ VEHICLES
3003	HAVANA FORD, INC.	11/2/2023	82.48	MINOR REPAIRS FOR HQ VEHICLES
3266	LOWE'S COMPANIES INC.	11/2/2023	1,954.17	GENERAL SUPPLIES
5899	MICHAEL'S OUTDOOR SVCS	11/2/2023	2,400.00	BRUNSON LANDING - BOAT RAMP REPAIRS
71	PETTY CASH	11/2/2023	5.00	PETTY CASH
5944	REFUND NIC	11/2/2023	320.00	P313781 DALE LONG WITHDRAWAL REFUND
5944	REFUND NIC	11/2/2023	50.00	WELL PERMIT REFUND 313537-1
5944	REFUND NIC	11/2/2023	320.00	P314276 D FITZPATRICK WITHDRAWAL RFND
4068	RING POWER CORPORATION	11/2/2023	1,493.14	CAT 299 SKID STEER REPAIRS AND MNT
5986	SOUTHERN ELECTRICAL SVCS	11/2/2023	2,032.98	EFO POLE BARN LIGHTING REPAIRS
4832	SUN LIFE FINANCIAL	11/2/2023	5,243.66	DENTAL
4832	SUN LIFE FINANCIAL	11/2/2023	57.00	PREPAID DENTAL
4834	SUN LIFE FINANCIAL	11/2/2023	980.28	LIFE INSURANCE
4834	SUN LIFE FINANCIAL	11/2/2023	2,868.90	VOL LIFE
4834	SUN LIFE FINANCIAL	11/2/2023	81.60	EMPLOYEE ASSISTANCE PROGRAM
4833	SUN LIFE FINANCIAL	11/2/2023	1,069.66	VOL LTD
5250	SUN LIFE FINANCIAL - VISION	11/2/2023	577.20	VISION

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5991	TELESTRA TECHNOLOGIES	11/2/2023	1,414.60	DIAGNOSTIC/REPAIR CHANNEL MASTER
3568	THOMPSON TRACTOR CO., INC.	11/2/2023	1,843.85	CAT D5 DOZER REPAIRS
4626	WASTE PRO OF FLORIDA, INC	11/2/2023	187.04	SOLID WASTE - HQ
<b>TOTAL CHECKS</b>			<b>\$25,550.45</b>	
3293	ANGUS G. ANDREWS, JR.	11/3/2023	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
5450	CAITLIN BRONGEL	11/3/2023	193.13	TRAVEL REIMBURSEMENT
1617	CAPITAL HEALTH PLAN	11/3/2023	93,918.02	MEDICAL INSURANCE
4125	KATHLEEN COATES	11/3/2023	99.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/3/2023	146.00	TRAVEL REIMBURSEMENT
5227	MAC'S AUTO SERVICE	11/3/2023	856.80	REPLACE CAB BUSHINGS ON WMD 96841
5925	IAN WATERS	11/3/2023	146.00	TRAVEL REIMBURSEMENT
4091	THE SHOE BOX	11/3/2023	196.00	SAFETY BOOTS - FACILITIES- KEATON SUBER
4799	STAPLES	11/3/2023	27.51	BUSINESS CARDS-TRIPLETT
4955	TERRY'S HOME & LAWN MNT	11/3/2023	1,600.00	CLEAN ALL DEBRIS IN GUTTERS IN MILTON
5218	WAGEWORKS, INC.	11/3/2023	158.10	FSA ADMINISTRATION
5218	WAGEWORKS, INC.	11/3/2023	254.75	FSA ADMINISTRATION
<b>TOTAL ACH TRANSFERS</b>			<b>\$105,720.31</b>	
1616	BCBS FL	11/3/2023	3,022.67	RETIREE INSURANCE
1616	BCBS FL	11/3/2023	66,533.55	MEDICAL INSURANCE
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$69,556.22</b>	
<b>TOTAL AP</b>			<b>\$200,826.98</b>	
3269	CDW GOVERNMENT, INC.	11/9/2023	17,047.80	OKTA MFA RENEWAL
5999	DOUBLE B TRUCKING LLC	11/9/2023	59,398.78	DISTRICT ROAD REPAIRS
4748	EAST MILTON WATER SYSTEM	11/9/2023	23.78	WATER MILTON OFFICE
5532	EASY CARE TREE SERVICE LLC	11/9/2023	1,700.00	HAZARDOUS TREE REMOVAL - SPURLING CAMPSITE
3399	FLORIDA STORMWATER ASSOC., INC.	11/9/2023	850.00	FSA MEMBERSHIP
916	FPL NORTHWEST FLORIDA	11/9/2023	480.48	MILTON ELECTRIC
4773	GABRIEL ROEDER SMITH & COMPANY	11/9/2023	1,400.00	FY 2023 OPEB ROLL-FORWARD
3003	HAVANA FORD, INC.	11/9/2023	74.48	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
3193	INSURANCE INFORMATION EXCHANGE	11/9/2023	57.59	BACKGROUND SCREENING
3198	MILTON AUTO PARTS, INC.	11/9/2023	272.72	NAPA PURCHASE FOR MFO
288	OKALOOSA CO. PROPERTY APPRAISER	11/9/2023	1,929.48	1ST QTR FY 23-23
5950	PRESS PRINT GRAPHICS LLC	11/9/2023	1,235.00	SIGNS - BRUCE CREEK LANDING RECREATION AREA
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/9/2023	88.50	SECURITY LIGHTS - HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/9/2023	2,768.97	ELECTRIC HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/9/2023	402.18	WATER/SEWER HQ
4626	WASTE PRO OF FLORIDA, INC	11/9/2023	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
<b>TOTAL CHECKS</b>			<b>\$87,941.94</b>	
5450	CAITLIN BRONGEL	11/9/2023	274.12	TRAVEL REIMBERSEMENT

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4855	ENVIRON SERVICES INCORPORATED	11/9/2023	2,079.17	JANITORIAL SERVICES FOR HQ
3337	FORESTECH CONSULTING	11/9/2023	400.00	LAND MANAGEMENT DATABASE
3942	A & W VENTURES, L.C.	11/9/2023	275.00	PORTABLE TOILET FOR PHIPPS PARK
5368	KOUNTRY RENTAL NWF, INC.	11/9/2023	9,380.00	SERVICE FOR PORTABLE TOILETS-C
5703	OTT HYDROMET CORPORATION	11/9/2023	1,949.00	XCONNECT AND TEMPEST DCS TOOLKIT RENEWAL
5947	PREVENTIA SECURITY LLC	11/9/2023	165.00	BATTERY BACKUP FOR AVS EQUIPMENT IN DFO
5947	PREVENTIA SECURITY LLC	11/9/2023	75.00	DEFUNIAK SECURITY
5614	ZACHARY J. SELLERS	11/9/2023	1,019.83	DFO JANITORIAL SERVICES
5651	SGS TECHNOLOGIE, LLC	11/9/2023	373.37	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/9/2023	72.44	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/9/2023	41.51	RMD BUSINESS CARDS PILCHER
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/9/2023	20.51	RMD BUSINESS CARDS CHEW
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/9/2023	20.51	RMD BUSINESS CARDS IFLAND
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/9/2023	39.22	2024 CALENDARS FOR ACCOUNTING
5455	PAUL THURMAN	11/9/2023	193.80	TRAVEL REIMBERSEMENT
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	274.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	175.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	472.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	274.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	175.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	449.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	274.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	350.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	175.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	175.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	390.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
5060	EXTREME LOGISTICS GULF COAST, LLC	11/9/2023	200.00	RENTAL AND SERVICE OF PORTABLE AND COMPOST TOILETS
<b>TOTAL ACH TRANSFERS</b>			<b>\$19,761.48</b>	
5944	REFUND NIC	11/9/2023	320.00	P314312 BETHANY WOMACK WITHDRAWAL REFUND
5944	REFUND NIC	11/9/2023	100.00	P314330 JOHN PETERSON WITHDRAWAL REFUND
5944	REFUND NIC	11/9/2023	50.00	WUP PERMIT REFUND 5168-6 WITHDRAWN
5944	REFUND NIC	11/7/2023	100.00	P314321 MARK Siner OVERPAYMENT
5944	REFUND NIC	11/9/2023	100.00	P314443 MARK Siner OVERPMT REFUND
5944	REFUND NIC	11/9/2023	250.00	P303196-2 JAMES CROOK DUPLICATE PMT REFUND
5944	REFUND NIC	11/9/2023	1,300.00	DANIEL PAYNE P313215 OVERPMT REFUND
5944	REFUND NIC	11/9/2023	320.00	P313781 DALE LONG WITHDRAWAL REFUND
5944	REFUND NIC	11/9/2023	50.00	WELL PERMIT REFUND 313537-1
5944	REFUND NIC	11/9/2023	320.00	P314276 DAVID FITZPATRICK WITHDRAWAL REFUND
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$2,910.00</b>	
<b>TOTAL AP</b>			<b>\$110,613.42</b>	
5998	BLUE STAR BRAKE AND ALIGNMENT INC	11/16/2023	120.00	ALIGNMENT FOR WMD-96277

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
2171	ESRI, INCORPORATED	11/16/2023	67650.00	ESRI LICENSE AND MAINTENANCE
391	GADSDEN COUNTY TAX COLLECTOR	11/16/2023	68.00	REGISTRATION/TAG FOR RMD G3 JON BOAT
2291	GULF COAST ELECTRIC COOPERATIVE	11/16/2023	321.26	ELECTRIC SERVICE - EFO
5577	HAMMOCK BAY BUILDING CO, LLC	11/16/2023	30.00	P303035-2 HAMMOCK BAY BUILDING CO OVERPMT RFND
3003	HAVANA FORD, INC.	11/16/2023	82.48	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
5965	NIC SERVICES	11/16/2023	1363.97	FEE FOR ELECTRONIC PAYMENTS
1205	OFFICE DEPOT, INC.	11/16/2023	7.59	OFFICE SUPPLIES - CALENDARS/PLANNERS
1205	OFFICE DEPOT, INC.	11/16/2023	79.06	OFFICE SUPPLIES - CALENDARS/PLANNERS
4068	RING POWER CORPORATION	11/16/2023	191077.00	HEAVY EQUIPMENT - TRACK LOADER
382	WASHINGTON COUNTY NEWS	11/16/2023	245.10	LEGAL AD
<b>TOTAL CHECKS</b>			<b>\$261,044.46</b>	
5450	CAITLIN BRONGEL	11/17/2023	405.82	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	11/17/2023	1024.00	LAW ENFORCEMENT/SECURITY SERVI
3771	CHOCTAWHATCHEE BASIN ALLIANCE	11/17/2023	1629.25	LOPLS FALL 2023 MONITORING
2268	INNOVATIVE OFFICE SOLUTIONS, INC	11/17/2023	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
3603	JIM STIDHAM & ASSOCIATES, INC.	11/17/2023	13647.00	AGREEMENT FOR AS NEEDED SERVICE
4952	LAW, REDD, CRONA & MUNROE, P.A.	11/17/2023	2073.00	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
5802	MURPHY CASSIDY DIESEL REPAIRS	11/17/2023	91.13	MINOR REPAIRS FOR REG VEHICLES
5802	MURPHY CASSIDY DIESEL REPAIRS	11/17/2023	127.72	MINOR REPAIRS FOR REG VEHICLES
5894	ODESSA CLEANING SERVICE LLC	11/17/2023	375.00	ECONFINA FIELD OFFICE CLEANING
2663	PATIENTS FIRST LAKE ELLA	11/17/2023	49.00	LABORATORY TESTING
3813	PENNINGTON, P.A.	11/17/2023	14298.37	LEGAL COUNSEL
4091	THE SHOE BOX	11/17/2023	200.00	SAFETY BOOTS-RYALS HAMILTON
4091	THE SHOE BOX	11/17/2023	131.74	SAFETY BOOTS-FISHLER & TRIPLETT
4799	STAPLES	11/17/2023	60.18	ADMIN OFFICE SUPPLIES
5885	SYDNEY BUNCH	11/17/2023	129.00	TRAVEL REIMBURSEMENT
4955	TERRY'S HOME & LAWN	11/17/2023	4481.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN	11/17/2023	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
<b>TOTAL ACH TRANSFERS</b>			<b>\$39,760.11</b>	
5944	REFUND NIC	11/17/2023	70.00	P310429-2 SAMUEL REBURN \$70 OVERPMT REFUND
5944	REFUND NIC	11/17/2023	1300.00	P3136514 REDUCED FEE FOR CITY MARIANNA REFUND
2967	BANK OF AMERICA	11/17/2023	9662.89	OCT 2023 P-CARD
2967	BANK OF AMERICA	11/17/2023	19.99	TALLAHASSEE DEMOCRAT DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	11/17/2023	72.09	REG OFFICE/FIELD SUPPLIES-AMAZON
2967	BANK OF AMERICA	11/17/2023	357.39	AMAZON ORDER OF SUPPLIES FOR WFO - SEE QUOTE
2967	BANK OF AMERICA	11/17/2023	11.99	PENSACOLA NEWS JOURNAL DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	11/17/2023	1860.00	TROLLING MOTORS FOR DISTRICT JOHN BOATS
2967	BANK OF AMERICA	11/17/2023	14.99	ADMIN SUPPLIES
2967	BANK OF AMERICA	11/17/2023	88.13	REG OFFICE SUPPLIES-AMAZON
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$13,457.47</b>	
<b>TOTAL AP</b>			<b>\$314,262.04</b>	

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5835	1 HOUR , INC	11/30/2023	2,499.10	PITT SPRINGS REPLACEMENT SIGNS
5768	ALFORD BROTHERS INC	11/30/2023	76.90	MINOR REPAIRS FOR REG VEHICLES
4923	JOHN ALTER	11/30/2023	56.07	TRAVEL REIMBURSEMENT
4923	JOHN ALTER	11/30/2023	56.07	TRAVEL REIMBURSEMENT
95	AT&T	11/30/2023	538.92	PHONE SERVICE - EFO
4161	AUBURN UNIVERSITY	11/30/2023	4,709.88	MONTHLY WATER QUALITY MONITORING
2992	BANK OF AMERICA	11/30/2023	443.08	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	11/30/2023	1,129.77	OCTOBER 2023 ANALYSIS STATEMENT
2417	BEARD EQUIPMENT COMPANY, INC.	11/30/2023	672.16	JD 5115M SERVICE
5998	BLUE STAR BRAKE AND ALIGN	11/30/2023	664.00	REPAIRS TO WMD-96300
5131	CITY OF DEFUNIAK SPRINGS	11/30/2023	230.88	CITY OF DEFUNIAL SPRINGS WATER/SEWER
4676	CITY OF MILTON FLORIDA	11/30/2023	38.35	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	11/30/2023	85.56	DUMPSTER SERVICE
3289	CITY OF TALLAHASSEE	11/30/2023	48.07	LAKESHORE & I-10
5983	COMPUTER AID INC	11/30/2023	3,175.20	TEMPORARY STAFFING FOR ADMIN
5914	CRH AUTO REPAIR INC	11/30/2023	1,781.85	TRUCK REPAIRS - WMD2434
26	FL. SEC OF STATE DIV OF ADMIN SERV	11/30/2023	62.16	LEGAL ADS FOR GOVERNING BOARD
26	FL. SEC OF STATE DIV OF ADMIN SERV	11/30/2023	18.76	FAR NOTICES
26	FL. SEC OF STATE DIV OF ADMIN SERV	11/30/2023	14.84	FAR AD - DISTRIBUTED WASTEWATER GRANT
1746	FRANKLIN COUNTY TAX COLLECTOR	11/30/2023	11.78	PARCEL REFUND
5474	HATCHER PUBLISHING INC	11/30/2023	47.20	LEGAL ADS-WATER USE PERMITS
666	JEFFERSON COUNTY PA	11/30/2023	207.31	1ST QTR FY 23-24
5599	KEITH MCNEILL PLUMBING	11/30/2023	450.00	RUNNING PO FOR MINOR PLUMBING AROUND HQ
5802	MURPHY CASSIDY DIESEL REPAIRS	11/30/2023	562.76	FRNT RIGHT WHEEL BEARING RPLCMNT FOR WMD-2414
63	NORTHWEST FLORIDA DAILY NEWS	11/30/2023	139.75	LEGAL ADS-WATER USE PERMITS
4849	NICK PATRONIS	11/30/2023	89.00	TRAVEL REIMBURSEMENT
6003	STARSHINE INC	11/30/2023	321.91	WINDSHIELD REPLACEMENT FOR WMD-96840
4557	VERIZON WIRELESS	11/30/2023	1,223.05	CELL PHONE AND JETPACKS
4626	WASTE PRO OF FLORIDA, INC	11/30/2023	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
4038	WINDSTREAM COMMUNICATIONS	11/30/2023	94.16	800 NUMBERS & EFO LONG DISTANCE
<b>TOTAL CHECKS</b>			<b>19,660.72</b>	
3293	ANGUS G. ANDREWS, JR.	11/30/2023	106.80	TRAVEL REIMBURSEMENT FOR GOVERNING BOARD MTG
325	BAY CO. PROPERTY APPRAISER	11/30/2023	2,363.95	1ST QTR FY 23-24
5739	DARRYL BOUDREAU	11/30/2023	90.00	TRAVEL REIMBURSEMENT FOR ARPC BOARD MEETING
5749	DUMPSTER SERVICES LLC	11/30/2023	550.00	30 YARD ROLL OFF CONTAINER
4807	WEX BANK	11/30/2023	1,097.25	WEX GPS TRACKING
4807	WEX BANK	11/30/2023	13,800.19	OCTOBER 2023 FUEL / SERVICE PURCHASES
5925	IAN WATERS	11/30/2023	110.00	TRAVEL REIMBURSEMENT
3813	PENNINGTON, P.A.	11/30/2023	11,925.00	LEGAL COUNSEL
5632	THE PRAETORIAN GROUP	11/30/2023	2,060.00	CONTINUING EDUCATION
5947	PREVENTIA SECURITY LLC	11/30/2023	165.00	BATTERY BACKUP FOR AVS EQUIPMENT IN DFO
4339	KATHARINE PRICE	11/30/2023	100.00	TRAVEL REIMBURSEMENT
1180	PRIDE ENTERPRISES	11/30/2023	3,482.16	REPLACEMENT TABLES AND TRASH RECEPTACLES

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

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
3960	GEORGE ROBERTS	11/30/2023	89.00	TRAVEL REIMBURSEMENT
3960	GEORGE ROBERTS	11/30/2023	89.00	TRAVEL REIMBURSEMENT
4091	THE SHOE BOX	11/30/2023	153.00	SAFETY BOOTS - FACILITIES- PAT CREEL
3104	SOUTHERN WATER SERVICES, LLC	11/30/2023	90.00	ECONFINA FIELD OFFICE WELL - BAY CO DOH PERMIT FEE
4799	STAPLES	11/30/2023	27.51	REG BUSINESS CARDS
4799	STAPLES	11/30/2023	27.51	REG BUSINESS CARDS
2808	THAT BOOT STORE	11/30/2023	157.49	WORK BOOTS FOR JAMEY GILLEY
2631	WASHINGTON COUNTY SO	11/30/2023	14,214.40	LAW ENFORCEMENT/SECURITY ON DI
<b>TOTAL ACH TRANSFERS</b>			<b>50,698.26</b>	
<b>TOTAL AP</b>			<b>70,628.98</b>	

[illegible]

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Chairman or Executive Director

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## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

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

FROM: Kathleen Coates, Deputy Director, Resource Management Division

DATE: December 20, 2023

SUBJECT: Consideration of Grant Funding for Design of an Expanded Groundwater Monitoring Network to Enhance Resiliency Planning and Adaptation

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#### **Recommendation**

Staff recommends the Governing Board authorize the Executive Director to enter into an agreement with the Florida Department of Environmental Protection to accept grant funding up to \$120,000 and to issue a task order to a District contractor, in an amount not to exceed \$120,000, to design an expanded groundwater monitoring network to enhance resiliency planning and adaptation, subject to legal counsel review and budget approval.

#### **Background**

Sea-level rise can increase shallow groundwater levels and increase coastal flooding risks. Such flooding conditions may become more common if rainfall intensity increases or extreme rainfall events become more frequent. Sea-level rise can also cause or contribute to saltwater intrusion and negatively affect coastal groundwater quality. Enhanced groundwater quality monitoring and expanded real-time monitoring of coastal aquifer levels are needed to enable the District and local governments to better anticipate the effects of sea-level rise and promptly respond to associated flooding events.

District staff submitted a \$120,000 grant proposal to the Resilient Florida program for design of an expanded groundwater monitoring network and were notified in December 2023 that the District has been awarded funding. A contractor selected by the District will design the expanded groundwater monitoring network to build upon current District monitoring systems. The expanded network will address three types of data gaps: (1) coastal aquifer levels, (2) water quality in coastal aquifers, and (3) aquifer levels in closed inland basins where the water table is generally within 10 feet of land surface and is potentially vulnerable to compound flooding. The prioritization for filling data gaps will consider water resource-related infrastructure and natural systems identified by counties, local governments, and regional entities within local and regional vulnerability assessments. It is anticipated up to 25 additional wells will be proposed. We plan to initiate the project in January 2024 and complete it within 15 months.



# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## **MEMORANDUM**

TO: Governing Board

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

FROM: Kathleen Coates, Deputy Director, Resource Management Division

DATE: December 19, 2023

SUBJECT: Consideration of Contractual Services to Support the Region II Regional Water Supply Plan Update

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### **Recommendation**

Staff recommends the Governing Board authorize the Executive Director to execute contracts and task orders for up to \$250,000 for contracted services to support the update of the Region II Regional Water Supply Plan, contingent upon legal counsel review.

### **Background**

In December 2023, the Governing Board approved the continuation of the Regional Water Supply Plan (RWSP) for Region II (Santa Rosa, Okaloosa, and Walton counties) due to ongoing concerns for saltwater intrusion. The Region II RWSP was first approved in 2000, with updates in 2006, 2012, and 2019. Staff have initiated work on the next update, scheduled for completion in 2024.

Florida Statutes require RWSPs provide a list of water supply development options, including traditional and alternative sources, that are technically and financially feasible from which utilities, local governments, and other water providers may choose for implementation. Water providers may also propose alternative water supply development projects to be included in the plan. For each project, the RWSP must provide an estimate of the amount of water made available, the timeframe, planning level estimates of capital and operation and maintenance costs, and an analysis of funding needs and potential funding sources. Additionally, the RWSP must identify water resource development projects that support water supply development for all reasonable-beneficial uses.

Future water supplies in Region II may include conservation, expanded reuse, surface water, aquifer storage and recovery, managed aquifer recharge to offset groundwater withdrawals, or optimization of the spatial distribution and magnitude of withdrawals to minimize drawdown impacts. Due to the specialized technical expertise needed to evaluate and develop cost estimates for these potential water supply projects, the District plans to utilize consulting firms to assist in the water supply evaluations. Additionally, contractor support is needed to create input files required to update our regional groundwater flow and solute transport models to reflect the projected demands through 2045 which were developed as part of the 2023 Water Supply Assessment.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: January 4, 2024

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**1. *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. 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.

Responses to the District's initial discovery requests have been received by defense counsel. Plaintiff has served initial discovery upon the District and the District has responded. Depositions of the plaintiff and the District's employee driver have been set for January 10, 2024. The Court has not set a trial date or any other deadlines at this time.