

**Northwest Florida Water Management District
Governing Board Meeting Minutes
Wednesday, November 12, 2025
700 US Highway 331 South
DeFuniak Springs, FL 32435**

1. Opening Ceremonies

Called to order at 1:01 p.m.

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

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

Absent: None.

2. Special Thanks and Recognition

None.

3. Public Comment

Public comment was given by Keith Neel and Daniel Bosso regarding St. Joseph Bay Assessment.

4. Changes to the Agenda

None.

5. Consideration of the following Items Collectively by Consent:

MOTIONED BY NICK PATRONIS, 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 October 8, 2025

Approve the Minutes for October 8, 2025, Governing Board meeting.

B. Approval of the Financial Reports for the Month of September 2025

Approve the Financial Reports for the Month of September 2025.

C. Approval of the 2026 Governing Board Meeting Schedule

Approve the 2026 Governing Board Meeting Schedule.

D. Consideration of Resolution No. 959 Amending the Fiscal Year 2024-2025 Budget - Amendment No. 3

Approve and adopt Resolution No. 959 amending the Fiscal Year 2024-2025 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

6. Consideration of Donation of Right-of-Way to Walton County for Two Bridge Replacements or Culverted Crossings on River Road; Choctawhatchee River WMA

MOTIONED BY KELLIE RALSTON, SECONDED BY NICK PATRONIS, THAT THE GOVERNING BOARD DECLARE THAT THE 6,537.85 SQUARE FEET IS NOT REQUIRED FOR DISTRICT CONSERVATION PURPOSES BUT INSTEAD IS BEST USED FOR BRIDGE REPLACEMENTS OR CULVERTED CROSSINGS ON RIVER ROAD AND IN FURTHERANCE THEREOF, DONATE THE ACREAGE OF 6,537.85 SQUARE FEET TO WALTON COUNTY AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE CONVEYANCE DOCUMENTS TO WALTON COUNTY, SUBJECT TO LEGAL COUNSEL REVIEW AND CHOOSE NOT TO RESERVE THE INTEREST IN THE PROPERTY'S PHOSPHATE, MINERALS, METALS AND PETROLEUM, IF ANY. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Relocation of Access Easement on the E. Guy Revell, Jr., Nature Trail Conservation Area; Wakulla County

MOTIONED BY KELLIE RALSTON, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD DECLARE THAT RELOCATING THE ACCESS EASEMENT WILL NOT INTERFERE WITH CURRENT OR PLANNED DISTRICT PURPOSES, APPROVE THE RELOCATION OF THE ACCESS EASEMENT TO THE EXISTING DRIVEWAY, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDED ACCESS EASEMENT, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Three Grant Donations for Reforestation and Habitat Restoration on District Lands

MOTIONED BY JOHN ALTER, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD ENTER INTO A REIMBURSABLE GRANT AGREEMENT WITH THE ARBOR DAY FOUNDATION IN AN AMOUNT UP TO \$72,974 TO SUPPORT DISTRICT REFORESTATION EFFORTS, APPROVE A GRANT DONATION OF UP TO \$30,000 FROM THE NATURE CONSERVANCY TO SUPPORT LABOR COSTS ASSOCIATED WITH DISTRICT REFORESTATION EFFORTS, AND ENTER INTO A REIMBURSABLE GRANT AGREEMENT WITH THE NATIONAL WILD TURKEY FEDERATION IN AN AMOUNT UP TO \$40,000 TO SUPPORT PRESCRIBED BURNING EFFORTS, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. Consideration of the Release of Conservation Easement Associated with Permit IND-033-17573-1 - The Colonies

MOTIONED BY NICK PATRONIS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD AUTHORIZE THE RELEASE OF THE REGULATORY CONSERVATION EASEMENT ENCUMBERING APPROXIMATELY 11.04 ACRES AS IDENTIFIED IN EXPIRED PERMIT IND-033-17573-1 FOR THE COLONIES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Consideration of Funding Requests from Santa Rosa County and Washington County for the Pilot Distributed Wastewater Grant Program

MOTIONED BY KELLIE RALSTON, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE THE SANTA ROSA COUNTY DISTRIBUTED WASTEWATER TREATMENT SYSTEM PROJECT FOR UP TO \$1,000,000, APPROVE THE WASHINGTON COUNTY DISTRIBUTED WASTEWATER TREATMENT SYSTEM PROJECT FOR UP TO \$1,000,000, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH SANTA ROSA COUNTY AND WASHINGTON COUNTY FOR UP TO THE AMOUNTS IDENTIFIED TO IMPLEMENT THE PROJECTS, SUBJECT TO LEGAL COUNSEL REVIEW. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Legal Counsel Report

Breck Brannen provided a status update on the lawsuit listed below.

Northwest Florida Water Management District v. Kenneth Sadler and Mildred Sadler, husband and wife

12. Executive Director Report

Meeting was adjourned at 1:54 p.m.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending October 31, 2025

Balance Forward - Operating Funds \$40,422,255.64

Operating Funds Received in current month:

Revenue Receipts, Current	\$	310,308.42	
Contracts Receivable		2,840,705.39	
Other Deposits/Refunds/Adjustments		32,397.30	
Transfers from Lands Accounts		0.00	
Total Deposits during month		3,183,411.11	3,183,411.11

Total Deposits and Balance Forward \$ 43,605,666.75

Disbursements:

Employee Salaries		788,937.39	
Employee Benefits		209,773.86	
Employee Flexible Spending Account		0.00	
Contractual Services (Professional)		1,392,462.25	
Operating Expenses - Services		358,074.52	
Operating Expenses - Commodities		75,125.81	
Operating Capital Outlay		111,806.48	
Grants and Aids		1,250,398.80	
Total Operating Expenses during month		4,186,579.11	
Payables, Prior Year		0.00	
Other Disbursements or (Credits)		16,148.80	
Total Funds Disbursed by check during month		4,202,727.91	
Bank Debits (Fees, Deposit Slips, etc.)		0.00	
Transfer to Land Acquisition Account		0.00	
Total Funds Disbursed		4,202,727.91	4,202,727.91

Cash Balance Operating Funds at month end \$ 39,402,938.84

Operating Depositories:

Petty Cash Fund		250.25	
Bank of America:			
General Fund Checking		3,569,840.17	
Payroll Account		6,000.00	
Passthrough (EFT) Account		0.00	
Investment Accounts:			
Fla. Board of Administration @ 4.29%			
General Fund		15,440,573.82	
Lands Fee Fund		3,579,305.61	
Okaloosa Regional Reuse		106,507.73	
Mitigation Fund		16,700,461.26	

Total Operating Depositories at month end \$ 39,402,938.84

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending October 31, 2025

Land Acquisition Funds:

Fla. Board of Administration @ 4.29%	\$ 205,193.05	
Total Land Acquisition Funds		205,193.05

Restricted Management Funds:

Fla. Board of Administration Cypress Springs R&M Account @ 4.29%	<u>892,943.17</u>	
Total Restricted Land Management Funds		<u>892,943.17</u>

Total Land Acquisition, and Restricted Management Funds		<u>1,098,136.22</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END		<u><u>\$ 5,300,864.13</u></u>
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Approved: _____
Chairman or Executive Director

Date: December 10, 2025

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending October 31, 2025
(Unaudited)

	Current Budget	Actuals Through 10/31/2025	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 4,126,712		\$ (4,126,712)	0%
Intergovernmental Revenues	98,662,798		(98,662,798)	0%
Interest on Invested Funds	75,000	133,968	58,968	179%
License and Permit Fees	655,000	131,860	(523,140)	20%
Other	1,515,166	43,745	(1,471,421)	3%
Fund Balance	29,997,846		(29,997,846)	0%
Total Sources	\$ 135,032,522	\$ 309,573	\$ (134,722,949)	0%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 8,586,904	\$ 213,425	\$ 645,250	\$ 7,728,229	2%	10%
Acquisition, Restoration and Public Works	81,700,119	157,515	8,984,574	72,558,030	0%	11%
Operation and Maintenance of Lands and Works	11,373,303	223,950	1,572,570	9,576,782	2%	16%
Regulation	5,251,294	253,420	306,957	4,690,917	5%	11%
Outreach	168,038	16,437	-	151,601	10%	10%
Management and Administration	3,172,237	176,653	40,610	2,954,974	6%	7%
Total Uses	\$ 110,251,895	\$ 1,041,401	\$ 11,549,961	\$ 97,660,533	1%	11%
Reserves	24,780,627			24,780,627	0%	0%
Total Uses and Reserves	\$ 135,032,522	\$ 1,041,401	\$ 11,549,961	\$ 122,441,160	1%	9%

¹ Encumbrances represent unexpended balances of open purchase orders and contracts.

² Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This unaudited financial statement is prepared as of October 31, 2025, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
GENERAL FUND
OCTOBER 2025

VOID CHECK	09/30/2025	\$ -79.60
CHECKS	10/03/2025	16,971.78
CHECKS	10/03/2025	8,976.21
ACH TRANSFER	10/03/2025	129,140.38
DIRECT DISBURSEMENTS	10/03/2025	499,411.29
DIRECT DISBURSEMENTS	10/03/2025	191,466.34
VOIDED CHECK	10/03/2025	-996.77
CHECKS	10/10/2025	84,440.50
CHECKS	10/10/2025	112,966.76
ACH TRANSFER	10/10/2025	412,324.55
ACH TRANSFERS	10/10/2025	8,475.40
DIRECT DISBURSEMENTS	10/10/2025	125.00
CHECKS	10/17/2025	6,543.58
CHECKS	10/17/2025	82,659.72
ACH TRANSFER	10/17/2025	985,789.01
ACH TRANSFER	10/17/2025	7,700.48
DIRECT DISBURSEMENTS	10/17/2025	12,771.71
DIRECT DISBURSEMENTS	10/17/2025	520.00
CHECKS	10/24/2025	83,237.98
CHECKS	10/24/2025	964.69
ACH TRANSFER	10/24/2025	234,108.08
ACH TRANSFER	10/24/2025	8,723.35
CHECKS	10/31/2025	421,345.21
CHECKS	10/31/2025	6,385.40
ACH TRANSFER	10/31/2025	61,040.64
ACH TRANSFER	10/31/2025	146.72
		<u>\$ 3,375,238.01</u>

APPROVED:

Chairman or Executive Director

December 10, 2025
Date

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
95	AT&T	10/3/2025	415.12	PHONE SERVICE EFO
6178	BLOOD HOUND LLC	10/3/2025	3,594.50	LOCATE & MARK UNDERGROUND UTILITIES AT HQ
5131	CITY OF DEFUNIAK SPRINGS	10/3/2025	247.17	DEFUNIAK SPRINGS WATER/SEWER
4748	EAST MILTON WATER SYSTEM	10/3/2025	33.44	WATER MILTON OFFICE
916	FPL NORTHWEST FLORIDA	10/3/2025	675.16	DEFUNIAK ELECTRIC
5474	HATCHER PUBLISHING INC	10/3/2025	58.00	NOTICE OF RULE DEVELOPMENT
4575	HAZEN AND SAWYER, P.C.	10/3/2025	8,146.35	AGREEMENT FOR WATER SUPPLY PLA
6176	VERIZON WIRELESS	10/3/2025	14.04	RMD MACHINE TO MACHINE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	487.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	479.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	380.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	390.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	200.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	10/3/2025	225.00	RENTAL & SERVICE FOR PORTABLE
TOTAL CHECKS			\$ 16,971.78	
5981	CASE PILCHER	10/3/2025	209.00	TRAVEL REIMBURSEMENT
2241	DEPT. OF THE INTERIOR - USGS	10/3/2025	4,761.00	JOINT FUNDING AGREEMENT - 0020 25MCJFA0020
2241	DEPT. OF THE INTERIOR - USGS	10/3/2025	53,530.00	JOINT FUNDING AGREEMENT-0022 25MCJFA0022 Q4
2241	DEPT. OF THE INTERIOR - USGS	10/3/2025	35,125.00	JOINT FUNDING AGREEMENT-0023 25MCJFA0023 Q4
3126	DEWBERRY ENGINEERS, INC	10/3/2025	18,000.00	CONTRACTUAL SERVICES FOR RISK
3126	DEWBERRY ENGINEERS, INC	10/3/2025	316,000.00	CONTRACTUAL SERVICES FOR RISK
45	DMS	10/3/2025	651.58	DEFUNIAK LOCAL (WEST FL TELEPHONE SVC)
45	DMS	10/3/2025	4,157.43	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	10/3/2025	3.60	CONFERENCE CALLS
45	DMS	10/3/2025	1,487.66	HQ LOCAL (PANAMA CITY TELEPHONE SERVICE)
45	DMS	10/3/2025	0.54	HQ LONG DISTANCE
45	DMS	10/3/2025	89.96	MILTON LOCAL
45	DMS	10/3/2025	107.19	AIRCARDS AND HOTSPOTS
45	DMS	10/3/2025	18,259.24	HEADQUARTERS ETHERNET
2972	EDWARDS FIRE PROTECTION, INC.	10/3/2025	1,518.70	ANNUAL MAINT/INSPECTIONS OF FIRE EXTINGUISHERS EFO

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2702	FISH AND WILDLIFE	10/3/2025	7,818.48	LAW ENFORCEMENT AND SECURITY O
2702	FISH AND WILDLIFE	10/3/2025	652.95	LAW ENFORCEMENT AND SECURITY O
3002	FLORIDA STATE UNIVERSITY	10/3/2025	835.80	OFFSITE DATA STORAGE
4952	LAW, REDD, CRONA & MUNROE, P.A.	10/3/2025	3,580.50	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
6045	MILTON GAZETTE LLC	10/3/2025	79.60	NOTICE OF RULE DEVELOPMENT
5802	MURPHY CASSIDY DIESEL REPAIRS	10/3/2025	161.87	MINOR REPAIRS FOR REG VEHICLES
5703	OTT HYDROMET CORPORATION	10/3/2025	19,783.20	OTT/SUTRON DATA LOGGERS WITH TELEMETRY
5703	OTT HYDROMET CORPORATION	10/3/2025	1,461.15	OTT/SUTRON DATA LOGGERS WITH TELEMETRY
1180	PRIDE ENTERPRISES	10/3/2025	10,177.54	REC SITE SUPPLIES
2434	JERRICK SAQUIBAL	10/3/2025	90.00	TRAVEL REIMBURSEMENT
4091	THE SHOE BOX	10/3/2025	161.50	SAFETY BOOTS - FACILITIES KEATON S
6086	TOTAL CLEANING OF NWFL LLC	10/3/2025	480.00	JANITORIAL SERVICES EFO
5884	TRE INDUSTRIES LLC	10/3/2025	85.00	LABORATORY TESTING
5218	WAGeworks, INC.	10/3/2025	142.80	FLEXIBLE SPENDING ACCOUNT ADMINISTRATION
TOTAL DIRECT DISBURSEMENTS			\$ 499,411.29	
TOTAL AP			\$ 516,383.07	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/3/2025	765.36	BCBS MEDICARE
3713	PRINCIPAL LIFE INSURANCE COMPANY	10/3/2025	8,210.85	PRINCIPAL LIFE/DENTAL/EYE
			\$ 8,976.21	
1617	CAPITAL HEALTH PLAN	10/3/2025	84,053.38	CHP MEDICAL
2701	FLORIDA MUNICIPAL INSURANCE TRUST	10/3/2025	45,087.00	1ST INSTALLMENT FY25-26
			\$ 129,140.38	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/3/2025	2,073.25	BCBS RETIREE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/3/2025	996.77	BCBS RETIREE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	10/3/2025	76,589.84	BCBS MEDICAL
4605	PENNINGTON LAW FIRM TRUST ACCOUNT	10/3/2025	111,806.48	CLOSING FUNDS JOHNS II A1 ACQUIS
TOTAL DIRECT DISBURSEMENTS			\$ 191,466.34	
TOTAL AP			\$ 329,582.93	
5768	ALFORD BROTHERS INC	10/10/2025	110.75	MINOR REPAIRS FOR REG VEHICLES

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5768	ALFORD BROTHERS INC	10/10/2025	66.90	MINOR REPAIRS FOR REG VEHICLES
3619	AT&T MOBILITY	10/10/2025	24.08	YAMILA'S TABLET
2197	A J TROPHIES & AWARDS INC	10/10/2025	219.95	RETIREMENT PLAQUE FOR JERRY PATE
3158	BELL,GRIFFITH & ASSOCIATES, INC.	10/10/2025	4,500.00	APPRAISAL DOROTHY WEST CONS ESMNT
735	CARLTON APPRAISAL COMPANY	10/10/2025	4,374.00	APPRAISAL DOROTHY WEST
319	THE COUNTY RECORD	10/10/2025	33.25	NOTICE OF RULE DEVELOPMENT
319	THE COUNTY RECORD	10/10/2025	31.50	LEGAL AD - WATER USE PERMITS
1859	FL DEPT. OF ENVIRONMENTAL PROTECTIC	10/10/2025	1,975.62	LABORATORY ANALYSIS - ECONFINA COLIFORM
1859	FL DEPT. OF ENVIRONMENTAL PROTECTIC	10/10/2025	2,044.94	LABORATORY ANALYSIS - ECONFINA COLIFORM
916	FPL NORTHWEST FLORIDA	10/10/2025	439.12	MILTON ELECTRIC
5790	GADSDEN COUNTY TIMES	10/10/2025	59.06	NOTICE OF RULE DEVELOPMENT
5154	TOWN OF HAVANA	10/10/2025	7,749.49	LINCOLN AVENUE WATERLINE GRANT
6143	MELTON FARMS	10/10/2025	56,700.00	AG COST-SHARE CONSERVATION EQU
6045	MILTON GAZETTE LLC	10/10/2025	79.60	NOTICE OF RULE DEVELOPMENT
6107	MOMSHE'S CLEANERS LLC	10/10/2025	1,099.00	JANITORIAL SERVICES FOR DFO
5788	PAUL'S TERMITE AND PEST CONTROL	10/10/2025	40.00	RUNNING PO FOR PEST CONTROL AROUND HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2025	313.41	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2025	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	10/10/2025	3,571.78	ELECTRIC HQ
3941	TYLER TECHNOLOGIES, INC.	10/10/2025	700.00	MUNIS TCM IMPLEMENTATION
6072	COLUMN SOFTWARE PBC	10/10/2025	114.75	NOTICE OF RULE DEVELOPMENT
4038	WINDSTREAM COMMUNICATIONS	10/10/2025	104.80	800 NUMBERS AND LONG DISTANCE
TOTAL CHECKS			\$ 84,440.50	
4125	KATHLEEN COATES	10/10/2025	85.00	TRAVEL REIMBURSEMENT
4125	KATHLEEN COATES	10/10/2025	160.00	TRAVEL REIMBURSEMENT
5951	D3 AIR AND SPACE OPERATIONS INC	10/10/2025	2,689.60	STAFF AUGMENTATION
5824	DAVID STANFORD	10/10/2025	90.00	TRAVEL REIMBURSEMENT
3126	DEWBERRY ENGINEERS, INC	10/10/2025	22,000.00	RISK MAP TO 14
6148	DOODIE CALLS LLC	10/10/2025	286.25	PORTABLE ADA TOILET FOR PHIPPS PARK
6148	DOODIE CALLS LLC	10/10/2025	305.00	PORTABLE ADA TOILET FOR PHIPPS PARK
5925	IAN WATERS	10/10/2025	126.00	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	10/10/2025	11,475.00	SERVICE FOR PORTABLE TOILETS-C
252	ECB PUBLISHING INC	10/10/2025	62.58	NOTICE OF RULE DEVELOPMENT
252	ECB PUBLISHING INC	10/10/2025	75.70	LEGAL AD - WATER USE PERMITS
3813	PENNINGTON, P.A.	10/10/2025	13,675.00	SEPTEMBER 2025 LEGAL COUNSEL
3185	YAMILA POSEY	10/10/2025	110.00	TRAVEL REIMBURSEMENT
1180	PRIDE ENTERPRISES	10/10/2025	250.42	REG CLOTHING - CARTER & DESMOND

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
6000	ZULU MARINE SERVICES INC	10/10/2025	360,934.00	WATERWAY DEBRIS REMOVAL BAYOU GEORGE CREEK
TOTAL ACH DISBURSEMENTS			\$ 412,324.55	
5944	REFUND NIC	10/10/2025	25.00	REFUND DRILLER APP 100847- OVERPAYMENT
5944	REFUND NIC	10/10/2025	10.00	228225142 - REFUND WITHDRAWN WELL PERMIT# 326290-1
5944	REFUND NIC	10/10/2025	90.00	228497772 - REFUND FOR OVERPAYMENT PERMIT 326318-1
TOTAL DIRECT DISBURSEMENTS			\$ 125.00	
TOTAL AP			\$ 496,890.05	
3399	FLORIDA STORMWATER ASSOC., INC.	10/10/2025	850.00	FSA MEMBERSHIP
3078	GEORGIA-FLORIDA BURGLAR ALARM CO,	10/10/2025	2,114.25	HQ SECURITY MONITORING AND MAI
3941	TYLER TECHNOLOGIES, INC.	10/10/2025	109,777.40	MUNIS LICENSE AND SUPPORT
4626	WASTE PRO OF FLORIDA, INC	10/10/2025	225.11	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
TOTAL CHECKS			\$ 112,966.76	
3293	ANGUS G. ANDREWS, JR.	10/10/2025	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
5947	PREVENTIA SECURITY LLC	10/10/2025	75.00	DEFUNIAK OFFICE FIRE/ALARM
4091	THE SHOE BOX	10/10/2025	175.00	SAFETY BOOTS - REG STAFF
4799	STAPLES CONTRACT & COMMERCIAL, INC	10/10/2025	100.40	STAPLES-CALENDAR ORDERS FOR 2026
TOTAL ACH DISBURSEMENTS			\$ 8,475.40	
TOTAL AP			\$ 121,442.16	
2992	BANK OF AMERICA	10/17/2025	473.80	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	10/17/2025	1,042.95	SEPTEMBER 2025 ONLINE ACCESS
4112	IN-SITU, INC.	10/17/2025	2,422.50	IN-SITU LOGGER CABLES
3193	INSURANCE INFORMATION EXCHANGE	10/17/2025	156.68	BACKGROUND SCREENING
4803	TOP NOTCH TRUCK ACCESSORIES, INC.	10/17/2025	2,337.60	FUEL TRANSFER TANK/TOOL BOX FOR LANDS F-350
4038	WINDSTREAM COMMUNICATIONS	10/17/2025	110.05	800 NUMBERS AND LONG DISTANCE
TOTAL CHECKS			\$ 6,543.58	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4522	AECOM TECHNICAL SERVICES, INC	10/17/2025	22,213.00	TECHINCAL SERVICES
4522	AECOM TECHNICAL SERVICES, INC	10/17/2025	17,266.00	TECHINCAL SERVICES
4522	AECOM TECHNICAL SERVICES, INC	10/17/2025	54,000.00	TECHINCAL SERVICES
4845	CALHOUN COUNTY SHERIFF'S OFFICE	10/17/2025	2,864.84	LAW ENFORCEMENT/SECURITY SERVI
5072	COMPUTER DATA SOURCE, LLC	10/17/2025	11,544.00	MAINTENANCE FOR UNITY STORAGE
1948	DELL MARKETING L.P.	10/17/2025	6,256.80	DELL ULTRASHARP 27 INCH MONITORS
4855	ENVIRON SERVICES INCORPORATED	10/17/2025	2,162.50	JANITORIAL SERVICES FOR HQ
2702	FISH AND WILDLIFE	10/17/2025	6,987.66	LAW ENFORCEMENT AND SECURITY O
2702	FISH AND WILDLIFE	10/17/2025	1,329.71	LAW ENFORCEMENT AND SECURITY O
3603	JIM STIDHAM & ASSOCIATES, INC.	10/17/2025	14,858.00	JACKSON BLUE SPRING BMAP 14 WELLS
3603	JIM STIDHAM & ASSOCIATES, INC.	10/17/2025	75,955.00	GEOPHYSICAL LOGGING & DISCRETE WATER SAMP
3603	JIM STIDHAM & ASSOCIATES, INC.	10/17/2025	30,957.00	GEOPHYSICAL LOGGING & DISCRETE WATER SAMP TO 3
2663	PATIENTS FIRST LAKE ELLA MEDICAL CEI	10/17/2025	49.00	LABORATORY TESTING
4091	THE SHOE BOX	10/17/2025	400.00	DANNY LAYFIELD SAFETY BOOTS AND SNAKE BOOTS
5700	JOSH TATUM	10/17/2025	110.00	TRAVEL REIMBURSEMENT
4955	TERRY'S HOME & LAWN MAINTENANCE, I	10/17/2025	4,481.90	RECREATION SITE CLEAN UP AND M
5218	WAGEWORKS, INC.	10/17/2025	100.00	COBRA ADMINISTRATION
4618	WAKULLA COUNTY BOCC	10/17/2025	719,896.00	WAKULLA COUNTY SEWER EXPANSION
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	10/17/2025	14,357.60	LAW ENFORCEMENT/SECURITY ON DI
TOTAL ACH DISBURSEMENTS			\$ 985,789.01	
2967	BANK OF AMERICA	10/17/2025	5,594.76	SEPTEMBER 2025 P-CARD CHARGES
2967	BANK OF AMERICA	10/17/2025	259.96	AMAZON PURCHASE OF 1 DELL MODULAR DOCKING STATION
2967	BANK OF AMERICA	10/17/2025	748.15	AMAZON - CHAIRS
2967	BANK OF AMERICA	10/17/2025	468.38	REG FIELD SUPPLIES-AMAZON
2967	BANK OF AMERICA	10/17/2025	242.70	NETWORK SOLUTIONS - DOMAIN RENEWALS
2967	BANK OF AMERICA	10/17/2025	432.00	GITHUB
2967	BANK OF AMERICA	10/17/2025	1,956.42	IPADS FOR INVENTORY AND SCANNER
2967	BANK OF AMERICA	10/17/2025	151.08	SPRAY WANDS, DISINFECTANT SPRAY AND UTV INNER TUBE
2967	BANK OF AMERICA	10/17/2025	180.00	MEMBERSHIP DUES - FGFOA
2967	BANK OF AMERICA	10/17/2025	37.58	AMAZON ORDER-REPLACEMENT LAPTOP CAR CHARGER
2967	BANK OF AMERICA	10/17/2025	114.00	MICR TONER REPLACEMENT REPLACEMENT FOR CHECK PRINT
2967	BANK OF AMERICA	10/17/2025	82.46	REG HQ OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	10/17/2025	31.98	BUSINESS CARDS-VISTA PRINT
2967	BANK OF AMERICA	10/17/2025	392.32	DFS OFFICE SUPPLIES-AMAZON
2967	BANK OF AMERICA	10/17/2025	1,574.67	AMAZON ORDER - IT SUPPLIES
2967	BANK OF AMERICA	10/17/2025	473.27	TABLET FOR FIELD-AMAZON

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
2967	BANK OF AMERICA	10/17/2025	31.98	BUSINESS CARDS-VISTA PRINT
TOTAL DIRECT DISBURSEMENTS			\$ 12,771.71	
TOTAL AP			\$ 1,005,104.30	
6189	331/1-10 PROPERTIES LLC	10/17/2025	4,100.00	REFUND 325478-1 ERP PERMIT OVERPMT
2171	ESRI, INCORPORATED	10/17/2025	75,180.00	ESRI LICENSE AND MAINTENANCE
2171	ESRI, INCORPORATED	10/17/2025	2,000.00	ESRI LICENSE AND MAINTENANCE
5691	GUARDIAN PEST CONTROL	10/17/2025	450.00	DFS OFFICE PEST CONTROL
410	GULF COUNTY TAX COLLECTOR	10/17/2025	9.56	PARCEL REFUND
6045	MILTON GAZETTE LLC	10/17/2025	89.00	LEGAL ADS-WATER USE PERMITS
423	OKALOOSA CO. TAX COLLECTOR	10/17/2025	0.36	2022-2024 PARCEL REFUND
5011	SERVICE PLUS OFFICE MACHINES, INC.	10/17/2025	730.80	PAPER FOR GIS PLOTTER
5480	SNS REALTY, INC.	10/17/2025	100.00	REFUND 325427-1 ERP PERMIT OVERPMT
TOTAL CHECKS			\$ 82,659.72	
97	THE DEFUNIAK HERALD	10/17/2025	83.25	LEGAL ADS-WATER USE PERMITS
97	THE DEFUNIAK HERALD	10/17/2025	67.50	LEGAL ADS-WATER USE PERMITS
5294	KRONOS, INCORPORATED	10/17/2025	7,345.54	KRONOS RENEWAL 25-26
6080	ROBERT STEELE	10/17/2025	135.00	TRAVEL REIMBURSEMENT
4799	STAPLES CONTRACT & COMMERCIAL, INC	10/17/2025	69.19	OFFICE SUPPLIES FOR ADMIN
TOTAL ACH DISBURSEMENTS			\$ 7,700.48	
5944	REFUND NIC	10/17/2025	100.00	230756858 - REFUND WITHDRAWN WELL PERMIT# 326553-1
5944	REFUND NIC	10/17/2025	50.00	229003202 - REFUND WITHDRAWN WELL PERMIT# 326352-1
5944	REFUND NIC	10/17/2025	170.00	REFUND 290905-3 ERP PERMIT OVERPMT
5944	REFUND NIC	10/17/2025	100.00	REFUND 326597-1 ERP PERMIT WITHDRAW
5944	REFUND NIC	10/17/2025	100.00	REFUND 290609-4 ERP PERMIT OVERPMT
TOTAL DIRECT DISBURSEMENTS			\$ 520.00	
TOTAL AP			\$ 90,880.20	
5003	THE BALMORAL GROUP, LLC	10/24/2025	28,942.19	Agreement for Water Supply Pla
5131	CITY OF DEFUNIAK SPRINGS	10/24/2025	251.41	DEFUNIAK SPRINGS WATER/SEWER

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4676	CITY OF MILTON FLORIDA	10/24/2025	75.98	SEWER MILTON OFFICE
4676	CITY OF MILTON FLORIDA	10/24/2025	88.13	DUMPSTER SERVICE
3289	CITY OF TALLAHASSEE	10/24/2025	50.95	LAKE SHORE AND I10
6022	FL DEPARTMENT OF AGRICULTURE AND C	10/24/2025	17,781.25	AGREEMENT FOR OPERATION OF MOB
26	FL. SECRETARY OF STATE DIV OF ADMIN :	10/24/2025	54.88	FAR AD - NFWPP PUBLIC MEETINGS
26	FL. SECRETARY OF STATE DIV OF ADMIN :	10/24/2025	104.72	LEGAL ADS FOR GOVERNING BOARD
26	FL. SECRETARY OF STATE DIV OF ADMIN :	10/24/2025	79.24	RULEMAKING NOTICES
2291	GULF COAST ELECTRIC COOPERATIVE, INC	10/24/2025	541.52	ELECTRIC SERVICES EFO
5474	HATCHER PUBLISHING INC	10/24/2025	70.00	LEGAL AD - WATER USE PERMITS
6073	COLUMN SOFTWARE PBC	10/24/2025	114.75	NOTICE OF RULE DEVELOPMENT
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	155.12	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	248.15	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	228.39	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	93.18	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	141.50	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	174.89	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	159.90	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	6.82	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	101.44	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	97.80	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS I	10/24/2025	132.39	KONICA MINOLTA COPIER LEASE R&M
5890	NEVES PUBLISHING GROUP LLC	10/24/2025	250.00	NOTICE OF RULE DEVELOPMENT
5965	NIC SERVICES	10/24/2025	1,106.54	ONLINE PAYMENT CHARGES
63	NORTHWEST FLORIDA DAILY NEWS	10/24/2025	102.45	NOTICE OF RULE DEVELOPMENT
63	NORTHWEST FLORIDA DAILY NEWS	10/24/2025	866.40	TRIM ADVERTISEMENT
64	PANAMA CITY NEWS HERALD	10/24/2025	83.59	NOTICE OF RULE DEVELOPMENT
64	PANAMA CITY NEWS HERALD	10/24/2025	105.48	LEGAL AD - WATER USE PERMITS
64	PANAMA CITY NEWS HERALD	10/24/2025	387.20	TRIM ADVERTISEMENT
62	PENSACOLA NEWS-JOURNAL	10/24/2025	770.80	TRIM ADVERTISEMENT
62	PENSACOLA NEWS-JOURNAL	10/24/2025	105.73	NOTICE OF RULE DEVELOPMENT
71	PETTY CASH	10/24/2025	54.85	PETTY CASH REIMBURSEMENTS
6177	TALLAHASSEE TRUCK SERVICES INC	10/24/2025	2,396.37	REPAIRS TO WMD-96835
105	TALLAHASSEE DEMOCRAT	10/24/2025	1,154.00	TRIM ADVERTISEMENT
3839	TOWN OF CAMPBELLTON	10/24/2025	5,925.00	CAMPBELLTON WATER METER REPLAC
3012	WAKULLA COUNTY PROPERTY APPRAISEI	10/24/2025	2,436.97	24/25 FY
5612	WETLAND SOLUTIONS, INC.	10/24/2025	17,798.00	HYDROLOGIC & WATER QUALITY DAT
TOTAL CHECKS			\$ 83,237.98	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5340	APPLIED TECHNOLOGY AND MANAGEMEN	10/24/2025	94,954.57	ANALYSIS OF FRESHWATER & ESTUA
3771	CHOCTAWHATCHEE BASIN ALLIANCE	10/24/2025	21,246.88	CBA RESTORATION PROGRAM
3126	DEWBERRY ENGINEERS, INC	10/24/2025	22,000.00	CONTRACTUAL SERVICES FOR RISK
3126	DEWBERRY ENGINEERS, INC	10/24/2025	79,000.00	CONTRACTUAL SERVICES FOR RISK
4961	PETER FOLLAND	10/24/2025	110.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	10/24/2025	400.00	LAND MANAGEMENT DATABASE
2268	INNOVATIVE OFFICE SOLUTIONS, INC	10/24/2025	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
4952	LAW, REDD, CRONA & MUNROE, P.A.	10/24/2025	4,350.50	INSPECTOR GENERAL SERVICES AGREEMENT 18-051
1180	PRIDE ENTERPRISES	10/24/2025	64.95	RMD UNIFORMS
6100	STANTEC CONSULTING SERVICES INC	10/24/2025	5,222.50	AGREEMENT FOR AS NEEDED SERVIC
3454	USDA, APHIS, WILDLIFE SERVICES	10/24/2025	5,921.68	AGREEMENT FOR NUISANCE WILDLIF
TOTAL ACH DISBURSEMENTS			\$ 234,108.08	
TOTAL AP			\$ 317,346.06	
95	AT&T	10/24/2025	416.12	PHONE SERVICE EFO
4286	ULINE, INC.	10/24/2025	548.57	WIREGRASS SEED COLLECTION BAGS
TOTAL CHECKS			\$ 964.69	
4961	PETER FOLLAND	10/24/2025	110.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	10/24/2025	90.00	TRAVEL REIMBURSEMENT
5925	IAN WATERS	10/24/2025	90.00	TRAVEL REIMBURSEMENT
5925	IAN WATERS	10/24/2025	126.00	TRAVEL REIMBURSEMENT
5016	LOBBYTOOLS, INC.	10/24/2025	5,500.00	LOBBYTOOLS SUBSCRIPTION RENEWAL
5618	PRESSRELATIONS, INC.	10/24/2025	2,399.40	MEDIA TRACKING SERVICE FOR DAILY NEWSCLIPS EMAIL
5947	PREVENTIA SECURITY LLC	10/24/2025	396.00	ALARM REPAIR FOR DFO
1180	PRIDE ENTERPRISES	10/24/2025	11.95	CAP - CACTUS
TOTAL ACH DISBURSEMENTS			\$ 8,723.35	
TOTAL AP			\$ 9,688.04	
4274	CITY OF NICEVILLE	10/31/2025	378,256.43	RECLAIMED WATER TO DEER MOSS C
5338	CLYDE R MONEYHAM JR	10/31/2025	42,843.75	AG COST-SHARE CONSERVATION EQU
5474	HATCHER PUBLISHING INC	10/31/2025	49.00	LEGAL AD - WATER USE PERMITS
62	PENSACOLA NEWS-JOURNAL	10/31/2025	125.97	LEGAL AD - WATER USE PERMITS

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
105	TALLAHASSEE DEMOCRAT	10/31/2025	70.06	NOTICE OF RULE DEVELOPMENT
TOTAL CHECKS			\$ 421,345.21	
5089	ATKINSREALIS USA INC	10/31/2025	6,581.25	RISK MAP PROGRAM SUPPORT
5089	ATKINSREALIS USA INC	10/31/2025	14,950.96	RISK MAP PROGRAM SUPPORT
5450	CAITLIN BRONGEL	10/31/2025	314.44	TRAVEL REIMBURSEMENT
45	DMS	10/31/2025	651.06	DEFUNIAK LOCAL (WEST FL TELEPHONE SVC)
45	DMS	10/31/2025	4,156.39	DEFUNIAK ETHERNET AND LONG DISTANCE
45	DMS	10/31/2025	11.26	CONFERENCE CALLS
45	DMS	10/31/2025	1,487.66	HEADQUARTERS LOCAL (PANAMA CITY TELEPHONE SERVICE)
45	DMS	10/31/2025	0.02	HQ LONG DISTANCE
45	DMS	10/31/2025	89.96	MILTON LOCAL
45	DMS	10/31/2025	0.04	MILTON LONG DISTANCE
45	DMS	10/31/2025	165.09	AIRCARDS AND HOTSPOTS
45	DMS	10/31/2025	15,742.40	HEADQUARTERS ETHERNET
4807	WEX BANK	10/31/2025	1,197.00	WEX GPS TRACKING
4807	WEX BANK	10/31/2025	14,806.65	SEPTEMBER 2025 FUEL AND SERVICES
3002	FLORIDA STATE UNIVERSITY	10/31/2025	836.46	OFFSITE DATA STORAGE
5884	TRE INDUSTRIES LLC	10/31/2025	50.00	LABORATORY TESTING
TOTAL ACH DISBURSEMENTS			\$ 61,040.64	
TOTAL AP			\$ 482,385.85	
3619	AT&T MOBILITY	10/31/2025	23.75	YAMILAS TABLET
4748	EAST MILTON WATER SYSTEM	10/31/2025	26.45	WATER MILTON OFFICE
342	THE STAR	10/31/2025	104.30	LEGAL ADS-WATER USE PERMITS
3711	US POSTAL SERVICE-HASLER	10/31/2025	2,000.00	REPLENISH HEADQUARTERS POSTAGE METER
4557	VERIZON WIRELESS	10/31/2025	1,278.41	CELL PHONES AND JETPACKS
75	WALTON COUNTY PROPERTY APPRAISER	10/31/2025	2,514.64	1ST QTR FY 25-26
4626	WASTE PRO OF FLORIDA, INC	10/31/2025	212.74	SOLID WASTE HQ
4626	WASTE PRO OF FLORIDA, INC	10/31/2025	225.11	DUMPSTER FOR ECONFINA OFFICE AND CANOE LAUNCH
TOTAL CHECKS			\$ 6,385.40	

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5802	MURPHY CASSIDY DIESEL REPAIRS	10/31/2025	146.72	MINOR REPAIRS FOR REG VEHICLES
TOTAL ACH DISBURSEMENTS			\$ 146.72	
TOTAL AP			\$ 6,532.12	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
PAYROLL
OCTOBER 2025

DIRECT DEPOSIT	10/03/2025	\$	264,590.24
CHECKS	10/03/2025		2,202.92
FLEX SPENDING EFT	10/03/2025		1,656.67
DIRECT DEPOSIT	10/17/2025		266,978.19
CHECKS	10/17/2025		4,023.19
FLEX SPENDING EFT	10/17/2025		1,656.67
DIRECT DEPOSIT	10/31/2025		285,823.16
CHECKS	10/31/2025		638.46
		\$	<u><u>827,569.50</u></u>

APPROVED:

Chairman or Executive Director

December 10, 2025

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

DATE: December 10, 2025

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

Recommendation:

Staff recommends approval of the Inspector General's Three-Year Audit Work Plan for Fiscal Years 2025-2026 through 2027-2028 and the Annual Internal Audit Work Plan for Fiscal Year 2025-2026.

Background:

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

1. Three Year Internal Audit Plan for the Fiscal Years Ending September 30, 2026, through September 30, 2028
2. Annual Internal Audit Work Plan for Fiscal Year 2025-2026

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

FOR THE FISCAL YEARS (FY) ENDING SEPTEMBER 30, 2026, THROUGH SEPTEMBER 30, 2028

I. 2026

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

II. 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 FY 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 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.

III. 2028

- A. Performance Measures – District controls over the reporting of performance measures and compliance with the Department of Environmental Protection (DEP) performance reporting requirements applicable to water management districts. Selected controls covering the sources of information used in reporting and the District’s procedures for ensuring the reliability and accuracy of reported data. Last audited in FY 2021-22; no findings.
- B. Land Acquisition & Management – District controls related to land acquisition to ensure purchases are made economically and in compliance with state laws, regulations, and funding requirements. It will also review the management of District-owned land to confirm adherence to applicable laws and regulations.

(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.

Controls related to the District's surplus land designation and disposition processes to ensure that land identified for disposition is justified and that sales are conducted economically and in compliance with legal requirements. Last audited in FY 2021-22; with findings.

- C. Cybersecurity – Policies, procedures, and select controls for employee use of personal technology for work purposes (bring your own device - BYOD), district-assigned mobile device use (NIST SP 800-124r2), and appropriate use and management of generative artificial intelligence tools (NIST AI 100-1). See also note (1) below.
- D. 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, 2026, THROUGH SEPTEMBER 30, 2028

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, along with their related definitions from the NIST Cybersecurity Framework and other relevant publications, are listed below.

1. 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.

2. 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.

3. 2028

- a. Policies, procedures, and select controls for employee use of personal technology for work purposes (bring your own device - BYOD), district-assigned mobile device use (NIST SP 800-124r2), and appropriate use and management of generative artificial intelligence tools (NIST AI 100-1).

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT 2026 INTERNAL
AUDIT WORK PLAN**

Audit Area	Tentative Work Plan	Planned Start Date	Estimated Hours
Planning	<ul style="list-style-type: none"> • Meetings with District management • Make inquiries and perform other procedures as necessary to identify recent changes or events in the District, if any, relevant to the internal audit risk assessment • Identify areas of concern • Design specific audit procedures • Present audit plans to the District Governing Board 	Nov/Dec. 2025	10
Cybersecurity	<p>Review District cybersecurity controls in the following areas:</p> <ul style="list-style-type: none"> • <u>Detect</u>: District activities to timely identify the occurrence of a cybersecurity event. • <u>Respond</u>: District activities for acting upon a detected cybersecurity event. • <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. 	Underway - Started in 2024-2025	20
Grant Management	<ul style="list-style-type: none"> • Review District policies and procedures for managing and monitoring expenditures of Federal and State grants. • Test a sample of grant expenditures for compliance with reporting and monitoring requirements, including monitoring of subrecipient activities and vendor performance. 	March/April 2026	60
Tangible Personal Property (TPP)	<ul style="list-style-type: none"> • Review internal control procedures over TPP through review of policies and procedures and inquiry of personnel. • Review District records to determine if physical inventories are being conducted. • Test the reconciliation of physical inventories with subsidiary property records • Test a sample of fixed asset purchases • Test a sample of fixed asset disposals • Test IT controls and software change controls for the e-Quip inventory system 	May/June 2026	60
Cybersecurity	<ul style="list-style-type: none"> • 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. 	August 2026	20

(continued on next page)

Audit Area	Tentative Work Plan (Continued)	Planned Start Date	Estimated Hours
Follow-up on Prior Internal Audit Findings	<ul style="list-style-type: none"> Review the status of District corrective actions toward observations and recommendations made in previous internal audit reports. 	April 2026	10
Discretionary	<ul style="list-style-type: none"> 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 2026	20
Reporting	<ul style="list-style-type: none"> Preparation of internal audit reports Presentation of draft reports to District Executive Director Presentation of final audit reports and Annual Report to the Governing Board 	January – September 2026	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 Projects	\$ 5,500.00

Total Estimated Fee	<u>\$ 49,825.00</u>
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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 10, 2025

SUBJECTS: Consideration of Fiscal Year 2026-2027 Preliminary Budget

Recommendation

Staff recommends the Governing Board approve the Fiscal Year 2026-2027 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, 2026.

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, 2026, and submitted to the Governor and Legislature by August 1, 2026.

The Fiscal Year (FY) 2026-2027 Preliminary Budget is \$93,457,146, which represents a decrease of \$16,794,749 (15.2 percent) from the FY 2025-2026 Adopted Budget. The proposed budget includes new potential grant funding of \$3,283,928 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 project completion or progress including:

- \$12.4 million in springs projects.
 - Indian Springs Septic to Sewer project – \$6,019,741
 - Wakulla Spring projects - \$2,432,086
 - Blue Springs Road Sewer Project - \$1,403,580
 - Jackson Blue Spring projects - \$1,389,262
 - AG Cost Share projects - \$942,064
 - Tara Estates Sewer project - \$177,331

- \$7.0 million in watershed and waterway restoration project
 - Lake Tallavana Water Quality Improvement project - \$4,000,000
 - Hurricane/Tornado waterway restoration project - \$2,741,071
 - St. Joe Bay Assessment project - \$200,000
 - Port St. Joe Stormwater Improvement project - \$54,250
- \$ 3.3 million in alternative water supply development, water supply development assistance, and water resource development projects
 - Deer Moss Creek project - \$1,651,733
 - Port St. Joe Reuse project - \$941,450
 - Gulf County FSA Production projects - \$500,000
 - Pace Water System Reuse project - \$130,000
 - Quincy Water Meters – \$80,000

The Preliminary Budget prioritizes funding on water quality projects that help maximize nutrient reductions, consistent with Executive Order 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:

- \$36.6 million for springs projects. This funding will enable the District to implement or continue restoration projects for Jackson Blue Spring, Cypress Spring, and springs associated with the Chipola River and Econfina Creek.
- \$15.9 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 and Chipola River springs groundwater contribution area.
- \$11.1 million for watershed and waterway 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.
- \$5.2 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.
- \$2.2 million for data collection and Minimum Flows and Minimum Water Levels technical assessments for the Floridan Aquifer in Coastal Bay County, the Floridan Aquifer in Coastal Planning Region II, 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 2024-25	FY 2025-26	FY 2026-27	Preliminary O/(U)	
	Actuals	Adopted Budget	Preliminary	Adopted Budget	
Ad Valorem Tax	3,927,498	4,126,712	4,126,712	0	0.0%
Federal Revenue	1,454,037	10,338,575	6,231,864	(4,106,711)	-39.7%
State Revenue	23,430,586	88,172,473	75,801,522	(12,370,951)	-14.0%
Local Revenue	29,829	151,750	157,931	6,181	4.1%
Permit Fees	652,932	655,000	655,000	0	0.0%
Timber Sales	271,393	250,000	250,000	0	0.0%
Miscellaneous	1,745,534	1,340,166	1,233,091	(107,075)	-8.0%
w/o Fund Balance	31,511,810	105,034,676	88,456,120	(16,578,556)	-15.8%
Fund Balance	5,697,250	5,217,219	5,001,026	(216,193)	-4.1%
w/Fund Balance	37,209,060	110,251,895	93,457,146	(16,794,749)	-15.2%

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

	FY 2024-25	FY 2025-26	FY 2026-27	Preliminary O/(U)	
	Actuals	Adopted Budget	Preliminary	Adopted Budget	
Salaries & Benefits	10,604,358	12,961,512	13,293,279	331,767	2.6%
Other Personal Services	69,270	317,932	362,420	44,488	14.0%
Contracted Services	8,518,566	26,593,105	19,500,863	(7,092,242)	-26.7%
Operating Expense	2,602,333	3,668,973	3,597,108	(71,865)	-2.0%
Operating Capital Outlay	1,104,670	776,001	554,196	(221,805)	-28.6%
Operating Categories	22,899,198	44,317,523	37,307,866	(7,009,657)	-15.8%
Fixed Capital Outlay	1,819,585	10,426,950	10,411,111	(15,839)	-0.2%
Grants	12,490,277	55,507,422	45,738,169	(9,769,253)	-17.6%
Non-Operating Categories	14,309,862	65,934,372	56,149,280	(9,785,092)	-14.8%
GRAND TOTAL	37,209,060	110,251,895	93,457,146	(16,794,749)	-15.2%

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

Program	FY 2024-25	FY 2025-26	FY 2026-27	Preliminary O/(U)	
	Actuals	Adopted Budget	Preliminary	Adopted Budget	
1 Water Resource Plan/Monitoring	6,656,463	8,586,904	9,295,374	708,470	8.3%
2 Land Acq/Restoration/Public Works	15,774,405	81,700,119	64,775,290	(16,924,829)	-20.7%
3 Operations & Maint Land & Works	8,140,200	11,373,303	10,613,324	(759,979)	-6.7%
4 Regulation	3,885,295	5,251,294	5,383,747	132,453	2.5%
5 Outreach	151,897	168,038	286,756	118,718	70.6%
6 District Management & Admin	2,600,801	3,172,237	3,102,655	(69,582)	-2.2%
GRAND TOTAL	37,209,060	110,251,895	93,457,146	(16,794,749)	-15.2%

Combined Outreach and Management &
Administration as a Percent of Total Budget² 3,389,411
3.6%

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 2025-2026 PRELIMINARY BUDGET COMPARISON
PROGRAM AND ACTIVITY LEVEL**

	FY 2024-25 Actuals	FY 2025-26 Adopted Budget	FY 2026-27 Preliminary	Preliminary O/(U) Adopted Budget	
1.0 Water Resources Planning and Monitoring					
1.1 - District Water Management Planning					
1.1.1 Water Supply Planning	131,056	216,268	239,000	22,732	10.5%
1.1.2 Minimum Flows & Levels	1,449,137	1,857,802	2,990,718	1,132,916	61.0%
1.1.3 Other Water Resources Planning	839,740	956,651	1,001,379	44,728	4.7%
1.2 - Rsch, Data Collection /Analysis / Monitoring	850,769	1,639,257	1,029,465	(609,792)	-37.2%
1.3 - Technical Assistance	2,900,275	3,156,067	3,238,761	82,694	2.6%
1.5 - Technology & Information Services	485,488	760,859	796,051	35,192	4.6%
Total	6,656,463	8,586,904	9,295,374	708,470	8.3%
2.0 Acquisition, Restoration and Public Works					
2.1 - Land Acquisition	1,606,485	8,612,153	8,596,255	(15,898)	-0.2%
2.2 - Water Source Development					
2.2.1 Water Resource Dev. Projects	122,359	218,532	277,649	59,117	27.1%
2.2.2 Water Supply Dev. Assistance	3,278,414	16,422,875	15,692,087	(730,788)	-4.4%
2.3 - Surface Water Projects	10,675,572	54,138,741	38,024,613	(16,114,128)	-29.8%
2.5 - Facilities Constr. and Major Renov.	0	85,000	85,000	0	0.0%
2.6 - Other Acquisition and Restoration	31,936	2,131,622	2,099,686	(31,936)	-1.5%
2.7 - Technology & Information Service	59,638	91,196	-	(91,196)	-100.0%
Total	15,774,405	81,700,119	64,775,290	(16,924,829)	-20.7%
3.0 Operation and Maintenance of Lands and Works					
3.1 - Land Management	6,296,786	7,720,229	7,142,206	(578,023)	-7.5%
3.2 - Works	28,348	537,329	536,135	(1,194)	-0.2%
3.3 - Facilities	424,031	528,864	538,423	9,559	1.8%
3.5 - Other Operations and Maintenance	797,481	1,873,319	1,624,323	0	0.0%
3.6 - Fleet Services	138,324	36,809	40,507	3,698	10.0%
3.7 - Technology & Information Services	455,229	676,753	731,730	54,977	8.1%
Total	8,140,200	11,373,303	10,613,324	(759,979)	-6.7%

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

	FY 2024-25 Actuals	FY 2025-26 Adopted Budget	FY 2026-27 Preliminary	Preliminary O/(U) Adopted Budget	
4.0 Regulation					
4.1 - Consumptive Use Permitting	515,372	647,863	691,999	44,136	6.8%
4.2 - Water Well Constr. Permitting and Contractor Licensing	958,661	1,186,689	1,222,264	35,575	3.0%
4.3 - Env. Resource and Surface Water Permitting	1,419,580	1,999,069	2,024,686	25,617	1.3%
4.4 - Other Reg. and Enforcmt. Activities	397,785	469,060	472,165	3,105	0.7%
4.5 - Technology & Information Services	593,896	948,613	972,633	24,020	2.5%
Total	3,885,295	5,251,294	5,383,747	132,453	2.5%
5.0 Outreach					
5.2 - Public Information	146,672	157,638	159,132	1,494	0.9%
5.4 - Lobbying / Legis. & Cabinet Affairs	5,225	10,400	127,624	117,224	1127.2%
Total	151,897	168,038	286,756	118,718	70.6%
6.0 District Management and Administration					
6.1 - Administrative and Operations Support					
6.1.1 - Executive Direction	1,023,857	1,148,495	1,089,037	(59,458)	-5.2%
6.1.4 - Administrative Support	1,094,380	1,320,259	1,253,251	(67,008)	-5.1%
6.1.7 - Human Resources	161,622	160,847	222,426	61,579	38.3%
6.1.9 - Technology & Information Services	268,352	486,636	481,941	(4,695)	-1.0%
6.4 - Other (Tax Collector/Property Appraiser Fees)	52,590	56,000	56,000	0	0.0%
Total	2,600,801	3,172,237	3,102,655	(69,582)	-2.2%
GRAND TOTAL	37,209,060	110,251,895	93,457,146	(16,794,749)	-15.2%

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: November 25, 2025

SUBJECT: Consideration of Donation Agreement for Donation of the Choctawhatchee River Delta Preserve Property from The Nature Conservancy; Walton County

Recommendation

Staff recommends the Governing Board approve the Donation Agreement accepting the donation of the Choctawhatchee River Delta Preserve property from The Nature Conservancy and authorize the Executive Director to execute all closing documents on behalf of the District, subject to the terms and conditions of the Agreement and District legal counsel review.

Background

The District was approached by The Nature Conservancy (TNC) who desire to donate 2,570 acres, more or less, of land referred to as the Choctawhatchee River Delta Preserve, along Choctawhatchee River and Bay in Walton County. The tract encompasses the majority of the Choctawhatchee River delta and is comprised of brackish and freshwater marsh systems and floodplain forest.

TNC has owned the Choctawhatchee River Delta Preserve property since October 16, 1980. The warranty deed indicates TNC owned a 92½ percent undivided interest (with the other undivided interest being held at the time as: two and one-half percent by the University of Florida Foundation, Inc. and five percent by the Florida State University Foundation, Inc.).

The Florida State University Foundation, Inc. donated its five percent undivided interest to TNC on July 23, 1982 with a clause stating “Provided, in the event grantee desires to sell the interest in property conveyed by this deed, to any person, other than a governmental entity, for any purpose other than retention, restoration or improvement of the natural systems, grantor shall have the right to repurchase said interest in property within thirty (30) days of being notified in writing of grantee’s desire to sell...” The University of Florida Foundation, Inc., donated its two and one-half percent undivided interest to TNC on March 22, 1983. Discussions with TNC staff indicated that if this land is conveyed to the District, TNC is not required to offer the property to the Florida State University Foundation for re-purchase.

In the following paragraphs are a summary of costs and activities anticipated for this land donation should it be approved by the Governing Board.

Appraisal. Since this is a donation, an appraisal is not required.

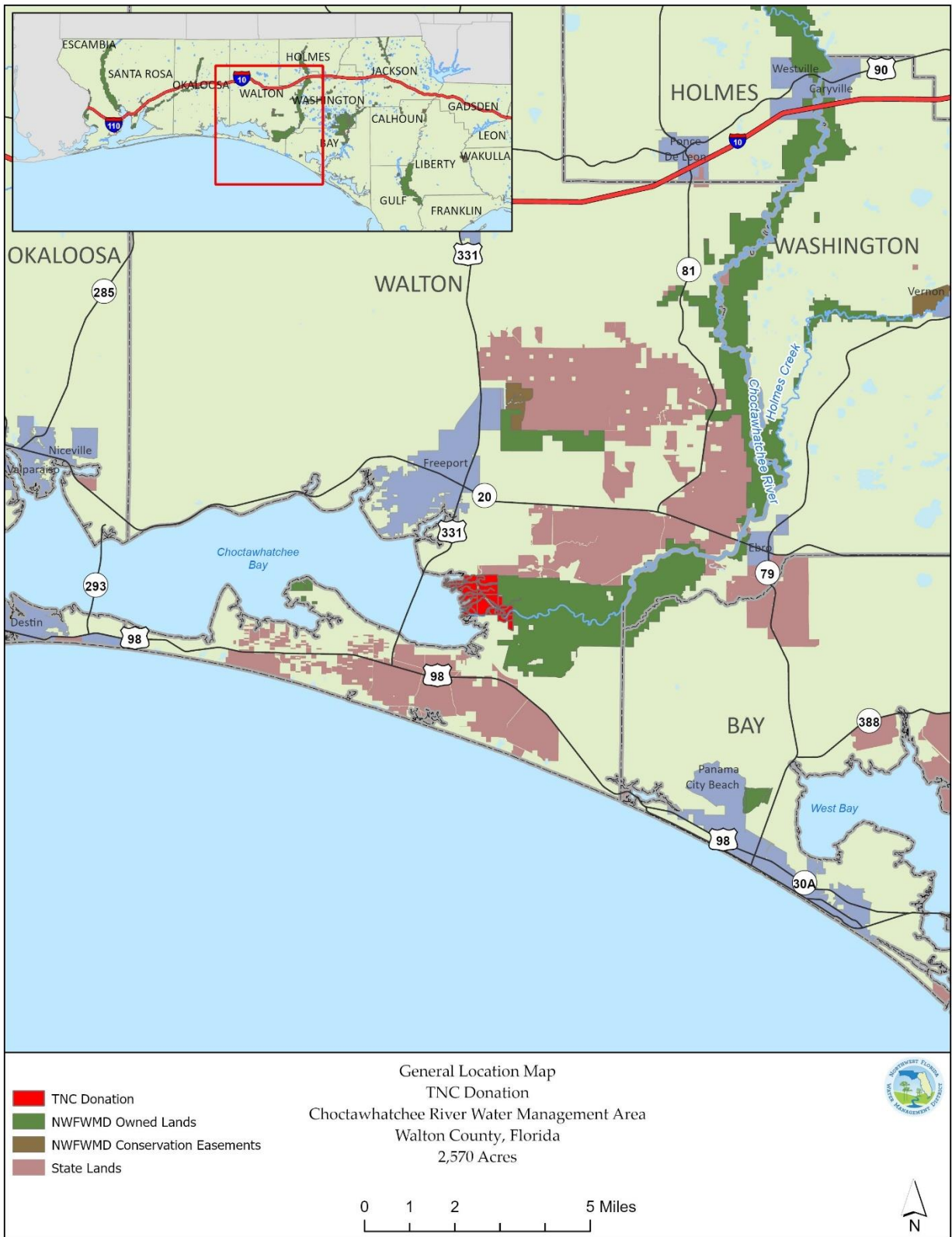
Boundary Map/Acreage Certification. The District will order and pay the costs for a boundary map/acreage certification, and at closing, TNC agrees to reimburse the District fifty percent. Each party will pay \$1,300 toward this cost.

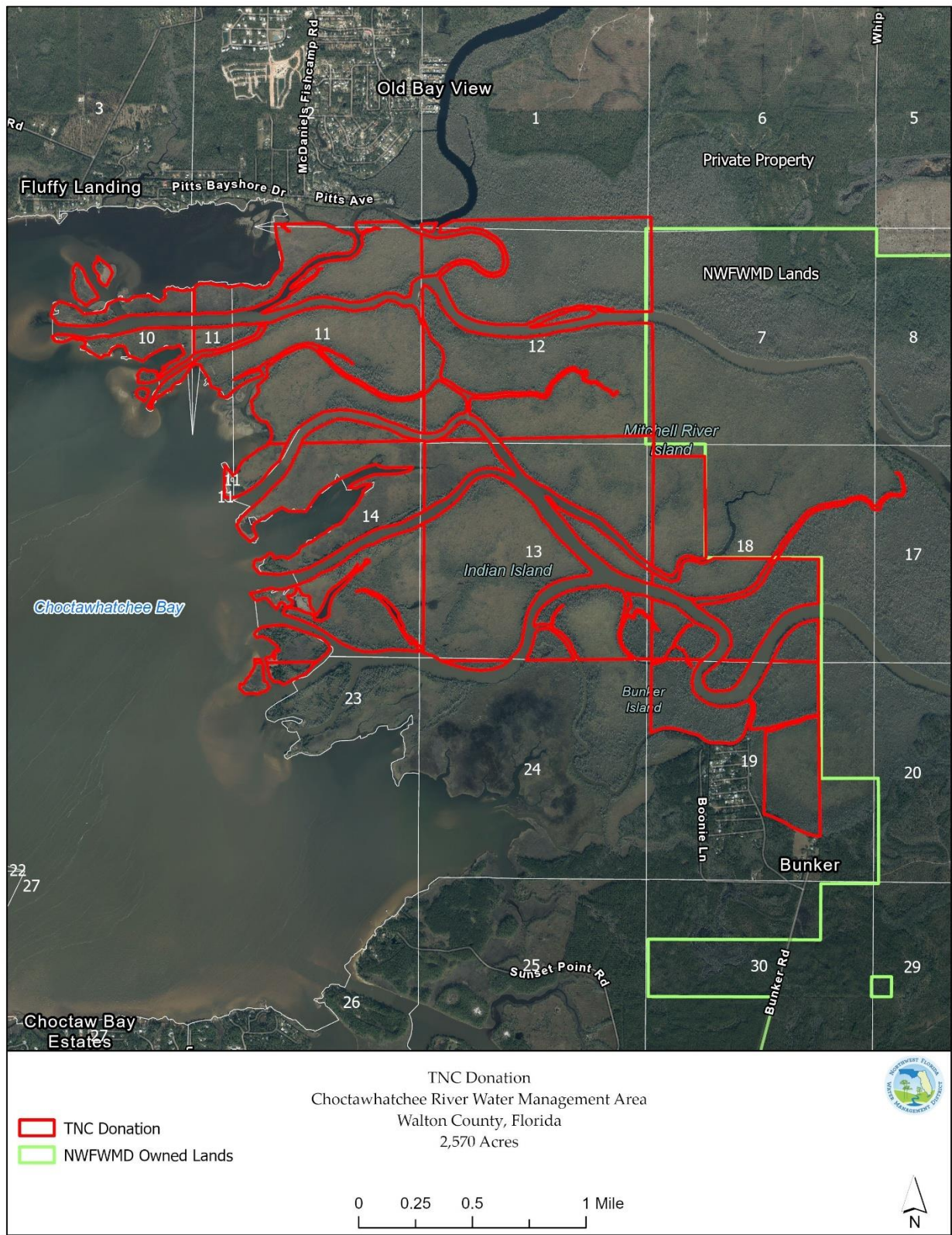
Environmental Site Assessment. The District will order and pay the costs for an environmental site assessment, and at closing, TNC agrees to reimburse the District fifty percent. Each party will pay \$3,634.75 toward this cost.

Title Insurance and Closing Costs. The District has ordered and received a title exam and commitment on the property at a cost of \$75. The cost of the title insurance premium shall be paid by the District and is estimated not to exceed \$1,282.50 (based on an amount of \$241,474 derived from the assessed value by Walton County Property Appraiser's Office). The District will also pay recording fees, estimated not to exceed \$42.00, documentary stamp tax estimated not to exceed \$1,691, and the cost of recording any other documents required to convey clear and marketable title.

Land Management Expenses. District land management staff will post the property boundaries with District boundary signs, periodically inspect the property for dumping or illegal structures and remove, maintenance of estuary and coastal marsh through patrol and management of property boundaries, and survey/eradication of exotic and nuisance plants or animals.

cb





AGREEMENT OF DONATION

This Agreement of Donation (“Agreement”) is made this ____ day of _____, 2025, by and between the Northwest Florida Water Management District, a special taxing district of the State of Florida, whose address is 81 Water Management Drive, Havana, Florida 32333 (“District”) and The Nature Conservancy, a District of Columbia nonprofit corporation, authorized to do business in the State of Florida as The Nature Conservancy, Inc. (the “Conservancy”), having its principal office at 4245 North Fairfax Drive, Arlington, Virginia 22203-1605 and whose Florida address is 1035 South Semoran Boulevard, Suite 2-1021B, Winter Park, Florida 32792.

WHEREAS, the Conservancy is the owner of a fee interest in approximately 2,570 +/- acres located in Walton County, Florida more particularly described in Exhibit A to this Agreement (hereinafter referred to as the “Property”) with the precise description of the Property to be determined by a boundary map/acreage certification;

WHEREAS, the Conservancy is desirous of donating the Property to the District; and

WHEREAS, the District is desirous of accepting the Property as a donation for the purpose of protecting water supply, water quality, flood protection, floodplain management, and natural resource protection.

WHEREAS, the Conservancy and the District both recognize the significant conservation values (the “Conservation Values”) of the Property and have the common purpose of preserving the Conservation Values.

NOW THEREFORE the parties agree as follows:

1. Recitals. The above recitals are true and correct.
2. Donation. The Conservancy agrees to donate the Property to the District, together with all the improvements, easements and appurtenances thereto.
3. Documents, Costs and Closing. The Conservancy shall deliver a Special Warranty Deed, in substantially the form attached hereto as Exhibit B, to the closing agent at closing. Closing shall occur on or before the 31st day of March, 2026, at the law offices of Pennington, P.A. Each party will be responsible for its own costs for legal representation. The District will pay the cost for a boundary map/acreage certification, environmental site assessment, title exam and policy, any other due diligence it conducts, document preparation, and recording costs and documentary stamp taxes due on the Special Warranty Deed. The Conservancy agrees to reimburse the District fifty percent (50%) of the costs incurred for the preparation of the boundary map/acreage certification and environmental site assessment, in an amount not to exceed \$4,934.75. The District shall pay for the cost of recording such other documents as may be required to be recorded to create clear and marketable title for the Property. The District shall have the boundary map/acreage certification and environmental site assessment

certified to the Conservancy. At closing, the Conservancy shall execute the Special Warranty Deed and a Title, Possession and Non-Lien Affidavit more particularly described in this Agreement as Exhibit C. The Property shall remain until closing in the same condition as it exists on the effective date of this Agreement, ordinary wear and tear accepted. Notwithstanding anything contained herein, if the condition of the Property changes in a manner unacceptable to the District prior to closing, provided such change is not the result of activities conducted by the Conservancy or its agents, the District's sole remedy shall be to not accept a conveyance of the Property

4. Title, Boundary Map/Acreage Certification and Environmental Site Assessment. If the District notifies the Conservancy of any objection to the title, the boundary map/acreage certification or the environmental site assessment for the Property, then the Conservancy may cure such objection prior to closing or the District shall have the right to terminate this Agreement without further liability. Notwithstanding anything contained herein to the contrary, the Conservancy shall have no obligation to cure any objections to title, boundary map/acreage certification, or the environmental site assessment nor shall the Conservancy be responsible for the removal of garbage or resolution of any trespass issues.
5. Inspection. The Conservancy agrees that after the date of this Agreement, the District and its agents and employees shall have the right upon reasonable notice to enter the Property for all lawful purposes permitted under this Agreement.
6. Attorneys/Brokers. Each party shall be responsible for its own attorney's fees in connection with any actions arising out of this Agreement. Each party warrants to the other that no person or entity is entitled to any real estate commission, finders, referral or any other fee as a result of this Agreement or the subsequent closing.
7. Conditions. The District's obligation to perform this Agreement is expressly made contingent and conditioned upon the following:
 - (a) To the best of the Conservancy's knowledge, no condemnation proceedings or any other matters which might have an adverse effect on the value of the Property shall be pending or threatened against the Property at closing.
 - (b) The District shall have received and approved the title examination and policy, the boundary map/acreage certification, and the environmental site assessment, provided for herein.
 - (c) To the best of the Conservancy's knowledge, there shall be no litigation pending or threatened seeking to recover title to the Property or any part thereof or any interest therein or seeking to enjoin the violation of any law, rules, regulation, restrictive covenants or zoning ordinances that may be applicable to the Property as of closing.
 - (d) Any and all currently existing liens and/or security interests affecting the Property or any portion thereof shall be fully paid and released, at or prior to closing.
 - (e) This Agreement is approved by the Governing Board of the District.

(f) All signatories have good and lawful authority to execute this Agreement.

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

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

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

By: _____
George Roberts, Chairman

THE NATURE CONSERVANCY

By: _____

Name: _____

Title: _____

EXHIBIT A

PROPERTY DESCRIPTION

Lots 1, 2, 3; West 1/2 of NW 1/4; West 1/2 of SE 1/4, Section 18, Township 2 South, Range 18 West. Lots 1, 3, 4, 5, and 7; Section 19, Township 2 South, Range 18 West. Lots 1, 2, and 3; Section 10, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7 and 8; Section 11, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7, 8, 9; Section 12, Township 2 South, Range 19 West. Lots 1 to 10 inclusive or fractional; Section 13, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 14, Township 2 South, Range 19 West. Lots 1 and 2; Section 23, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 24, Township 2 South, Range 19 West.

EXHIBIT B

SPECIAL WARRANTY DEED

This instrument prepared by:
The Nature Conservancy
Attn: Laura P. Robinson, Esq.
1035 South Semoran Boulevard
Suite 2-1021B
Winter Park, Florida 32792

Return To:

SPECIAL WARRANTY DEED

THIS INDENTURE, is made this _____ day of _____, 2026, between The Nature Conservancy, a non-profit District of Columbia corporation authorized to transact business in the State of Florida as The Nature Conservancy, Inc., (“Grantor”), whose address is 1035 South Semoran Boulevard, Suite 2- 1021B, Winter Park, Florida 32792, and the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a special taxing district of the State of Florida (“Grantee”), whose address is 81 Water Management Drive, Havana, Florida 32333.

(Wherever used herein the terms “Grantor” and “Grantee” include all the parties to this instrument and their legal representatives, successors and assigns. “Grantor” and “Grantee” are used for singular and plural, as the context requires and the use of any gender shall include all genders.)

WITNESSETH: That the said Grantor, for and in consideration of the sum of \$10.00, and other good and valuable consideration to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee and Grantees successors and assigns forever, the following described land situate, lying and being in Walton County, Florida, to-wit:

See Exhibit “A” attached hereto and by reference made a part hereof.

This conveyance is subject to easements, restrictions, limitations, and conditions of record if any now exist, but any such interests that may have been terminated are not hereby re-imposed.

And the said Grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons claiming by, through or under the said Grantor, but against none other.

SEE FOLLOWING PAGE FOR SIGNATURES

IN WITNESS WHEREOF the Grantor has executed these presents, the day and year first written.

Signed, sealed and delivered in the presence of:

THE NATURE CONSERVANCY, a non-profit
District of Columbia corporation, authorized to
transact business in the State of Florida as The
Nature Conservancy, Inc.

Signature of First Witness

BY: _____

Print Name: _____

As Its: _____

Printed, Typed or Stamped
Name of First Witness

(Corporate Seal)

Printed, Typed or Stamped Address
of First Witness

Signature of Second Witness

Printed, Typed or Stamped
Name of Second Witness

Printed, Typed or Stamped Address
of Second Witness

STATE OF FLORIDA
COUNTY OF)

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online
notarization, this day of _____, 2026, by _____, as
_____ of The Nature Conservancy, a non-profit District of Columbia corporation
authorized to transact business in the State of Florida as The Nature Conservancy, Inc., on behalf of
the corporation, who is personally known to me or who has produced _____ as
identification.

(NOTARY PUBLIC SEAL)

Notary Public

(Printed, Typed or Stamped Name of Notary Public)

Commission No.: _____

My Commission Expires: _____

EXHIBIT A TO SPECIAL WARRANTY DEED

PROPERTY DESCRIPTION

Lots 1, 2, 3; West 1/2 of NW 1/4; West 1/2 of SE 1/4, Section 18, Township 2 South, Range 18 West. Lots 1, 3, 4, 5, and 7; Section 19, Township 2 South, Range 18 West. Lots 1, 2, and 3; Section 10, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7 and 8; Section 11, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7, 8, 9; Section 12, Township 2 South, Range 19 West. Lots 1 to 10 inclusive or fractional; Section 13, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 14, Township 2 South, Range 19 West. Lots 1 and 2; Section 23, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 24, Township 2 South, Range 19 West.

EXHIBIT C

TITLE, POSSESSION AND NON-LIEN AFFIDAVIT

STATE OF _____)
COUNTY OF _____)

BEFORE ME, the undersigned authority, personally appeared _____ and _____, referred to herein collectively as "Grantor", who, being first duly sworn, depose and say that to the best of Grantor's knowledge:

1. Grantor is the owner of the following described Property: See Exhibit A attached hereto

Parcel ID Nos.: _____

and that said Property (hereinafter called the "Property") is now in the possession of Grantor and there are no persons in possession of the Property with a claim of possession to the Property except the Grantor.

2. The Property is free and clear of all liens, taxes, encumbrances, and claims of every kind, nature, and description whatsoever arising by, through or under Grantor, except for real property taxes for the year 2025, and exceptions set forth in Grantor's Title Policy dated December 15, 1980 (Policy No. AA1439297) and Title Policy dated August 20, 1982 (Policy No. 2270985) both issued by St. Paul Title Insurance Corporation, which later changes its name to First American Title Insurance Company of Mid-America.

3. There are no actual, pending, or threatened actions, suits, claims, litigation or proceedings by any entity, individual or governmental agency affecting Grantor or the Property known to Grantor which would in any way constitute a lien, claim or obligation of any kind against the Property, and there are no such actions, suits, claims, litigation or proceedings contemplated.

4. There has been no labor performed on or materials furnished to the Property within the past ninety days for which there are unpaid bills; and within the last 90 days there have been no claims whatsoever of for labor or material furnished for repairing or improving the same, which remain unpaid.

5. Grantor has received no notice of any public hearing regarding assessments for improvements by any government within the past ninety days.

6. There is no outstanding unrecorded contract of sale, deed, agreement for deed, conveyance, mortgage, or lease affecting the title to the Property.

7. Grantor, if a corporate entity, is duly organized and validly existing under the laws of the state of its incorporation and qualified to do business in the State of Florida, and has all requisite power and authority to carry on its business as it is now being conducted and to execute and deliver this Affidavit, and the deed incident to which this Affidavit is given. The individuals executing this Affidavit and the deed incident hereto on behalf of Grantor are authorized to act for and on behalf of and to bind Grantor in connection with this Affidavit and the deed incident hereto.

8. All harvesting and timbering agreements entered into by Grantor affecting the Property have been effectively terminated by Grantor.

9. Grantor is not a “foreign person” as that term is defined in Section 1445-F of the Internal Revenue Code and Grantor is not a non-resident alien, foreign corporation, foreign partnership, foreign trust, or foreign estate (as those terms are defined in the Internal Revenue Code and Income Tax Regulations).

The Federal Tax Identification of the Grantor is:

_____: _____

10. All of the representations and warranties made by Grantor in that certain Agreement of Donation (the “Agreement”) between Grantor and the Northwest Florida Water Management District for donation of the Property, including the representations and warranties contained in Paragraph 7(a), 7(c), and 7(d) of the Agreement, are true and correct as of the day hereof, and shall not merge into the deeds but shall survive closing for a period of 180 days from the date of closing. To the best of the knowledge of undersigned, there are no matters pending that could impact the accuracy of the representations and warranties between the date hereof and the recording of the interest conveyed or to be conveyed.

11. All statements made herein, to the best of the knowledge and belief of the undersigned, are true and correct as of the date and time the deed incident hereto is recorded. There are no matters pending against Grantor that could give rise to a lien that would attach to the Property between the date hereof and the statements made herein and the date of such recordation. The Grantor has not and will not commit, between the date hereof and the date and time of such recordation, any act that would cause the statements made herein to change or to become invalid, nor will Grantor execute any instrument that would adversely affect the title to the Property.

12. The Grantor has authorized the undersigned to make and deliver this Affidavit fully realizing that the Northwest Florida Water Management District, and First American Title Company, Inc. (title insurer), and J. Breck Brannen, Esq. and Pennington, P.A. (title agent), are relying hereon in order to accept donation of the Property, insure title thereto, and/or close on the donation of the Property. This Affidavit is made with full understanding of all laws appertaining to affidavits in the State of Florida, and full faith and credit may be given hereto. The undersigned further certifies that he has read or has heard read to him the complete text of this Affidavit and fully understands its contents.

{SIGNATURE ON FOLLOWING PAGE}

Insert Name

By:_____

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online
notarization, this _____ day of _____, 2026, by _____.

_____ is/are personally known to me.

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

_____ produced _____ as identification.

Notary Public, State and County Aforesaid
My Commission Expires:

EXHIBIT A
TO TITLE, POSSESSION AND LIEN AFFIDAVIT

Property Description

Lots 1, 2, 3; West 1/2 of NW 1/4; West 1/2 of SE 1/4, Section 18, Township 2 South, Range 18 West. Lots 1, 3, 4, 5, and 7; Section 19, Township 2 South, Range 18 West. Lots 1, 2, and 3; Section 10, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7 and 8; Section 11, Township 2 South, Range 19 West. Lots 1, 2, 3, 4, 5, 6, 7, 8, 9; Section 12, Township 2 South, Range 19 West. Lots 1 to 10 inclusive or fractional; Section 13, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 14, Township 2 South, Range 19 West. Lots 1 and 2; Section 23, Township 2 South, Range 19 West. Lots 1, 2, 3, and 4; Section 24, Township 2 South, Range 19 West.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Starsky Harrell, Director of Regulatory Services

DATE: December 2, 2025

SUBJECT: Consideration of Consultant Selections and Agreements for RFP 26-001:
Regulatory Services

Recommendation

Staff recommends the Governing Board approve the selection committee's results and authorize the Executive Director to execute agreements with the top five ranked firms to provide as-needed services for the Division of Regulatory Services.

Background

On October 16, 2025, the District issued Requests for Proposals (RFP) for Regulatory Services (RFP 26-001). This RFP was issued to provide as-needed consultant services, including, but not limited to, engineering and environmental, for the design and review of projects in accordance with Chapter 373, Florida Statutes (F.S.), and corresponding Florida Administrative Codes (F.A.C.) under Departments 62 and 40A. The respondent will provide the District with expertise in the design, evaluation, and review of projects under Part II (Permitting of Consumptive Uses of Water), Part III (Regulation of Wells), and Part IV (Management and Storage of Surface Waters) of Chapter 373, F.S., as well as other related statutes and rules such as Chapter 120, F.S. This includes, but is not limited to, surface water, stormwater, dams, agricultural, groundwater, water use, well construction, and Works of the District projects.

A total of thirteen (13) prospective consultants submitted proposals by the November 13, 2025, deadline with eleven (11) determined to be responsive. Proposals were evaluated by the selection committee using predefined criteria. Scoring was based on the experience and qualifications of the firm and assigned project manager, experience with systems like those in northwest Florida, workload and location. The committee's scores are provided on the following table. If the staff recommendation is approved, a Notice of Final Agency Action

will be published, and staff will negotiate contracts with the top five firms. Contracts are recommended to extend for approximately three (3) years from the Effective Term of the contract, with an option for a Renewal Term of three (3) years, at the District's discretion.

<u>Respondent</u>	<u>Average Total Score</u>	<u>Final Rank</u>
Kimley-Horn and Associates, Inc.	91.67	1
Dewberry	90.67	2
Halff Associates	86.67	3
Mead & Hunt, Inc.	86.33	4
AECOM Technical Services, Inc.	85.67	5
AtkinsRealis USA, Inc.	82.00	6
David H. Melvin, Inc. Consulting Engineers	80.33	7
Panhandle Engineering, Inc.	74.67	8
Wetlands Solutions	68.00	9
Three Notch Group	66.33	10
Vanasse Hangen Brustlin, Inc.	63.67	11

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Kathleen Coates, Director, Resource Management Division

DATE: December 10, 2025

SUBJECT: Consideration of Priority Sub-basins for the Northwest Florida Watersheds Partnership Program

Recommendation

Staff recommends the Governing Board approve the selected Northwest Florida Watersheds Partnership Program priority sub-basins.

Discussion

The goal of the Northwest Florida Watersheds Partnership Program is to pro-actively focus efforts and leverage resources to address critical water resource issues using an integrated and holistic watershed-based approach. During the first year of the program, one priority sub-basin will be selected within each of the District's seven major watersheds. Work plans will be prepared for each sub-basin that describe watershed characteristics; water quality, water supply, and habitat restoration needs; proposed projects and activities to address these needs; and estimates of total project costs and funding needs. The District is pursuing funding to implement Watershed Partnership Program. As funding becomes available, the District will partner with local governments, estuary programs, and other entities to implement projects included in the work plans that improve water quality, restore aquatic habitat, and meet water supply needs in priority sub-basins.

To prioritize the sub-basins, staff developed a set of objective criteria to evaluate water quality, water supply, and aquatic habitat conditions and needs. Staff then ranked the sub-basins and solicited public input by holding six public workshops, meetings with local governments, presentations to the three Estuary Program Policy Boards and the two Regional Planning Councils, and others. In addition, an electronic survey requesting input was posted on the District's website along with program materials. Input received was incorporated into the scoring to select the final set of prioritized sub-basins recommended below:

Major Watershed

Perdido River and Bay
Pensacola River and Bay
Choctawhatchee River and Bay
St. Andrew Bay
Apalachicola River and Bay
Ochlockonee River and Bay
St. Marks River and Apalachee Bay

Recommended Priority Sub-basin

Elevenmile Creek
Graveyard Branch – Bayou Texar
Hogtown Bayou – Destin Harbor
Mill Bayou – Lairds Bayou
East River and Apalachicola River and Bay
Lake Jackson
Goose Creek – Dickerson Bay

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 Water Resource Evaluation

DATE: November 21, 2025

SUBJECT: Jackson Blue Spring Minimum Flow Update

Background

Section 373.042(1), Florida Statutes, requires water management districts to develop minimum flows and minimum water levels (MFLs) for Outstanding Florida Springs. The minimum flow for a given water body is the limit at which further withdrawals will be significantly harmful to the water resources or ecology of the area. District staff are currently working on establishing the minimum flow for Jackson Blue Spring. A Notice of Rule Development was published on November 19, 2025. This draft minimum flow technical assessment report for the system has been completed and scientific peer review is ongoing.

Next Steps

External agency and public review of the draft MFL technical assessment report will commence by December 11, 2025, and extend for 30 days. This review will include a publicly noticed meeting to present the draft results and the proposed minimum flow for Jackson Blue Spring. Following external review of the MFL technical assessment report, the District will consider all comments received. The draft rule language for the Jackson Blue Spring minimum flow is anticipated to be presented to the Governing Board at the January 2026 meeting. The District remains on schedule to meet the July 1, 2026, statutory deadline for the establishment of MFLs for all Outstanding Florida Springs.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: December 2, 2025

The lawsuit styled ***Northwest Florida Water Management District v. Kenneth Sadler and Mildred Sadler, husband and wife***, continues to be litigated in the Circuit Court in and for Washington County, Florida. The lawsuit alleges continuing trespass and ejectment for the Sadlers' placement and construction of, and failure to remove, certain improvements upon District-owned land. The Washington County Sheriff's Office served the complaint on the Sadlers. The Sadlers did not timely respond to the complaint.

The District has propounded written discovery to the Sadlers. The Sadlers did not respond to the District's discovery requests within the required time period. The District has filed a motion to deem its requests for admissions as admitted and followed that with the filing of a motion for summary judgment to require the Sadlers to remove the improvements from District-owned land. Under current Florida Rules of Civil Procedure, our motion for summary judgment cannot be heard before January 1, 2026, but we are working on scheduling a hearing for as soon as possible after that date.