

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, June 13, 2024
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: George Roberts, Chair; John Alter; Gus Andrews; Ted Everett; Kellie Ralston; Anna Upton

Absent: Jerry Pate, Vice Chair; Nick Patronis, Secretary-Treasurer

2. Special Thanks and Recognition

Lucinda Scott was recognized for her years of service and upcoming retirement from the District.

Paul Thurman received the employee of the quarter award.

3. Changes to the Agenda

None.

4. Consideration of the following Items Collectively by Consent:

MOTIONED BY KELLIE RALSTON, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE ITEMS A, B, C, AND D 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 May 9, 2024

Approve the Minutes for May 9, 2024, Governing Board meeting.

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

Approve the Financial Reports for the Month of April 2024.

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

Authorize the Executive Director to execute Amendment No. 9 to Grant AT003 with the Florida Department of Environmental Protection to accept additional funding up to \$750,000 for the July 1, 2024, to June 30, 2025, period and 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, with the cost not to exceed \$750,000.

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

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.

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

MOTIONED BY JOHN ALTER, SECONDED BY KELLIE RALSTON, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Competitive Pay Increase

MOTIONED BY KELLIE RALSTON, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE A 3% COMPETITIVE PAY INCREASE FOR DISTRICT FULL-TIME EQUIVALENT POSITIONS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY KELLIE RALSTON, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE AND ADOPT RESOLUTION NO. 940 FOR THE DONATION OF THE CLECKLEY CONSERVATION EASEMENT IN THE CHOCTAWHATCHEE RIVER BASIN. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY GUS ANDREWS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE THE AGREEMENT OF DONATION ACCEPTING 6.828 ACRES FROM GRAYTON FOREST BUSINESS CENTER, LLC, SUBJECT TO LEGAL COUNSEL REVIEW AND APPROVAL. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of Consultant Selections and Agreements for Mitigation Site Management and Support

MOTIONED BY KELLIE RALSTON, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE THE SELECTION COMMITTEE'S RESULTS 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. 2024 Operation Outdoor Freedom Fishing Event Update

Informational purposes only.

11. Hydrologic Conditions Update

Informational purposes only.

12. Legal Counsel Report

No pending legal matters to report.

13. Executive Director Report

Meeting was adjourned at 1:40 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending May 31, 2024

Balance Forward - Operating Funds	\$35,409,204.22	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$412,939.73	
Contracts Receivable	766,908.77	
Other Deposits/Refunds/Adjustments	22,715.69	
Transfers from Lands Accounts	<u>0.00</u>	
Total Deposits during month	<u>1,202,564.19</u>	
Total Deposits and Balance Forward		\$ 36,611,768.41
Disbursements:		
Employee Salaries	760,840.41	
Employee Benefits	354,594.11	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	400,216.69	
Operating Expenses - Services	174,337.87	
Operating Expenses - Commodities	91,587.46	
Operating Capital Outlay	341,487.57	
Grants and Aids	<u>2,356,534.14</u>	
Total Operating Expenses during month	4,479,598.25	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	<u>27,058.50</u>	
Total Funds Disbursed by check during month	4,506,656.75	
Bank Debits (Fees, Deposit Slips, AMEX fees, etc.)	0.00	
Transfer to Land Acquisition Account	<u>0.00</u>	
Total Funds Disbursed		<u>4,506,656.75</u>
Cash Balance Operating Funds at month end		\$ 32,105,111.66
Operating Depositories:		
Petty Cash Fund	250.25	
General Fund Checking	318,953.41	
Payroll Account	6,000.00	
Passthrough (EFT) Account	137,352.05	
Investment Accounts @ 5.48%		
General Fund	11,787,625.12	
Lands Fee Fund	3,345,604.80	
Ecosystem TF	49,874.81	
Water Prot. & Sust. Program TF	105,239.57	
Okaloosa Regional Reuse	99,553.61	
Mitigation Fund	<u>16,254,658.04</u>	
Total Operating Depositories at month end	\$	32,105,111.66

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 Financial Report
 Summary Statement of Receipts, Disbursements & Cash Balances
 For Month Ending May 31, 2024

Land Acquisition Funds:

Fla. Board of Administration @ 5.48%	\$	284,664.02	
Total Land Acquisition Funds			284,664.02

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.48%		43,135.04	
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Fla. Board of Administration Cypress Springs R&M Account @ 5.48%		853,164.11	
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Total Restricted Land Management Funds			<u>896,299.15</u>
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Total Land Acquisition, and Restricted Management Funds			<u>1,180,963.17</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u>\$ 33,286,074.83</u>
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Approved: _____
 Chairman or Executive Director

Date: _____ July 11, 2024 _____

**Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending May 31, 2024
(Unaudited)**

	Current Budget	Actuals Through 5/31/2024	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,900,000	\$ 3,666,824	\$ (233,177)	94%
Intergovernmental Revenues	103,978,182	1,430,531	(102,547,651)	1%
Interest on Invested Funds	88,500	1,190,150	1,101,650	1345%
License and Permit Fees	655,000	412,100	(242,900)	63%
Other	1,212,897	818,679	(394,218)	67%
Fund Balance	34,374,121		(34,374,121)	0%
Total Sources	\$ 144,208,700	\$ 7,518,283	\$ (136,690,417)	5%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 7,000,363	\$ 2,566,441	\$ 2,463,955	\$ 1,969,967	37%	72%
Acquisition, Restoration and Public Works	92,680,547	8,353,368	28,287,796	56,039,382	9%	40%
Operation and Maintenance of Lands and Works	8,073,016	5,632,936	856,033	1,584,047	70%	80%
Regulation	4,718,462	2,380,044	219,582	2,118,836	50%	55%
Outreach	158,662	96,652	445	61,564	61%	61%
Management and Administration	2,761,606	1,591,789	53,122	1,116,695	58%	60%
Total Uses	\$ 115,392,656	\$ 20,621,230	\$ 31,880,932	\$ 62,890,493	18%	45%
Reserves	28,816,044			28,816,044	0%	0%
Total Uses and Reserves	\$ 144,208,700	\$ 20,621,230	\$ 31,880,932	\$ 91,706,537	14%	36%

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 May 31, 2024, and covers the interim period since the most recent audited financial statements.

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

CHECKS	05/02/2024	\$ 451,106.90
ACH TRANSFERS	05/02/2024	593,254.80
DIRECT DISBURSMENTS	02/02/2024	83,921.24
CHECKS	05/09/2024	245,654.49
ACH TRANSFERS	05/10/2024	1,413,457.59
DIRECT DISBURSEMENTS	05/10/2024	30.00
VOID CHECKS	05/10/2024	-30.00
CHECKS	05/16/2024	130,192.55
ACH TRANSFERS	05/17/2024	37,269.82
DIRECT DISBURSEMENTS	05/17/2024	8,783.31
CHECKS	05/24/2024	158,821.44
ACH TRANSFERS	05/24/2024	26,892.56
DIRECT DISBURSEMENTS	05/24/2024	370.00
RETIREMENT	05/28/2024	154,846.08
VOID CHECKS	05/28/2024	-119,931.35
CHECKS	05/30/2024	449,498.81
ACH TRANSFERS	05/31/2024	77,062.85
		\$ 3,711,201.09

Chairman or Executive Director

July 11, 2024
Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5127	ALAN JAY FLEET SALES	5/2/2024	68,194.00	2024 LANDS FORD F-350 CHASSIS ONLY
5127	ALAN JAY FLEET SALES	5/2/2024	72,661.00	2024 LANDS FORD F-550 CHASSIS ONLY
5127	ALAN JAY FLEET SALES	5/2/2024	65,926.00	2024 LANDS FORD F-350 WITH 6.5" BED
6046	ALEX HOPKINS	5/2/2024	150.00	LICENSE REFUND #100773, WITHDRAWN
95	AT&T	5/2/2024	703.54	PHONE SERVICE - EFO
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	5/2/2024	782.92	BCBS MEDICARE
5859	CALVIN WILLIAMS	5/2/2024	7,659.30	AG COST SHARE AGREEMENT
6039	CITY OF CARRABELLE INC	5/2/2024	150.00	CITY OF CARABELLE P312866 REDUCED FEE REFUND
5522	CITY OF PANAMA CITY BEACH	5/2/2024	47,930.75	PANAMA CITY BEACH GRAND LAGOON
6026	D&M FARMS	5/2/2024	1,727.00	AG COST SHARE AGREEMENT
2241	DEPT. OF THE INTERIOR - USGS	5/2/2024	60,257.50	JOINT FUNDING AGREEMENT-24MCJF
2241	DEPT. OF THE INTERIOR - USGS	5/2/2024	31,827.50	JOINT FUNDING AGREEMENT-0004
6025	DUSTIN LAND FARMS LLC	5/2/2024	13,497.00	AG COST SHARE AGREEMENT
5787	DYLAN RYALS-HAMILTON	5/2/2024	232.50	TRAVEL REIMBURSEMENT
6029	EARL W COLVARD INC	5/2/2024	601.98	TIRES FOR WMD-96843
916	FPL NORTHWEST FLORIDA	5/2/2024	412.34	DEFUNIAK ELECTRIC
391	GADSDEN COUNTY TAX COLLECTOR	5/2/2024	119.55	TAG/REGISTRATION FOR LANDS 2024 F-350 WITH BED
5285	MARK HASTY	5/2/2024	10,728.30	AG COST SHARE AGREEMENT
3003	HAVANA FORD, INC.	5/2/2024	74.66	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
6027	JACOB HASTY FARMS LLC	5/2/2024	6,105.00	AG COST SHARE AGREEMENT
5941	KENYON JAMES MORRIS	5/2/2024	2,046.55	AG COST SHARE AGREEMENT
5860	ROBERT E JACKSON	5/2/2024	10,945.00	AG COST SHARE AGREEMENT
5437	SRM CONCRETE	5/2/2024	1,472.00	CONCRETE - WHITEWATER LAKE RECREATION AREA
5929	STANLEY JACKSON	5/2/2024	1,743.50	AG COST SHARE AGREEMENT
4832	SUN LIFE FINANCIAL	5/2/2024	5,332.99	SUNLIFE ACCOUNT 4
4832	SUN LIFE FINANCIAL	5/2/2024	36.80	SUNLIFE ACCOUNT 5
4834	SUN LIFE FINANCIAL	5/2/2024	83.38	EMPLOYEE ASSISTANCE PROGRAM
4834	SUN LIFE FINANCIAL	5/2/2024	1,065.54	SUNLIFE ACCOUNT 1
4834	SUN LIFE FINANCIAL	5/2/2024	2,752.47	SUNLIFE ACCOUNT 2
4833	SUN LIFE FINANCIAL	5/2/2024	982.45	SUNLIFE ACCOUNT 3
5250	SUN LIFE FINANCIAL - VISION	5/2/2024	436.40	SUNLIFE ACCOUNT 6
4626	WASTE PRO OF FLORIDA, INC	5/2/2024	199.10	SOLID WASTE HQ
4626	WASTE PRO OF FLORIDA, INC	5/2/2024	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
5280	HORACE WILLIAMS	5/2/2024	20,874.15	AG COST SHARE AGREEMENT
5565	JAMES H WILLIAMS	5/2/2024	3,883.55	AG COST SHARE AGREEMENT
5939	WINGATE'S AIR CONDITIONING INC	5/2/2024	9,300.00	REMOVAL/INSTALL OF AC UNIT IN MFO
TOTAL CHECKS			\$451,106.90	
3293	ANGUS G. ANDREWS, JR.	5/3/2024	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	5/3/2024	12,944.65	ANALYSIS OF FRESHWATER & ESTUA
3586	ATTACK-ONE FIRE MANAGEMENT SVCS, INC	5/3/2024	11,119.50	AGREEMENT FOR PRESCRIBED BURNI

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
1617	CAPITAL HEALTH PLAN	5/3/2024	89,582.22	CHP MEDICAL
3771	CHOCTAWHATCHEE BASIN ALLIANCE	5/3/2024	1,629.25	LOPLS SP24 MONITORING
771	CITY OF MARIANNA	5/3/2024	409,104.48	TARA ESTATES SEWER PROJECT
45	DMS	5/3/2024	97.72	MILTON LOCAL (GULF BREEZE TELEPHONE SERVICE)
45	DMS	5/3/2024	11.73	AIR CARDS AND HOT SPOTS
45	DMS	5/3/2024	0.60	CONFERENCE CALLS
45	DMS	5/3/2024	1,966.32	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	5/3/2024	623.80	DEFUNIAK LOCAL (WEST FL TLEPHONE SVC)
45	DMS	5/3/2024	9,855.51	HQ ETHERNET
45	DMS	5/3/2024	1,543.49	HQ LOCAL (PANAMA CITY PHONE SVC)
45	DMS	5/3/2024	5.56	LAN PORTS AND INTRANET/INTERNET
45	DMS	5/3/2024	1.61	LAN PORTS AND INTRANET/INTERNET
3002	FLORIDA STATE UNIVERSITY	5/3/2024	726.40	OFFSITE DATA STORAGE
4961	PETER FOLLAND	5/3/2024	110.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	5/3/2024	227.78	TRAVEL REIMBURSEMENT
5925	IAN WATERS	5/3/2024	227.78	TRAVEL REIMBURSEMENT
5925	IAN WATERS	5/3/2024	110.00	TRVEL REIMBURSEMENT
5928	LIVE FLYER INC	5/3/2024	35,263.15	2023 WILLIFORD SPRINGS REPAIR
3213	SHI INTERNATIONAL CORP	5/3/2024	760.78	ADOBE SUBSCRIPTION FOR STAFF
3213	SHI INTERNATIONAL CORP	5/3/2024	9,069.57	ADOBE SUBSCRIPTION FOR STAFF
5218	WAGeworks, INC.	5/3/2024	147.90	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
TOTAL ACH PAYMENTS			\$593,254.80	
5944	REFUND NIC	5/3/2024	35.00	WELL REFUND 317389 WITHDRAWN
5944	REFUND NIC	5/3/2024	320.00	SCOTT POIRRIER P317068 WITHDRAWAL REFUND
5944	REFUND NIC	5/3/2024	8,800.00	TOM HAMMOND P317539 WITHDRAWAL REFUND
5944	REFUND NIC	5/3/2024	100.00	ZACHARY TAYLOR 317378 WITHDRAWAL REFUND
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	5/3/2024	3,147.77	BCBS RETIREE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	5/3/2024	71,518.47	BCBS MEDICAL
TOTAL DIRECT DISBURSEMENTS			\$83,921.24	
TOTAL AP			\$1,128,282.94	
5914	CRH AUTO REPAIR INC	5/9/2024	770.84	WMD 96216 REPAIRS
5989	CXT INC	5/9/2024	56,417.90	PREFABRICATED VAULT RESTROOM FOR FL RIVER ISLAND
4748	EAST MILTON WATER SYSTEM	5/9/2024	20.45	WATER MILTON OFFICE
4518	ENGINEERED COOLING SERVICES, INC.	5/9/2024	1,205.25	DIAGNOSTIC/REPAIR FOR ADMIN AC
916	FPL NORTHWEST FLORIDA	5/9/2024	221.41	MILTON ELECTRIC
5990	GREEN GRASS FARMS LLC	5/9/2024	505.00	SOD - WHITEWATER LAKE RECREATION AREA

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4724	IDW LLC	5/9/2024	479.90	VALUPROX ID CARDS
3193	INSURANCE INFORMATION EXCHANGE	5/9/2024	178.77	BACKGROUND SCREENING
5926	JEFFREY CLAUDE PITTMAN JR	5/9/2024	119,931.35	AG COST SHARE AGREEMENT
6047	NORTH AMERICAN FARMS INC	5/9/2024	3,000.00	WUP REFUND 5754-8 WITHDRAWN
4892	JEFF & GINGER PITTMAN PARTNERSHIP	5/9/2024	59,805.90	AG COST SHARE AGREEMENT
110	TALQUIN ELECTRIC COOPERATIVE, INC.	5/9/2024	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	5/9/2024	396.82	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	5/9/2024	2,632.40	ELECTRIC HQ
TOTAL CHECKS			\$245,654.49	
4559	CITY OF CARRABELLE	5/10/2024	429,249.06	SEPTIC TANK ABATEMENT-PHASE II
4559	CITY OF CARRABELLE	5/10/2024	910,792.00	SEPTIC TANK ABATEMENT-PHASE II
3405	JOHN B. CROWE	5/10/2024	57.00	TRAVEL REIMBURSEMENT
3126	DEWBERRY ENGINEERS, INC	5/10/2024	1,800.00	ELEVATION SURVEY OF MONITORING
4855	ENVIRON SERVICES INCORPORATED	5/10/2024	2,079.17	JANITORIAL SERVICES FOR HQ
4961	PETER FOLLAND	5/10/2024	126.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	5/10/2024	400.00	LAND MANAGEMENT DATABASE
839	FORESTRY SUPPLIERS, INC.	5/10/2024	1,956.27	ATV DRIP TORCH
3942	A & W VENTURES, L.C.	5/10/2024	275.00	PORTABLE TOILET FOR PHIPPS PARK
2268	INNOVATIVE OFFICE SOLUTIONS, INC	5/10/2024	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
3603	JIM STIDHAM & ASSOCIATES, INC.	5/10/2024	11,424.00	AGREEMENT FOR AS NEEDED SERVIC
5368	KOUNTRY RENTAL NWF, INC.	5/10/2024	9,680.00	SERVICE FOR PORTABLE TOILETS-C
2429	ROBERT LIDE	5/10/2024	64.49	PURCHASE REIMBURSEMENT FOR JUMPER CABLES
2429	ROBERT LIDE	5/10/2024	485.76	TRAVEL REIMBURSEMENT
5146	MICHAEL CORRIE MANNION	5/10/2024	1,894.20	STAFF AUGMENTATION FOR CUSTOM APPLICATE #18-066
5894	ODESSA CLEANING SERVICE LLC	5/10/2024	375.00	ECONFINA FIELD OFFICE CLEANING
3813	PENNINGTON, P.A.	5/10/2024	500.00	TITLE SEARCH
3813	PENNINGTON, P.A.	5/10/2024	10,650.00	LEGAL COUNSEL
5947	PREVENTIA SECURITY LLC	5/10/2024	75.00	DEFUNIAK SECURITY
5614	ZACHARY J. SELLERS	5/10/2024	1,019.83	DFO JANITORIAL SERVICES
5651	SGS TECHNOLOGIE, LLC	5/10/2024	373.33	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
4091	THE SHOE BOX	5/10/2024	657.80	RMD UNIFORM ORDER
4091	THE SHOE BOX	5/10/2024	116.99	SAFETY BOOTS-COOK
3213	SHI INTERNATIONAL CORP	5/10/2024	11,366.79	WASABI CLOUD STORAGE
5590	KENNETH N STOUTAMIRE	5/10/2024	8,512.00	AG COST SHARE AGREEMENT
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	5/10/2024	4,606.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	5/10/2024	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
5455	PAUL THURMAN	5/10/2024	96.00	TRAVEL REIMBURSEMENT
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	487.00	RENTAL & SERVICE FOR PORTABLE

**NORTWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	479.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	380.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	390.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	200.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	5/10/2024	225.00	RENTAL & SERVICE FOR PORTABLE
TOTAL ACH PAYMENTS			\$1,413,457.59	
5944	REFUND NIC	5/10/2024	30.00	WELL REFUND 313750-2 NO FEE REQUIRED
TOTAL DIRECT DISBURSEMENT			\$30.00	
TOTAL AP			\$1,659,142.08	
5127	ALAN JAY FLEET SALES	5/16/2024	66,439.00	2024 POOL FORD EXPLORER AND FORD EXPEDITION
5768	ALFORD BROTHERS INC	5/16/2024	171.45	RUNNING PO FOR MINOR REPAIRS TO WMD-96840
2992	BANK OF AMERICA	5/16/2024	439.70	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	5/16/2024	1,129.18	APRIL 2024 ANALYSIS STATEMENT
1472	F & W FORESTRY SERVICES, INC	5/16/2024	9,225.00	TIMBER INVENTORY
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	5/16/2024	29.96	LEGAL ADS FOR GOVERNING BOARD
391	GADSDEN COUNTY TAX COLLECTOR	5/16/2024	119.55	TAG/REGISTRATION FOR 2024 FORD EXPEDITION
3003	HAVANA FORD, INC.	5/16/2024	54.61	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
5965	NIC SERVICES	5/16/2024	900.88	FEE FOR ELECTRONIC PAYMENTS
6044	OX BOTTOM MORTGAGE HOLDINGS LLC	5/16/2024	1,150.00	OX BOTTOM MORTGAGE P286371-4 OVRPMT REFUND
5933	ROGERS BROTHERS LAND CLEARING LLC	5/16/2024	50,188.54	DISTRICT ROAD REPAIRS
5700	JOSH TATUM	5/16/2024	96.66	REIMBURSEMENT FOR USB HUBS
5855	WASTE AWAY GROUP INC	5/16/2024	248.02	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
TOTAL CHECKS			\$130,192.55	
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	5/17/2024	622.04	LAB SUPPLIES
5294	KRONOS, INCORPORATED	5/17/2024	23.78	KRONOS RENEWAL
5703	OTT HYDROMET CORPORATION	5/17/2024	475.00	XLINK SN 2002282 REPAIR
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	5/17/2024	49.00	LABORATORY TESTING
5218	WAGeworks, INC.	5/17/2024	100.00	COBRA ADMINISTRATION
4968	WANTMAN GROUP, INC.	5/17/2024	1,500.00	PROFESSIONAL SURVEYING SERVICE

**NORTWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
6000	ZULU MARINE SERVICES INC	5/17/2024	34,500.00	SUNSHINE DRIVE DEBRIS REMOVAL
TOTAL ACH PAYMENTS			\$37,269.82	
2967	BANK OF AMERICA	5/17/2024	5,754.67	APRIL 2024 P-CARD CHARGES
2967	BANK OF AMERICA	5/17/2024	19.99	TALLAHASSEE DEMOCRAT DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	5/17/2024	19.99	PENSACOLA NEWS JOURNAL DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	5/17/2024	178.72	GREASE GUN
2967	BANK OF AMERICA	5/17/2024	213.95	4 PAIRS OF 25-INCH OVERSIZED GOLD SCISSORS AND 1 S
2967	BANK OF AMERICA	5/17/2024	590.81	IMPACT, BATTERIES AND MIRROR FOR WMD96841
2967	BANK OF AMERICA	5/17/2024	682.38	LAB/OFFICE SUPPLIES - AMAZON
2967	BANK OF AMERICA	5/17/2024	84.64	COMPUTER SOFTWARE FOR TREY GRUBBS.
2967	BANK OF AMERICA	5/17/2024	149.95	COMPUTER SOFTWARE FOR TREY GRUBBS.
2967	BANK OF AMERICA	5/17/2024	95.21	EYE WASH KITS AND TRASH GRABBERS
2967	BANK OF AMERICA	5/17/2024	468.00	SURVEYMONKEY SUBSCRIPTION RENEWAL
5944	REFUND NIC	5/17/2024	35.00	WELLS REFUND 317524 WITHDREW
5944	REFUND NIC	5/17/2024	35.00	WELLS REFUND 317525 WITHDRAWN
5944	REFUND NIC	5/17/2024	320.00	BETHANY WOMACK P317820 WITHDRAWAL REFUND
5944	REFUND NIC	5/17/2024	100.00	BARRY GOODEN 317699 WITHDRAWAL REFUND
5944	REFUND NIC	5/17/2024	35.00	WELLS REFUND 317846 WITHDRAWN
TOTAL DIRECT DISBURSEMENTS			\$8,783.31	
TOTAL AP			\$176,245.68	
4418	ARS POWER SPORTS, INC.	5/23/2024	11,849.67	YAMAHA KODIAK 700
2197	A J TROPHIES & AWARDS INC	5/23/2024	299.85	RETIREMENT PLAQUES
5003	THE BALMORAL GROUP, LLC	5/23/2024	13,151.70	Agreement for Water Supply Pla
767	CALHOUN COUNTY TAX COLLECTOR	5/23/2024	5,828.71	PILT for 2023
5131	CITY OF DEFUNIAK SPRINGS	5/23/2024	230.06	CITY OF DEFUNIAK WATER/SEWER
4676	CITY OF MILTON FLORIDA	5/23/2024	38.35	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	5/23/2024	85.56	DUMPSTER SERVICE
3157	COAST MACHINERY,INC.	5/23/2024	12,660.00	MARSH MASTER RENTAL
5983	COMPUTER AID INC	5/23/2024	2,268.00	TEMPORARY STAFFING FOR ADMIN
3784	CULLIGAN WATER SERVICES, INC	5/23/2024	21,650.00	WELL CONSTRUCTION AND MODIFICATION - ECONFINA
3784	CULLIGAN WATER SERVICES, INC	5/23/2024	95.40	BOTTLED WATER
2241	DEPT. OF THE INTERIOR - USGS	5/23/2024	2,132.00	JOINT FUNDING AGREEMENT-0048
6051	FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)	5/23/2024	779.05	FDEM - HURRICANE MICHAEL DR-4399 - PW 1256
2291	GULF COAST ELECTRIC COOPERATIVE,INC	5/23/2024	519.58	ELETRIC SERVICE EFO
410	GULF COUNTY TAX COLLECTOR	5/23/2024	45.02	PARCEL REFUNDS
247	HOLMES COUNTY TAX COLLECTOR	5/23/2024	1,997.13	PILT FOR CY 2023

**NORTWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
247	HOLMES COUNTY TAX COLLECTOR	5/23/2024	2.13	PARCEL REFUND 0906.00.00-000-000-001.000
247	HOLMES COUNTY TAX COLLECTOR	5/23/2024	9.85	2023 POSTAGE
3179	JACKSON COUNTY TAX COLLECTOR	5/23/2024	9,281.89	PILT FOR CY 2023
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	123.87	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	181.79	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	89.07	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	123.87	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	3.94	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	100.13	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	97.27	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	125.42	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	123.87	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	5/23/2024	130.11	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
387	LIBERTY CO. TAX COLLECTOR	5/23/2024	7,533.05	PILT FOR CY 2023
5764	SOUTHERN CLEANING SUPPLY LLC	5/23/2024	345.10	RECREATION SITE SUPPLIES
4577	SOUTHERN TIRE MART, LLC	5/23/2024	654.12	TIRES FOR WMD 96876
3941	TYLER TECHNOLOGIES, INC.	5/23/2024	1,199.00	2024 MUNIS CONFERENCE REGISTRATION
4298	WAKULLA CO TAX COLLECTOR	5/23/2024	3,273.43	PILT FOR 2023
424	WALTON COUNTY TAX COLLECTOR	5/23/2024	19,328.40	PILT FOR CY 2023
3180	WASHINGTON COUNTY TAX COLLECTOR	5/23/2024	42,351.64	PILT FOR CY 2023
4038	WINDSTREAM COMMUNICATIONS	5/23/2024	113.41	800 NUMBERS & EFO LONG DISTANCE
TOTAL CHECKS			\$158,821.44	
5450	CAITLIN BRONGEL	5/24/2024	68.53	TRAVEL REIMBURSEMENT
5721	CARAHSOFT TECHNOLOGY CORPORATION	5/24/2024	6,776.00	LINKED IN LEARNING FOR STAFF
5749	DUMPSTER SERVICES LLC	5/24/2024	660.00	FILL DIRT WHITEWATER LAKE REC AREA
5749	DUMPSTER SERVICES LLC	5/24/2024	440.00	FILL DIRT WHITEWATER LAKE REC AREA
4807	WEX BANK	5/24/2024	1,097.25	WEX GPS TRACKING
4807	WEX BANK	5/24/2024	15,761.53	APRIL 2024 FUEL / SERVICE PURCHASES
5925	IAN WATERS	5/24/2024	126.00	TRAVEL REIMBURSEMENT
5950	PRESS PRINT GRAPHICS LLC	5/24/2024	1,963.25	RECREATION SITE SIGNS
TOTAL ACH DEPOSITS			\$26,892.56	
5944	REFUND NIC	5/24/2024	150.00	WELLS REFUND 317740 DRILLER OVER PAID
5944	REFUND NIC	5/24/2024	150.00	LICENSE REFUND FOR JOHN ALFORD
5944	REFUND NIC	5/24/2024	35.00	WELLS REFUND APP 318054 WITHDRAWN
5944	REFUND NIC	5/24/2024	35.00	WELLS REFUND 318004 APP WAS WITHDRAWN
TOTAL DIRECT DISBURSEMENTS			\$370.00	
TOTAL AP			\$186,084.00	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
95	AT&T	5/30/2024	659.42	PHONE SERVICE - EFO
3289	CITY OF TALLAHASSEE	5/30/2024	48.06	LAKESHORE & I10
5787	DYLAN RYALS-HAMILTON	5/30/2024	218.20	TRAVEL REIMBURSEMENT
6022	FL DEPARTMENT OF AGRICULTURE AND CONSUMER SER	5/30/2024	17,781.25	AGREEMENT FOR OPERATION OF MOB
4575	HAZEN AND SAWYER, P.C.	5/30/2024	36,231.25	AGREEMENT FOR WATER SUPPLY PLA
5246	HOLLEY-NAVARRE WATER SYSTEM, INC.	5/30/2024	274,218.00	SOUTH SANTA ROSA REUSE PHASE I
5926	JEFFREY CLAUDE PITTMAN JR	5/30/2024	119,931.35	AG COST SHARE AGREEMENT
4626	WASTE PRO OF FLORIDA, INC	5/30/2024	199.10	SOLID WASTE HQ
4626	WASTE PRO OF FLORIDA, INC	5/30/2024	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
TOTAL CHECKS			\$449,498.81	
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	5/31/2024	17,750.75	ANALYSIS OF FRESHWATER & ESTUA
4845	CALHOUN COUNTY SHERIFF'S OFFICE	5/31/2024	1,024.00	LAW ENFORCEMENT/SECURITY SERVI
97	THE DEFUNIAK HERALD	5/31/2024	65.25	LEGAL ADS-WATER USE PERMITS
2702	FISH AND WILDLIFE	5/31/2024	1,154.90	LAW ENFORCEMENT AND SECURITY O
3002	FLORIDA STATE UNIVERSITY	5/31/2024	726.40	OFFSITE DATA STORAGE
1695	JAMES MOORE & COMPANY	5/31/2024	7,000.00	INDEPENDANT AUDITOR SERVICES
5802	MURPHY CASSIDY DIESEL REPAIRS	5/31/2024	146.72	MINOR REPAIRS FOR REG VEHICLES
5802	MURPHY CASSIDY DIESEL REPAIRS	5/31/2024	287.68	MINOR REPAIRS FOR REG VEHICLES
5703	OTT HYDROMET CORPORATION	5/31/2024	33,389.25	REPLACEMENT EQUIPMENT ORDER FOR FIELD DEPLOYMENT
5703	OTT HYDROMET CORPORATION	5/31/2024	1,206.10	REPLACEMENT EQUIPMENT ORDER FOR FIELD DEPLOYMENT
4091	THE SHOE BOX	5/31/2024	149.50	REG CLOTHING
5218	WAGeworks, INC.	5/31/2024	147.90	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	5/31/2024	14,014.40	LAW ENFORCEMENT/SECURITY ON DI
TOTAL ACH DEPOSITS			\$77,062.85	
TOTAL AP			\$526,561.66	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
 SCHEDULE OF DISBURSEMENTS
 PAYROLL
 MAY 2024

DIRECT DEPOSIT	05/03/2024	\$	258,291.97
CHECKS	05/03/2024		1,210.19
FLEX SPENDING TRANSFER	05/03/2024		1,690.91
DIRECT DEPOSIT	05/17/2024		258,332.29
CHECKS	05/17/2024		385.66
FLEX SPENDING TRANSFER	05/17/2024		1,690.91
DIRECT DEPOSIT	05/30/2024		2,908.69
CHECKS	05/30/2024		270,945.04
			795,455.66
			\$ 795,455.66

APPROVED:

 Chairman or Executive Director

July 11, 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
Danny Layfield, Director, Division of Asset Management

FROM: Robert Steele, Sr., Asset Management Administrator

DATE: June 27, 2024

Subject: Consideration of Three-Year Contract Renewal with Environ Services, Inc. for Janitorial Services for District Headquarters Facility

Recommendation

Staff recommends the Governing Board approve the contract renewal with Environ Services, Inc. for janitorial services at District Headquarters and authorize the Executive Director to execute a three-year amendment with Environ Services, Inc. in the amount of \$77,850.00 for a period starting October 1, 2024, through September 30, 2027, subject to legal counsel review.

Background

On July 22nd, 2021, the District issued an Invitation to Bid (21B-011) to prospective contractors to conduct janitorial services for the District's Headquarters Facility.

On August 24, 2021, the District received four sealed bids in response to the Invitation to Bid. Environ Services, Inc. submitted the lowest bid (\$74,850.00) to conduct the specified services from October 1, 2021, through September 30, 2024. The ITB and agreement provided for an option to renew for an additional three-year period, starting October 1, 2024, through September 30, 2027. The three-year price for the renewal is \$25,950.00 per year for a total of \$77,850 for the three-year period.

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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
Danny Layfield, Director, Division of Asset Management

FROM: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: June 24, 2024

SUBJECT: Consideration of Three-Year Extension of Prescribed Burning Agreements
Procured under RFP 22-001 and Delegation of Spending Authority for
Prescribed Burning and Vegetation Management Services for FY 2024-25

Recommendation

Staff recommends the Governing Board authorize the Executive Director to renew the following Prescribed Burning and Vegetation Management Agreements for an additional three-year term, expiring on October 31, 2027:

- 22-032 - Attack One Fire Management Services, Inc.
- 22-034 - B&B Dugger, Inc.
- 22-035 - Wildlands Service, Inc.

Staff also recommends the Governing Board authorize the Executive Director to issue individual or cumulative task orders that exceed the delegated spending authority to Attack-One Fire Management Services, Inc., B&B Dugger, Inc., and Wildlands Service, Inc. for prescribed burning and vegetation management services procured through RFP 22-001, subject to Governing Board approval of the Fiscal Year 2024-25 budget and legal counsel review.

Background

The District currently has contracts with Attack-One Fire Management Services, Inc., B&B Dugger, Inc., and Wildlands Service, Inc. for prescribed burning and vegetation management services. These are three-year contracts which expire October 31, 2024. The agreements have an option for a three-year renewal term, which if renewed by the District, would expire on October 31, 2027.

The District relies heavily on these contractors to accomplish the majority of its annual prescribed burning and vegetation management goals and objectives each year. These three contractors have all completed previous work according to the terms of the agreements. The

three contractors have also agreed to honor their per acre ceiling rates as originally submitted under RFP 22-001.

During FY 2024-25, it is anticipated the contractors will each be awarded work on an individual or cumulative basis that exceeds the \$65,000 spending threshold under the Executive Director's authority. Because these are routine work orders issued at various times throughout the year, staff is requesting the Governing Board authorize the Executive Director to issue task orders for prescribed burning and vegetation management that exceed the cumulative and individual thresholds under his standard spending authority.

The contracts with these companies utilize a competitive quote process and task order system to assign the work activities by the Division of Asset Management. Work would only be assigned up to the amount budgeted for these services in a given fiscal year.

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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: July 11, 2024

SUBJECT: Consideration of Fiscal Year 2024-2025 Tentative Budget, Millage Rate, and Dates, Times, and Locations of Public Hearings on the Budget

Recommendation

Staff recommends the Governing Board:

1. Set the ad valorem tax millage for Fiscal Year 2024-2025 at the rolled-back rate of 0.0218 of a mill.
2. Approve the Fiscal Year 2024-2025 Tentative Budget as presented, allow staff to make recommended adjustments and corrections, and submit the Standard Format Tentative Budget to the Governor's Office and Legislature by August 1, 2024.
3. Schedule the public hearings on the budget for Thursday, September 12, 2024, at 5:05 p.m. Eastern Time at District Headquarters in Havana, Florida and Thursday, September 26, 2024, at 5:05 p.m. Central Time in Panama City, Florida.

Background

Pursuant to Chapter 373, Florida Statutes, the District is to submit the upcoming fiscal year's Tentative Budget by July 15 to the Governing Board for consideration followed by submittal to the Governor and Legislature by August 1. The Fiscal Year (FY) 2024-2025 Tentative Budget is based on the FY 2024-2025 Preliminary Budget, which was approved by the Governing Board on December 14, 2023. The attached spreadsheets provide budget summaries by revenues, expenditures, program, and fund.

Compared to the Preliminary Budget, if the Tentative Budget increases more than 25 percent in any Program, or the sum of expenditures for outreach, district management, and administration is more than 15 percent of the District's total annual budget, the Legislature has authority to object to the portion(s) that exceeds the thresholds. Program 3 exceeds this 25 percent threshold due to recently appropriated funds for \$2.5 million to support hurricane and tornado recovery efforts.

The Tentative Budget for FY 2024-2025 is \$113,605,532, a decrease of \$11,787,124 (9.4 percent) from the FY 2023-2024 Current-Amended Budget. The Tentative Budget prioritizes funding for water quality projects that will help maximize nutrient reductions, consistent with Executive Orders 19-12 and 23-06. Additionally, this budget continues funding priority projects and activities that are vital to support the District's core mission functions, including:

- \$50.9 million for Springs Projects. This funding will enable the District to implement restoration and protection projects for Wakulla Spring, Jackson Blue Spring, and springs associated with the St. Marks River, Chipola River, Econfina Creek, and Holmes Creek.
- \$19.2 million for alternative water supply development, water supply development assistance, and water resource development. Alternative water supply development funding includes support for cooperative, multijurisdictional efforts to expand reuse of reclaimed water in northwest Florida. Water resource development activities include water resources evaluations and hydrogeologic investigations, as well as continuing technical assistance for water use efficiency in the Jackson Blue Spring groundwater contribution area.
- \$6.7 million for watershed restoration. This funding will facilitate continued efforts to protect and restore water quality and aquatic habitats through cooperative water quality improvement projects and best management practices. Funded projects include stormwater retrofits and septic tank abatement benefitting St. Joseph and Apalachicola bays; a dedicated assessment of water quality and freshwater inflow in St. Joseph Bay; implementation of a pilot distributed wastewater grant program for impaired waterbodies; and an assessment of potential flooding impacts along select waterbodies in the St. Andrew Bay and Apalachicola River and Bay watersheds.
- \$5.1 million for land management and reforestation efforts. This funding will allow the District to develop additional recreational opportunities, enhance existing recreational sites for increased public use and safety, provide reforestation with prescribed burns and tree planting, and meet land management requirements on District mitigation lands.
- \$2.0 million for data collection and Minimum Flows and Minimum Water Levels technical assessments for Jackson Blue Spring; the Gainer Spring Group; Sylvan Spring Group; and Williford Spring Group; and the Floridan aquifer in coastal Bay County.
- \$10.0 million for hurricane and tornado recovery and waterway restoration.

Under Florida law and the state's constitution, the District is authorized to assess a millage rate of 0.0500 or less. The District will assess the current year aggregate rolled-back rate, which is the millage rate that would produce the same tax revenue as in the prior year, excluding some adjustments such as new construction. A millage rate higher than this rolled-back rate would constitute a tax increase. The District has prepared the FY 2024-2025 Tentative Budget using the rolled-back rate of 0.0218, which is 56.4 percent below the maximum authorized. Using the 2024 gross taxable value for operating purposes of \$193,460,880,875 and the proposed 0.0218 of a mill, the 2025 Truth-In-Millage (TRIM) estimated total taxes to be levied in FY 2024-2025 is \$4,217,447. Compared to the 2024 TRIM estimate of \$4,092,488, there is a \$124,959 or 3.1 percent increase in estimated tax revenues for the upcoming fiscal year. This tax data is based on property value estimates furnished by the 16 counties in the District. Because the District has historically collected slightly less than the amount estimated, ad valorem is budgeted at

\$4,025,000. This budgeted amount for FY 2024-2025 is 95.4 percent of the property appraiser estimate of \$4,217,447 and \$125,000 or 3.2 percent more than the amount budgeted in FY 2023-2024.

Proposed dates for the public hearings on the budget are Thursday, September 12, 2024, at 5:05 p.m. Eastern Time at District Headquarters in Havana, Florida, and Thursday, September 26, 2024, at 5:05 p.m. Central Time in Panama City, Florida.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2024-2025 TENTATIVE BUDGET COMPARISON
REVENUE CATEGORIES**

	FY 2022-23 Actuals	FY 2023-24 Amended Budget	FY 2024-25 Preliminary	FY 2024-25 Tentative	Tentative O/(U) Amended Budget		Tentative O/(U) Preliminary	
Ad Valorem Tax	3,796,543	3,900,000	3,900,000	4,025,000	125,000	3.2%	125,000	3.2%
Federal Revenue	1,300,312	5,791,742	5,196,306	4,429,944	(1,361,798)	-23.5%	(766,362)	-14.7%
State Revenue	31,320,013	108,024,587	85,147,902	97,663,376	(10,361,211)	-9.6%	12,515,474	14.7%
Local Revenue	120,339	161,853	150,340	178,147	16,294	10.1%	27,807	18.5%
Permit Fees	719,670	655,000	655,000	655,000	0	0.0%	0	0.0%
Timber Sales	97,504	250,000	250,000	250,000	0	0.0%	0	0.0%
Miscellaneous	2,085,865	1,051,397	1,343,499	1,005,613	(45,784)	-4.4%	(337,886)	-25.1%
w/o Fund Balance	39,440,246	119,834,579	96,643,047	108,207,080	(11,627,499)	-9.7%	11,564,033	12.0%
Fund Balance	(1,684,607)	5,558,077	4,389,833	5,398,452	(159,625)	-2.9%	1,008,619	23.0%
w/Fund Balance	37,755,639	125,392,656	101,032,880	113,605,532	(11,787,124)	-9.4%	12,572,652	12.4%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2024-2025 TENTATIVE BUDGET COMPARISON
EXPENSE CATEGORIES**

	FY 2022-23 Actuals	FY 2023-24 Amended Budget	FY 2023-24 Preliminary	FY 2024-25 Tentative	Tentative O/(U) Amended Budget		Tentative O/(U) Preliminary	
Salaries & Benefits	9,446,277	12,139,261	12,121,536	12,694,678	555,417	4.6%	573,142	4.7%
Other Personal Services	66,507	189,696	188,682	355,871	166,175	87.6%	167,189	88.6%
Contracted Services	6,534,185	22,685,784	10,015,584	21,105,462	(1,580,322)	-7.0%	11,089,878	110.7%
Operating Expense	2,644,486	2,999,058	3,421,658	3,667,256	668,198	22.3%	245,598	7.2%
Operating Capital Outlay	865,791	1,005,874	797,203	967,635	(38,239)	-3.8%	170,432	21.4%
Operating Categories	19,557,247	39,019,673	26,544,663	38,790,902	(228,771)	-0.6%	12,246,239	46.1%
Fixed Capital Outlay	208,477	12,135,085	10,988,273	11,731,071	(404,014)	-3.3%	742,798	6.8%
Grants	17,989,916	74,237,898	63,499,944	63,083,559	(11,154,339)	-15.0%	(416,385)	-0.7%
Non-Operating Categories	18,198,393	86,372,983	74,488,217	74,814,630	(11,558,353)	-13.4%	326,413	0.4%
GRAND TOTAL	37,755,639	125,392,656	101,032,880	113,605,532	(11,787,124)	-9.4%	12,572,652	12.4%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2024-2025 TENTATIVE BUDGET COMPARISON
PROGRAM LEVEL**

Program	FY 2022-23	FY 2023-24	FY 2024-25	FY 2024-25	Tentative O/(U)		Tentative O/(U)	
	Actuals	Amended Budget	Preliminary	Tentative	Amended Budget		Preliminary	
1 Water Resource Plan/Monitoring	3,790,372	7,000,363	7,434,118	9,228,582	2,228,219	31.8%	1,794,464	24.1%
2 Land Acq/Restoration/Public Works	21,205,402	100,180,547	78,446,608	85,782,047	(14,398,500)	-14.4%	7,335,439	9.4%
3 Operations & Maint Land & Works	6,803,742	10,573,016	7,387,180	10,462,419	(110,597)	-1.0%	3,075,239	41.6%
4 Regulation	3,644,974	4,718,462	4,892,496	4,816,851	98,389	2.1%	(75,645)	-1.5%
5 Outreach	143,943	158,662	160,844	165,926	7,264	4.6%	5,082	3.2%
6 District Management & Admin	2,167,205	2,761,606	2,711,634	3,149,707	388,101	14.1%	438,073	16.2%
GRAND TOTAL	37,755,639	125,392,656	101,032,880	113,605,532	(11,787,124)	-9.4%	12,572,652	12.4%

Combined Outreach and Management & Administration as a Percent of Total Budget² 3,315,633 2.9%

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

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

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

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
FY 2024-2025 TENTATIVE BUDGET COMPARISON
BY FUND**

DESCRIPTION	General Fund	Capital Improv & Lands Acq	Special Projects	Lands Management	Regulation	Mitigation	TOTAL
Cash Balances Brought Forward	16,351,474	273,558	3,798,307	889,263	3,987,051	3,516,391	28,816,044
<u>ESTIMATED REVENUES:</u>							
Ad Valorem Taxes 0.0234 mills	1,630,117		2,394,883				4,025,000
Water Management Land Trust Fund							0
Land Acquisition Trust Fund		10,519,615	42,514,807	3,892,658	4,537,890		61,464,970
Water Protection & Sustain. Pgm. Trust Fund			135,615				135,615
Permitting and Licensing					655,000		655,000
Federal Grants			4,429,944				4,429,944
State Funds			30,113,547	4,110,000	10,750	1,828,494	36,062,791
Local Government Units			177,820	327			178,147
Timber Sales				250,000			250,000
Miscellaneous Revenues		813,798	0	111,815	45,000	35,000	1,005,613
Interfund Transfers	<u>2,716,517</u>	<u>0</u>	<u>4,488,313</u>				<u>7,204,830</u>
Total Estimated Revenues, Transfers and Balances	<u>20,698,108</u>	<u>11,606,971</u>	<u>88,053,236</u>	<u>9,254,063</u>	<u>9,235,691</u>	<u>5,379,885</u>	<u>144,227,954</u>
<u>ESTIMATED EXPENDITURES:</u>							
Salaries & Benefits	3,033,222	126,337	3,521,842	2,168,157	3,507,979	337,141	12,694,678
Other Personal Services	18,216		34,552	233,658	68,610	835	355,871
Contractual Services	361,250	310,991	15,710,880	3,337,658	204,820	1,179,863	21,105,462
Operating Expenses	711,555	1,300	860,656	1,175,927	791,375	126,443	3,667,256
Capital Outlay	149,989	10,866,071	235,146	985,985	244,067	142,448	12,623,706
Grants and Aids	75,000	0	63,083,559	0	0	0	63,158,559
Reserves	11,209,116	273,558	3,798,307	889,263	3,605,957	3,516,391	23,292,592
Interfund Transfers	<u>5,139,760</u>	<u>28,714</u>	<u>808,294</u>	<u>463,415</u>	<u>812,883</u>	<u>76,764</u>	<u>7,329,830</u>
Total Operating Expenditures, Transfers and Reserves	<u>20,698,108</u>	<u>11,606,971</u>	<u>88,053,236</u>	<u>9,254,063</u>	<u>9,235,691</u>	<u>5,379,885</u>	<u>144,227,954</u>

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: Benjamin Faure, Bureau Chief, Land Management Operations

DATE: June 24, 2024

SUBJECT: Consideration of Spending Authority for FY 2024-25 Hurricane and Tornado Recovery and Restoration Activities

Recommendation

Staff recommends the Governing Board authorize the Executive Director to issue individual or cumulative task orders that exceed the delegated spending authority to current contractors deemed responsive to RFP 20-001 to facilitate continued hurricane and tornado recovery and restoration activities up to an amount not to exceed \$2,500,000 for Fiscal Year 2024-25, subject to approval of the Fiscal Year 2024-25 budget.

Background

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

To date, the District has spent more than \$9,000,000 on hurricane recovery efforts within the Econfina Creek, Apalachicola River, and Chipola River water management areas and has completed vegetative debris reduction and removal on thousands of acres. The District has also repaired more than 50 miles of roadways and repaired and reopened dozens of recreation areas for public use and enjoyment. As of today, there are no remaining recreation sites closures as a result of Hurricane Michael.

On June 13th, the Governing Board adopted Amendment No. 5 to the FY 2023-24 budget to increase 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.

At this time, staff is requesting the Governing Board authorize the Executive Director to issue individual or cumulative task orders that exceed the delegated spending authority to current contractors deemed responsive to RFP 20-001 to facilitate continued recovery and restoration efforts on District lands, for Fiscal Year 2024-25, up to an amount not to exceed \$2,500,000.

BF/

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: June 24, 2024

SUBJECT: Consideration of Amendment No. 2 to the Trammell Conservation Easement;
Apalachicola River

Staff Recommendation

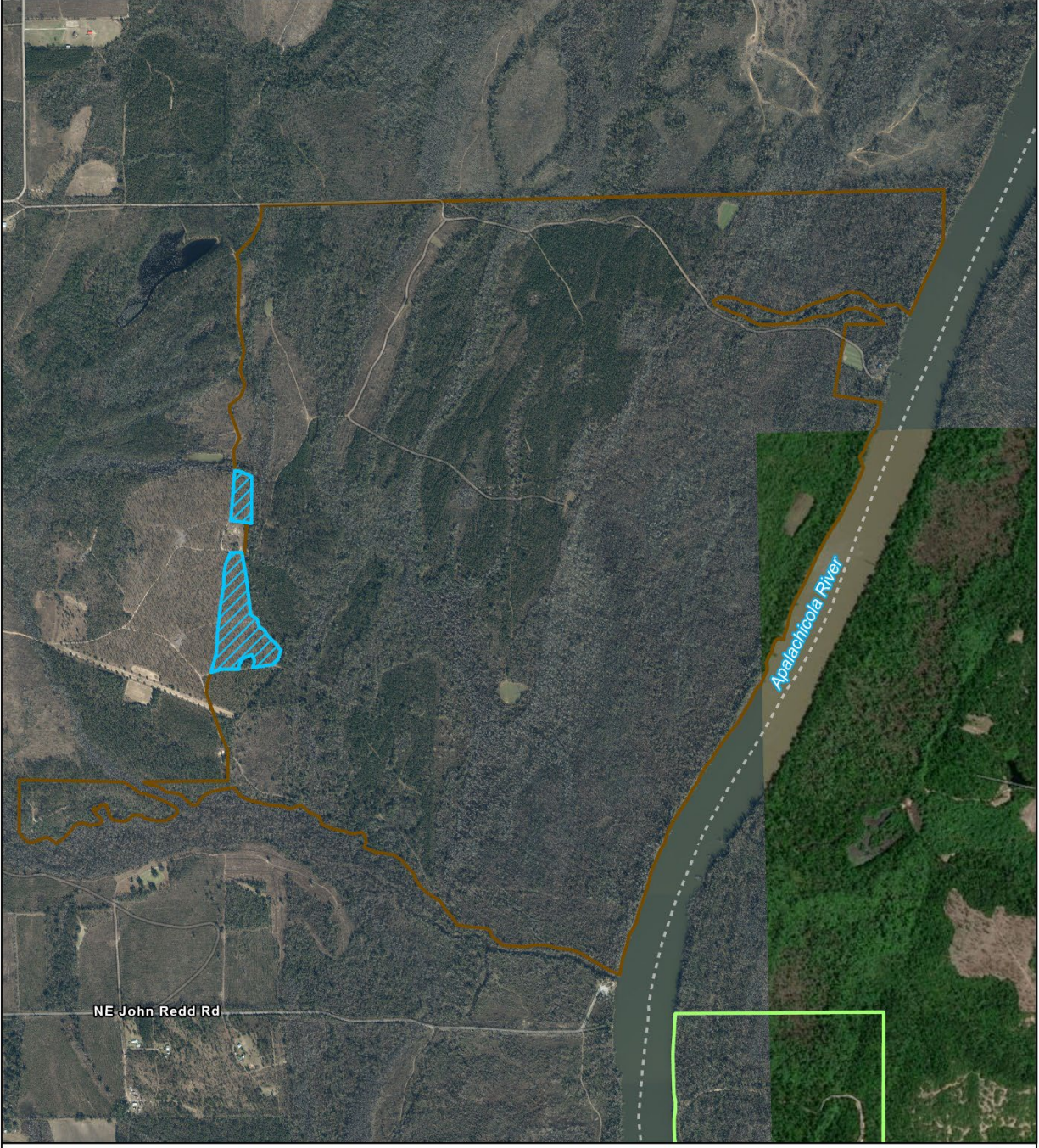
Staff recommends the Governing Board approve Amendment No. 2 to the Trammell Conservation Easement and authorize the Executive Director to sign Amendment No. 2, subject to legal counsel review and approval.

Background

The District purchased a Conservation Easement on 1,544 acres in December 2007 from Mr. Robert Trammell et al. This property is located in Calhoun County and has approximately two miles of frontage along the west side of the Apalachicola River (see attached map).

Mr. Trammell's consultant, Mr. Will Leonard, approached District staff requesting Amendment No. 2 to this Conservation Easement to allow gopher tortoise relocation on to approximately 25 acres. If approved, 75 gopher tortoises could be relocated onto this 25-acre site generating \$262,500. According to Mr. Leonard, the Florida Fish and Wildlife Conservation Commission has verbally confirmed the site met their requirements pending the successful submission of the permit package and accompanying documentation.

cb



Trammell Conservation Easement
 Apalachicola River Water Management Area
 Calhoun County, Florida
 1,544 Acres

Gopher Tortoise Relocation Area

NFWMD Owned Lands

NFWMD Conservation Easements

0 0.25 0.5 1 Miles

NORTHWEST FLORIDA
WATER MANAGEMENT DISTRICT

N

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: July 2, 2024

There are no pending cases in which the District is a party.