

Northwest Florida Water Management District
Governing Board Meeting Minutes
Wednesday, December 10, 2025
81 Water Management Drive
Havana, FL 32333

1. Opening Ceremonies

Called to order at 1:04 p.m.

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

Present: George Roberts, Chair; Jerry Pate, Vice Chair; Gus Andrews; Ted Everett; Kellie Ralston; Anna Upton

Absent: Nick Patronis, Secretary-Treasurer; John Alter; Tom Morgan

2. Special Thanks and Recognition

None.

3. Public Comment

None.

4. Changes to the Agenda

None.

5. Consideration of the following Items Collectively by Consent:

MOTIONED BY ANNA UPTON, SECONDED BY JERRY PATE, THAT THE GOVERNING BOARD APPROVE ITEMS A AND B IN THE CONSENT AGENDA CONTINGENT UPON LEGAL REVIEW AND OTHER ACTIONS AS REQUIRED BY FLORIDA STATUTES. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

A. Approval of the Minutes for November 12, 2025

Approve the Minutes for November 12, 2025, Governing Board meeting.

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

Approve the Financial Reports for the Month of October 2025.

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

MOTIONED BY JERRY PATE, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Consideration of Fiscal Year 2026-2027 Preliminary Budget

MOTIONED BY ANNA UPTON, SECONDED BY JERRY PATE, THAT 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 AND DEPARTMENT OF ENVIRONMENTAL PROTECTION AND SUBMIT THE FINAL DOCUMENT TO THE LEGISLATURE BY JANUARY 15, 2026. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY JERRY PATE, SECONDED BY GUS ANDREWS, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

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

MOTIONED BY GUS ANDREWS, SECONDED BY JERRY PATE, THAT 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. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

<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

10. Consideration of Priority Sub-basins for the Northwest Florida Watersheds Partnership Program

MOTIONED BY GUS ANDREWS, SECONDED BY KELLIE RALSTON, THAT THE GOVERNING BOARD APPROVE THE SELECTED NORTHWEST FLORIDA WATERSHEDS PARTNERSHIP PROGRAM PRIORITY SUB-BASINS. PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Jackson Blue Spring Minimum Flow Update

Informational purposes only.

12. Executive Director's Performance Evaluation

THE EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE EVALUATION WAS ADMINISTERED BY GENERAL COUNSEL BRECK BRANNEN. THE FORMS WERE COMPLETED BY THE GOVERNING BOARD AND ENTERED INTO THE RECORDS OF THE DISTRICT.

13. 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

14. 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 November 30, 2025

Balance Forward - Operating Funds	\$39,402,938.84
Operating Funds Received in current month:	
Revenue Receipts, Current	\$ 653,781.71
Contracts Receivable	206,463.26
Other Deposits/Refunds/Adjustments	15,296.30
Transfers from Lands Accounts	<hr/>
Total Deposits during month	<hr/> <u>875,541.27</u>
Total Deposits and Balance Forward	\$ 40,278,480.11
Disbursements:	
Employee Salaries	696,290.10
Employee Benefits	354,511.12
Employee Flexible Spending Account	0.00
Contractual Services (Professional)	299,193.55
Operating Expenses - Services	117,777.47
Operating Expenses - Commodities	77,218.46
Operating Capital Outlay	32,816.80
Grants and Aids	<hr/> 622,211.13
Total Operating Expenses during month	2,200,018.63
Payables, Prior Year	1,587.68
Other Disbursements or (Credits)	<hr/> 104,557.31
Total Funds Disbursed by check during month	<hr/> 2,306,163.62
Bank Debits (Fees, Deposit Slips, etc.)	0.00
Transfer to Land Acquisition Account	<hr/> 0.00
Total Funds Disbursed	<hr/> <u>2,306,163.62</u>
Cash Balance Operating Funds at month end	\$ 37,972,316.49
Operating Depositories:	
Petty Cash Fund	250.25
Bank of America:	
General Fund Checking	2,009,433.52
Payroll Account	6,000.00
Passthrough (EFT) Account	<hr/> 7,667.11
Investment Accounts:	
Fla. Board of Administration @ 4.15%	
General Fund	15,493,203.60
Lands Fee Fund	3,591,505.82
Okaloosa Regional Reuse	106,870.76
Mitigation Fund	<hr/> 16,757,385.43
Total Operating Depositories at month end	\$ 37,972,316.49

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending November 30, 2025

Land Acquisition Funds:

Fla. Board of Administration @ 4.15%	\$ 205,892.44
Total Land Acquisition Funds	<u>205,892.44</u>

Restricted Management Funds:

Fla. Board of Administration Cypress	895,986.81
Springs R&M Account @ 4.15%	<u>895,986.81</u>
Total Restricted Land Management Funds	<u>895,986.81</u>
Total Land Acquisition, and Restricted Management Funds	<u>1,101,879.25</u>

TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END	<u>\$ 1,101,879.25</u>
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Approved: _____
Chairman or Executive Director

Date: _____ January 14, 2026 _____

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending November 30, 2025
(Unaudited)

	Current Budget	Actuals Through 11/30/2025	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 4,126,712	\$ 457,970	\$ (3,668,742)	11%
Intergovernmental Revenues	98,662,798	-	(98,662,798)	0%
Interest on Invested Funds	75,000	258,636	183,636	345%
License and Permit Fees	655,000	199,280	(455,720)	30%
Other	1,515,166	46,145	(1,469,021)	3%
Fund Balance	29,997,846		(29,997,846)	0%
Total Sources	\$ 135,032,522	\$ 962,030	\$ (134,070,492)	1%
Uses				
Water Resources Planning and Monitoring	\$ 8,586,904	\$ 566,031	\$ 742,492	\$ 7,278,381
Acquisition, Restoration and Public Works	81,700,119	432,465	9,408,777	71,858,876
Operation and Maintenance of Lands and Works	11,373,303	631,840	1,763,502	8,977,961
Regulation	5,251,294	610,987	307,262	4,333,046
Outreach	168,038	30,718	-	137,320
Management and Administration	3,172,237	423,883	54,604	2,693,749
Total Uses	\$ 110,251,895	\$ 2,695,924	\$ 12,276,637	\$ 95,279,333
Reserves	24,780,627			24,780,627
Total Uses and Reserves	\$ 135,032,522	\$ 2,695,924	\$ 12,276,637	\$ 120,059,960
				2%
				11%
				2%
				14%
				0%
				0%

¹ Encumbrances represent unexpended balances of open purchase orders.

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

This unaudited financial statement is prepared as of November 30, 2025, and covers the interim period since the most recent audited financial statements.

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

RETIREMENTS	11/06/2025	\$ 162,068.94
CHECKS	11/07/2025	94,783.73
CHECKS	11/07/2025	98,768.70
ACH TRANSFER	11/07/2025	166,083.87
ACH TRANSFERS	11/07/2025	404,332.33
DIRECT DISBURSEMENTS	11/07/2025	83,542.89
VOIDED CHECKS	11/07/2025	-4,217.21
VOIDED CHECKS	11/07/2025	-5,925.00
CHECKS	11/14/2025	257,116.91
ACH TRANSFERS	11/14/2025	127,714.77
DIRECT DISBURSEMENTS	11/14/2025	2,430.00
CHECKS	11/21/2025	43,460.64
ACH TRANSFER	11/21/2025	121,804.69
DIRECT DISBURSEMENTS	11/21/2025	13,509.71
DIRECT DISBURSEMENTS	11/25/2025	14,264.62
		\$ 1,579,739.59

Chairman or Executive Director

January 14, 2026
 Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5768	ALFORD BROTHERS INC	11/7/2025	65.90	MINOR REPAIRS FOR REG VEHICLES
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/7/2025	765.36	BCBS MEDICARE
2171	ESRI, INCORPORATED	11/7/2025	78,000.00	ESRI ENTERPRISE ADVANTAGE PROGRAM (EEAP)
916	FPL NORTHWEST FLORIDA	11/7/2025	626.48	DEFUNIAK ELECTRIC
3003	HAVANA FORD, INC.	11/7/2025	46.00	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
3003	HAVANA FORD, INC.	11/7/2025	285.16	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
3003	HAVANA FORD, INC.	11/7/2025	162.85	RUNNING PO FOR MINOR REPAIRS FOR HQ VEHICLES
277	LIBERTY CO. PROPERTY APPRAISER	11/7/2025	204.17	1ST QTR FY 25-26
63	NORTHWEST FLORIDA DAILY NEWS	11/7/2025	126.95	LEGAL ADS-WATER USE PERMITS 11728668
63	NORTHWEST FLORIDA DAILY NEWS	11/7/2025	122.05	LEGAL ADS-WATER USE PERMITS 11728700
63	NORTHWEST FLORIDA DAILY NEWS	11/7/2025	151.45	LEGAL ADS-WATER USE PERMITS 11728645
62	PENSACOLA NEWS-JOURNAL	11/7/2025	123.44	LEGAL ADS-WATER USE PERMITS 11728714
3713	PRINCIPAL LIFE INSURANCE COMPANY	11/7/2025	9,027.72	LIFE/DENTAL/VISION
6186	RYAN M BROWN	11/7/2025	400.00	BOAT RENTAL/LEASE FOR MITIGATION SITE VISITS
6010	STATE OF FLORIDA DEPARTMENT OF COMMERCE	11/7/2025	175.00	ANNUAL SPECIAL DISTRICT FEE CANDICE COSTELLO
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/7/2025	329.76	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/7/2025	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/7/2025	3,798.95	ELECTRIC HQ
2305	TROY FAIN INSURANCE COMPANY, INC	11/7/2025	114.95	NOTARY RENEWAL-EWA BEARDEN
6176	VERIZON WIRELESS	11/7/2025	14.04	RMD MACHINE TO MACHINE
5015	WESTON TRAWICK, INC.	11/7/2025	155.00	RUNNING PO FOR ELECTRICAL REPAIRS FOR HQ, NOT TO E
TOTAL CHECKS			\$ 94,783.73	
3293	ANGUS G. ANDREWS, JR.	11/7/2025	8,125.00	DFO LEASE AGREEMENT - CONTRACT PO
1617	CAPITAL HEALTH PLAN	11/7/2025	77,438.50	CHP MEDICAL
3269	CDW GOVERNMENT, INC.	11/7/2025	22,927.03	OKTA MFA RENEWAL
4032	COMPUQUIP TECHNOLOGIES, LLC	11/7/2025	41,679.59	CHECKPOINT HW/SW MAINTENANCE, RENEWAL AND CONFIGUR
5824	DAVID STANFORD	11/7/2025	110.00	TRAVEL REIMBURSEMENT
1948	DELL MARKETING L.P.	11/7/2025	12,615.00	COMPUTER MONITORS, DOCKS, AND MOUNTS
6148	DOODIE CALLS LLC	11/7/2025	305.00	PORTABLE ADA TOILET FOR PHIPPS PARK
5925	IAN WATERS	11/7/2025	90.00	TRAVEL REIMBURSEMENT
5802	MURPHY CASSIDY DIESEL REPAIRS	11/7/2025	157.60	MINOR REPAIRS FOR REG VEHICLES
5894	ODESSA CLEANING SERVICE LLC	11/7/2025	400.00	JANITORIAL SERVICES FOR ECONFINA FIELD OFFICE
5632	THE PRAETORIAN GROUP	11/7/2025	2,207.00	CONTINUING EDUCATION
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/7/2025	29.15	STAPLES - OFFICE SUPPLIES
TOTAL ACH DISBURSEMENTS			\$ 166,083.87	
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/7/2025	83,542.89	BCBS MEDICAL
TOTAL DIRECT DISBURSEMENTS			\$ 83,542.89	
TOTAL AP			<u>\$ 344,410.49</u>	
6192	CHARLES E MATHIS JR	11/7/2025	28,225.00	AG COST-SHARE CONSERVATION EQU

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE

4655	CITY OF GRETNNA	11/7/2025	50,000.00	GROUND STORAGE TANK
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	11/7/2025	10,331.98	LAB ANALYSIS - GW QUALITY TREND AND MFL MONITORING
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	11/7/2025	9,911.72	LAB ANALYSIS - GW QUALITY TREND AND MFL MONITORING
5855	WASTE AWAY GROUP INC	11/7/2025	300.00	DUMPSTER SERVICES FOR COTTON LANDING - CHOCTAW
TOTAL CHECKS			\$ 98,768.70	
771	CITY OF MARIANNA	11/7/2025	379,952.29	TARA ESTATES SEWER PROJECT
3002	FLORIDA STATE UNIVERSITY	11/7/2025	24,380.04	ST. ANDREW & ST. JOSEPH BAY NC
TOTAL ACH DISBURSEMENTS			\$ 404,332.33	
TOTAL AP			<u>\$ 503,101.03</u>	

5094	SMITH REFRIGERATION, INC	11/14/2025	276.00	AC DIAGNOSTIC/REPAIR IN EFO
2992	BANK OF AMERICA	11/14/2025	484.33	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	11/14/2025	1,192.43	OCT 2025 ONLINE ACCESS
5901	CEDAR CREEK TIMBER COMPANY INC	11/14/2025	69,630.12	RETURN OF PERFORMANCE BOND 25-106
916	FPL NORTHWEST FLORIDA	11/14/2025	429.04	MILTON ELECTRIC
410	GULF COUNTY TAX COLLECTOR	11/14/2025	1,587.68	2024 COMMISSIONS
5474	HATCHER PUBLISHING INC	11/14/2025	58.00	LEGAL ADS-WATER USE PERMITS
6141	KIM BISHOP FARMS LLC	11/14/2025	79,322.71	AG COST-SHARE CONSERVATION EQU
3266	LOWE'S COMPANIES INC.	11/14/2025	1,260.74	REFRIGERATOR FOR MAIN BUILDING HQ
3266	LOWE'S COMPANIES INC.	11/14/2025	1,091.92	GENERAL SUPPLIES
6107	MOMSHE'S CLEANERS LLC	11/14/2025	1,099.00	JANITORIAL SERVICES FOR DFO
288	OKALOOSA CO. PROPERTY APPRAISER	11/14/2025	1,674.39	1ST QTR FY 25-26
6180	PANHANDLE LAND MANAGEMENT SERVICES INC	11/14/2025	49,372.50	2025 GROUND SITE PREP HERBICID
6180	PANHANDLE LAND MANAGEMENT SERVICES INC	11/14/2025	4,937.25	RETURN OF PERFORMANCE BOND 26-002
5764	SOUTHERN CLEANING SUPPLY LLC	11/14/2025	740.40	RECREATION SITE SUPPLIES
6156	SPANISH TRAIL LUMBER COMPANY	11/14/2025	16,566.28	RETURN OF PERFORMANCE BOND 24-085
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/14/2025	88.50	SECURITY LIGHTS HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/14/2025	320.31	WATER/SEWER HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/14/2025	3,114.68	ELECTRIC HQ
3568	THOMPSON TRACTOR CO., INC.	11/14/2025	353.20	CAT 299 PARTS
3839	TOWN OF CAMPBELLTON	11/14/2025	5,925.00	CAMPBELLTON WATER METER REPLAC
6188	WAHLQUIST WATER & WASTE SERVICES LLC	11/14/2025	450.00	WATER SAMPLING ECOFINA AND CARTER CK - PER DOH
5612	WETLAND SOLUTIONS, INC.	11/14/2025	12,944.00	HYDROLOGIC & WATER QUALITY DAT
4038	WINDSTREAM COMMUNICATIONS	11/14/2025	110.43	800 NUMBERS AND LONG DISTANCE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	487.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	479.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	289.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	380.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	190.00	RENTAL & SERVICE FOR PORTABLE

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE

5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	190.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	390.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	225.00	RENTAL & SERVICE FOR PORTABLE
5060	XTREME LOGISTICS GULF COAST, LLC	11/14/2025	500.00	RENTAL & SERVICE FOR PORTABLE
TOTAL CHECKS			\$ 257,116.91	
3113	RAY GLASS' BATTERIES, INC.	11/14/2025	737.88	12V 35AH AND 12V 7AH REPLACEMENT BATTERIES
325	BAY CO. PROPERTY APPRAISER	11/14/2025	2,055.35	1ST QTR FY 25-26
5902	BENJAMIN FAURE	11/14/2025	152.00	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	11/14/2025	1,348.16	LAW ENFORCEMENT/SECURITY SERVI
4855	ENVIRON SERVICES INCORPORATED	11/14/2025	2,162.50	JANITORIAL SERVICES FOR HQ
2453	ESCAMBIA COUNTY PROPERTY APPRAISER	11/14/2025	3,135.06	1ST QTR FY 25-26
4807	WEX BANK	11/14/2025	17,477.22	OCTOBER 2025 FUEL/SERVICE CHARGES/GPS
3337	FORESTECH CONSULTING	11/14/2025	620.00	LAND MANAGEMENT DATABASE
4719	PHILIP GARRETT	11/14/2025	116.00	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	11/14/2025	10,275.00	SERVICE FOR PORTABLE TOILETS-C
3813	PENNINGTON, P.A.	11/14/2025	11,450.00	OCTOBER 2025 LEGAL COUNSEL
5947	PREVENTIA SECURITY LLC	11/14/2025	75.00	DEFUNIAK OFFICE FIRE/ALARM
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	11/14/2025	4,481.90	RECREATION SITE CLEAN UP AND M
5218	WAGEWORKS, INC.	11/14/2025	397.55	BLANKET PO FOR EMPLOYEE FSA ADMINISTRATION; OCTOBE
5218	WAGEWORKS, INC.	11/14/2025	100.00	COBRA ADMINISTRATION
6000	ZULU MARINE SERVICES INC	11/14/2025	73,131.15	WATERWAY DEBRIS REMOVAL
TOTAL ACH DISBURSEMENTS			\$ 127,714.77	
5944	REFUND NIC	11/14/2025	30.00	232678038 - REFUND WITHDRAWN WELL PERMIT# 326737-1
5944	REFUND NIC	11/14/2025	250.00	REFUND 298542-9 ERP PERMIT OVERPMT
5944	REFUND NIC	11/14/2025	2,000.00	REFUND WUP PERMIT # 326355 OVERPAYMENT
5944	REFUND NIC	11/14/2025	100.00	REFUND 326316-1 ERP PERMIT OVERPAYMENT
5944	REFUND NIC	11/14/2025	50.00	236924458 - REFUND WITHDRAWN WELL PERMIT #327069-1
TOTAL DIRECT DISBURSEMENTS			\$ 2,430.00	
TOTAL AP			<u>\$ 387,261.68</u>	
6184	MD OF THE EMERALD COAST	11/21/2025	4,012.56	RECREATION SITE CLEANUP & MAIN
6174	FALMOUTH SCIENTIFIC INC	11/21/2025	33,555.00	FALMOUTH ACM PLUS INSTRUMENTS
349	GADSDEN COUNTY PROPERTY APPRAISER	11/21/2025	525.12	1ST QTR FY 25-26
2291	GULF COAST ELECTRIC COOPERATIVE,INC	11/21/2025	439.04	ELECTRIC SERVICES EFO
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	368.42	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	250.88	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	298.85	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	99.13	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	170.18	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	199.19	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	160.84	KONICA MINOLTA COPIER LEASE R&M

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE

698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	139.03	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	10.29	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	103.81	KONICA MINOLTA COPIER LEASE R&M
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/21/2025	98.94	KONICA MINOLTA COPIER LEASE R&M
5890	NEVES PUBLISHING GROUP LLC	11/21/2025	250.00	NOTICE OF RULE DEVELOPMENT
5965	NIC SERVICES	11/21/2025	2,779.36	ONLINE PAYMENT CHARGES
TOTAL CHECKS			\$ 43,460.64	
3269	CDW GOVERNMENT, INC.	11/21/2025	332.00	TOUGHBOOK ORDER FOR LAB
4114	CITY OF PORT ST. JOE	11/21/2025	60,331.09	PORT ST. JOE BACKWASH RECYCLIN
5951	D3 AIR AND SPACE OPERATIONS INC	11/21/2025	820.00	STAFF AUGMENTATION
97	THE DEFUNIAK HERALD	11/21/2025	56.00	LEGAL ADS-WATER USE PERMITS
1948	DELL MARKETING L.P.	11/21/2025	35,000.00	(25) LAPTOP REPLACEMENTS
4773	GABRIEL ROEDER SMITH & COMPANY	11/21/2025	1,500.00	FY 2025 OPEB VALUATION
5982	GARY CHEW	11/21/2025	510.32	TRAVEL REIMBURSEMENT
76	LEON COUNTY PROPERTY APPRAISER	11/21/2025	2,065.15	1ST QTR FY 25-26
5069	LEPPO, INC.	11/21/2025	5,051.18	BOBCAT T870 COMPACT TRACK LOADER – S&M
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	11/21/2025	49.00	BLANKET PO FOR PRE-HIRE, POST ACCIDENT AND CDL DRU
5950	PRESS PRINT GRAPHICS LLC	11/21/2025	2,218.75	RECREATION SIGNS
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	11/21/2025	13,871.20	LAW ENFORCEMENT/SECURITY ON DI
TOTAL ACH DISBURSEMENTS			\$ 121,804.69	
2967	BANK OF AMERICA	11/21/2025	8,898.94	OCTOBER 2025 P-CARD CHARGES
2967	BANK OF AMERICA	11/21/2025	50.00	SUNPASS
2967	BANK OF AMERICA	11/21/2025	196.02	UNIFORMS
2967	BANK OF AMERICA	11/21/2025	109.95	BUSINESS CARDS-VISTA PRINT
2967	BANK OF AMERICA	11/21/2025	553.70	OFFICE SUPPLIES FOR ADMIN
2967	BANK OF AMERICA	11/21/2025	634.59	AMAZON ORDER-ECONFINA FIELD OFFICE SUPPLIES
2967	BANK OF AMERICA	11/21/2025	485.29	REG OFFICE/FIELD SUPPLIES-AMAZON
2967	BANK OF AMERICA	11/21/2025	398.26	AMAZON ORDER - FIELD SUPPLIES FOR ECONFINA OFFICE
2967	BANK OF AMERICA	11/21/2025	217.55	AMAZON ORDER FOR AMD
2967	BANK OF AMERICA	11/21/2025	467.38	DESK CHAIRS-AMAZON
2967	BANK OF AMERICA	11/21/2025	63.03	AMAZON ORDER FOR KEATON SUBER - AIR FRESHENERS
5944	REFUND NIC	11/21/2025	1,400.00	REFUND 326237-1 ERP PERMIT WITHDRAWN
5944	REFUND NIC	11/21/2025	35.00	237373016 - REFUND WITHDRAWN WELL PERMIT# 327120-1
TOTAL DIRECT DISBURSEMENTS			\$ 13,509.71	
TOTAL AP			<u>\$ 178,775.04</u>	
5450	CAITLIN BRONGEL	11/25/2025	447.62	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/25/2025	126.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/25/2025	90.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/25/2025	90.00	TRAVEL REIMBURSEMENT
5925	IAN WATERS	11/25/2025	90.00	TRAVEL REIMBURSEMENT

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
ACCOUNTS PAYABLE**

2268	INNOVATIVE OFFICE SOLUTIONS, INC	11/25/2025	837.00	PHONE SYSTEM MAINTANANCE CONTRACT 07-037
5703	OTT HYDROMET CORPORATION	11/25/2025	2,189.00	XCONNECT AND TEMPEST DCS TOOLKIT RENEWAL
3813	PENNINGTON, P.A.	11/25/2025	10,100.00	NOVEMBER 2025 1ST HALF LEGAL COUNSEL
2434	JERRICK SAQUIBAL	11/25/2025	98.00	TRAVEL REIMBURSEMENT
4642	COAKLEY TAYLOR	11/25/2025	116.00	TRAVEL REIMBURSEMENT
2630	ERIC TOOLE	11/25/2025	81.00	TRAVEL REIMBURSEMENT
<hr/>				
TOTAL ACH DISBURSEMENTS			\$ 14,264.62	
<hr/>				
TOTAL AP			<u>\$ 14,264.62</u>	

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
SCHEDULE OF DISBURSEMENTS
PAYROLL
NOVEMBER 2025

DIRECT DEPOSIT	11/07/2025	\$	177,326.56
CHECKS	11/14/2025		290.73
FLEX SPENDING TRANSFER	11/14/2025		1,767.07
DIRECT DEPOSIT	11/14/2025		273,318.55
DIRECT DEPOSIT	11/25/2025		270,466.04
CHECKS	11/25/2025		1,488.01
FLEX SPENDING TRANSFER	11/17/2023		1,767.07
		\$	<u>726,424.03</u>

APPROVED:

Chairman or Executive Director

January 14, 2026

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

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

FROM: Paul Thurman, Chief, Bureau of Water Resource Evaluation

DATE: January 14, 2026

SUBJECT: Consideration of Consultant Selections and Agreements for RFP 26-002
Hydrodynamic Modeling of St. Joseph Bay, Gulf County, Florida

Background

On December 5, 2025, the District issued a Request for Proposals (RFP) for Hydrodynamic Modeling of St. Joseph Bay, Gulf County, Florida (RFP 26-002). This RFP was issued to provide contractual services for the development and calibration of a hydrodynamic, circulation model of St. Joseph Bay to better understand flow patterns in the bay. This effort is being conducted as part of the St. Joseph Bay Assessment Project and is being funded by the Florida Department of Environmental Protection.

Sealed proposals for RFP 26-002 were due by 2:00 p.m. Eastern Time on January 5, 2026. District staff will prepare a supplement for your consideration at the January 14, 2026, Governing Board Meeting.

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: January 14, 2026

SUBJECT: Consideration of Proposed Draft Rule Language for the Recommended Minimum Flow for Jackson Blue Spring, Rules 40A-8.021 and 40A-8.061, F.A.C.

Recommendation

Staff recommends the Governing Board:

1. Approve the rule language for the Jackson Blue Spring Minimum Flow (Rules 40A-8.021 and 40A-8.061, F.A.C.), and
2. Authorize the Executive Director to continue and complete the rulemaking process for the Jackson Blue Spring minimum flow (Rules 40A-8.021 and 40A-8.061, F.A.C.) by submitting the Notice of Proposed Rule (NOPR) to both the Office of Fiscal Accountability and Regulatory Reform (OFARR) and the Joint Administrative Procedures Committee (JAPC), publishing the proposed rule in the Florida Administrative Register (FAR), and submitting the rule for final adoption to the Secretary of State.

Background

Section 373.042(1), F.S., 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. Per Subsection 373.042(1), F.S., our District must adopt minimum flows for our Outstanding Florida Springs by July 1, 2026.

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. The draft minimum flow technical assessment report for the system is complete, and the District hosted a rule development public workshop on December 17, 2025, followed by a 14-day public comment period. The scientific peer review comments were received in early January 2026. District staff and legal counsel considered all public comments received.

Next Steps

The draft rule language for the Minimum Flow for Jackson Blue Spring is now ready for Board review and approval. The draft recommended rule is included below. Upon such approval, staff will finalize the rule language and continue the rulemaking process by submitting NOPR to both OFARR and JAPC and publish the NOPR in the FAR. The NOPR is followed by a 21-day challenge/public comment period. Subsequently, staff will complete the rulemaking process by filing the rule for final adoption with the Secretary of State.

Staff will return to the Governing Board if there are any substantive changes to the rule language. Assuming there are no significant hurdles in the rulemaking process, staff anticipates that the rule will be effective by May 2026.

The full text of the proposed recommended Minimum Flow for Jackson Blue Spring rule is:

CHAPTER 40A-8 MINIMUM FLOWS AND MINIMUM WATER LEVELS

40A-8.021 Definitions.

(1) through (18) no change.

(19) “Jackson Blue Spring” is the first magnitude spring located in Jackson County at 30 degrees 47 minutes 25.8536 seconds north latitude and -85 degrees 08 minutes 24.3181 seconds west longitude.

(20) “Jackson Blue Spring Median Flow” means the median of Jackson Blue Spring Daily Flow beginning on January 1, 2005, and extending through present or for the most recent 30 years of record, whichever is shorter.

(21) “Jackson Blue Spring Daily Flow” means the average daily flow at Northwest Florida Water Management District Station 005042 (Jackson Blue Spring), or its successor located in Jackson County, Florida.

(22) “Jackson Blue Spring Median Baseline Flow” means the median of Jackson Blue Spring Daily Flow values between January 1, 2005, and December 31, 2024, adjusted to remove the impacts of groundwater withdrawals. Rulemaking Authority 373.044, 373.113 FS. Law Implemented 373.042 FS. History-New 6-12-2019, Amended 5-18-21, Amended

40A-8.061 Minimum Flow for Jackson Blue Spring.

The Governing Board hereby establishes the following minimum flow. The Governing Board finds that the following minimum flow is the limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area.

The minimum Jackson Blue Spring Median Flow is 92.2 cubic feet per second. The minimum flow of 92.2 cubic feet per second represents an allowable flow reduction of 10.7%, or 11.1 cubic feet per second, from the Jackson Blue Spring Median Baseline Flow of 103.3 cubic feet per second.

The District will evaluate the minimum flow for Jackson Blue Spring every five years as part of the regional water supply planning process to determine the extent to which the Jackson Blue Spring Median Flow has been reduced due to withdrawals as of the date of each evaluation. Each evaluation will include a review of:

- a. Flow data,
- b. Water withdrawals,
- c. Aquifer water levels, and
- d. Rainfall data.

Each evaluation is independent from and not a determination of water use permit compliance or environmental resource permit compliance. Permit compliance is a regulatory function that is not within the scope of this subsection.

Rulemaking Authority 373.044, 373.113 FS. Law Implemented 373.042, 373.0421, 373.103 FS. History-New

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: December 23, 2025

SUBJECT: Consideration of ITB 26B-001 for 2026 Perdido River Timber Sale

Recommendation

Staff recommends the Governing Board award the 2026 Perdido River Timber Sale to B&C Wood, LLC, and authorize the Executive Director to enter into an agreement with B&C Wood, LLC at a sale price of \$16.51 per ton, subject to legal counsel review.

Background

On November 18, 2025, the District issued Invitation to Bid (ITB) 26B-001 to conduct a loblolly pine clearcut timber harvest for one Timber Sale Unit within the Perdido River Water Management Area, totaling 158 acres, as outlined in Table 1 and the attached Exhibit Map. The bid was advertised on the My Florida Market Place Vendor Information Portal, the District website, DemandStar, and the Florida Administrative Register. Notices were also sent to all companies who had previously expressed an interest in District timber sales.

This timber sale includes an estimated 9,373 tons of combined Pine Pulpwood (4,698 tons), Pine Chip-N-Saw (4,465 tons) and Pine Saw Timber (210 tons) located in Escambia County within the Perdido River Water Management Area. The planned timeframe is for the harvest to be completed by December 31, 2026.

On December 16, 2025, at 2:00 P.M., the District received four sealed bids for ITB 26B-001 at the bid prices contained in Table 2. The highest bid received for the Timber Sale was from B&C Wood, LLC at a bid price of \$16.51 per ton.

Based on the bid price submitted, this timber sale is expected to result in a harvest of approximately 9,373 tons with a projected timber revenue of \$154,784.23.

Table 1 - Timber Sale Unit, Acreage, and Estimated Weight

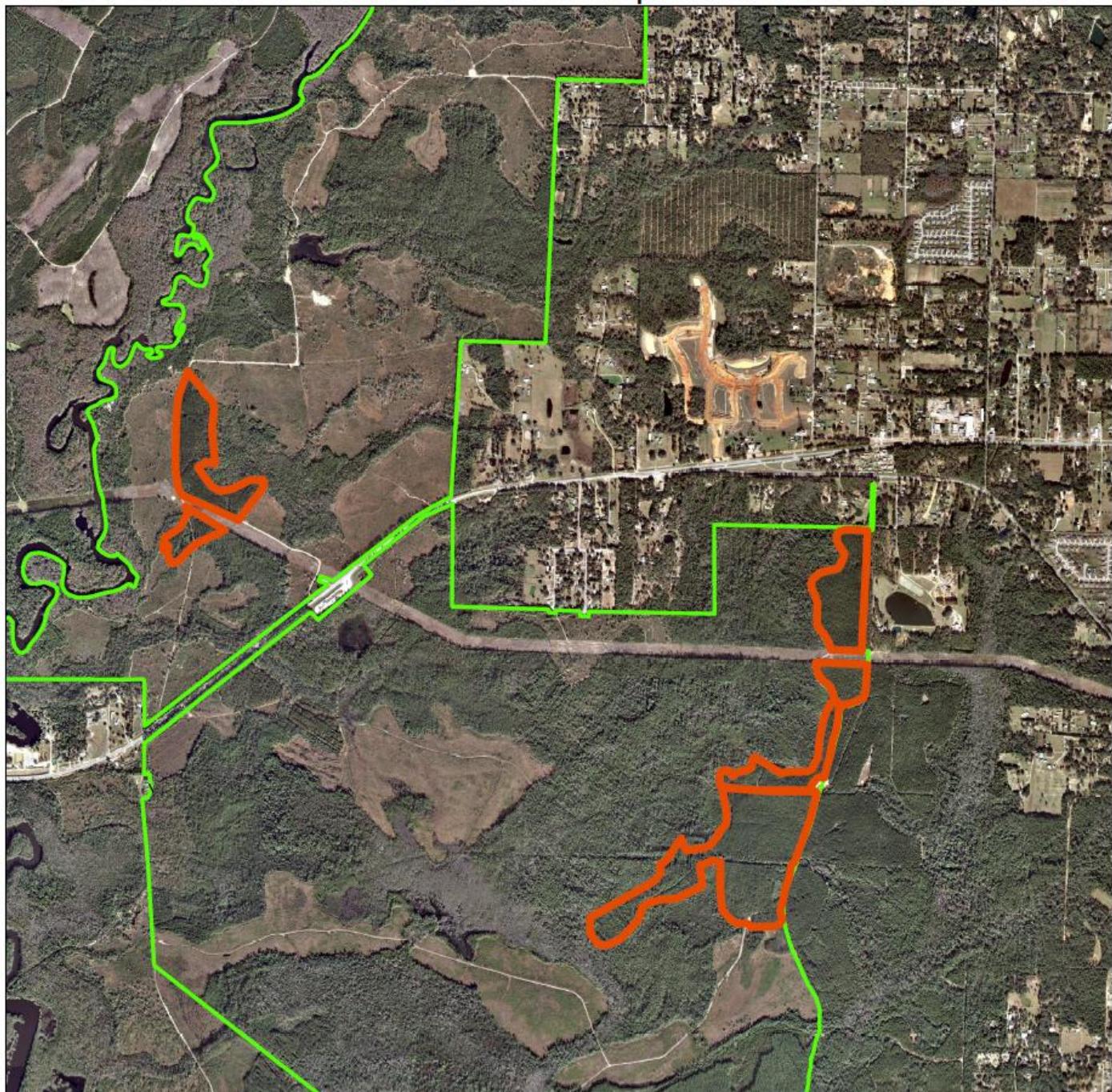
TIMBER SALE UNIT & MAP NUMBER	NWFWM HARVEST STAND NAME	SECTION; TOWNSHIP; RANGE	ACRES	AGE	ESTIMATED TIMBER WEIGHT (TONS) ¹
Unit 1	Perdido River	S 10/12/13; T1S; R32W	158	39	9,373
TOTAL			158		9,373

¹ *Estimated Timber Weight* is total stand roundwood timber volume based on a strata-level timber cruise performed in 2014 or later and modeled timber growth. This estimate does not account for hurricane damage or other tree mortality or conditions that would impact typical tree growth. The District does **NOT** guarantee this information.

Table 2 - Bids Submitted - Price Per Ton & Estimated Timber Revenue

Bidder/Company	Bid Price Per Ton	Estimated Timber Revenue based on 9,373 tons
ASR Transportation, LLC	\$12.60	\$118,099.80
Ayres Forestry, Inc.	\$12.61	\$118,193.53
B&C Wood, LLC	\$16.51	\$154,748.23
Conecuh Timber	\$16.26	\$152,404.98

Exhibit Map 1 – 2026 Perdido River Timber Sale



2026 Perdido River Timber Sale
Perdido River Water Management Area
Sections 10, 12 and 13, Township 1 South, Range 32 West
Escambia County, Florida
158 acres



0 0.4 0.8 1.6 Miles



MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: January 9, 2026

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 ejection 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 a soon as possible.

Michelle Harpster, Petitioner, vs. Northwest Florida Water Management District, Respondent, and Garden Street Communities Southeast, LLC, Intervenor, State of Florida Division of Administrative Hearings Case No. 25-6140

Petitioner is challenging the District's issuance and later modification of an environmental resource permit issued to Permittee/Intervenor Garden Street Communities Southeast, LLC, for a residential development in Okaloosa County. Petitioner is unrepresented in this action and is proceeding *pro se*. Initial discovery has been exchanged. The final hearing is set for January 26 and 27 via Zoom. The District is vigorously defending its decision to issue the permit and remains confident in its position. The Permittee has experienced legal counsel and is actively defending its project and permit.