

**Northwest Florida Water Management District  
Governing Board Meeting Minutes  
Thursday, November 14, 2024  
700 US Highway 331 South  
DeFuniak Springs, FL 32435**

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; John Alter; Gus Andrews; Ted Everett; Kellie Ralston; Anna Upton

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

2. Special Thanks and Recognition

None.

3. Changes to the Agenda

None.

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

4. Consideration of the following Items Collectively by Consent:

MOTIONED BY TED EVERETT, SECONDED BY GUS ANDREWS, 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 October 10, 2024

Approve the Minutes for October 10, 2024, Governing Board meeting.

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

Approve the Financial Reports for the Month of September 2024.

C. Consideration of OTT HydroMet Equipment Sole Source Purchases During Fiscal Year 2024-25

Authorize the Executive Director to approve as-needed sole source purchases of field equipment from OTT HydroMet, not to exceed \$150,000 during Fiscal Year 2024-25.

D. Approval of Resolution No. 947 for Acquisition of the Welch Tract; Yellow River WMA

Approve and adopt Resolution No. 947 for the Welch acquisition in the Yellow River Water Management Area.

5. Consideration of Acceptance of Appraisals and Approval of Purchase and Sale Agreement for the Purchase of the Taylor Parcel; Chipola River WMA

MOTIONED BY JOHN ALTER, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD ACCEPT THE APPRAISALS PREPARED BY CARLTON APPRAISAL COMPANY AND BBG REAL ESTATE SERVICES AND REVIEW APPRAISAL PREPARED BY CARROLL APPRAISAL COMPANY, INC. FOR THE TAYLOR PARCEL IN JACKSON COUNTY, APPROVE THE PURCHASE AND SALE AGREEMENT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE PURCHASE AND SALE AGREEMENT AND ALL CLOSING DOCUMENTS ON BEHALF OF THE DISTRICT, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT, APPROVAL OF THE AGREEMENT BY LEGAL COUNSEL, AND SUBJECT TO AVAILABILITY OF FUNDS IN THE FY 2024-25 BUDGET, AND APPROVE THE COSTS FOR SURVEYING AND MAPPING OF THE TAYLOR TRACT, NOT TO EXCEED \$29,500. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Consideration of Grant Funding for Port St. Joe Water Treatment Plant Reuse Project

MOTIONED BY GUS ANDREWS, SECONDED BY TED EVERETT, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE CITY OF PORT ST. JOE TO PROVIDE \$80,000.00 IN GRANT FUNDING FOR THE PORT ST. JOE MICROFILTRATION MEMBRANE BACKWASH WATER RECYCLE PROJECT, SUBJECT TO BUDGET AUTHORITY AND LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Hydrologic Conditions Update

Informational purposes only.

8. Legal Counsel Report

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

William and Ashley Merryman v. St. Johns River Water Management District, et al., United States District Court for the Middle District of Florida (Jacksonville Division) Case No. 3:24-cv-00658-WWB-JBT

9. Executive Director Report

Meeting was adjourned at 1:36 p.m.

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

Balance Forward - Operating Funds	\$37,156,746.58	
Operating Funds Received in current month:		
Revenue Receipts, Current	\$ 273,748.55	
Contracts Receivable	3,135,946.65	
Other Deposits/Refunds/Adjustments	63,833.99	
Transfers from Lands Accounts	0.00	
Total Deposits during month	3,473,529.19	
Total Deposits and Balance Forward		\$ 40,630,275.77
Disbursements:		
Employee Salaries	510,795.89	
Employee Benefits	406,775.96	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	873,658.92	
Operating Expenses - Services	277,832.93	
Operating Expenses - Commodities	95,750.51	
Operating Capital Outlay	106,713.77	
Grants and Aids	93,248.15	
Total Operating Expenses during month	2,364,776.13	
Payables, Prior Year	0.00	
Other Disbursements or (Credits)	50,553.13	
Total Funds Disbursed by check during month	2,415,329.26	
Bank Debits (Fees, Deposit Slips, etc.)	0.00	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed	2,415,329.26	
Cash Balance Operating Funds at month end		\$ 38,214,946.51
Operating Depositories:		
Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking	4,575,602.66	
Payroll Account	269,884.97	
Passthrough (EFT) Account	16.93	
Investment Accounts:		
Fla. Board of Administration @ 5.04%		
General Fund	13,221,730.09	
Lands Fee Fund	3,421,546.32	
Ecosystem TF	191.12	
Water Prot. & Sust. Program TF	290.13	
Okaloosa Regional Reuse	101,813.35	
Mitigation Fund	16,623,620.69	
Total Operating Depositories at month end	\$ 38,214,946.51	

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

Land Acquisition Funds:

Fla. Board of Administration @ 5.04%	\$	291,125.60	
Total Land Acquisition Funds			291,125.60

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 5.04%		44,114.20	
Fla. Board of Administration Cypress Springs R&M Account @ 5.04%		872,529.98	
Total Restricted Land Management Funds			916,644.18

Total Land Acquisition, and Restricted Management Funds			1,207,769.78
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			\$ 3,623,099.04
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Approved: \_\_\_\_\_  
 Chairman or Executive Director

Date: December 12, 2024

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

	<b>Current Budget</b>	<b>Actuals Through 10/31/2024</b>	<b>Variance (under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 4,025,000	\$ -	\$ (4,025,000)	0%
Intergovernmental Revenues	102,271,467	-	(102,271,467)	0%
Interest on Invested Funds	96,250	145,457	49,207	151%
License and Permit Fees	655,000	54,298	(600,702)	8%
Other	1,159,363	76,770	(1,082,593)	7%
Fund Balance	28,816,044		(28,816,044)	0%
<b>Total Sources</b>	<b>\$ 137,023,124</b>	<b>\$ 276,524</b>	<b>\$ (136,746,600)</b>	<b>0%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances <sup>1</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated <sup>2</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 9,228,582	\$ 132,022	\$ 164,699	\$ 8,931,861	1%	3%
Acquisition, Restoration and Public Works	85,847,047	31,188	847,311	84,968,549	0%	1%
Operation and Maintenance of Lands and Works	10,462,419	235,658	2,685,551	7,541,211	2%	28%
Regulation	4,816,851	169,282	328,375	4,319,193	4%	10%
Outreach	165,926	12,503	540	152,883	8%	8%
Management and Administration	3,149,707	112,406	20,612	3,016,689	4%	4%
<b>Total Uses</b>	<b>\$ 113,670,532</b>	<b>\$ 693,059</b>	<b>\$ 4,047,087</b>	<b>\$ 108,930,386</b>	<b>1%</b>	<b>4%</b>
Reserves	23,352,592			23,352,592	0%	0%
<b>Total Uses and Reserves</b>	<b>\$ 137,023,124</b>	<b>\$ 693,059</b>	<b>\$ 4,047,087</b>	<b>\$ 132,282,978</b>	<b>1%</b>	<b>3%</b>

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

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

This unaudited financial statement is prepared as of October 31, 2024, and covers the interim period since the most recent audited financial statements.

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

CHECKS	10/03/2024	\$ 11,877.53
CHECKS	10/03/2024	19,083.46
RETIREMENT	10/04/2024	105,183.05
ACH TRANSFERS	10/04/2024	138,994.75
ACH TRANSFERS	10/04/2024	256,113.44
DIRECT DISBURSEMENTS	10/04/2024	83,627.15
CHECKS	10/10/2024	158,749.64
CHECKS	10/10/2024	988.85
ACH TRANSFERS	10/11/2024	64,739.88
ACH TRANSFERS	10/11/2024	75.00
DIRECT DISBURSEMENTS	10/11/2024	50.00
DIRECT DISBURSEMENTS	10/11/2024	100.00
CHECKS	10/17/2024	63,071.60
CHECKS	10/17/2024	198,440.61
VOIDED CHECKS	10/17/2024	-102,882.47
VOIDED CHECKS	10/21/2024	-100.00
ACH TRANSFER	10/18/2024	50,626.35
ACH TRANSFER	10/18/2024	16,048.80
DIRECT DISBURSEMENT	10/18/2024	6,442.55
DIRECT DISBURSEMENT	10/18/2024	240.00
CHECKS	10/24/2024	30,169.28
CHECKS	10/24/2024	169,224.64
ACH TRANSFER	10/25/2024	45,273.64
ACH TRANSFER	10/25/2024	420,351.80
DIRECT DISBURSEMENT	10/25/2024	1,900.00
DIRECT DISBURSEMENT	10/29/2024	1,022.02
CHECKS	10/31/2024	19,416.00
ACH TRANSFER	10/31/2024	25,222.14
RETIREMENT	10/31/2024	105,333.27
		\$ 1,889,382.98

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Chairman or Executive Director

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December 12, 2024  
Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
95	AT&T	10/3/2024	657.94	PHONE SERVICE EFO
2197	A J TROPHIES & AWARDS INC	10/3/2024	99.95	RETIREMENT PLAQUE FOR PAUL THORPE
5131	CITY OF DEFUNIAK SPRINGS	10/3/2024	230.06	CITY OF DEFUNIAK SPRINGS WATER/SEWER
916	FPL NORTHWEST FLORIDA	10/3/2024	672.42	DEFUNIAK ELECTRIC
3567	HELENA CHEMICAL COMPANY	10/3/2024	2,055.00	HELENA HERBICIDE ORDER
6085	QUALITY GLASS OF WALTON COUNTY	10/3/2024	405.69	WINDSHIELD REPLACEMENT FOR WMD-2414
5933	ROGERS BROTHERS LAND CLEARING LLC	10/3/2024	2,496.00	APALACHICOLA ROAD MATERIALS
5933	ROGERS BROTHERS LAND CLEARING LLC	10/3/2024	12,466.40	APALACHICOLA ROAD MATERIALS
<b>TOTAL CHECKS</b>			<b>\$ 19,083.46</b>	
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	10/4/2024	51,334.00	ANALYSIS OF FRESHWATER & ESTUA
5243	CARROLL APPRAISAL COMPANY, INC.	10/4/2024	1,200.00	REVIEW APPRAISAL
97	THE DEFUNIAK HERALD	10/4/2024	63.00	LEGAL ADS-WATER USE PERMITS
1948	DELL MARKETING L.P.	10/4/2024	38,286.00	LAPTOP REPLACEMENTS
3126	DEWBERRY ENGINEERS, INC	10/4/2024	75,000.00	CONTRACTUAL SERVICES FOR RISK
3126	DEWBERRY ENGINEERS, INC	10/4/2024	46,406.86	AGREEMENT FOR WATER RESOURCES
2702	FISH AND WILDLIFE	10/4/2024	1,677.37	LAW ENFORCEMENT AND SECURITY O
2702	FISH AND WILDLIFE	10/4/2024	5,658.98	LAW ENFORCEMENT AND SECURITY O
5925	IAN WATERS	10/4/2024	126.00	TRAVEL REIMBURSEMENT
5435	NV5 GEOSPATIAL INC	10/4/2024	7,638.40	PARCEL DATA
6065	OFF DUTY MANAGEMENT INC	10/4/2024	1,451.52	SECURITY SERVICES FOR ECONFINA CREEK WMA REC AREAS
4305	DANA PALERMO	10/4/2024	152.00	TRAVEL REIMBURSEMENT
1180	PRIDE ENTERPRISES	10/4/2024	1,448.48	CENTRAL AND EASTERN REGION REC SITE AMENITIES
1180	PRIDE ENTERPRISES	10/4/2024	9,088.48	CENTRAL AND EASTERN REGION REC SITE AMENITIES
4607	QUADIENT LEASING USA, INC	10/4/2024	1,087.65	MAILING SYSTEMS FOR HQ AND DEF
4091	THE SHOE BOX	10/4/2024	151.00	REG CLOTHING
3104	SOUTHERN WATER SERVICES, LLC	10/4/2024	250.00	QUARTERLY SAMPLING FOR ECONFINA FIELD OFFICE
5455	PAUL THURMAN	10/4/2024	99.00	TRAVEL REIMBURSEMENT
5218	WAGeworks, INC.	10/4/2024	147.90	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	10/4/2024	14,700.80	LAW ENFORCEMENT/SECURITY ON DI
5710	BRANDON WINTER	10/4/2024	146.00	TRAVEL REIMBURSEMENT
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 256,113.44</b>	
<b>TOTAL AP</b>			<b>\$ 275,196.90</b>	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/3/2024	728.92	BCBS MEDICARE
4832	SUN LIFE FINANCIAL	10/3/2024	5,528.50	SUNLIFE 4 - DENTAL
4832	SUN LIFE FINANCIAL	10/3/2024	46.90	SUNLIFE 5 - PREPAID DENTAL
4834	SUN LIFE FINANCIAL	10/3/2024	84.51	EMPLOYEE ASSISTANCE PROGRAM

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4834	SUN LIFE FINANCIAL	10/3/2024	1,083.50	SUNLIFE 1 - AD&D
4834	SUN LIFE FINANCIAL	10/3/2024	2,791.41	SUNLIFE 2 - VOL LIFE
4833	SUN LIFE FINANCIAL	10/3/2024	1,007.31	SUNLIFE 3 - VOL LTD
5250	SUN LIFE FINANCIAL - VISION	10/3/2024	606.48	SUNLIFE 6 - VISION
<b>TOTAL CHECKS</b>			<b>\$ 11,877.53</b>	
3293	ANGUS G. ANDREWS, JR.	10/4/2024	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
1617	CAPITAL HEALTH PLAN	10/4/2024	88,877.25	CHP MEDICAL
2701	FLORIDA MUNICIPAL INSURANCE TRUST	10/4/2024	41,992.50	FIRST INSTALLMENT FY 24-25
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 138,994.75</b>	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/4/2024	2,125.75	BCBE RETIREE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/4/2024	1,022.02	BCBS RETIREE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/4/2024	80,479.38	BEBS MEDICAL
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$ 83,627.15</b>	
<b>TOTAL AP</b>			<b>\$ 234,499.43</b>	
5127	ALAN JAY FLEET SALES	10/10/2024	47,617.00	2024 RMD FORD F-150 WITH TOPPER
5127	ALAN JAY FLEET SALES	10/10/2024	7,175.00	2024 RMD FORD F-150 WITH TOPPER
5428	STANTEC, INC	10/10/2024	64,574.97	AGREEMENT FOR AS NEEDED SERVIC
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	10/10/2024	1,975.62	LABORATORY ANALYSIS - ECONFINA COLIFORM
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	10/10/2024	9,203.74	LAB ANALYSIS - GW QUALITY TREND AND MFL MONITORING
2241	DEPT. OF THE INTERIOR - USGS	10/10/2024	4,471.00	GOES REFERENCE & POTENTIAL ET
4748	EAST MILTON WATER SYSTEM	10/10/2024	26.71	WATER MILTON OFFICE
4068	RING POWER CORPORATION	10/10/2024	1,033.84	CAT 299 SKID STEER REPAIRS
342	THE STAR	10/10/2024	115.19	LEGAL ADS-WATER USE PERMITS
105	TALLAHASSEE DEMOCRAT	10/10/2024	80.02	LEGAL ADS-WATER USE PERMITS
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2024	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2024	430.10	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2024	3,064.69	ELECTRIC HQ
6058	TRIOAK ENTERPRISE LLC	10/10/2024	5,559.00	NORSTAR FLATBED/INSTALL FOR 2024 LANDS F-350
3941	TYLER TECHNOLOGIES, INC.	10/10/2024	12,600.00	TYLER TECH TCM MODULE FOR CONTENT MANAGEMENT
4358	UNIVERSITY OF FLORIDA (IFAS)	10/10/2024	734.26	SOD BASED CROP ROTATION SYSTEM
<b>TOTAL CHECKS</b>			<b>\$ 158,749.64</b>	
4845	CALHOUN COUNTY SHERIFF'S OFFICE	10/11/2024	1,536.00	LAW ENFORCEMENT/SECURITY SERVI



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5949	CLAYTON PARTLOW	10/11/2024	824.00	TRAVEL REIMBURSEMENT
4125	KATHLEEN COATES	10/11/2024	151.00	TRAVEL REIMBURSEMENT
3126	DEWBERRY ENGINEERS, INC	10/11/2024	4,277.70	AGREEMENT FOR WATER RESOURCES
45	DMS	10/11/2024	14.46	AIR CARDS AND HOTSPOTS
45	DMS	10/11/2024	6.66	CONFERENCE CALLS
45	DMS	10/11/2024	1,965.55	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	10/11/2024	623.60	DEFUNIAK LOCAL PHONE (WEST FL TELEPHONE SVC)
45	DMS	10/11/2024	9,855.51	HEADQUARTERS ETHERNET
45	DMS	10/11/2024	1,547.23	HEADQUARTERS LOCAL (PANAMA CITY PHONE SVC)
45	DMS	10/11/2024	94.88	MILTON LOCAL (GULF BREEZE TELEPHONE SVC)
45	DMS	10/11/2024	14.58	AIR CARDS AND HOTSPOTS
45	DMS	10/11/2024	6.56	CONFERENCE CALLS
45	DMS	10/11/2024	1,965.28	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	10/11/2024	623.46	DEFUNIAK LOCAL PHONE (WEST FL TELEPHONE SVC)
45	DMS	10/11/2024	9,855.51	HEADQUARTERS ETHERNET
45	DMS	10/11/2024	1,547.23	HEADQUARTERS LOCAL (PANAMA CITY PHONE SVC)
45	DMS	10/11/2024	94.88	MILTON LOCAL (GULF BREEZE TELEPHONE SVC)
3942	A & W VENTURES, L.C.	10/11/2024	275.00	PORTABLE TOILET FOR PHIPPS PARK
5368	KOUNTRY RENTAL NWF, INC.	10/11/2024	11,236.66	SERVICE FOR PORTABLE TOILETS-C
5802	MURPHY CASSIDY DIESEL REPAIRS	10/11/2024	245.48	MINOR REPAIRS FOR REG VEHICLES
5894	ODESSA CLEANING SERVICE LLC	10/11/2024	150.00	ECONFINA FIELD OFFICE CLEANING
6065	OFF DUTY MANAGEMENT INC	10/11/2024	465.92	SECURITY SERVICES FOR ECONFINA CREEK WMA REC AREAS
4339	KATHARINE PRICE	10/11/2024	115.00	TRAVEL REIMBURSEMENT
5083	S&S ENVIRONMENTAL CONSULTANTS LLC	10/11/2024	3,250.00	PHASE I ESA'S
5651	SGS TECHNOLOGIE, LLC	10/11/2024	373.33	HOSTING & MAINTAINING DIST WEBSITE CON # 19-022
4091	THE SHOE BOX	10/11/2024	186.00	XL HAT SUPPLY FOR STAFF
3213	SHI INTERNATIONAL CORP	10/11/2024	4,843.50	COHESITY IMPLEMENTATION
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	10/11/2024	4,606.90	RECREATION SITE CLEAN UP AND M
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	10/11/2024	200.00	JANITORIAL SERVICES FOR THE MILTON OFFICE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	487.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	479.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	380.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	390.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	225.00	RENTAL & SERVICE FOR PORTABLE

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5060	XTREME LOGISTICS GULF COAST, LLC	10/11/2024	200.00	RENTAL & SERVICE FOR PORTABLE
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 64,739.88</b>	
5944	REFUND NIC	10/11/2024	50.00	WELLS REFUND 320379-1 WITHDRAWN
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$ 50.00</b>	
<b>TOTAL AP</b>			<b>\$ 223,539.52</b>	
5671	THOMAS BASFORD	10/10/2024	50.00	WELLS REFUND 319696-1 OVERPAYMENT
391	GADSDEN COUNTY TAX COLLECTOR	10/10/2024	119.55	TAG/REGISTRATION FOR LANDS FY23-24 F-350
6087	PAMELA BARR	10/10/2024	620.20	HEALTH INSURANCE PREMIUM REIMBURSEMENT
4626	WASTE PRO OF FLORIDA, INC	10/10/2024	199.10	SOLID WASTE HQ
<b>TOTAL CHECKS</b>			<b>\$ 988.85</b>	
5947	PREVENTIA SECURITY LLC	10/11/2024	75.00	DEFUNIAK OFFICE FIRE/ALARM
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 75.00</b>	
5944	REFUND NIC	10/11/2024	50.00	WELLS REFUND 320480-1 NO EXEMPT NEEDED
5944	REFUND NIC	10/11/2024	50.00	WELLS REFUND 320443, NO FEE REQUIRED
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$ 100.00</b>	
<b>TOTAL AP</b>			<b>\$ 1,163.85</b>	
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	10/12/2023	17,000.00	REFUND LAND SALE PROCEEDS TO FDEP
3198	MILTON AUTO PARTS, INC.	10/12/2023	265.36	SUPPLIES FOR EQUIPMENT AT MILTON FIELD OFFICE
2446	NATIONAL GROUND WATER ASSOCIATION	10/12/2023	395.00	NGWA MEMBERSHIP
4465	SHERIFF OF SANTA ROSA COUNTY	10/12/2023	40.00	PROCESS SERVER-SANTA ROSA COUNTY
4626	WASTE PRO OF FLORIDA, INC	10/12/2023	129.18	SOLID WASTE DUMPSTER - FL RIVER
4626	WASTE PRO OF FLORIDA, INC	10/12/2023	212.18	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
<b>TOTAL CHECKS</b>			<b>\$ 18,041.72</b>	
3293	ANGUS G. ANDREWS, JR.	10/13/2023	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
5294	KRONOS, INCORPORATED	10/13/2023	5,905.54	KRONOS RENEWAL
5947	PREVENTIA SECURITY LLC	10/13/2023	75.00	DEFUNIAK SECURITY

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
5947	PREVENTIA SECURITY LLC	10/13/2023	75.00	DEFUNIAK SECURITY
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	10/13/2023	81,101.88	CLOSING FUNDS FOR JENCKS-PARKER ACQUISITION
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 95,282.42</b>	
<b>TOTAL AP</b>			<b>\$ 113,324.14</b>	
6022	FL DEPARTMENT OF AGRICULTURE AND CONSUMER SER	10/17/2024	17,781.25	AGREEMENT FOR OPERATION OF MOB
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	10/17/2024	30.38	LEGAL ADS FOR GOVERNING BOARD
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	10/17/2024	25.20	FAR AD - RFP 24-002
916	FPL NORTHWEST FLORIDA	10/17/2024	240.09	MILTON ELECTRIC
3003	HAVANA FORD, INC.	10/17/2024	1,021.36	MAJOR REPAIRS TO WMD-96843
3003	HAVANA FORD, INC.	10/17/2024	160.81	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
3003	HAVANA FORD, INC.	10/17/2024	55.19	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
3003	HAVANA FORD, INC.	10/17/2024	55.19	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
4575	HAZEN AND SAWYER, P.C.	10/17/2024	34,883.75	AGREEMENT FOR WATER SUPPLY PLA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	264.38	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	180.45	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	633.39	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	90.85	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	9.59	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	103.33	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	97.27	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	181.58	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	133.05	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/17/2024	185.08	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
5965	NIC SERVICES	10/17/2024	887.91	FEE FOR ELECTRONIC PAYMENTS
63	NORTHWEST FLORIDA DAILY NEWS	10/17/2024	1,423.73	TRIM ADVERTISEMENT
63	NORTHWEST FLORIDA DAILY NEWS	10/17/2024	129.40	LEGAL ADS-WATER USE PERMITS
64	PANAMA CITY NEWS HERALD	10/17/2024	634.84	TRIM ADVERTISEMENT
62	PENSACOLA NEWS-JOURNAL	10/17/2024	1,266.34	TRIM ADVERTISEMENT
105	TALLAHASSEE DEMOCRAT	10/17/2024	1,897.19	TRIM ADVERTISEMENT
3941	TYLER TECHNOLOGIES, INC.	10/17/2024	700.00	TYLER TECH TCM MODULE FOR CONTENT MANAGEMENT
<b>TOTAL CHECKS</b>			<b>\$ 63,071.60</b>	
4125	KATHLEEN COATES	10/18/2024	116.00	TRAVEL REIMBURSEMENT
2702	FISH AND WILDLIFE	10/18/2024	5,988.06	LAW ENFORCEMENT AND SECURITY O
3002	FLORIDA STATE UNIVERSITY	10/18/2024	1,128.93	OFFSITE DATA STORAGE
4961	PETER FOLLAND	10/18/2024	90.00	TRAVEL REIMBURSEMENT
3603	JIM STIDHAM & ASSOCIATES, INC.	10/18/2024	11,424.00	AGREEMENT FOR AS NEEDED SERVIC

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
3813	PENNINGTON, P.A.	10/18/2024	13,345.00	LEGAL COUNSEL
5614	ZACHARY J. SELLERS	10/18/2024	1,019.83	DFO JANITORIAL SERVICES
5336	TETRA TECH, INC	10/18/2024	8,033.70	AGREEMENT FOR AS NEEDED SERVIC
3454	USDA, APHIS, WILDLIFE SERVICES	10/18/2024	9,480.83	AGREEMENT FOR NUISANCE WILDLIF
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 50,626.35</b>	
2967	BANK OF AMERICA	10/18/2024	5,854.90	SEPTEMBER 2024 P-CARD CHARGES
2967	BANK OF AMERICA	10/18/2024	50.00	REG SUNPASS
2967	BANK OF AMERICA	10/18/2024	19.99	TALLAHASSEE DEMOCRAT DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	10/18/2024	19.99	PENSACOLA NEWS JOURNAL DIGITAL SUBSCRIPTION
2967	BANK OF AMERICA	10/18/2024	173.00	REG OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	10/18/2024	159.50	PLOTTER PAPER FOR GIS
2967	BANK OF AMERICA	10/18/2024	77.39	OFFICE SUPPLIES
2967	BANK OF AMERICA	10/18/2024	87.78	INK CARTRIDGES-AMAZON
<b>TOTAL DIRECT DISBURSEMENTS</b>			<b>\$ 6,442.55</b>	
<b>TOTAL AP</b>			<b>\$ 120,140.50</b>	
5954	BLU RIPPLE INC	10/19/2023	2,454.45	REPLACEMENT STEPS - SEVEN RUNS
5987	BOING US HOLDCO INC	10/19/2023	934.56	DEFUNIAK CARWASH
5872	FUSION FLEET SERVICES LLC	10/19/2023	222.76	GPS INSTALL/REMOVAL INTO 2023 LAB F-150
349	GADSDEN COUNTY PROPERTY APPRAISER	10/19/2023	572.39	1ST QTR FY 22-23
5908	JOHNSTON MATERIALS SUPPLY LLC	10/19/2023	536.50	FILL DIRT FOR BRUNSON LANDING BOAT RAMP REPAIRS
5016	LOBBYTOOLS, INC.	10/19/2023	4,300.00	LOBBYTOOLS SUBSCRIPTION RENEWAL
3266	LOWE'S COMPANIES INC.	10/19/2023	336.64	SHOP SUPPLIES
<b>TOTAL CHECKS</b>			<b>\$ 9,357.30</b>	
5243	CARROLL APPRAISAL COMPANY, INC.	10/20/2023	1,050.00	REVIEW APPRAISAL OF SUR. TRACT-N. SILVER LAKE RD
3078	GEORGIA-FLORIDA BURGLAR ALARM CO, INC	10/20/2023	1,710.00	HQ SECURITY MONITORING AND MAI
5802	MURPHY CASSIDY DIESEL REPAIRS	10/20/2023	157.60	MINOR REPAIRS FOR REG VEHICLES
5618	PRESSRELATIONS, INC.	10/20/2023	2,399.40	MEDIA CLIPS TRACKING SERVICE
1180	PRIDE ENTERPRISES	10/20/2023	6,225.44	REPLACEMENT GRILLS AND FIRE RINGS
5825	THE PRINT SHOP INC	10/20/2023	1,530.00	REC SITE SIGNS
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 13,072.44</b>	
<b>TOTAL AP</b>			<b>\$ 22,429.74</b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
4161	AUBURN UNIVERSITY	10/24/2024	39,170.14	EPA FARMER TO FARMER GRANT
2992	BANK OF AMERICA	10/24/2024	443.86	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	10/24/2024	976.07	SEPT 2024 ACCOUNT ANALYSIS
5901	CEDAR CREEK TIMBER COMPANY INC	10/24/2024	31,666.00	RETURN OF PERFORMANCE BOND CHECK AGREEMENT 23-038
5131	CITY OF DEFUNIAK SPRINGS	10/24/2024	232.52	CITY OF DEFUNIAK SPRINGS WATER/SEWER
4676	CITY OF MILTON FLORIDA	10/24/2024	44.82	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	10/24/2024	85.86	DUMPSTER SERVICE
3289	CITY OF TALLAHASSEE	10/24/2024	49.75	LAKESHORE AND I10
6022	FL DEPARTMENT OF AGRICULTURE AND CONSUMER SER	10/24/2024	17,781.25	AGREEMENT FOR OPERATION OF MOB
6022	FL DEPARTMENT OF AGRICULTURE AND CONSUMER SER	10/24/2024	17,781.25	AGREEMENT FOR OPERATION OF MOB
2291	GULF COAST ELECTRIC COOPERATIVE,INC	10/24/2024	525.37	ELECTRIC SERVICE EFO
4575	HAZEN AND SAWYER, P.C.	10/24/2024	35,032.00	AGREEMENT FOR WATER SUPPLY PLA
4575	HAZEN AND SAWYER, P.C.	10/24/2024	11,511.25	AGREEMENT FOR WATER SUPPLY PLA
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	10/24/2024	78.72	KONICA MINOLTA COPIER LEASE RENEWAL AND MAINTENANC
3266	LOWE'S COMPANIES INC.	10/24/2024	114.55	8FT STEP LADDER FOR SHOP
5886	SHIVER DIESEL INJECTION & TURBOCHARGER INC OF FL	10/24/2024	11,351.32	ENGINE REPLACEMENT FOR WMD-96835
4557	VERIZON WIRELESS	10/24/2024	1,239.89	CELL PHONES AND JET PACKS
5081	WILLIAMS COMMUNICATIONS, INC.	10/24/2024	285.00	GPS INTALL/REMOVAL INTO REG 2024 F-150
5081	WILLIAMS COMMUNICATIONS, INC.	10/24/2024	465.00	GPS INSTALL/REMOVALS FOR 2024 FLEET VEHICLES
5081	WILLIAMS COMMUNICATIONS, INC.	10/24/2024	275.00	GPS INSTALL/REMOVALS FOR 2024 FLEET VEHICLES
4038	WINDSTREAM COMMUNICATIONS	10/24/2024	115.02	800 NUMBERS AND EFO LONG DISTANCE
<b>TOTAL CHECKS</b>			<b>\$ 169,224.64</b>	
4522	AECOM TECHNICAL SERVICES, INC	10/25/2024	81,480.00	TECHINCAL SERVICES
4522	AECOM TECHNICAL SERVICES, INC	10/25/2024	84,390.00	TECHINCAL SERVICES
5340	APPLIED TECHNOLOGY AND MANAGEMENT, INC.	10/25/2024	125,488.75	ANALYSIS OF FRESHWATER & ESTUA
5089	ATKINS NORTH AMERICA, INC.	10/25/2024	8,518.29	PEA ENGINEERING SERVICES
5089	ATKINS NORTH AMERICA, INC.	10/25/2024	1,316.90	PEA ENGINEERING SERVICES
5089	ATKINS NORTH AMERICA, INC.	10/25/2024	14,569.91	PEA ENGINEERING SERVICES
5089	ATKINS NORTH AMERICA, INC.	10/25/2024	8,514.00	PEA ENGINEERING SERVICES
3126	DEWBERRY ENGINEERS, INC	10/25/2024	19,584.15	AGREEMENT FOR WATER RESOURCES
45	DMS	10/25/2024	13.71	AIR CARDS AND HOT SPOTS
45	DMS	10/25/2024	1,965.64	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	10/25/2024	623.60	DEFUNIAK LOCAL PHONE (WEST FL TELEPHONE SVC)
45	DMS	10/25/2024	12.52	CONFERENCE CALLS
45	DMS	10/25/2024	9,855.51	HEADQUARTERS ETHERNET
45	DMS	10/25/2024	1,547.23	HEADQUARTERS LOCA (PANAMA CITY PHONE SVC)
45	DMS	10/25/2024	94.88	MILTON LOCAL (GULF BREEZE TELEPHONE SVC)
4807	WEX BANK	10/25/2024	1,097.25	WEX GPS TRACKING
4807	WEX BANK	10/25/2024	10,818.83	SEPT 2024 FUEL/SERVICE CHARGES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
2702	FISH AND WILDLIFE	10/25/2024	21,190.75	COOPERATIVE MANAGEMENT SAND HI
2702	FISH AND WILDLIFE	10/25/2024	1,546.99	LAW ENFORCEMENT AND SECURITY O
3337	FORESTECH CONSULTING	10/25/2024	400.00	LAND MANAGEMENT DATABASE
2268	INNOVATIVE OFFICE SOLUTIONS, INC	10/25/2024	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
4952	LAW, REDD, CRONA & MUNROE, P.A.	10/25/2024	6,642.00	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
3696	URS CORPORATION	10/25/2024	4,400.00	85 BAY COUNTY DFIRM UPDATE
3696	URS CORPORATION	10/25/2024	743.09	111 COASTAL PANHANDLE FIRM
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	10/25/2024	14,700.80	LAW ENFORCEMENT/SECURITY ON DI
<b>TOTAL ACH DISBURSEMENTS</b>			<b>\$ 420,351.80</b>	
<b>TOTAL AP</b>			<b>\$ 589,576.44</b>	
5768	ALFORD BROTHERS INC	10/26/2023	96.90	MINOR REPAIRS FOR REG VEHICLES
735	CARLTON APPRAISAL COMPANY	10/26/2023	1,498.00	APPRAISAL OF SURPLUS TRACT-N. SILVER LAKE RD
4469	ESCAMBIA SHERIFFS OFFICE	10/26/2023	20.00	PROCESS SERVER-WELLS
5648	FLORIDA OUTDOOR EQUIPMENT INC	10/26/2023	14,633.22	2024 SCAG TURG TIGER 2 72"" ZERO TURN
5599	KEITH MCNEILL PLUMBING CONTRACTOR	10/26/2023	217.50	RUNNING PO FOR MINOR PLUMBING AROUND HQ
1205	OFFICE DEPOT, INC.	10/26/2023	28.74	ADMIN SUPPLIES
5764	SOUTHERN CLEANING SUPPLY LLC	10/26/2023	943.70	CLEANING AND REC SITE SUPPLIES
3941	TYLER TECHNOLOGIES, INC.	10/26/2023	96,702.35	MUNIS LICENSE AND SUPPORT
75	WALTON COUNTY PROPERTY APPRAISER	10/26/2023	2,256.26	1ST QTR FY 23-24
<b>TOTAL CHECKS</b>			<b>\$ 116,396.67</b>	
3113	RAY GLASS' BATTERIES, INC.	10/27/2023	1,128.92	REPLACEMENT BATTERIES AND CHARGERS FOR FIELD EQUIP
97	THE DEFUNIAK HERALD	10/27/2023	49.00	LEGAL ADS-WATER USE PERMITS
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	10/27/2023	1,038.00	LAB SUPPLIES
5802	MURPHY CASSIDY DIESEL REPAIRS	10/27/2023	157.60	MINOR REPAIRS FOR REG VEHICLES
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER	10/27/2023	49.00	LABORATORY TESTING
5947	PREVENTIA SECURITY LLC	10/27/2023	165.00	SERVICE/REPAIR FOR AVS SYSTEMS IN DFO
4799	STAPLES CONTRACT & COMMERCIAL, INC.	10/27/2023	37.39	ADMIN SUPPLIES
2630	ERIC TOOLE	10/27/2023	88.00	TRAVEL REIMBURSEMENT
<b>TOTAL ACH TRANSFERS</b>			<b>\$ 2,712.91</b>	
5944	REFUND NIC	10/27/2023	320.00	P313781 DALE LONG WITHDRAWAL REFUND
5944	REFUND NIC	10/27/2023	50.00	WELL PERMIT REFUND 313537-1
5944	REFUND NIC	10/27/2023	320.00	P314276 DAVID FITZPATRICK WITHDRAWAL REFUND
<b>TOTAL DIRECT DISPERSEMENTS</b>			<b>\$ 690.00</b>	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
ACCOUNTS PAYABLE**

<b>VENDOR</b>	<b>NAME</b>	<b>CHECK DATE</b>	<b>INVOICE NET</b>	<b>INVOICE DESCRIPTION</b>
<b>TOTAL AP</b>			<u><u>\$ 119,799.58</u></u>	
5612	WETLAND SOLUTIONS, INC.	10/31/2024	19,416.00	HYDROLOGIC & WATER QUALITY DAT
<b>TOTAL CHECKS</b>			<u><u>\$ 19,416.00</u></u>	
5951	D3 AIR AND SPACE OPERATIONS INC	10/31/2024	2,640.40	STAFF AUGMENTATION
3126	DEWBERRY ENGINEERS, INC	10/31/2024	19,358.47	AGREEMENT FOR WATER RESOURCES
2972	EDWARDS FIRE PROTECTION, INC.	10/31/2024	1,034.30	ANNUAL MAINT/INSPECTIONS OF FIRE EXTINGUISHERS
4855	ENVIRON SERVICES INCORPORATED	10/31/2024	2,079.13	JANITORIAL SERVICES FOR HQ
5294	KRONOS, INCORPORATED	10/31/2024	9.84	KRONOS RENEWAL
5218	WAGEWORKS, INC.	10/31/2024	100.00	COBRA ADMINISTRATION
<b>TOTAL ACH DISBURSEMENTS</b>			<u><u>\$ 25,222.14</u></u>	
<b>TOTAL AP</b>			<u><u>\$ 44,638.14</u></u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
 SCHEDULE OF DISBURSEMENTS  
 PAYROLL  
 OCTOBER 2024

DIRECT DEPOSIT	10/04/2024	\$	260,534.04
CHECKS	10/04/2024		385.66
FLEX SPENDING EFT	10/04/2024		1,670.91
DIRECT DEPOSIT	10/18/2024		261,299.10
CHECKS	10/18/2024		385.66
FLEX SPENDING EFT	10/18/2024		1,670.91
			525,946.28
			\$ 525,946.28

APPROVED:

\_\_\_\_\_  
 Chairman or Executive Director

December 12, 2024  
 \_\_\_\_\_  
 Date



# **NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT 2025 Governing Board Meeting Schedule**

January 9, 2025

February 13, 2025 (Walton County)

March 13, 2025

April 10, 2025

May 8, 2025

June 12, 2025 (Franklin County)

July 10, 2025

August 14, 2025

September 11, 2025 (4:00 p.m.)

September 25, 2025 (Final Budget Hearing, 5:05 p.m., Bay County)

October 9, 2025

November 13, 2025 (Walton County)

December 11, 2025

All meetings are scheduled to begin at 1:00 p.m., at District Headquarters, unless otherwise indicated.

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

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

FROM: Paul Thurman, Chief, Bureau of Resource Evaluation

DATE: November 26, 2024

SUBJECT: Consideration of Sole Source Procurement of Satellite-based Water Quality Mapping Services from Satelytics During Fiscal Year 2024-2025

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#### **Recommendation**

Staff recommends the Governing Board authorize the Executive Director to approve moving forward with the sole source procurement process and execute contracts with Satelytics, Inc. for satellite-based water quality mapping services not to exceed \$400,000 during Fiscal Year 2024-2025, subject to legal counsel review.

#### **Background**

In recent years, changes in water quality have become an increasing concern for many waterbodies throughout Florida. Understanding spatial and temporal trends in water quality is vital to identifying restoration strategies and projects to improve conditions in aquatic systems. Emerging technology utilizes data from commercially produced satellite images to map multiple water quality parameters (i.e. nitrogen, phosphorus, turbidity, etc.) over a large area at high resolution. Since this technology uses existing satellite images for water quality mapping, historical water quality can be estimated from any date where suitable satellite images exist. This provides the ability to generate large volumes of water quality data in a relatively short amount of time, for example, water quality trends over the last five to ten years could be mapped in less than a year. In addition, this technology can produce water quality maps over an entire waterbody compared to the traditional method of collecting data at a specific location at a single point in time. Satelytics, Inc. is a leader in the developing field of satellite-based water quality mapping.

Water quality in St. Joseph Bay has been identified as an area of primary concern. However, water quality data collection has historically been inconsistent, making it difficult to identify trends and areas of concern. Utilizing the capabilities of Satelytics, Inc., the District has the ability to generate high-resolution water quality maps of many parameters. To our knowledge, no other firm has the capabilities to map water quality parameters using satellite-based images. These data may identify locations where restoration activities can improve water quality in St. Joseph Bay. In addition, this project serves as a pilot project to test the viability of this technology for other areas within the

District. The total cost for this effort is anticipated to be less than \$400,000 during FY 2024-25. The District has submitted a grant application to the Environmental Protection Agency (EPA) to fund this project for a three-year period beginning in FY 2024-25. If the EPA grant is not awarded, the Department of Environmental Protection has expressed interest in funding a portion of the project. The total cost for this project will be paid for entirely by either the EPA or DEP through grant funding and/or reimbursement to the District.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**MEMORANDUM**

TO: Governing Board

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

DATE: December 12, 2024

SUBJECT: Consideration of Acceptance of Audit Report and Approval of Work Plans

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**Recommendation:**

Staff recommends the Governing Board accept Report No. 25-01.

Staff recommends approval of the Inspector General's Three-Year Audit Work Plan for Fiscal Years 2023-2024 through 2025-2026 and the Annual Internal Audit Work Plan for Fiscal Year 2024-2025.

**Background:**

Mr. Jon Ingram with Law, Redd, Crona & Munroe, P.A. will present the following items to the Governing Board:

1. Report No. 25-01, Audit Report on Cash Receipts – Online Payment Portal and Timber Sales Revenue
2. Three Year Internal Audit Plan for the Fiscal Years Ending September 30, 2025, through September 30, 2027
3. Annual Internal Audit Work Plan for Fiscal Year 2024-2025

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
THREE YEAR INTERNAL AUDIT PLAN**

**FOR THE FISCAL YEARS ENDING SEPTEMBER 30, 2025, THROUGH SEPTEMBER 30, 2027**

**I. 2025**

- A. Cash Receipts – Online Payment Portal and Timber Sales Revenue. This audit was started during 2023-2024 with planned completion in December 2024.
- B. Procurement Process and Contract Management – this audit will include:
  - i. District purchasing policies and procedures for ensuring compliance with Chapter 287, Florida Statutes, including the District’s solicitation and award process; last audited in 2018-19, with findings; and
  - ii. District policies and procedures for managing contracts for professional services, including monitoring of contract progress and the evaluation of contractor deliverables. Not previously audited.
- C. Cybersecurity – Selected District cybersecurity controls for ensuring the confidentiality, integrity, and availability of District data and information technology (IT) resources. Please see the attached Cybersecurity Audit Plan for the security functions to be included in the audit scope. See also note (1) below.
- D. Follow-up on Unresolved Prior Audit Findings. See note (2) below.

**II. 2026**

- A. Grant Management – District policies, procedures, and controls for providing reasonable assurance of compliance with federal and state grants. Last audited in 2017-18; no findings.
- B. Tangible Personal Property – District controls over the management of fixed assets, including purchases, disposals, and recordkeeping. Last audited in 2016-17; with findings.
- C. Follow-up on Unresolved Prior Audit Findings. See note (2) below.

**III. 2027**

- A. Motor Vehicle Usage and Maintenance – Controls over motor vehicle usage and maintenance as set forth in the District’s policies and procedures manual. Last audited in 2018-19 when following up on an Auditor General operational audit finding regarding District motor vehicle usage.
- B. Cybersecurity - Selected District cybersecurity controls for ensuring the confidentiality, integrity, and availability of District data and information technology (IT) resources. Please see the attached Cybersecurity Audit Plan for

**(1) particular emphasis based on inherent risk and requirements of Section 20.055, Florida Statutes.**

**(2) includes prior internal audit findings and, when applicable, findings of the Auditor General.**

the security functions to be included in the audit scope. See also note (1) below.

C. Follow-up on Unresolved Prior Audit Findings. See note (2) below.

**(1) particular emphasis based on inherent risk and requirements of Section 20.055, Florida Statutes.**  
**(2) includes prior internal audit findings and, when applicable, findings of the Auditor General.**

**ATTACHMENT A CYBERSECURITY  
AUDIT PLAN**

**FOR THE FISCAL YEARS ENDING SEPTEMBER 30, 2025, THROUGH SEPTEMBER 30, 2027**

Section 20.055(6)(i), Florida Statutes, provides that audit plans developed by inspector generals shall include a specific cybersecurity audit plan. This cybersecurity audit plan for the Northwest Florida Water Management District is based on security functions as defined in the National Institute of Standards and Technology (NIST) *Framework for Improving Critical Infrastructure Cybersecurity* (Cybersecurity Framework). The security functions to be included in the scope of planned cybersecurity audits and the related definitions from the NIST Cybersecurity Framework are listed below.

1. 2025
  - a. Detect – activities to timely identify the occurrence of a cybersecurity event.
  - b. Respond – activities for acting upon a detected cybersecurity event.
  - c. Recover – activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity incident.
2. 2026
  - a. Our annual follow-up on the status of District corrective action on previously reported audit findings will include findings, if any are reported, in the 2024 and 2025 Cybersecurity audits.
3. 2027
  - a. Protect – safeguards to ensure delivery of critical services and support the ability to limit or contain the impact of a potential cybersecurity event. Specific areas to focus on within the Protect function will be determined in future audit risk assessment activities.

**DISTRICT FY 2024-2025 INTERNAL AUDIT WORK  
PLAN**

Audit Area	Tentative Work Plan	Planned Start Date	Estimated Hours
Planning	<ul style="list-style-type: none"> <li>- Meetings with District management</li> <li>- Make inquiries and perform other procedures as necessary to identify recent changes or events at the District, if any, relevant to the internal audit risk assessment</li> <li>- Identify areas of concern</li> <li>- Design specific audit procedures</li> <li>- Present audit plans to District Governing Board</li> </ul>	Nov/Dec. 2024	10
Online Payment Portal and Timber Sales Revenue	<ul style="list-style-type: none"> <li>- Review District internal controls over cash receipts submitted electronically through the Online Payment Portal that is used for payments other than permitting fees.</li> <li>- On a sample basis, test the District's reconciliation of payments collected to documentation of the related revenue-generating activities and to receipts posted to the general ledger.</li> <li>- Review selected District internal controls over timber sales revenues.</li> </ul>	Underway - Started in 2023-2024	30
Six-Month Follow-up on AG Operational Audit Report	<ul style="list-style-type: none"> <li>- As required in Section 20.055(6)(h), Florida Statutes, determine the status of District corrective actions taken on the finding and recommendation in the Auditor General's Operational Audit Report No. 2025-015, dated September 2024.</li> </ul>	January 2025	10
Procurement Process and Contract Management	<ul style="list-style-type: none"> <li>- Review District purchasing policies and procedures for ensuring compliance with Chapter 287, Florida Statutes, including the District's solicitation and award process.</li> <li>- Review District policies and procedures for managing contracts for professional services, including monitoring of contract progress and evaluation of contractor deliverables.</li> </ul>	February 2025	60
Cybersecurity	<p>Review District cybersecurity controls in the following areas:</p> <ul style="list-style-type: none"> <li>- <u>Detect</u>: District activities to timely identify the occurrence of a cybersecurity event.</li> <li>- <u>Respond</u>: District activities for acting upon a detecting cybersecurity event.</li> <li>- <u>Recover</u>: District activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity incident.</li> </ul>	April 2025	60

(continued on next page)



<b>Audit Area</b>	<b>Tentative Work Plan (Continued)</b>	<b>Planned Start Date</b>	<b>Estimated Hours</b>
Follow-up on Prior Internal Audit Findings	– Review status of District corrective actions toward observations and recommendations made in previous internal audit reports.	April 2025	10
Discretionary	– Reserved for additional procedures deemed necessary as a result of other procedures performed or at the request of the District’s Governing Board, management, and/or external auditor.	January – September 2025	20
Reporting	– Preparation of internal audit reports – Presentation of draft reports to District Executive Director – Presentation of final audit reports and Annual Report to Governing Board	January – September 2025	100

Total Estimated Audit Hours 300.00

Est. Blended Hourly Rate \$ 147.75

Estimated Fee - Audits \$ 44,325.00

Inspector General  
Unplanned Projects

Estimated Hours 25.00

IG Hourly Rate \$ 220.00

Estimated Fee – IG \$ 5,500.00

Projects

Total Estimated Fee \$ 49,825.00

**ESTIMATED BLENDED HOURLY RATE FOR PLANNED PROJECTS**

	<u>Hourly Rate</u>	<u>Percent Utilized</u>	<u>Extension</u>
Inspector General	\$ 220.00	12%	\$ 26.40
Partner-in-Charge	\$ 220.00	8%	\$ 17.60
Audit Manager/IT Audit Manager (\$155-165 blended)	\$ 160.00	25%	\$ 40.00
Senior Auditor	\$ 125.00	35%	\$ 43.75
Staff Auditor	\$ 100.00	20%	\$ 20.00
Blended Rate			<u>\$ 147.75</u>

**ESTIMATED HOURLY RATE FOR INSPECTOR GENERAL – UNPLANNED PROJECTS**

	<u>Hourly Rate</u>	<u>Percent Utilized</u>	<u>Extension</u>
Inspector General	\$220.00	90%	\$ 198.00
Partner-in-Charge	\$220.00	10%	\$ 22.00
Blended Rate			<u>\$ 220.00</u>

## NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

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

FROM: Jack Furney, Director, Division of Administrative Services

DATE: December 12, 2024

SUBJECTS: Consideration of Fiscal Year 2025-2026 Preliminary Budget

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#### Recommendation

Staff recommends the Governing Board approve the Fiscal Year 2025-2026 Preliminary Budget as presented and allow staff to make changes based on collaboration with the Executive Office of the Governor (EOG) and Department of Environmental Protection (DEP) and submit the final document to the Legislature by January 15, 2025.

#### Background

Pursuant to Chapter 373, Florida Statutes, the District is to submit a Preliminary Budget for the next fiscal year to the Legislature annually by January 15. A draft copy is scheduled to be provided to the EOG and DEP for initial review. The Preliminary Budget will be the basis for preparing the District's Tentative Budget, which must be presented to the Governing Board no later than July 15, 2025, and submitted to the Governor and Legislature by August 1, 2025.

The Fiscal Year (FY) 2025-2026 Preliminary Budget is \$111,623,348, which represents a decrease of \$2,047,184 (1.8 percent) from the FY 2024-2025 Adopted Budget. The proposed budget includes new potential grant funding of \$6,128,210 for springs restoration and protection projects and \$3,000,000 for alternative water supply efforts, based on prior annual allocations from DEP. Offsetting these increases are reductions mainly from progress made on hurricane and tornado recovery, water resource development, watershed, and springs grant projects already underway.

The Preliminary Budget prioritizes funding on water quality projects that help maximize nutrient reductions, consistent with Executive Orders 19-12 and 23-06. Additionally, this budget will provide adequate fiscal resources to effectively implement the District's core mission addressing water quality, water supply, natural systems, and flood protection, including:

- \$48.2 million for springs projects. This funding will enable the District to implement or continue restoration projects for Wakulla Spring, Jackson Blue Spring, Cypress Spring, and springs associated with the Chipola River and Econfina Creek.
- \$21.8 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.

- \$12.5 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 benefitting St. Joseph Bay; coastal conditions assessments for Choctawhatchee Bay and St. Andrew Bay; 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 waterway debris removal along select waterbodies impacted by recent hurricanes and tornados.
- \$5.8 million for land management and reforestation. This funding will allow the District to develop additional recreational opportunities, maintain and enhance existing recreational sites for increased public use and safety, provide reforestation with prescribed burns and tree planting, and meet land management goals and objectives on District lands in order to protect and enhance the water resources of northwest Florida.
- \$4.4 million for data collection and Minimum Flows and Minimum Water Levels technical assessments for Jackson Blue Spring; the Gainer Spring Group; Sylvan Spring Group; Williford Spring Group; the Floridan Aquifer in Coastal Bay County; Morrison Spring; and the Shoal River.

The following charts summarize the budget by revenue, expenditure, program, and activity with prior year figures for comparison purposes.

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
FY 2025-2026 PRELIMINARY BUDGET COMPARISON  
REVENUE CATEGORIES**

	FY 2023-24 Actuals	FY 2024-25 Adopted Budget	FY 2025-26 Preliminary	Preliminary O/(U) Adopted Budget	
Ad Valorem Tax	3,900,990	4,025,000	4,025,000	0	0.0%
Federal Revenue	729,641	4,429,944	3,087,385	(1,342,559)	-30.3%
State Revenue	18,101,138	97,663,376	95,072,320	(2,591,056)	-2.7%
Local Revenue	25,872	178,147	171,093	(7,054)	-4.0%
Permit Fees	663,045	655,000	655,000	0	0.0%
Timber Sales	801,595	250,000	250,000	0	0.0%
Miscellaneous	1,976,611	1,005,613	1,134,224	128,611	12.8%
w/o Fund Balance	26,198,892	108,207,080	104,395,022	(3,812,058)	-3.5%
Fund Balance	8,130,258	5,463,452	7,228,326	1,764,874	32.3%
w/Fund Balance	34,329,150	113,670,532	111,623,348	(2,047,184)	-1.8%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
FY 2025-2026 PRELIMINARY BUDGET COMPARISON  
EXPENSE CATEGORIES**

	FY 2023-24	FY 2024-25	FY 2025-26	Preliminary O/(U)	
	Actuals	Adopted Budget	Preliminary	Adopted Budget	
Salaries & Benefits	10,326,983	12,694,678	12,974,126	279,448	2.2%
Other Personal Services	72,322	355,871	364,201	8,330	2.3%
Contracted Services	7,395,320	21,105,462	20,516,369	(589,093)	-2.8%
Operating Expense	2,625,916	3,667,256	3,998,123	330,867	9.0%
Operating Capital Outlay	874,057	967,635	886,001	(81,634)	-8.4%
Operating Categories	21,294,598	38,790,902	38,738,820	(52,082)	-0.1%
Fixed Capital Outlay	304,133	11,796,071	9,425,248	(2,370,823)	-20.1%
Grants	12,730,667	63,083,559	63,459,280	375,721	0.6%
Non-Operating Categories	13,034,801	74,879,630	72,884,528	(1,995,102)	-2.7%
<b>GRAND TOTAL</b>	<b>34,329,399</b>	<b>113,670,532</b>	<b>111,623,348</b>	<b>(2,047,184)</b>	<b>-1.8%</b>

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
FY 2025-2026 PRELIMINARY BUDGET COMPARISON  
PROGRAM LEVEL**

Program	FY 2023-24	FY 2024-25	FY 2025-26	Preliminary O/(U)	
	Actuals	Adopted Budget	Preliminary	Adopted Budget	
1 Water Resource Plan/Monitoring	4,791,022	9,228,582	10,849,555	1,620,973	17.6%
2 Land Acq/Restoration/Public Works	15,781,849	85,847,047	82,961,094	(2,885,953)	-3.4%
3 Operations & Maint Land & Works	7,338,318	10,462,419	9,513,510	(948,909)	-9.1%
4 Regulation	3,762,889	4,816,851	4,885,441	68,590	1.4%
5 Outreach	148,214	165,926	171,646	5,720	3.4%
6 District Management & Admin	2,507,106	3,149,707	3,242,102	92,395	2.9%
<b>GRAND TOTAL</b>	<b>34,329,399</b>	<b>113,670,532</b>	<b>111,623,348</b>	<b>(2,047,184)</b>	<b>-1.8%</b>

Combined Outreach and Management & Administration as a Percent of Total Budget<sup>2</sup> 3,413,748 3.1%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
FY 2025-2026 PRELIMINARY BUDGET COMPARISON  
PROGRAM AND ACTIVITY LEVEL**

	FY 2023-24 Actuals	FY 2024-25 Adopted Budget	FY 2025-26 Preliminary	Preliminary O/(U) Adopted Budget	
<b>1.0 Water Resources Planning and Monitoring</b>					
1.1 - District Water Management Planning					
1.1.1 Water Supply Planning	178,803	187,910	210,391	22,481	12.0%
1.1.2 Minimum Flows & Levels	1,374,704	1,974,766	4,379,165	2,404,399	121.8%
1.1.3 Other Water Resources Planning	745,611	936,472	937,399	927	0.1%
1.2 - Rsch, Data Collection /Analysis / Monitoring	828,384	1,278,421	1,273,199	(5,222)	-0.4%
1.3 - Technical Assistance	1,193,973	4,086,678	3,251,725	(834,953)	-20.4%
1.5 - Technology & Information Services	469,547	764,335	797,676	33,341	4.4%
Total	4,791,022	9,228,582	10,849,555	1,620,973	17.6%
<b>2.0 Acquisition, Restoration and Public Works</b>					
2.1 - Land Acquisition	372,142	9,948,077	8,339,305	(1,608,772)	-16.2%
2.2 - Water Source Development					
2.2.1 Water Resource Dev. Projects	390,781	976,784	274,660	(702,124)	-71.9%
2.2.2 Water Supply Dev. Assistance	1,890,210	18,289,859	21,460,450	3,170,591	17.3%
2.3 - Surface Water Projects	12,789,047	55,031,371	51,284,349	(3,747,022)	-6.8%
2.5 - Facilities Constr. and Major Renov.	0	85,000	85,000	0	0.0%
2.6 - Other Acquisition and Restoration	270,889	1,421,622	1,421,622	0	0.0%
2.7 - Technology & Information Service	68,780	94,334	95,708	1,374	1.5%
Total	15,781,849	85,847,047	82,961,094	(2,885,953)	-3.4%
<b>3.0 Operation and Maintenance of Lands and Works</b>					
3.1 - Land Management	6,363,009	6,793,871	5,756,552	(1,037,319)	-15.3%
3.2 - Works	60,085	608,723	531,606	(77,117)	-12.7%
3.3 - Facilities	399,986	509,394	529,796	20,402	4.0%
3.5 - Other Operations and Maintenance	0	1,709,463	1,950,269	0	0.0%
3.6 - Fleet Services	136,605	156,187	36,809	(119,378)	-76.4%
3.7 - Technology & Information Services	378,633	684,781	708,478	23,697	3.5%
Total	7,338,318	10,462,419	9,513,510	(948,909)	-9.1%

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
FY 2025-2026 PRELIMINARY BUDGET COMPARISON  
PROGRAM AND ACTIVITY LEVEL (Continued)**

	FY 2023-24 Actuals	FY 2024-25 Adopted Budget	FY 2025-26 Preliminary	Preliminary O/(U) Adopted Budget	
<b>4.0 Regulation</b>					
4.1 - Consumptive Use Permitting	560,170	704,740	686,300	(18,440)	-2.6%
4.2 - Water Well Constr. Permitting and Contractor Licensing	993,170	1,118,761	1,175,511	56,750	5.1%
4.3 - Env. Resource and Surface Water Permitting	1,244,587	1,518,548	1,571,951	53,403	3.5%
4.4 - Other Reg. and Enforcmt. Activities	343,674	522,661	464,021	(58,640)	-11.2%
4.5 - Technology & Information Services	621,288	952,141	987,658	35,517	3.7%
Total	3,762,889	4,816,851	4,885,441	68,590	1.4%
<b>5.0 Outreach</b>					
5.2 - Public Information	143,714	155,526	161,246	5,720	3.7%
5.4 - Lobbying / Legis. & Cabinet Affairs	4,500	10,400	10,400	0	0.0%
Total	148,214	165,926	171,646	5,720	3.4%
<b>6.0 District Management and Administration</b>					
6.1 - Administrative and Operations Support					
6.1.1 - Executive Direction	954,739	1,127,690	1,161,457	33,767	3.0%
6.1.4 - Administrative Support	1,072,049	1,189,012	1,198,457	9,445	0.8%
6.1.7 - Human Resources	169,472	293,580	302,099	8,519	2.9%
6.1.9 - Technology & Information Services	259,209	483,425	524,089	40,664	8.4%
6.4 - Other (Tax Collector/Property Appraiser Fees)	51,637	56,000	56,000	0	0.0%
Total	2,507,106	3,149,707	3,242,102	92,395	2.9%
GRAND TOTAL	34,329,399	113,670,532	111,623,348	(2,047,184)	-1.8%



**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: December 12, 2024

SUBJECT: Consideration of Amendment No. 1 to the Fiscal Year 2024-2025 Budget

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**Recommendation**

Staff recommends the Governing Board adopt Resolution No. 948 amending the Fiscal Year 2024-2025 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

**Background**

Amendment 1 realigns budget through transfers of \$31,489 across funds and programs. This amendment does not increase or decrease the District’s total budget.

Budget realignments include:

- \$31,489 in Salaries and Benefits budget and transfer of one position from the Information Technology Bureau to the Regulatory Services Division to fund the Regulatory Services Outreach Liaison position.

Summary of Fund Impact to Expense Budget:

<b><u>Fund Source</u></b>	<b><u>Increase</u></b>	<b><u>Decrease</u></b>	<b><u>Impact</u></b>
General Fund	\$0	(\$0)	\$0
Land Acquisition Fund	\$0	(\$0)	\$0
Projects Fund	\$0	(\$16,670)	(\$16,670)
Lands Management Fund	\$0	(\$0)	\$0
Regulation Fund	\$31,489	(\$14,819)	\$16,670
Mitigation Fund	\$0	(\$0)	\$0
	<u>\$31,489</u>	<u>(\$31,489)</u>	<u>0</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. 948 AMENDMENT NUMBER 1 TO FISCAL YEAR 2024-2025 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. 945, after a public hearing on September 30, 2024, 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, 2024 through September 30, 2025; 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:

The budget is hereby amended as summarized in the memorandum dated December 12, 2024, requesting Amendment No. 1 to the Fiscal Year 2024-2025 budget. Amendment No. 1 provides for budget transfers in the amount of \$31,489. This amendment recognizes the reallocation of budget authority and one position across funds and programs to properly reflect activities performed and estimated costs. This amendment does not increase or decrease the District's total budget.

**ADOPTED AND APPROVED** this 12<sup>th</sup> day of December, 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  
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: November 25, 2024

SUBJECT: Consideration of ITB 25B-003 for Cotton Landing Road Repair Services

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**Recommendation**

Staff recommends the Governing Board approve the bids received in response to Invitation to Bid 25B-003 for Cotton Landing Road Repair Services and authorize the Executive Director to execute an agreement with Chapel Branch & Lagniappe, LLC in an amount up to \$95,365.00 to facilitate this Work, subject to legal counsel review.

**Background**

On October 31, 2024, the District issued Invitation to Bid (ITB) 25B-003 to conduct District Road Repair Services at the Cotton Landing Recreation Area, totaling approximately 1,800 linear feet in Washington County. The ITB was advertised on the My Florida Market Place Vendor Information Portal, DemandStar, District website, and the Florida Administrative Register. Notices were also sent to companies who had previously expressed an interest in District road repairs.

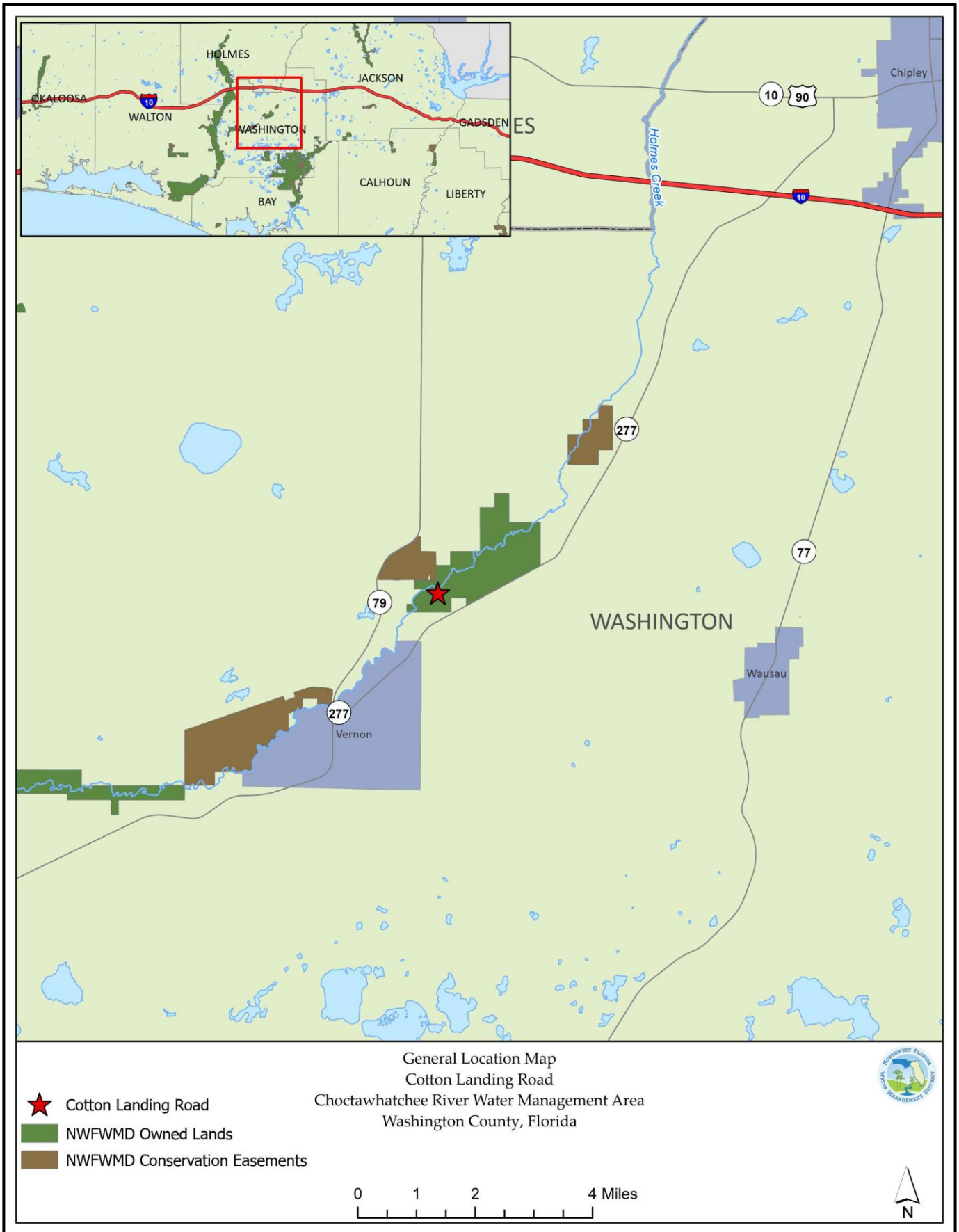
The Cotton Landing Road Repair Services ITB includes the supply, delivery, and installation of native lime rock and sandy clay materials within the Cotton Landing Recreation Area to stabilize it for public recreation and management access purposes. The Work was bid at a fixed-price-cost per ton and cubic yard, inclusive of all components to complete the Work, including clearing and grading, equipment, all labor and materials, delivery, installation, mobilization and demobilization.

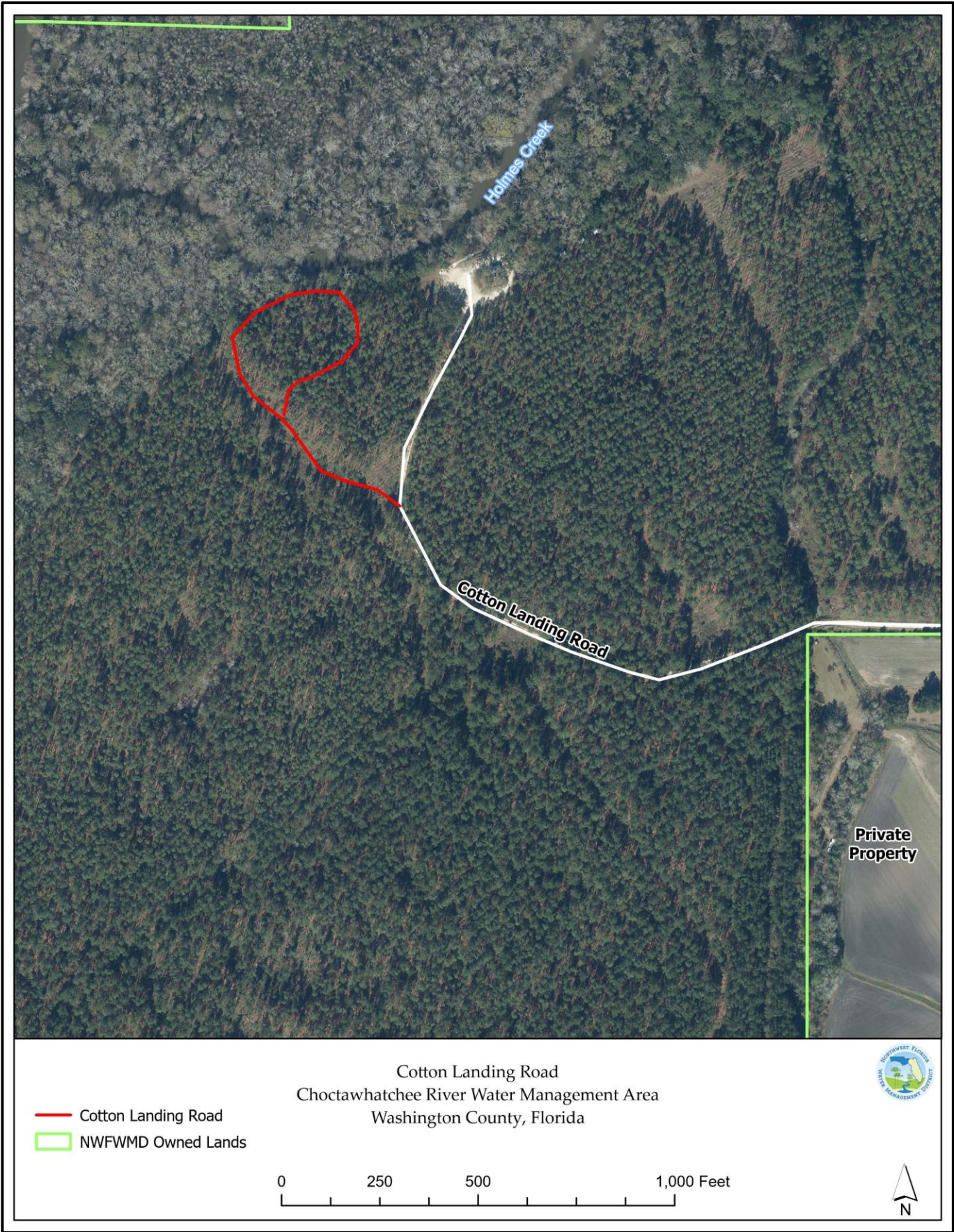
On November 21, 2024, at 2:30 P.M. ET, the District received nine sealed bids for the Cotton Landing Road Repair Services ITB. Chapel Branch and Lagniappe, LLC submitted the lowest lump sum bid totaling \$95,365.00. Funds are currently available in the FY 2024-25 budget for these services.

BF/

**Table 1 – Bids Submitted – Cotton Landing Road Repair Services ITB**

<b>Contractor</b>	<b>Grand Total Lump Sum Bid Amount</b>
All Phase Construction of NW FL, LLC	\$261,500.00
C.W. Roberts Contracting, Inc.	\$200,790.00
<b>Chapel Branch &amp; Lagniappe, LLC</b>	<b>\$95,365.00</b>
Clearzone Maintenance, Inc.	\$114,370.00
Double B Trucking, LLC	\$112,925.00
Mohawk Valley Materials, Inc.	\$114,840.00
Panhandle Forestry Services	\$151,850.00
Register's Enterprises of Bay County	\$123,000.00
Rogers Brothers Land Clearing, LLC	\$121,750.00





MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: December 3, 2024

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***William and Ashley Merryman vs. St. Johns River Water Management District, et al.***, United States District Court for the Middle District of Florida (Jacksonville Division)  
Case No. 3:24-cv-658-MMH-SJH

This amended complaint appears to allege violations of right to due process against at least 56 defendants, including the Northwest Florida Water Management District, Jerry Pate, Breck Brannen, Governor DeSantis, Florida Department of Environmental Protection, Florida Supreme Court, and many others. The amended complaint seeks declaratory relief, injunctive relief, compensatory damages and punitive damages.

The amended complaint was served on Mr. Pate and Mr. Brannen, but has never been served on the District. The District’s insurance carrier is providing defense counsel for the District, Mr. Pate and Mr. Brannen and said counsel plans to vigorously defend the allegations and claims.

On October 30, 2024, the Court *sua sponte* dismissed plaintiffs’ amended complaint with leave to amend by no later than November 19, 2024. In its Order, the Court stated that, “Further opportunities to amend are unlikely and failure to comply with the pleading requirements set forth in this Order may result in the dismissal of this action without further notice.”

On November 18, 2024, plaintiffs filed their second amended complaint (which still has not been served on the District). Our response to the second amended complaint is due December 10, 2024. The Court has set a status hearing for December 12, 2024.