

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, May 9, 2024
34 Forbes Street
Apalachicola, Florida 32320**

1. Opening Ceremonies

Called to order at 1:02 p.m.

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

Present: George Roberts, Chair; Nick Patronis, Secretary-Treasurer; John Alter; Gus Andrews; Kellie Ralston; Anna Upton

Absent: Jerry Pate, Vice Chair; Ted Everett

2. Special Thanks and Recognition

Proclaimed the week of May 19-25, 2024, as Water Reuse Week.

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, B, AND C 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 April 11, 2024

Approve the Minutes for April 11, 2024, Governing Board meeting.

B. Approval of the Financial Reports for the Month of March 2024

Approve the Financial Reports for the Month of March 2024.

C. Consideration of Resolution No. 937 Committing Fund Balances for the Fiscal Year Ending September 30, 2023, as Required by GASB Statement No. 54

Approve and adopt Resolution No. 937 Committing Fund Balances for the Fiscal Year Ending September 30, 2023, as Required by GASB Statement No. 54.

5. Consideration of Acceptance of the Audited Financial Statements for Fiscal Year 2022-2023

MOTIONED BY NICK PATRONIS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD ACCEPT THE DISTRICT'S SEPTEMBER 30, 2023, AUDITED FINANCIAL STATEMENTS AS PRESENTED. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Amendment No. 3 to the Fiscal Year 2023-2024 Budget Adjusting Beginning Fund Balances

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE AMENDMENT NO. 3 TO THE FISCAL YEAR 2023-2024 BUDGET ADJUSTING FUND BALANCES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Amendment No. 4 to the Fiscal Year 2023-2024 Budget

MOTIONED BY GUS ANDREWS, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD ADOPT RESOLUTION NO. 938 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.

8. Consideration of Request for Access Easement Across District Lands to Benefit the Gin Hole Mitigation Bank Parcels; Yellow River WMA

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD GRANT THE ACCESS EASEMENT ACROSS DISTRICT LANDS TO BENEFIT THE GIN HOLE MITIGATION BANK PARCELS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Overview of Payment in Lieu of Taxes for 2023

Informational purposes only.

10. Overview of Fiscal Year 2024-2025 Tentative Budget

Informational purposes only.

11. Legal Counsel Report

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

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

12. Executive Director Report

Meeting was adjourned at 1:38 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending April 30, 2024

Balance Forward - Operating Funds	\$38,286,823.97	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$474,256.35	
Contracts Receivable	60,542.53	
Other Deposits/Refunds/Adjustments	8,934.00	
Transfers from Lands Accounts	0.00	
Total Deposits during month	543,732.88	
Total Deposits and Balance Forward		\$ 38,830,556.85
Disbursements:		
Employee Salaries	508,231.69	
Employee Benefits	277,649.88	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	669,959.28	
Operating Expenses - Services	80,078.86	
Operating Expenses - Commodities	34,081.28	
Operating Capital Outlay	372.09	
Grants and Aids	1,754,127.90	
Total Operating Expenses during month	3,324,500.98	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	96,851.65	
Total Funds Disbursed by check during month	3,421,352.63	
Bank Debits (Fees, Deposit Slips, etc.)	0.00	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed		3,421,352.63
Cash Balance Operating Funds at month end		\$ 35,409,204.22
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	410,196.89	
Payroll Account	6,000.00	
Passthrough (EFT) Account	0.00	
Investment Accounts @ 5.52%		
General Fund	15,229,851.27	
Lands Fee Fund	3,330,098.36	
Ecosystem TF	49,643.64	
Water Prot. & Sust. Program TF	104,751.81	
Okaloosa Regional Reuse	99,092.19	
Mitigation Fund	16,179,319.81	
Total Operating Depositories at month end	\$ 35,409,204.22	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending April 30, 2024

Land Acquisition Funds:

Fla. Board of Administration @ 5.52%	\$	283,344.66	
Total Land Acquisition Funds			283,344.66

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.52%		42,935.11	
--	--	-----------	--

Fla. Board of Administration Cypress Springs R&M Account @ 5.52%		849,209.82	
---	--	------------	--

Total Restricted Land Management Funds			892,144.93
--	--	--	------------

Total Land Acquisition, and Restricted Management Funds			1,175,489.59
--	--	--	--------------

TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			\$ 36,584,693.81
---	--	--	------------------

Approved: _____
 Chairman or Executive Director

Date: _____
 June 13, 2024

**Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending April 30, 2024
(Unaudited)**

	Current Budget	Actuals Through 4/30/2024	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,900,000	\$ 3,606,707	\$ (293,293)	92%
Intergovernmental Revenues	103,978,182	180,482	(103,797,700)	0%
Interest on Invested Funds	88,500	1,036,007	947,507	1171%
License and Permit Fees	655,000	360,520	(294,480)	55%
Other	1,212,897	681,879	(531,018)	56%
Fund Balance	29,136,902		(29,136,902)	0%
Total Sources	\$ 138,971,481	\$ 5,865,595	\$ (133,105,886)	4%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 7,000,363	\$ 2,197,711	\$ 2,412,156	\$ 2,390,496	31%	66%
Acquisition, Restoration and Public Works	92,960,048	5,704,640	30,685,624	56,569,784	6%	39%
Operation and Maintenance of Lands and Works	7,793,515	4,791,912	1,348,584	1,653,019	61%	79%
Regulation	4,718,462	2,029,482	237,607	2,451,373	43%	48%
Outreach	158,662	82,266	659	75,737	52%	52%
Management and Administration	2,761,606	1,329,179	76,834	1,355,592	48%	51%
Total Uses	\$ 115,392,656	\$ 16,135,189	\$ 34,761,465	\$ 64,496,002	14%	44%
Reserves	23,578,825			23,578,825	0%	0%
Total Uses and Reserves	\$ 138,971,481	\$ 16,135,189	\$ 34,761,465	\$ 88,074,827	12%	37%

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 April 30, 2024, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 SCHEDULE OF DISBURSEMENTS
 GENERAL FUND
 APRIL 2024

CHECKS	04/04/2024	\$	148,669.81
ACH TRANSFERS	04/05/2024		1,070,129.65
CHECKS	04/11/2024		331,598.96
ACH TRANSFERS	04/12/2024		157,943.25
DIRECT DISBURSMENTS	04/12/2024		66,230.71
VOID CHECKS	04/15/2024		-30.00
CHECKS	04/18/2024		134,753.13
ACH TRANSFERS	04/19/2024		126,766.88
DIRECT DISBURSEMENTS	04/19/2024		7,815.91
CHECKS	04/25/2024		672,301.04
ACH TRANSFERS	04/26/2024		79,073.68
RETIREMENT	04/29/2024		103,143.82
			2,898,396.84
			\$ 2,898,396.84

Chairman or Executive Director

June 13, 2024
 Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5502	CODY ALAN ALFORD	4/4/2024	41,277.50	Ag Cost Share Agreement
5003	THE BALMORAL GROUP, LLC	4/4/2024	24,827.56	Agreement for Water Supply Pla
6031	BENJAMIN HASTY	4/4/2024	4,675.00	AG COST SHARE AGREEMENT
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	4/4/2024	674.92	BCBS MEDICARE
3759	FORD FARMS	4/4/2024	35,053.80	AG COST SHARE AGREEMENT
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/4/2024	68.34	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
5858	LUCIOUS WILLIAMS JR	4/4/2024	2,373.80	AG COST SHARE AGREEMENT
6012	LYNNIE RAY HASTY	4/4/2024	7,040.00	Ag Cost Share Agreement
5802	MURPHY CASSIDY DIESEL REPAIRS	4/4/2024	127.72	MINOR REPAIRS FOR REG VEHICLES
5802	MURPHY CASSIDY DIESEL REPAIRS	4/4/2024	91.13	MINOR REPAIRS FOR REG VEHICLES
5861	SHEDRICK MCGRIF	4/4/2024	21,397.35	Ag Cost Share Agreement
4832	SUN LIFE FINANCIAL	4/4/2024	5,275.80	SUNLIFE 4 DENTAL
4832	SUN LIFE FINANCIAL	4/4/2024	57.00	SUNLIFE 5 PREPAID DENTAL
4834	SUN LIFE FINANCIAL	4/4/2024	1,093.36	SUNLIFE 1 AD&D
4834	SUN LIFE FINANCIAL	4/4/2024	2,914.81	SUNLIFE 2 VOL LIFE
4834	SUN LIFE FINANCIAL	4/4/2024	83.30	EMPLOYEE ASSISTANCE PROGRAM
4833	SUN LIFE FINANCIAL	4/4/2024	1,013.16	SUNLIFE 3 VOL LTD
5250	SUN LIFE FINANCIAL - VISION	4/4/2024	561.86	SUNLIFE 6 VISION
105	TALLAHASSEE DEMOCRAT	4/4/2024	63.40	LEGAL AD
TOTAL CHECKS			\$148,669.81	
3293	ANGUS G. ANDREWS, JR.	4/5/2024	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
1617	CAPITAL HEALTH PLAN	4/5/2024	92,418.61	CHP MEDICAL
5739	DARRYL BOUDREAU	4/5/2024	182.00	TRAVEL REIMBURSEMENT
1948	DELL MARKETING L.P.	4/5/2024	369.96	DELL LAPTOP REPLACEMENT BATTERIES
45	DMS	4/5/2024	12.69	AIRCARDS AND HOT SPOTS
45	DMS	4/5/2024	4.92	CONFERENCE CALLS
45	DMS	4/5/2024	1,972.39	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	4/5/2024	136.61	DEFUNIAL LOCAL PHONE WEST FL TELEPHONE SVC
45	DMS	4/5/2024	9,855.51	HEADQUARTERS ETHERNET
45	DMS	4/5/2024	1,563.56	HEAQUARTERS LOCAL PANAMA CITY PHONE SVC
45	DMS	4/5/2024	3.45	LAN PORTS AND INTRANET/INTERNET
45	DMS	4/5/2024	1.63	LAN PORTS AND INTRANET/INTERNET
45	DMS	4/5/2024	97.72	MILTON LOCAL
5999	DOUBLE B TRUCKING LLC	4/5/2024	41,851.45	DISTRICT ROAD REPAIRS
3002	FLORIDA STATE UNIVERSITY	4/5/2024	726.40	OFFSITE DATA STORAGE
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	4/5/2024	2,073.00	HQ SECURITY MONITORING AND MAI
3942	A & W VENTURES, L.C.	4/5/2024	275.00	PORTABLE TOILET FOR PHIPPS PARK
5925	IAN WATERS	4/5/2024	126.00	TRAVEL REIMBURSEMENT
5894	ODESSA CLEANING SERVICE LLC	4/5/2024	300.00	ECONFINA FIELD OFFICE CLEANING
4305	DANA PALERMO	4/5/2024	152.00	TRAVEL REIMBURSEMENT
5947	PREVENTIA SECURITY LLC	4/5/2024	75.00	DEFUNIAK SECURITY
5336	TETRA TECH, INC	4/5/2024	23,725.00	AGREEMENT FOR AS NEEDED SERVIC
5218	WAGeworks, INC.	4/5/2024	142.80	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4618	WAKULLA COUNTY BOCC	4/5/2024	885,792.95	WAKULLA COUNTY SEWER EXPANSION
5710	BRANDON WINTER	4/5/2024	146.00	TRAVEL REIMBURSEMENT
TOTAL ACH PAYMENTS			\$1,070,129.65	
TOTAL AP			\$1,218,799.46	
6034	ALLIANCE TRAINING AND CONSULTING INC	4/11/2024	474.00	TRAINING REGISTRATION FEE
6038	AMBROSIAN BEE COMPANY	4/11/2024	200.00	APIARY REFUND
95	AT&T	4/11/2024	538.98	PHONE SERVICES - EFO
5849	CAROL ALFORD	4/11/2024	30,937.50	COST SHARE AGREEMENT
5446	TRENTON A CHILDS	4/11/2024	7,150.00	AG COST SHARE AGREEMENT
5828	CHRONOLOG LLC	4/11/2024	160.00	PHOTO STATION
319	THE COUNTY RECORD	4/11/2024	33.25	LEGAL ADS-WATER USE PERMITS
5914	CRH AUTO REPAIR INC	4/11/2024	1,612.60	WMD 2434 REPAIRS
4748	EAST MILTON WATER SYSTEM	4/11/2024	17.78	WATER - MILTON OFFICE
916	FPL NORTHWEST FLORIDA	4/11/2024	275.28	MILTON ELECTRIC
5790	GADSDEN COUNTY TIMES	4/11/2024	85.31	LEGAL ADS-WATER USE PERMITS
3003	HAVANA FORD, INC.	4/11/2024	62.67	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
6036	INNOVATIVE DYNAMIC CONCEPTS LLC	4/11/2024	3,750.00	DEBRIS/TRASH REMOVAL AT LACK JACKSON FACILITY
3193	INSURANCE INFORMATION EXCHANGE	4/11/2024	57.59	BACKGROUND SCREENING
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	173.89	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	324.77	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	299.92	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	89.07	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	103.19	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	5.47	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	108.81	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/11/2024	262.54	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
3266	LOWE'S COMPANIES INC.	4/11/2024	1,443.31	FIELD TOOLS AND LUMBER
5175	MCARTHUR FARMS	4/11/2024	40,081.25	AG COST SHARE AGREEMENT
5293	LYNN MCKEITHAN	4/11/2024	20,570.00	Ag Cost Share Agreement
5791	MOHAWK VALLEY MATERIALS, INC.	4/11/2024	211,125.33	DISTRICT ROAD REPAIRS
5965	NIC SERVICES	4/11/2024	1,106.79	FEE FOR ELECTRONIC PAYMENTS
423	OKALOOSA CO. TAX COLLECTOR	4/11/2024	4.92	PARCEL REFUND
423	OKALOOSA CO. TAX COLLECTOR	4/11/2024	12.99	PARCEL REFUND
288	OKALOOSA CO. PROPERTY APPRAISER	4/11/2024	1,929.48	3RD QTR FY 23-24
6035	OLIVER & DAHLMAN EQUIPMENT CO INC	4/11/2024	2,294.00	FESCO FIRE PLOW PARTS
110	TALQUIN ELECTRIC COOPERATIVE, INC.	4/11/2024	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	4/11/2024	475.58	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	4/11/2024	2,743.87	ELECTRIC HQ
75	WALTON COUNTY PROPERTY APPRAISER	4/11/2024	2,256.26	3RD QTR FY 23-24
5855	WASTE AWAY GROUP INC	4/11/2024	744.06	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
TOTAL CHECKS			\$331,598.96	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5089	ATKINS NORTH AMERICA, INC.	4/12/2024	7,237.35	PEA ENGINEERING SERVICES
325	BAY CO. PROPERTY APPRAISER	4/12/2024	2,363.95	3RD QTR FY 23-24
5987	BOING US HOLDCO INC	4/12/2024	934.56	DEFUNIAK CARWASH
5243	CARROLL APPRAISAL COMPANY, INC.	4/12/2024	200.00	REVIEW APPRAISAL
5243	CARROLL APPRAISAL COMPANY, INC.	4/12/2024	1,250.00	APPRAISAL REVIEW-WELCH TRACT
3771	CHOCTAWHATCHEE BASIN ALLIANCE	4/12/2024	8,622.03	LIVE OAK POINT LIVING SHORELIN
4559	CITY OF CARRABELLE	4/12/2024	37,062.85	ENCUMBER CONTRACT #17-069
5999	DOUBLE B TRUCKING LLC	4/12/2024	34,961.00	DISTRICT ROAD REPAIRS
5999	DOUBLE B TRUCKING LLC	4/12/2024	21,084.21	DISTRICT ROAD REPAIRS
3337	FORESTECH CONSULTING	4/12/2024	400.00	LAND MANAGEMENT DATABASE
1695	JAMES MOORE & COMPANY	4/12/2024	4,000.00	INDEPENDANT AUDITOR SERVICES
5368	KOUNTRY RENTAL NWF, INC.	4/12/2024	9,680.00	SERVICE FOR PORTABLE TOILETS-C
5146	MICHAEL CORRIE MANNION	4/12/2024	2,541.00	STAFF AUGMENTATION FOR CUSTOM APPLICATE #18-066
3813	PENNINGTON, P.A.	4/12/2024	4,350.00	LEGAL COUNSEL
5614	ZACHARY J. SELLERS	4/12/2024	1,019.83	DFO JANITORIAL SERVICES
5651	SGS TECHNOLOGIE, LLC	4/12/2024	373.33	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
4091	THE SHOE BOX	4/12/2024	199.75	SAFETY BOOTS - LANDS - DAVE CAMBRON
4091	THE SHOE BOX	4/12/2024	175.00	SAFETY BOOTS-HUTTO
3213	SHI INTERNATIONAL CORP	4/12/2024	616.17	MICROSOFT PROJECT FOR RMD
4799	STAPLES CONTRACT & COMMERCIAL, INC.	4/12/2024	174.81	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	4/12/2024	27.51	BUSINESS CARDS FOR CAROL BERT
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	4/12/2024	4,481.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	4/12/2024	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
3790	WILDLANDS SERVICE, INC.	4/12/2024	12,200.00	PRESCRIBED BURNING & VEGETATIO
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	487.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	479.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	380.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	390.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	200.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	4/12/2024	225.00	RENTAL & SERVICE FOR PORTABLE
TOTAL ACH			\$157,943.25	
5944	REFUND NIC	4/12/2024	30.00	WELLS REFUND 313750-2 OVERPAYMENT
5944	REFUND NIC	4/12/2024	100.00	MARK SINER P317081 EPERMIT DISCOUNT REFUND
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	4/12/2024	62,952.94	BCBS MEDICAL

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	4/12/2024	3,147.77	BCBS RETIREE
TOTAL DIRECT DISBURSMENTS			\$66,230.71	
TOTAL AP			\$555,772.92	
5768	ALFORD BROTHERS INC	4/18/2024	20.50	MINOR REPAIRS FOR REG VEHICLES
6042	APALACHICOLA THE TIMES	4/18/2024	18.07	LEGAL ADS - WATER USE PERMITS
5494	BACKWOODS BUILDINGS & TRUSS, LLC	4/18/2024	372.09	EFO EQUIPMENT POLE BARN PLANS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	4/18/2024	29.96	LEGAL ADS FOR GOVERNING BOARD
6032	GULF COAST HEAVY EQUIPMENT & FORESTRY	4/18/2024	8,700.00	MULCHING & FENCE DEMO AT LAKE JACKSON STORMWATER
4822	KING AIR SYSTEMS	4/18/2024	398.00	MFO AC REPAIR
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/18/2024	97.27	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/18/2024	146.91	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
6043	MOBILE COMMUNICATIONS AMERICA INC	4/18/2024	1,014.66	REPLACEMENT 2 WAY RADIO PARTS
5857	ROOSEVELT WILLIAMS III	4/18/2024	1,632.40	AG COST SHARE AGREEMENT
5764	SOUTHERN CLEANING SUPPLY LLC	4/18/2024	215.60	REC SITE SUPPLIES
6015	STEVEN L JENNINGS	4/18/2024	102,583.02	2024 SAND PINE ERADICATION SER
5612	WETLAND SOLUTIONS, INC.	4/18/2024	19,416.00	HYDROLOGIC & WATER QUALITY DAT
4038	WINDSTREAM COMMUNICATIONS	4/18/2024	108.65	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			\$134,753.13	
3269	CDW GOVERNMENT, INC.	4/19/2024	280.48	MICROSOFT SURFACE PRO 9 FOR YAMILA POSEY
3269	CDW GOVERNMENT, INC.	4/19/2024	84.99	MICROSOFT SURFACE PRO 9 FOR YAMILA POSEY
4032	COMPUQUIP TECHNOLOGIES, LLC	4/19/2024	3,170.71	FIREWALL BLADE AND PROF SERVICES
5824	DAVID STANFORD	4/19/2024	110.00	TRAVEL REIMBURSEMENT
1948	DELL MARKETING L.P.	4/19/2024	5,882.82	PARTS FOR SWITCHES
5999	DOUBLE B TRUCKING LLC	4/19/2024	72,610.00	PERFORMANCE BOND REFUND
4855	ENVIRON SERVICES INCORPORATED	4/19/2024	2,079.17	JANITORIAL SERVICES FOR HQ
4961	PETER FOLLAND	4/19/2024	146.00	TRAVEL REIMBURSEMENT
5294	KRONOS, INCORPORATED	4/19/2024	18.86	KRONOS RENEWAL
4952	LAW, REDD, CRONA & MUNROE, P.A.	4/19/2024	726.00	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
5928	LIVE FLYER INC	4/19/2024	26,564.85	2023 WILLIFORD SPRINGS REPAIR
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	4/19/2024	49.00	LABORATORY TESTING
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	4/19/2024	15,044.00	LAW ENFORCEMENT/SECURITY ON DI
TOTAL ACH PAYMENTS			\$126,766.88	
5944	REFUND NIC	4/19/2024	50.00	WELLS REFUND 317051-1 WITHDRAWN
5944	REFUND NIC	4/19/2024	15.00	WELLS REFUND 317109-1 WRONG DIAMETER
5944	REFUND NIC	4/19/2024	50.00	WUP REFUND 4437-6 WITHDRAWN
2967	BANK OF AMERICA	4/19/2024	6,539.55	MARCH 2024 P-CARD CHARGES
2967	BANK OF AMERICA	4/19/2024	19.99	TALLAHASSEE DEMOCRAT DIGITAL SUBSCRIPTION

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	4/19/2024	11.99	PENSACOLA NEWS JOURNAL DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	4/19/2024	50.00	REG SUNPASS
2967	BANK OF AMERICA	4/19/2024	250.00	PERMIT APPLICATION FEE
2967	BANK OF AMERICA	4/19/2024	703.39	REG OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	4/19/2024	125.99	AMAZON - OFFICE SUPPLIES FOR HQ
TOTAL DIRECT DISBURSEMENTS			\$7,815.91	
TOTAL AP			\$269,335.92	
4923	JOHN ALTER	4/25/2024	56.07	TRAVEL REIMBURSEMENT
5003	THE BALMORAL GROUP, LLC	4/25/2024	22,633.89	Agreement for Water Supply Pla
2992	BANK OF AMERICA	4/25/2024	446.59	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	4/25/2024	1,059.70	MARCH 2024 ANALYSIS STATEMENT
735	CARLTON APPRAISAL COMPANY	4/25/2024	500.00	APPRAISAL
5131	CITY OF DEFUNIAK SPRINGS	4/25/2024	231.70	CITY OF DEFUNIAK SPRONGS WATER/SEWER
4676	CITY OF MILTON FLORIDA	4/25/2024	85.56	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	4/25/2024	24.51	SEWER SERVICE MILTON OFFICE
3289	CITY OF TALLAHASSEE	4/25/2024	48.08	LAKESHORE & I10
3157	COAST MACHINERY,INC.	4/25/2024	12,660.00	MARSH MASTER RENTAL
4103	EDDIE ENGLISH COMPANY, INC.	4/25/2024	552.00	TIRES FOR WMD 2411 AND WMD 96209
4103	EDDIE ENGLISH COMPANY, INC.	4/25/2024	1,111.00	TIRES FOR WMD 2411 AND WMD 96209
5298	TED EVERETT	4/25/2024	66.75	TRAVEL REIMBURSEMENT
5790	GADSDEN COUNTY TIMES	4/25/2024	78.75	LEGAL ADS-WATER USE PERMITS
2291	GULF COAST ELECTRIC COOPERATIVE,INC	4/25/2024	364.59	ELECTRIC SERVICE EFO
5246	HOLLEY-NAVARRA WATER SYSTEM, INC.	4/25/2024	619,083.50	SOUTH SANTA ROSA REUSE PHASE I
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	4/25/2024	180.94	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
6045	MILTON GAZETTE LLC	4/25/2024	162.50	LEGAL ADS-WATER USE PERMITS
64	PANAMA CITY NEWS HERALD	4/25/2024	100.52	LEGAL ADS-WATER USE PERMITS
4849	NICK PATRONIS	4/25/2024	89.00	TRAVEL REIMBURSEMENT
6037	RICHARD RYAN SMITH	4/25/2024	11,545.00	FENCE INSTALL/REPAIR AT LAKE JACKSON FACILITY
4557	VERIZON WIRELESS	4/25/2024	1,220.39	CELL PHONES AND JET PACKS
TOTAL CHECKS			\$672,301.04	
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	4/26/2024	32,797.00	ANALYSIS OF FRESHWATER & ESTUA
4845	CALHOUN COUNTY SHERIFF'S OFFICE	4/26/2024	1,280.00	LAW ENFORCEMENT/SECURITY SERVI
3269	CDW GOVERNMENT, INC.	4/26/2024	1,103.99	MICROSOFT SURFACE PRO 9 FOR YAMILA POSEY
4807	WEX BANK	4/26/2024	1,097.25	WEX GPS TRACKING
4807	WEX BANK	4/26/2024	14,826.41	MARCH 2024 FUEL/SERVICE PURCHASES
2702	FISH AND WILDLIFE	4/26/2024	2,471.30	LAW ENFORCEMENT AND SECURITY O
2268	INNOVATIVE OFFICE SOLUTIONS, INC	4/26/2024	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
2429	ROBERT LIDE	4/26/2024	416.86	TRAVEL REIMBURSEMENT
5802	MURPHY CASSIDY DIESEL REPAIRS	4/26/2024	176.60	MINOR REPAIRS FOR REG VEHICLES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3960	GEORGE ROBERTS	4/26/2024	89.00	TRAVEL REIMBURSEMENT
3104	SOUTHERN WATER SERVICES, LLC	4/26/2024	90.00	ANNUAL BACK FLOW TEST FOR HQ
6015	STEVEN L JENNINGS	4/26/2024	12,258.27	RETURN OF PERFORMANCE BOND
5336	TETRA TECH, INC	4/26/2024	11,530.00	AGREEMENT FOR AS NEEDED SERVIC
5218	WAGeworks, INC.	4/26/2024	100.00	COBRA ADMINISTRATION
TOTAL ACH PAYMENTS			\$79,073.68	
TOTAL AP			\$751,374.72	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 SCHEDULE OF DISBURSEMENTS
 PAYROLL
 APRIL 2024

DIRECT DEPOSIT	04/05/2024	\$	259,367.02
CHECKS	04/05/2024		946.03
FLEX SPENDING TRANSFER	04/05/2024		1,690.91
DIRECT DEPOSIT	04/22/2022		259,037.76
CHECKS	04/22/2022		385.66
FLEX SPENDING TRANSFER	04/22/2022		1,690.91
			\$ 523,118.29

APPROVED:

 Chairman or Executive Director

June 13, 2024

 Date

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, Division of Resource Management
Kathleen Coates, Deputy Director, Division of Resource Management

FROM: Paul Thurman, Bureau Chief, Water Resource Evaluation

DATE: May 29, 2024

SUBJECT: Consideration of Amendment No. 9 to Grant AT003 with the DEP and Expenditures Associated with the St. Joseph Bay Assessment Project

Recommendation:

Staff recommends the Governing Board authorize the Executive Director to:

1. Execute Amendment No. 9 to Grant AT003 with the Florida Department of Environmental Protection (DEP) to accept additional funding up to \$750,000 for the July 1, 2024, to June 30, 2025, period.
2. Execute agreements with contractors to conduct work associated with Grant AT003 from July 1, 2024, through June 30, 2025, subject to legal counsel review and approval of the District budget for Fiscal Year 2024-25. The cost for this work is not to exceed \$750,000.

Discussion:

This request is for approval of an amendment to Grant AT003, which provides funding to continue data collection efforts from July 1, 2024, through June 30, 2025, for the St. Joseph Bay Assessment Project. The St. Joseph Bay Assessment Project involves collection of discharge and water quality data in St. Joseph Bay, the Intracoastal Waterway, the Apalachicola River, Lake Wimico, and St. Andrew Bay to enhance our understanding of flows through the system. Additional efforts anticipated to be completed under this amendment include satellite mapping of water quality patterns around St. Joseph Bay and additional lab analyzed water quality samples. Anticipated funding for the July 1, 2024, to June 30, 2025, period is not to exceed \$750,000.

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, Division of Resource Management
Kathleen Coates, Deputy Division Director, Division of Resource Management

FROM: Paul Thurman, Bureau Chief, Water Resource Evaluation

DATE: May 28, 2024

SUBJECT: Consideration of Revenue Contract with the Florida Department of Environmental Protection for Continued Integrated Water Resource Monitoring

Recommendation

Staff recommend the Governing Board authorize the Executive Director to execute an agreement or an amendment to the current agreement for continuation of the Integrated Water Resources Monitoring program with a contract amount up to \$150,000 for the period of July 1, 2024, through June 30, 2025.

Background

The Florida Department of Environmental Protection (DEP) created the Integrated Water Resources Monitoring program in 1996: a multi-resource, comprehensive, integrated program to monitor surface water and groundwater quality. The District has participated in the program since its inception. The large volume of water quality data produced has supported timely, accurate assessment of the quality of the District's water resources. This data is available to the public through DEP's water quality databases.

This contract consists of two projects for the collection of surface water and groundwater quality data from sites across the District.

- The Water Quality Status Project consists of the annual collection of 85 samples from five resource types: confined aquifers, rivers, large lakes, streams, and unconfined aquifers. A new set of random sample sites are selected for each resource every year.
- The Groundwater Quality Temporal Variability Project involves monthly sampling of seven wells and one first magnitude spring at five fixed monitoring locations and is designed to track water quality changes over time.

The Florida Department of Environmental Protection will compensate the District up to \$150,000 for this data collection on a fee schedule/cost reimbursement basis.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Andy Joslyn, Deputy Executive Director

FROM: Jack Furney, Director, Division of Administrative Services

DATE: June 13, 2024

SUBJECT: Consideration of Amendment No. 5 to the Fiscal Year 2023-2024 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 939 amending the Fiscal Year 2023-2024 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

Amendment No. 5 recognizes unanticipated revenue of \$10,000,000 in state General Revenue funding to manage hurricane and tornado recovery and restoration activities. These funds may also be used for activities that reduce or prevent wildfire or flooding activities within areas impacted by Hurricane Michael. Per section 373.536(4)(c), Florida Statutes, this amendment has been reviewed and approved by the Executive Office of the Governor and is contingent upon section 240 of HB 5001 (General Appropriations Act) for Fiscal Year 2024-25 becoming law. This amendment will increase the District’s FY 2023-24 budget in the amount of \$10,000,000.

Summary of Fund Impact to Expense Budget:

<u>Fund Source</u>	<u>Increase</u>	<u>Decrease</u>	<u>Impact</u>
General Fund	\$0	(\$0)	\$0
Land Acquisition Fund	\$0	(\$0)	\$0
Projects Fund	\$7,500,000	(\$0)	\$7,500,000
Lands Management Fund	\$2,500,000	(\$0)	\$2,500,000
Regulation Fund	\$0	(\$0)	\$0
Mitigation Fund	\$0	(\$0)	\$0
	<u>\$10,000,000</u>	<u>(\$0)</u>	<u>\$10,000,000</u>



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. 939 AMENDMENT NUMBER 5 TO FISCAL YEAR 2023-2024 BUDGET

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

WHEREAS, by Resolution No. 933, after a public hearing on September 28, 2023, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2023 through September 30, 2024; and

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

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

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

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

Amendment 5 increases spending authority and revenue by \$10,000,000 in state funding from the General Revenue Fund to manage hurricane and tornado recovery and restoration activities. These funds may also be used for activities that reduce or prevent wildfire or flooding activities within areas impacted by Hurricane Michael.

This amendment is to properly reflect activities to be performed and accurately assign costs with an increase to the total District budget.

ADOPTED AND APPROVED this 13th day of June, 2024, A.D.

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

MEMORANDUM

TO: Governing Board

THROUGH: Lyle Seigler, Executive Director
Andy Joslyn, Deputy Executive Director

FROM: Jack Furney, Director, Division of Administrative Services

DATE: June 13, 2024

SUBJECT: Consideration of Competitive Pay Increase

Recommendation

Staff recommends the Governing Board approve a 3% Competitive Pay Increase for District Full-Time Equivalent positions.

Background

The State of Florida's General Appropriations Act is expected to be signed into law by Governor Ron DeSantis in June 2024. Within the State budget, effective July 1, 2024, is a 3% salary increase for eligible state employees to provide a competitive pay adjustment.

Historically when these pay increases have occurred, the state's five water management districts have followed what the state has done. Additionally, staff have determined these increases could be absorbed within the District's current-year budget. Therefore, in order to be consistent with the state and contingent on this provision becoming law, staff recommend implementing the 3% increase effective July 1, 2024.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Carol L. Bert, Chief, Bureau of Asset Management Administration

DATE: May 20, 2024

SUBJECT: Approval of Resolution No. 940 for Donation of the Cleckley Conservation Easement; Choctawhatchee River Basin

Recommendation

Staff recommends approval and adoption of Resolution No. 940 for the donation of the Cleckley Conservation Easement in the Choctawhatchee River Basin.

Background

An agreement for donation of a conservation easement on the Cleckley property in Washington County was approved by the Governing Board on March 14, 2024. This donation has additional related costs. These costs include, but are not limited to, staff time, appraisal, boundary map/acreage certification, environmental site assessment, baseline documentation report, title search and insurance, and legal fees.

This resolution will provide Governing Board authorization for the District to utilize District Land Acquisition Funds and Land Acquisition Trust Fund for the associated costs for this conservation easement donation.

/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. 940 DONATION OF CONSERVATION EASEMENT FROM WILLIAM AND MARY CLECKLEY; CHOCTAWHATCHEE RIVER BASIN

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 Cleckley Conservation Easement provides 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 Cleckley Conservation Easement is also within the Econfina Springs Groundwater Contribution Area; and

WHEREAS, the District entered into an Agreement of Donation for this Conservation Easement on March 14, 2024, for the District's acceptance of the Conservation Easement; and

WHEREAS, closing on the Cleckley Conservation Easement is scheduled for June 27, 2024, or before; and

WHEREAS, a general location map and legal description depicting the location of the Cleckley Conservation Easement is attached hereto as Exhibit A and made a part hereof by reference; and

WHEREAS, additional associated costs will be requested under this resolution at a later date from the District's Land Acquisition Fund and the Land Acquisition Trust Fund; and

WHEREAS, the legal interest to be acquired is less-than-fee simple; 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, additional associated costs will be requested under this resolution at a later date from the District’s Land Acquisition Fund and the Land Acquisition Trust Fund; and

WHEREAS, the legal interest to be acquired through a donation is less-than-fee simple; and

WHEREAS, the District certifies as to the following:

- (1) That the Cleckley Conservation Easement is within the Choctawhatchee River Basin and is also in 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 8, 2024, pursuant to section 373.199, Florida Statutes; and
- (3) That funds are to be used only for associated costs with the donation of the conservation easement;

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Florida Water Management District does hereby authorize payment from the District’s Land Acquisition Fund and Land Acquisition Trust Fund for the associated costs for the donation of this Conservation Easement.

ADOPTED AND APPROVED this 13th day of June A.D., 2024.

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:

PARCEL 1: 00000000-00-4149-0005

COMMENCE AT THE NORTHEAST CORNER OF SECTION 13, TOWNSHIP 1 NORTH, RANGE 15 WEST, WASHINGTON COUNTY, FLORIDA; THENCE RUN N89°09'02"W ALONG THE NORTH LINE OF SAID SECTION 13, A DISTANCE OF 307.56 FEET TO THE CENTERLINE OF CHAIN LAKES ROAD (GRADED COUNTY ROAD); THENCE RUN S51°25'39"E, ALONG SAID CENTERLINE OF CHAIN LAKES ROAD A DISTANCE OF 392.13 FEET TO THE INTERSECTION WITH THE EAST LINE OF SAID SECTION 13; THENCE RUN N00°13'34"E ALONG SAID EAST LINE OF SECTION 13 A DISTANCE OF 239.94 FEET TO THE POINT OF BEGINNING.

PARCEL 2: 00000000-00-3108-0000

NW 1/4 OF NW 1/4 OF SECTION 18, T1N, R14W:

ALSO:

THAT PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 18, T1N, R14W LYING WEST OF COUNTY ROAD (PRESENTLY KNOW AS CARTER CIRCLE).

PARCEL 3:

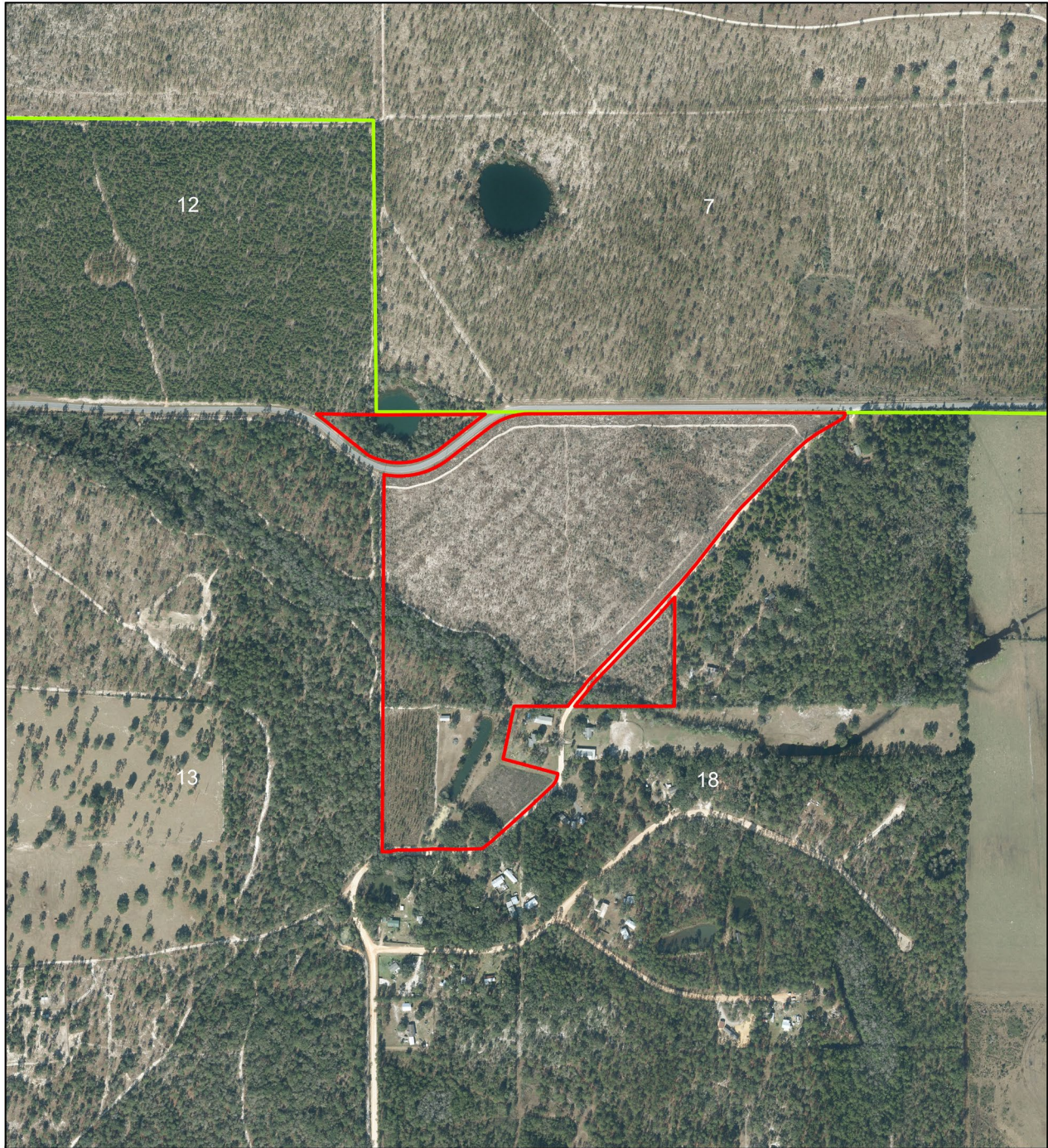
BEGINNING AT THE NW CORNER OF THE SW 1/4 OF THE NW 1/4 OF SECTION 18, T1N, R14W (CONCRETE MONUMENT), WASHINGTON COUNTY, FLORIDA OR POINT OF BEGINNING (POB); THENCE RUN NORTH 87 DEGREES 30' EAST ALONG FORTY LINE 840 FEET TO CONCRETE MONUMENT; THENCE RUN SOUTH 1 DEGREE 45' EAST FOR 330 FEET TO CONCRETE MONUMENT; THENCE RUN SOUTHWESTERLY FOR 490 FEET TO CONCRETE MONUMENT; THENCE RUN SOUTH 87 DEGREES 30' WEST FOR 480 FEET TO CONCRETE MONUMENT; THENCE RUN NORTH 1 DEGREE 45' WEST FOR 660 FEET TO POB, LESS ROAD RIGHT OF WAY.



LESS THE FOLLOWING DESCRIBED PARCEL:

LEGAL DESCRIPTION OF HOUSE PROPERTY:

BEGINNING AT THE NW CORNER OF THE SW 1/4 OF THE NW 1/4 OF SECTION 18, T1N, R14W (CONCRETE MONUMENT); THENCE RUN NORTH 87 DEGREES 30' EAST ALONG FORTY LINE FOR 595.25 FEET, MORE OR LESS, TO THE NW CORNER (NORTHWESTERN GATE/FENCE POST) OF FENCED HOUSE LOT OR POINT OF BEGINNING (POB); THENCE CONTINUE RUNNING NORTH 87 DEGREES 30' EAST ALONG FORTY LINE FOR 244.75 FEET, MORE OR LESS, TO CONCRETE MONUMENT; THENCE RUN SOUTH 1 DEGREE 45' EAST FOR 330 FEET TO CONCRETE MONUMENT; THENCE RUN GENERALLY NORTH 60 DEGREES 00' WEST FOR 42.5 FEET, MORE OR LESS, TO THE SE CORNER OF FENCED HOUSE LOT (WOODEN FENCE POST/CHAIN LINK FENCE POST); THENCE RUN GENERALLY NORTH 76 DEGREES 00' WEST FOR 267 FEET, MORE OR LESS TO THE SW CORNER OF FENCED HOUSE LOT (WOODEN FENCE POST); THENCE RUN GENERALLY NORTH 10 DEGREES 30' EAST FOR 244.25 FEET, MORE OR LESS, TO POB. PARCEL INCLUDES A PORTION OF CARTER CIRCLE, A COUNTY-MAINTAINED ROAD.

ALSO LESS AND EXCEPT ANY PORTION OF THE ABOVE DESCRIBED PARCELS LYING WITHIN THE RIGHT OF WAYS OF ANY COUNTY MAINTAINED ROADS.



-  Cleckley Parcel
-  District Lands

William and Mary Cleckley Property
Section 18, Township 1 North, Range 14 West
Washington County, Florida
55.5 Acres



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Carol L. Bert, Chief, Bureau of Asset Management Administration

DATE: May 30, 2024

SUBJECT: Consideration of Agreement of Donation for 6.828 Acres from Grayton Forest Business Center, LLC; Choctawhatchee Bay

Recommendation

Staff recommends the Governing Board approve the Agreement of Donation accepting 6.828 acres from Grayton Forest Business Center, LLC (GFBC), subject to legal counsel review and approval.

Background

The District was approached by GFBC who desire to donate the fee simple interest in 6.828 acres they own along Choctawhatchee Bay in Walton County in exchange for the release of two small conservation easements on 0.35 acres in Walton County by the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida.

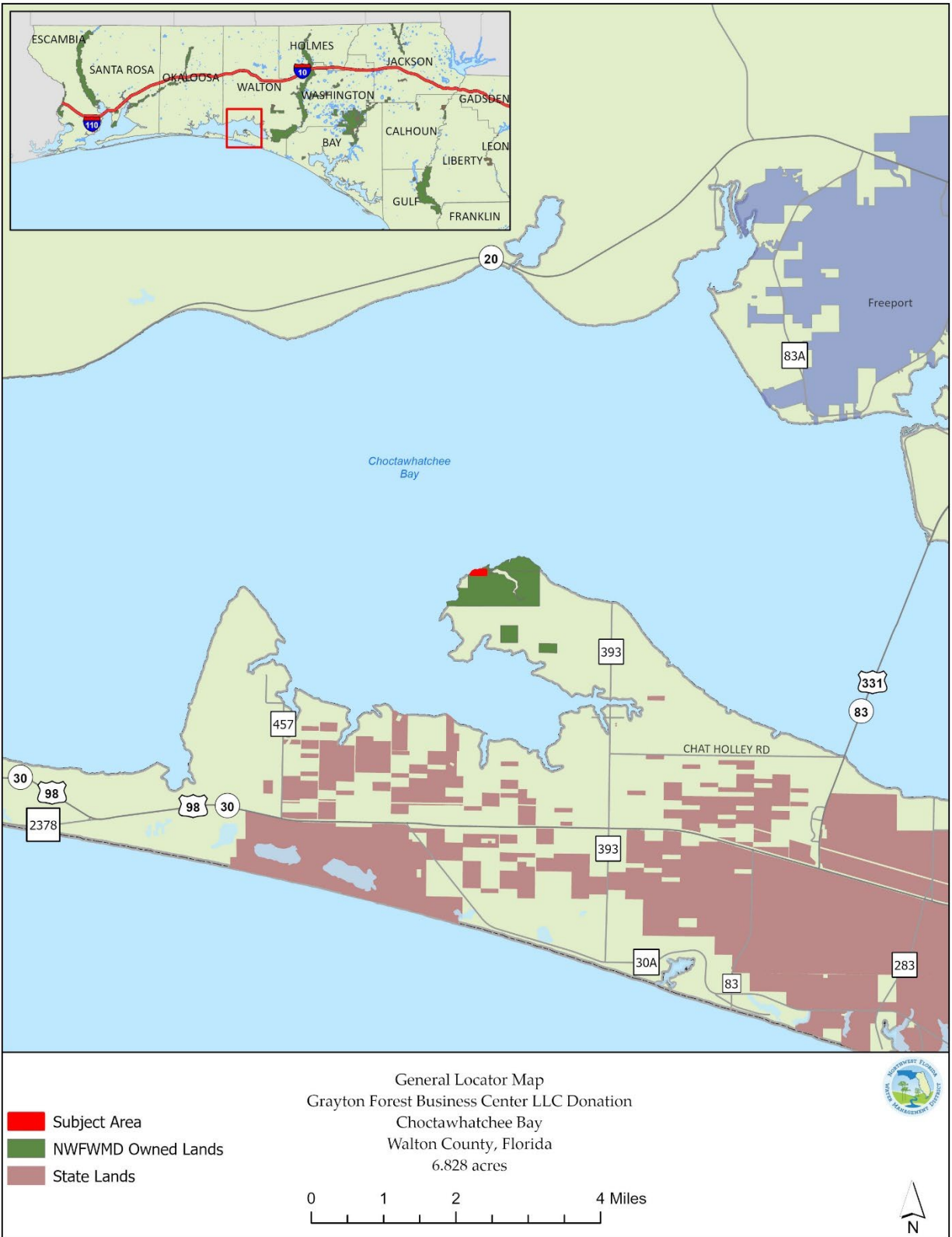
Through this donation, the District will receive the fee simple ownership of 6.828 acres, however, the deed would contain a restriction (requested by FDEP) that the property cannot be used as mitigation for other projects.

The District will incur the following expenses with this donation.

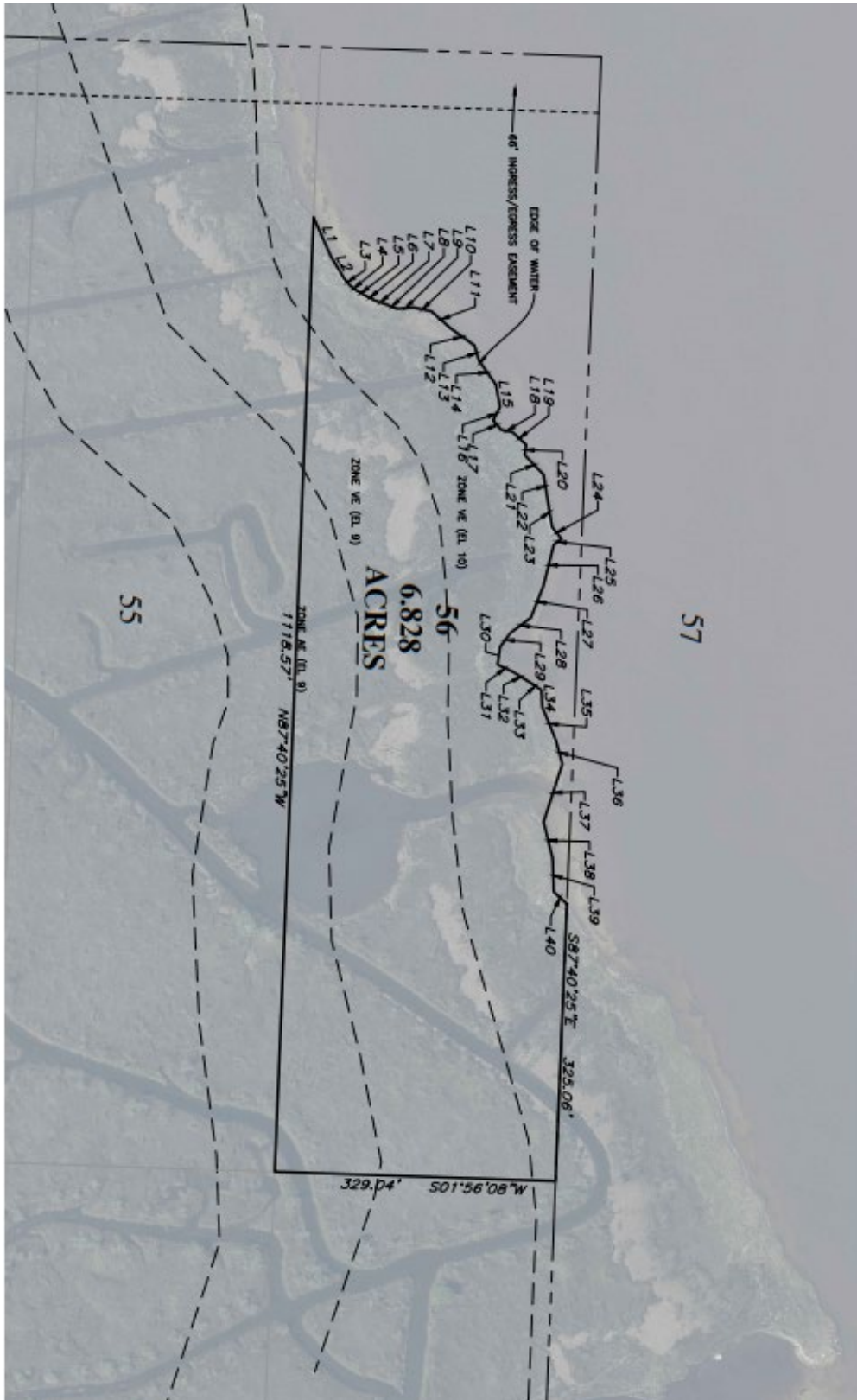
Environmental Site Assessment. The District will order an environmental site assessment on the property. The cost of the assessment is estimated not to exceed \$3,500.

Title Search. The District ordered and received a title exam and commitment on the GFBC property at a cost not to exceed \$150.

Grayton Forest Business Center, LLC will provide the survey, title policy, and pay all other closing costs.



Survey of Grayton Forest Business Center, LLC Parcel



AGREEMENT OF DONATION

This Agreement of Donation (“Agreement”) is made this ___ day of _____, 2024, by and between the Northwest Florida Water Management District, a special taxing district of the State of Florida, whose address is 81 Water Management Drive, Havana, Florida 32333 (“District”) and Grayton Forest Business Center, LLC (“GFBC”), whose address is 1216 JD Miller Road, Santa Rosa Beach, Florida 32459.

WHEREAS, GFBC is the owner of 6.828 +/- acres in Section 9, Township 2 South, Range 20 West, Walton County, Florida more particularly described in Exhibit A to this Agreement (hereinafter referred to as the “Property”) as previously described by a survey prepared by GeoPoint Surveying, Inc.;

WHEREAS, GFBC is desirous of donating the fee simple interest in 6.828 acres to the District; and

WHEREAS, the District is desirous of accepting the 6.828 acres in fee simple as a donation.

NOW THEREFORE the parties agree as follows:

1. Recitals. The above recitals are true and correct.
2. Donation. GFBC agrees to donate the fee simple interest in 6.828 acres to the District, with all the improvements, easements and appurtenances thereto.
3. Documents, Costs and Closing. GFBC shall execute and have recorded the Warranty Deed and closing shall occur on or before the 30th day of September 2024, at the law offices of Matthews & Jones, Attorneys at Law. Each party will be responsible for its own costs for legal representation. The District will pay the cost for an environmental site assessment and title exam. GFBC shall pay for document prep, title policy, recording fees, documentary stamp taxes due on the property and for the cost of recording such other documents as may be required to be recorded to create clear and marketable title for the Property. At closing, GFBC shall execute the Warranty Deed and a Seller’s Affidavit more particularly described on this Agreement as Exhibit B. The Property shall remain until closing in the same condition as it exists on the effective date of this Agreement, ordinary wear and tear accepted.
4. Title, Survey and Environmental Site Assessment. If the District notifies GFBC of any objection to the title, survey or the environmental site assessment for the Property, then GFBC shall cure such objection prior to closing or the District shall have the right to terminate this Agreement without further liability.
5. Inspection. GFBC agrees that after the date of this Agreement, the District and its agents and employees shall have the right upon reasonable notice to enter the Property for all lawful purposes permitted under this agreement.

6. Attorneys/Brokers. Each party shall be responsible for its own attorney fees in connection with any actions arising out of this Agreement. Each party warrants to the other that no person or entity is entitled to any real estate commission, finders, referral or any other fee as a result of this Agreement or the subsequent closing.
7. Conditions. The District's obligation to perform this Agreement is expressly made contingent and conditioned upon the following:
 - (a) No condemnation proceedings or any other matters which might have an adverse effect on the value of the property shall be pending or threatened against the parcel at closing.
 - (b) The District shall have received and approved the title examination and policy, survey, and the environmental site assessment, provided for herein.
 - (c) There shall be no litigation pending or threatened seeking to recover title to the Property or any part thereof or any interest therein or seeking to enjoin the violation of any law, rules, regulation, restrictive covenants or zoning ordinances that may be applicable to the Property as of closing.
 - (d) The Property or any portion thereof shall not have been and shall not be threatened to be adversely affected in any way as a result of explosion, earthquake, disaster, accident, any action by the United States Government or any governmental authority, flood, embargo, riot, civil disturbance, activity of armed forces or act of God or public enemy.
 - (e) Any and all currently existing liens and/or security interests affecting the Property or any portion thereof shall be fully paid and released at or prior to closing.
 - (f) Release of two conservation easements on .35 acres in Walton County by the Board of Trustees of the Internal Improvement Trust Fund.
 - (g) This Agreement is approved by the Governing Board of the District.
 - (h) All signatories have good and lawful authority to execute this Agreement.

In the event that any one of the foregoing is outstanding or unsatisfied as of the closing, the District shall have the right to terminate this Agreement and neither party shall have any further obligations or liabilities hereunder.

8. Miscellaneous. This Agreement may not be assigned without the written consent of the parties. The legal successor of any party will be bound by this Agreement as fully as that party is bound. This Agreement is the entire agreement of the parties and supersedes all prior and contemporaneous agreements or understandings.

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

By: _____
George Roberts, Chairman

Grayton Forest Business Center, LLC

F. Lloyd Blue, Jr., Manager

EXHIBIT A

Lot 56, Section 9, Township 2 South, Range 20 West, Santa Rosa Plantation, according to the map of plat thereof, recorded in Plat Book 2, Page(s) 4, Public Records of Walton County, Florida.

EXHIBIT B

Blue & Pleas, P.A.
1216 JD Miller Road
Santa Rosa Beach, FL 32459

Parcel ID: 09-28-20-33000-0000
Walton County

Warranty Deed

This Warranty Deed made this ____ day of _____, 2024, by **GRAYTON FOREST BUSINESS CENTER, LLC**, a Florida limited liability company, whose post office address is 1216 JD Miller Road, Santa Rosa Beach, FL 32459, herein called the Grantor, to: **NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**, a special taxing district of the State of Florida, whose post office address is 81 Water Management Drive, Havana, Florida 32333;

(Wherever used herein the terms “Grantor” and “Grantee” include all parties to this instrument and the heirs, legal representatives and assigns of individuals, and all the successors assigns of corporations)

Witnesseth: That the Grantor, for and is in consideration of the sum of \$10.00 and other valuable consideration, receipts whereof is hereby acknowledged, hereby grants, bargains, sells, remises, releases, conveys and confirms unto the Grantee all interest in and to that certain land situate in Walton County, Florida, via:

See Exhibit “A”

Restriction. This deed is granted subject to the restriction that said premises cannot be used as mitigation for other projects.

Subject to easements, reservations and rights of record.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise pertaining.

To Have and To Hold, the same in fee simple forever.

And, the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, the said Grantor has hereunto set his hand as of the day and year first above written.

WITNESSES:

GRANTOR:

Grayton Forest Business Center, LLC

By: _____

F. Lloyd Blue, Jr., Manager

Printed Name:

Address: _____

Printed Name:

Address: _____

**STATE OF FLORIDA
COUNTY OF WALTON**

The foregoing instrument was acknowledged before me by means of physical appearance or online notarization this _____ day of _____, 2024, by F. Lloyd Blue, Jr., Manager.

_____ is personally known to me.

_____ produced a current _____ driver's license as identification.

_____ produced _____ as identification.

Signature of Notary

Name of Notary (Typed, Printed or Stamped)

Commission Number (if not legible on seal):

My Commission Expires (if not legible on seal)

EXHIBIT A

Lot 56, Section 9, Township 2 South, Range 20 West, Santa Rosa Plantation, according to the map of plat thereof, recorded in Plat Book 2, Page(s) 4, Public Records of Walton County, Florida.

Prepared By and Return To:

Order No.:

SELLER'S AFFIDAVIT

STATE OF FLORIDA
COUNTY OF WALTON

BEFORE ME, the undersigned authority personally appeared Grayton Forest Business Center, LLC., a Florida limited liability corporation, who, being duly sworn according to law, deposes and says as follows (as used in this Affidavit, the terms "Affiant" and "Affiants" shall include all parties executing this Affidavit):

1. That Affiant(s) has agreed to donate to Northwest Florida Water Management District (the "Purchaser") the following described property:

See Attached Exhibit "A" attached hereto

2. That, to the actual knowledge of Affiant, there are no parties who have any interest in said property other than the Purchaser and there are no facts actually known to Affiant which could give rise to claim being adversely asserted to any of said property, and Affiant has delivered exclusive possession of said property, free and clear of the rights of any tenant or other occupant, EXCEPT:

NONE

3. That other than as shown in Item 1, Affiant has entered into no agreement, contract or commitment for the sale, lease, mortgage, option or creation of any other encumbrance of said property, EXCEPT:

NONE

4. That there are no unrecorded easements or rights-of-way affecting all or any portion of the property.

5. That to the actual knowledge of Affiant, there are no improvements, repairs, additions or alterations performed upon said property within the past ninety (90) days, for which payment has not been made in full; that the Affiant has not entered into any agreement or contract with any party for the furnishing of any labor, services or material in connection with any improvements, repairs, additions or alterations within the past ninety (90) days; and that there are no parties actually known to Affiant who have any claim or right to a lien for services, labor or material in connection with any improvements, repairs, additions or alterations on said property.

6. That Affiant X is is not a citizen of the United States, is of legal age, under no legal

disabilities and has never been known by any other name than shown above.

7. That there are no actions or proceedings now pending in any state or Federal Court to which Affiant is a party including, but not limited to, proceedings in bankruptcy, receivership or insolvency, nor are there any judgments or liens of any nature which constitute or could constitute a charge or lien upon said property.

8. That, there are no matters pending against Affiant that could give rise to a lien that would attach to the property between the disbursing of funds and the recording of the interest to be insured, and that Affiant has not and will not execute any instrument that would adversely affect the title to or interest to be insured.

9. That all association dues in connection with the above described unit/lot (including Homeowner's Association dues and/or Condominium Association dues), if applicable, are current as of the date of this affidavit and affiant has received no notice of any impending or future special assessments from said association.

Grayton Forest Business Center, LLC.,
a Florida limited liability corporation
corporation

BY: _____

F. Lloyd Blue, Jr.
President

_____ Date

STATE OF FLORIDA
COUNTY OF WALTON

Sworn to (or affirmed) and subscribed before me by means of Physical Presence or Online Notarization on _____, 2024, by F. Lloyd Blue, Jr., Manager, Grayton Forest Business Center, LLC, a Florida limited liability corporation.

Personally known

or Produced Identification

Type of Identification Produced _____

Notary Public (SEAL)

Print Name:

My Commission Expires:

EXHIBIT A

Lot 56, Section 9, Township 2 South, Range 20 West, Santa Rosa Plantation, according to the map of plat thereof, recorded in Plat Book 2, Page(s) 4, Public Records of Walton County, Florida.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Carol L. Bert, Chief, Bureau of Asset Management Administration

DATE: May 23, 2024

SUBJECT: Consideration of Consultant Selections and Agreements for Mitigation Site Management and Support

Recommendation

Staff recommends the Governing Board approve the selection committee’s results provided in Table 1 and authorize the Executive Director to negotiate and execute agreements with Florida Environmental and Land Services, Inc., HGS, LLC dba RES Environmental Operating Company, LLC, and Bio-Tech Consulting, Inc., pending legal counsel review.

Background

On February 29, 2024, the District issued a Request for Proposals (RFP) for Mitigation Site Management and Support (RFP 24-001). This RFP was issued to provide mitigation site and management support for one or more wetland mitigation and/or restoration sites owned and maintained by the District.

Six (6) proposals were received on March 28, 2024. Of the proposals received, three (3) were determined to be responsive and evaluated by the selection committee using seven (7) predefined selection criteria. The committee’s selection scores are provided below in Table 1. The three highest ranked firms are: 1) Florida Environmental and Land Services, Inc., 2) HGS, LLC dba RES Environmental Operating Company, LLC, and 3) Bio-Tech Consulting, Inc.

Table 1 - Consultant Selection Scores - RFP 24-001

Firm	Total Score
Florida Environmental and Land Services, Inc.	262
HGS, LLC dba RES Environmental Operating Company, LLC	251
Bio-Tech Consulting, Inc.	240